



**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 Wednesday 18<sup>th</sup> December 2019 in the Council Chambers, Northampton commencing at 1.00pm.

Lunch will be served from 12.00pm.

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**  
**11<sup>th</sup> December 2019**



# ~ Agenda ~

**18<sup>th</sup> December 2019**

## **NOTICE OF MEETING**

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Wednesday 18<sup>th</sup> December 2019, at

The Council Chambers, Northampton commencing at 1.00pm.

**GARRY KEEFFE**  
**CHIEF EXECUTIVE OFFICER**

**18<sup>th</sup> December 2019**

## SHIRE OF NORTHAMPTON

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Signed  \_\_\_\_\_

Date 11<sup>th</sup> December 2019

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**

**AGENDA**  
**ORDINARY MEETING OF COUNCIL**  
**18<sup>th</sup> December 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 – 15<sup>th</sup> November 2019

**6. RECEIVAL OF MINUTES**

- 6.1 Audit Committee Meeting – 18<sup>th</sup> December 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**

**11. CLOSURE**



## SHIRE OF NORTHAMPTON

### Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on 15<sup>th</sup> November 2019

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**SHIRE OF NORTHAMPTON**

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15<sup>th</sup> November 2019**

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**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

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**11.1 OPENING**

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

**11.2 PRESENT**

Cr C Simkin	President	Northampton Ward
Cr S Krakover	Deputy President	Kalbarri Ward
Cr S Stock-Standen		Northampton Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr S Smith		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mrs Michelle Allen	Planning Officer	

**11.2.1 LEAVE OF ABSENCE**

Nil

**11.2.2 APOLOGIES**

Cr P Stewart

Kalbarri Ward

**11.3 QUESTION TIME**

Nil

**11.4 DISCLOSURE OF INTEREST**

Cr STOCK-STANDEN declared a financial interest in Item 7.3.2 Adoption of Scheme Amendment No 5 to LPS No. 10 as Cr STOCK-STANDEN has a financial interest in a parcel of land adjacent to the scheme amendment and may incur a gain or loss from the decision of Council.

Cr SUCKLING declared a financial interest in Item 7.3.2 Adoption of Scheme Amendment No 5 to LPS No. 10 as Cr SUCKLING has a financial interest in a parcel of land adjacent to the scheme amendment and may incur a gain or loss from the decision of Council.

## SHIRE OF NORTHAMPTON

### Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on 15<sup>th</sup> November 2019

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Cr HAY declared an impartiality interest in Item 7.5.3 Request for Funding (Kalbarri Holiday Guide 2020) as Cr HAY is a member of the Kalbarri Visitor Centre.

Cr KRAKOUER declared an impartiality interest in Item 7.5.3 Request for funding (Kalbarri Holiday Guide 2020) as Cr KRAKOUER is a member of the Kalbarri Visitor Centre.

#### 11.5 CONFIRMATION OF MINUTES

##### 11.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 18<sup>TH</sup> OCTOBER 2019

Moved Cr SMITH, seconded Cr STOCK-STANDEN

That the minutes of the Ordinary Meeting of Council held on the 18<sup>th</sup> October 2019 be confirmed as a true and correct record.

CARRIED 6/0

##### 11.5.2 CONFIRMATION OF MINUTES – SPECIAL MEETING OF COUNCIL 22<sup>ND</sup> OCTOBER 2019

Moved Cr SUCKLING, seconded Cr SMITH

That the minutes of the Special Meeting of Council held on the 22<sup>nd</sup> October 2019 be confirmed as a true and correct record.

CARRIED 6/0

##### 11.5.3 BUSINESS ARISING FROM MINUTES

Cr Stock-Standen requested if she could become the Council delegate for the Northampton Community Centre.

Cr STOCK-STANDEN seconded Cr SIMKIN

That Cr STOCK-STANDEN be appointed as a delegate of the Northampton Community Centre organisation

CARRIED 6/0

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

**11.6 RECEIVAL OF MINUTES**

**11.6.1 AGGREGATE AND BITUMEN TENDER SELECTION COMMITTEE  
MEETING – 29<sup>TH</sup> OCTOBER 2019**

Moved Cr SUCKLING, seconded Cr KRAKOUER

That the minutes be received of the Aggregate and Bitumen Tender Selection Committee of Council held on the 29<sup>th</sup> October 2019 be received.

CARRIED 6/0

**11.7 WORKS & ENGINEERING REPORT**

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

Noted.

**11.8 HEALTH & BUILDING REPORT**

**11.8.1 BUILDING APPROVALS (ITEM 7.2.1)**

Noted.

**11.9 TOWN PLANNING REPORT**

**11.9.1 PROPOSED GARDEN CENTRE TRADE SUPPLIES, WAREHOUSE STORAGE  
& TRANSPORT DEPOT – LOTS 995 & 996 ATKINSON CRESCENT,  
KALBARRI (ITEM 7.3.1)**

Moved Cr STOCK-STANDEN, seconded Cr KRAKOUER

That Council:

1. Grant development approval for the use of Lots 995 and 996 (No. 26) Atkinson Crescent, Kalbarri in accordance with the following:
  - a) Proposed Lot 1 - Garden Centre & Trade Supplies; and
  - b) Proposed Lot 2 - Warehouse/storage; and
  - c) Proposed Lot 3 - Transport Depot;

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**15<sup>th</sup> November 2019**

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2. The development approval is subject to the following conditions:
- a) Development shall be in accordance with the attached approved plan(s) dated 15 November 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;
  - b) 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;
  - c) The area set aside for the parking of vehicles together with the associated access as shown on the attached approved plan(s) shall;
    - i) be installed to the approval of the local government prior to the finalisation of the Subdivision Application No. 158128;
    - ii) be thereafter maintained to the approval of the local government;
    - iii) be made available for such use at all times and not used for any other purpose unless otherwise approved in writing by the local government;
    - iv) be properly formed to such levels that it can be used in accordance with the approved plan(s) and use;
    - v) be drained and sealed to the approval of the local government;
    - vi) have the boundaries of all vehicle spaces clearly indicated on the ground in conformity with the approved plan(s); and
    - vii) be designed in accordance with AS2890.
  - d) Installation of crossing places to the standards and specifications of the local government.

**Advice Note**

*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; and*

*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 6/0**

**SHIRE OF NORTHAMPTON****Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on  
15<sup>th</sup> November 2019**

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11.9.2 ADOPTION OF SCHEME AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 10 (NORTHAMPTON) – PT LOT 101 GLANCE STREET, HORROCKS (ITEM 7.3.2)
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With Cr Stock-Standen and Cr Suckling having declared an interest in this matter it resulted in no quorum and therefore the matter could not be considered by Council and is deferred to the next meeting of Council to be held 18 December 2019.

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

11.9.4 TOWN PLANNING SCHEME NO. 10 HERITAGE LIST – REMOVAL OF PLACES – FINAL ADOPTION (ITEM 7.3.4)
---

Moved Cr HAY, seconded Cr SMITH

That Council resolves pursuant to Schedule 2 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3 - Heritage Protection cl 8(3) to:

1. Endorse the 'Schedule of Submissions' for the Removal of Places from Town Planning Scheme No. 10's Heritage List as attached to Item 7.3.2 of the November Town Planning Report 2019;

2. In accordance with Regulation 8(3)(d) of the *Planning and Development (Local Planning Schemes) Regulations 2015* determines to remove the following places from the Heritage List:

- ND 3 - Galena School Site, Galena;
- ND 12 - Spring Valley Homestead;
- ND 16 - Mugawa Cottage ruins; and
- NT 5 - House and former bank Hampton Road Northampton.

3. In accordance with Regulation 8(4)) of the *Planning and Development (Local Planning Schemes) Regulations 2015* give notice of the removal of Places ND3, ND12, ND16 and NT5 to each owner/occupier of the place and the Heritage Council of Western Australia.

CARRIED 6/0

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**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

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<b>11.10 FINANCE REPORT</b>
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11.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)
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Moved Cr KRAKOUER, seconded Cr SUCKLING

That Municipal Fund Cheques 21769 to 21799 inclusive totalling \$97,678.33, Municipal EFT payments numbered EFT19913 to EFT20052 inclusive totalling \$1,314,750.55, Trust Fund Cheques 2463 to 2475, totalling \$10,251.26, Direct Debit payments numbered GJ0409 to GJ0416 inclusive totalling \$344,272.16 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

11.10.2 MONTHLY FINANCIAL STATEMENTS – OCTOBER 2019 (ITEM 7.4.2)
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Moved Cr SMITH, seconded Cr STOCK-STANDEN

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

CARRIED 6/0

<b>11.11 ADMINISTRATION &amp; CORPORATE REPORT</b>
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11.11.1 OCTOBER AGENDA – ITEM 7.3.5 – TOWN PLANNING REPORT (ITEM 7.5.1)
---

Moved Cr SMITH, seconded Cr KRAKOUER

That the removal of Agenda pages for Item 7.3.5 of the Town Planning Report from the minute book and Council web page by the CEO as a result of the discovery of those objections within the report being false, be endorsed

CARRIED 6/0



**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

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**11.11.2 LEASE – NORTHAMPTON MEN'S SHED (ITEM 7.5.2)**

Moved Cr HAY, seconded Cr SUCKLING

That Council approve of the lease of portion of Lot 452 Mary Street as per proposed draft lease area to the Northampton Men's Shed Inc for a period of 10 years with a further 10 year renewal option

CARRIED 6/0

**11.11.3 REQUEST FOR FUNDING – KALBARRI HOLIDAY GUIDE 2020 (ITEM 7.5.3)**

With Cr Hay and Cr Krakouer having declared an interest in this matter it resulted in no quorum and therefore the matter could not be considered by Council and is deferred to the next meeting of Council to be held 18 December 2019.

**11.11.4 HORROCKS CARAVAN PARK REDEVELOPMENT (ITEM 7.5.4)**

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council approve of the demolition of the eastern ablution block at the Horrocks Caravan Park to allow for the construction of a new ablution block subject to a demolition licence being approved and for the proposed new ablution block the submitting of a development application for assessment and approval and building permit being approved.

CARRIED 6/0

**11.11.5 NORTHAMPTON CEMETERY UPGRADES (ITEM 7.5.5)**

Cr SUCKLING declared an impartiality interest as she is a member of the Northampton Cemetery Committee.

Moved Cr SIMKIN, seconded Cr STOCK-STANDEN

That Council approve the progressing of Stage 1 of the Northampton Cemetery memorial tree area at an estimated cost of \$12,500 by utilising surplus funds of \$10,936 from the cemetery fence installation works and approve additional expenditure of an estimated \$1,564.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

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11.11.6 RENEWAL OF UNIT LEASES – NORTHAMPTON LIGHT INDUSTRIAL AREA (ITEM 7.5.6)
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Moved Cr SUCKLING, seconded Cr KRAKOUER

That Council:

1. Renew the lease for the Northampton Light Industrial Units 2 and 4 to Roderick Hilzinger and Deb De Rooy for a further term of 10 years with a renewal option for a further term/s.
2. Renew the lease for the Northampton Light Industrial Unit 3 to Brendan and Tracey Watson for a further term of five years with a renewal option of further term/s.
3. That due to an omission of option to renew terms within the existing lease agreements now requiring new lease agreements to be prepared, that Council cover all costs for the new lease agreements.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

<b>11.12 SHIRE PRESIDENT'S REPORT</b>
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Since the last Council meeting Cr SIMKIN reported on his attendance at the following:

19/10/2019 Farewell Dinner at Horrocks for ex Councillor Terry Carson and employee Debbie Carson

<b>11.13 DEPUTY PRESIDENT'S REPORT</b>
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Since the last Council meeting Cr KRAKOUER reported on his attendance at the following:

9/11/2019 - RSL Remembrance Day Dinner, Northampton

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on  
15<sup>th</sup> November 2019**

**11.14 COUNCILLORS' REPORTS****11.14.1 CR SMITH**

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

4/11/2019 Kalbarri Visitor Centre meeting  
12/11/2019 Kalbarri Visitor Centre meeting

**11.14.2 CR SUCKLING**

Since the last Council meeting Cr SUCKLING reported on her attendance at the following:

6/11/2019 – Northampton Visitor Association Annual General Meeting  
9/11/2019 – RSL Remembrance Day Dinner, Northampton

**11.14.3 CR HAY**

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

19/10/2019 Farewell Dinner at Horrocks for ex Councillor Terry Carson and employee Debbie Carson.

**11.15 NEW ITEMS OF BUSINESS****11.15.1 FUTURE OF AJANA HALL**

Cr KRAKOUER raised with Council the matter of the future of the Ajana Hall which apparently has not been used for some time now and on a recent visit to the building it is deteriorating.

Moved Cr SIMKIN seconded Cr KRAKOUER

That Council correspond to the Binu/Ajana Progress Associations seeking feedback to determine the future of the Ajana Hall.

CARRIED 6/0

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**15<sup>th</sup> November 2019**

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<b>11.16 NEXT MEETING OF COUNCIL</b>
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The next Ordinary Meeting of Council will be held on Wednesday 18<sup>th</sup> December 2019 commencing at 1.00pm at the Council Chambers, Northampton.

<b>11.17 CLOSURE</b>
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There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 1.52pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 12 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY 18 <sup>TH</sup> DECEMBER 2019.
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PRESIDING MEMBER: _____
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DATE: _____
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**WORKS & ENGINEERING REPORT CONTENTS**

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7.1.3	REQUEST FOR QUOTE (RFQ - 03/2020) SUPPLY OF FLEET VEHICLES – 2019/2020 ONE (1) x 6 WHEEL TIP TRUCK WITH TANDEM AXLE PIG TRAILER	5
7.1.4	REQUEST FOR QUOTE (RFQ - 04/2020) SUPPLY OF FLEET VEHICLES – 2019/2020 ONE (1) x VIBRATING SMOOTH DRUM ROLLER	7

**7.1.1 INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM****REPORTING OFFICER:****Neil Broadhurst - MWTS****DATE OF REPORT:****6th November 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 Riverside, Coolacalaya, Warribanno Chimney, Hulme, Eastough, Barrel Well, Hose, Brooks, Ajana Back, Ogilvie West, Chilimony, Binu West, Yerina Springs, Suckling, Lucky Bay, Bowes River, Parker, Wundi, Larrard and Rose Hill Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Horry, Blue Well, Lucky Bay, Suckling and Frosty Gully Road/s.

**Maintenance Items**

- Northampton and Rural areas – General sign replacement and maintenance works.
- Northampton – Pruning of road verge vegetation.
- Northampton – Chemical spraying of Calthrop areas around Northampton.
- Kalbarri – Maintenance and repairs to Nature Based playground area.
- Kalbarri/Port Gregory/Horrocks – Pre Christmas/school holiday street sweeping.
- Kalbarri – Post Office relocation works involving bollards installation, road closure and street sign installation works completed.
- Horrocks and Port Gregory promotional signs installed.
- Fire break grading – Various locations around Northampton townsite.

**Other Items (Budget)**

- Hatch Road – Works continuing to install sealed floodway including road sealing, concrete walls upstream and downstream plus rock protection works.
- Harvey/Horry Road – Works commenced to construct and seal approximately 3.5kms from end of existing bitumen up Muskerri Hill.
- Northampton cemetery memorial tree – Preliminary set out and earthworks surrounding the approved plan.
- Kalbarri – Depot area preparation works for new bus shed.

**Plant Items**

- Nil.

**For Council information.**

<b>7.1.2</b>	<b>REQUEST FOR QUOTE (RFQ - 02/2020)</b> <b>SUPPLY OF FLEET VEHICLES – 2019/2020</b> <b>SUPPLY TWO (2) x UTILITIES, TRADE THREE (3) x UTILITIES</b>						
	<table> <tr> <td data-bbox="367 436 845 481"><b>REPORTING OFFICER:</b></td><td data-bbox="845 436 1417 481"><b>Neil Broadhurst - MWTS</b></td></tr> <tr> <td data-bbox="367 481 845 515"><b>DATE OF REPORT:</b></td><td data-bbox="845 481 1417 515"><b>18th December 2019</b></td></tr> <tr> <td data-bbox="367 515 845 551"><b>APPENDICES:</b></td><td data-bbox="845 515 1417 551"><b>Nil.</b></td></tr> </table>	<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>	<b>DATE OF REPORT:</b>	<b>18th December 2019</b>	<b>APPENDICES:</b>	<b>Nil.</b>
<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>						
<b>DATE OF REPORT:</b>	<b>18th December 2019</b>						
<b>APPENDICES:</b>	<b>Nil.</b>						

### **SUMMARY:**

Council to determine quotes for the supply of two (2) new utilities and/or sale of three (3) Council listed trade vehicle/s as a trade or sale only basis.

### **BACKGROUND:**

Within the 2019/2020 approved budget, provision was made for the purchase of two (2) utility vehicles being

Vehicle 1 - 4WD extra cab tray back for the Northampton Ranger.

Vehicle 2 - 2WD single cab tray back for the Northampton Grader.

Management has utilized the West Australian Local Government (WALGA) Fleet Acquisition (Under Common Use Arrangement 37804) Documentation and Specifications to advertise the quote.

Documentation was prepared in requesting for the 'Supply of Fleet Vehicles' consisting of two (2) x Utilities (as per existing Fleet vehicle specifications). Similar sized replacement plant item was requested in each case (like for like.)

Quotes (Request for Quote) for the 'Supply of Fleet Vehicles – 2 x Utilities and sale of Councils surplus vehicles as a trade or sale only basis had been invited and closed 4:00pm Friday 7<sup>th</sup> December 2019.

### **FINANCIAL & BUDGET IMPLICATIONS:**

The 2019/2020 Budget made the following provisions for the purchase of new and trade vehicles. (All figure excluding GST)

Purchase of New.

Northampton Ranger – 4WD extra cab. (Vehicle 1)	\$ 52,000
Grader – 2WD single cab. (Vehicle 2)	\$ 41,000

(Grader funds being half budget allocation following removal of the replacement of a second grader operator vehicle to purchase the upgrade vehicle for the Lucky Bay caretaker)

Total                    \$ 93,000    (exc GST)

Proceeds from Sale (Trades)

P236 Isuzu Dmax 4WD extra cab NR9890 (Trade 1)	\$ 3,000
P202 Ford Ranger 2WD single cab NR8245 (Trade 2)	\$ 5,000
P275 Mitsi Triton 4WD single cab CGG041C (Trade 3)	\$ 0

(P275 Being the old Lucky Bay vehicle now surplus to requirements and available to trade)

Total                    \$ 8,000    (exc GST)

Available funds as per within 2019/2020 budget                    \$ 85,000    (exc GST)

The 2 x New utility vehicles require some additional expenditure regarding the transfer and fitting of communication devices, A-Frame towing and flashing lights etc.

**SUMMARY OF QUOTES:**

Due to the confidentiality matter includes in this item a separate report is provided

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.1.2**

**For Council Determination.**



<b>7.1.3</b>	<b>REQUEST FOR QUOTE – (RFQ – 03/2020).</b> <b>SUPPLY OF FLEET VEHICLES – 2019/2020</b> <b>ONE (1) x 6 WHEEL TIP TRUCK WITH TANDEM AXLE PIG TRAILER</b>						
	<table> <tr> <td data-bbox="367 436 845 481"><b>REPORTING OFFICER:</b></td><td data-bbox="845 436 1417 481"><b>Neil Broadhurst - MWTS</b></td></tr> <tr> <td data-bbox="367 481 845 526"><b>DATE OF REPORT:</b></td><td data-bbox="845 481 1417 526"><b>18th December 2019</b></td></tr> <tr> <td data-bbox="367 526 845 618"><b>APPENDICES:</b></td><td data-bbox="845 526 1417 618"> <b>1. Request for Quote</b>  <b>Assessment – Truck and Trailer</b>  <b>2019/2020</b> </td></tr> </table>	<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>	<b>DATE OF REPORT:</b>	<b>18th December 2019</b>	<b>APPENDICES:</b>	<b>1. Request for Quote</b> <b>Assessment – Truck and Trailer</b> <b>2019/2020</b>
<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>						
<b>DATE OF REPORT:</b>	<b>18th December 2019</b>						
<b>APPENDICES:</b>	<b>1. Request for Quote</b> <b>Assessment – Truck and Trailer</b> <b>2019/2020</b>						

### **SUMMARY:**

Council to determine quotes for the supply of One (1) New Truck and Trailer and/or sale of Councils Truck and Trailer as a trade or sale only basis.

### **BACKGROUND:**

Trade vehicle – 2010 Fuso 6 Wheel Tip Truck (P228 – NR9842 – Nov 2019 - 281000 kms) with 2008 Tandem Axle Pig Trailer (P207 -NR9378).

Management utilized the West Australian Local Government (WALGA) Preferred Supply Panel – Contract Number RFQ 023\_11 Documentation and Specifications to advertise the quote.

Documentation was prepared in requesting a Truck and Trailer (as per existing Truck and Trailer fleet specifications). An increased sized/powered plant item was requested for the truck to match the existing upgraded similar plant items. The Trailer specifications were for a similar sized unit.

Quotes (Request for Quote) for the supply of one new Truck and Trailer and /or sale of Councils Truck and Trailer as a trade or sale only basis closed 4:00pm Wednesday 20th November 2019.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 2019/2020 Budget made the following provisions for the purchase of new and trade vehicles. (All figure excluding GST)

Purchase of New.

6 Wheel Tip Truck. (Vehicle 1)	\$ 250,000
Tandem Pig Trailer	\$ 85,000
<b>Total</b>	<b>\$ 335,000 (exc GST)</b>

Proceeds from Sale (Trades)

6 Wheel Tip Truck (Trade 1)	\$ 35,000
Tandem Pig Trailer	\$ 15,000
<b>Total</b>	<b>\$ 50,000 (exc GST)</b>

Available funds as per within 2019/2020 budget \$285,000 (exc GST)

The transfer and fitting of communication devices and flashing lights etc. are all included in the above quote.

**SUMMARY OF QUOTES:**

Due to the confidentiality matter includes in this item a separate report is provided

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.1.3.**

**For Council Determination.**

<b>7.1.4</b>	<b>REQUEST FOR QUOTE – (RFQ – 03/2020).</b> <b>SUPPLY OF FLEET VEHICLES – 2019/2020</b> <b>ONE (1) x VIBRATING SMOOTH DRUM ROLLER</b>						
	<table> <tr> <td data-bbox="367 436 845 481"><b>REPORTING OFFICER:</b></td><td data-bbox="845 436 1417 481"><b>Neil Broadhurst - MWTS</b></td></tr> <tr> <td data-bbox="367 481 845 515"><b>DATE OF REPORT:</b></td><td data-bbox="845 481 1417 515"><b>18th December 2019</b></td></tr> <tr> <td data-bbox="367 515 845 618"><b>APPENDICES:</b></td><td data-bbox="845 515 1417 618"> <b>1. Request for Quote</b>  <b>Assessment – Vibrating Smooth Drum Roller 2019/2020</b> </td></tr> </table>	<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>	<b>DATE OF REPORT:</b>	<b>18th December 2019</b>	<b>APPENDICES:</b>	<b>1. Request for Quote</b> <b>Assessment – Vibrating Smooth Drum Roller 2019/2020</b>
<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>						
<b>DATE OF REPORT:</b>	<b>18th December 2019</b>						
<b>APPENDICES:</b>	<b>1. Request for Quote</b> <b>Assessment – Vibrating Smooth Drum Roller 2019/2020</b>						

#### **SUMMARY:**

Council to determine quotes for the supply of One (1) New Vibrating Smooth Drum Roller and/or sale of Councils Vibrating Smooth Drum Roller as a trade or sale only basis.

#### **BACKGROUND:**

Trade vehicle – 2007 Dynamic Vibrating Roller (P204 – NR8941 – November 2019 - 4800 hours).

Management utilized the West Australian Local Government (WALGA) Preferred Supply Panel – Contract Number RFQ 023\_11 Documentation and Specifications to advertise the quote.

Documentation was prepared in requesting a Vibrating Smooth Drum Roller (as per existing Vibrating Roller fleet specifications). A larger/heavier sized powered plant item was requested.

Quotes (Request for Quote) for the supply of one new Vibrating Smooth Drum Roller and /or sale of Councils Vibrating Smooth Drum Roller as a trade or sale only basis closed 4:00pm Wednesday 27th November 2019.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 2019/2020 Budget made the following provisions for the purchase of new and trade vehicles. (All figure excluding GST)

Purchase of New.

Vibrating Roller (Vehicle 1)	\$ 180,000
<b>Total</b>	<b>\$ 180,000 (exc GST)</b>

Proceeds from Sale (Trades)

Vibrating Roller (Trade 1)	\$ 30,000
<b>Total</b>	<b>\$ 30,000 (exc GST)</b>

Available funds as per within 2019/2020 budget \$150,000 (exc GST)

The transfer and fitting of communication devices and flashing lights etc. are all included in the above quote.

**SUMMARY OF QUOTES:**

Due to the confidentiality matter includes in this item a separate report is provided

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.1.4.**

**For Council Determination.**

# SHIRE OF NORTHAMPTON

## WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2019/2020)

(December 2019)

2019/2020 Budget Works	Job No	Status	Comments
<b><u>Regional Road Group Projects</u></b>			
<b>Kalbarri Road (Shared funding - RTR)</b> Shoulder Reconditioning works 46.00 - 54.00 slk	RR12	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
<b>Port Gregory Road</b> Shoulder Reconditioning works - full length	RR13		
<b><u>Roads to Recovery</u></b>			
<b>Binnu West Road (Carry over)</b> Realign Chilimony Road intersection	RT25	COMPLETE	Completion of Grant extension
<b>Kalbarri Road (Shared funding - RTR)</b> Shoulder Reconditioning works 46.00 - 54.00 slk	RT29	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
<b>Port Gregory Road (Shared funding - RTR)</b> Shoulder Reconditioning works - full length	RT26		
<b>Harvey Road / Horry Road</b> Construction and Bitumen seal (3.25km's)	RT32		Works continuing, 1.6kms seal prior to Christmas 2019
<b>Erwood Street and Thornton Avenue</b> Construction and Bitumen seal	RT33		
<b><u>Commodity Route Funding</u></b>			
<b>Harvey Road / Horry Road (Share funding R2R)</b> Construction and Bitumen seal (3.25km's)	T727		Works continuing, 1.6kms seal prior to Christmas 2019
Cont.			

2019/2020 Budget Works	Job No	Status	Comments
<b><u>MUNICIPAL FUND CONSTRUCTION</u></b>			
<b><u>Northampton</u></b>			
<b>Northampton - Bateman Street</b> Construct and Seal 210m	R971		
<b>Northampton - Lions Park</b> Construct and seal car park			
<b><u>Kalbarri</u></b>			
<b>Kalbarri - Blue Holes access - c/park (C/Over 2018/2019)</b> Construct access road, car park, fencing, landscaping	R989		
<b>Kalbarri - Walker Street (C/Over 2018/2019)</b> Reseal (0.107 - 0.370)	R979		
<b>Kalbarri - Karina Mews Street (C/Over 2018/2019)</b> Kerb replacement and Reseal	R982		
<b>Kalbarri - Gantheaume Crescent</b> Reseal (0.120 - 0.820)	R987		
<b>Kalbarri - Patrick Crescent</b> Reseal (0.000 - 0.330)	R988		
<b>Kalbarri - Ralph Street</b> Reseal (0.000 - 0.530)	R989		
<b>Port Gregory Road</b> Shoulder Reconditioning - Edge reinstatement provisions	R991		
<b>Kalbarri - CBD area Police Station</b> Asphalt reseal			
<b>Kalbarri - Porter Street</b> Asphalt reseal			
<b>Kalbarri - Smith Street</b> Asphalt reseal			
Cont.			

2019/2020 Budget Works	Job No	Status	Comments
<b><u>Rural</u></b>			
<b>Hatch Road</b> Install culvert and seal crossing	R985		Commenced
<b><u>MUNICIPAL FOOTPATHS</u></b>			
<b>Northampton - Stephen Street (C/Over 2018/2019)</b> Replace DUP from NWCH to West Street	F702		
<b>Kalbarri - Grey Street</b> Replace DUP at front of Allen Centre			
<b>Kalbarri - Glass Street</b> Install DUP Tiki Cove to Medical Centre			
<b>Kalbarri - Grey Street</b> Install DUP Rushton Street to Red Bluff Road			
<b>Kalbarri - Malaluca Pathway</b> Undertake identified reinstatement works	T379	COMPLETE	
<b>Port Gregory</b> Install DUP Port Street to Lynton Avenue		COMPLETE	
Cont.			

MUNICIPAL FUND CONSTRUCTION	Job No	Status	Comments
<b><u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u></b>			
<b>Northampton - Hampton Gardens</b> Replace stairs at toilet			Materials received
<b>Northampton - Hampton Gardens</b> Install paving and table/chairs on west side			Materials received
<b>Northampton - Lions Park Ablutions</b> Install pump and additional leach drains			Works/Quote within budget amount being finalised
<b>Northampton - Oval renovation</b> Undertake Verti mowing		COMPLETE	
<b>Kalbarri - Grey Street/Red Bluff car park</b> Install 3 x seats and concrete slabs		COMPLETE	
<b>Kalbarri - Oval/Tennis court area</b> Install safety barrier booth ends		COMPLETE	
<b>Kalbarri Depot</b> Remove loading ramp and repair fencing			
<b>Kalbarri Depot</b> Construct and install bus shed/shelter			
<b>Kalbarri Depot</b> Install cover/roof over concrete tank.			
<b>Kalbarri - Blue Holes car park area</b> Fence upgrade at completion of car park			
<b>Binnu tip site</b> Establish new site/trenches			
<b><u>PLANT ITEMS - Major</u></b>			
<b>Northampton - New Truck (6 wheeler)</b> Purchase new - trade/sell existing P228 Truck			Advertised - to be presented at December 2019 meeting
<b>Northampton - New Truck Trailer</b> Purchase new - trade/sell existing P262 (NR9376) Trailer			Advertised - to be presented at December 2019 meeting
Cont.			



2019/2020 Budget Works	Job No	Status	Comments
<b>Northampton - New Vibe Roller</b> Purchase new - trade/sell existing P204 (NR8941) Roller			Advertised - to be presented at December 2019 meeting
<b>Northampton - Utility - Gardener/Cleaner</b> Purchase New - trade/sell P236 (NR9890)- N/ton utility			
<b>Northampton - Utility - Northampton Ranger</b> Purchase New - trade/sell P236- Horrocks utility			Advertised - to be presented at December 2019 meeting
<b>Northampton - Utility - Grader operator</b> Purchase New - trade/sell P198 (NR82) - Nton tip utility			Vehicle replacement deferred
<b>Northampton - Utility - Grader operator</b> Purchase New - trade/sell P202 (NR8245) - Kalbarri tip utility			Advertised - to be presented at December 2019 meeting
<b><u>PLANT ITEMS - Minor/Other/Sundry tools</u></b>			
Northampton - Set of hand held 2-way radios			
Northampton - Tip site generator			
Northampton - Chainsaw small			
Northampton Gardeners - R/charge extend hedge pruner		COMPLETE	
Northampton Gardeners - R/charge blower		COMPLETE	
Northampton Gardeners - R/charge garden shears		COMPLETE	
Northampton Gardeners - Battery charger		COMPLETE	
Northampton Gardeners - Petrol auger and bit		COMPLETE	
Northampton Gardeners - Felco secateurs x 2		COMPLETE	
Northampton Gardeners - Silvan backpack sprayer x 2		COMPLETE	
Northampton Gardeners - Folding tree pruning saw		COMPLETE	
Kalbarri - Rechargeable drill with batteries		COMPLETE	
Kalbarri - Rechargeable angle grinder/drill with batteries		COMPLETE	
Kalbarri - Gardener - Blower		COMPLETE	
Kalbarri - Manual push fertiliser spreader			
Kalbarri - Tow fertiliser spreader		COMPLETE	
General - Valve/service locator		COMPLETE	
General - Reticulation Fertiliser impregnation unit		COMPLETE	

## HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF NOVEMBER 2019	2
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<b>7.2.1</b>	<b>INFORMATION ITEM: BUILDING STATISTICS</b>
	<b>DATE OF REPORT:</b> 11 <sup>th</sup> December 2019
	<b>RESPONSIBLE OFFICER:</b> Glenn Bangay – Principal EHO/Building Surveyor

## **1. BUILDING STATISTICS**

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

### **OFFICER RECOMMENDATION – ITEM 7.2.1**

**For Council information.**

# SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 18<sup>th</sup> December 2019

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - NOVEMBER 2019									
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials	Area m2	Value	Fees
						1. Floor			1. App Fee
						2. Wall			2. BCITF
						3. Roof			3. BRB
									4. Other
05/11/2019	1736	Gliss Holdings PO Box 64 KALBARRI	G Dunn PO Box 64 KALBARRI	10 (Lot 1) Porter St KALBARRI	Demolition	1. N/A	15	\$1,500	1. 105.00
						2. N/A			2. 0.00
						3. N/A			3. 61.65
						4. N/A			4. 0.00
06/11/2019	1733	St John Ambulance PO Box 66 KALBARRI	C Saunders PO Box 1465 GERALDTON	33 (Lot 600) Magee Cres KALBARRI	Patio	1. Concrete	48	\$16,500	1. 105.00
						2. N/A			2. 0.00
						3. C/Bond			3. 61.65
									4. 0.00
06/11/2019	1735	Thi Thu Van Evans 271 The Esplanade MT PLEASANT	Batavia Timber & Salvage 21 Box St GERALDTON	23 (Lot 79) Port St PORT GREGORY	Demolition	1. N/A	120	\$29,700	1. 105.00
						2. N/A			2. 0.00
						3. N/A			3. 61.65
									4. 0.00
19/11/2019	1737	Summerstar Pty Ltd 8 Mallion St EMBLETON	Holtro PO Box 4 BASSENDEAN	399 (Lot 10646) Red Bluff Road KALBARRI	Managers Office 7 Dwelling	1. Steel	146	\$210,000	1. 189.00
						2. F/cmnt			2. 420.00
						3. C/Bond			3. 287.70
									4. 0.00
19/11/2019	1741	Gliss Holdings PO Box 64 KALBARRI	Simple Life Projects PO Box 147 KALBARRI	10 (Lot 1) Porter St KALBARRI	Alterations	1. Concrete	6	\$120,000	1. 108.00
						2. N/A			2. 240.00
						3. N/A			3. 164.40
									4. 0.00
26/11/2019	1744	B & J Chare PO Box 417 KALBARRI	Geraldton Creative Landscapes 25 Dorset Dve DEEPPDALE	2 (Lot 5) Mariner Cres KALBARRI	B/G Swimming Pool	1. N/A	24	\$20,000	1. 105.00
						2. N/A			2. 0.00
						3. N/A			3. 61.65
									4. 0.00
26/11/2019	1739	Summerstar Pty Ltd 8 Mallion St EMBLETON	Holtro PO Box 4 BASSENDEAN	399 (Lot 10646) Red Bluff Road KALBARRI	3 x Transportable Accommodation Units	1. Concrete	230	\$378,000	1. 718.20
						2. Fibre			2. 756.00
						3. C/Bond			3. 517.86
									4. 25.00

## **TOWN PLANNING CONTENTS**

<b>7.3.1</b>	<b>ADOPTION OF SCHEME AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 10 (NORTHAMPTON) - PT LOT 101 GLANCE STREET, HORROCKS .....</b>	<b>2</b>
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**7.3.1 ADOPTION OF SCHEME AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 10 (NORTHAMPTON) - PT LOT 101 GLANCE STREET, HORROCKS**

<b>LOCATION:</b>	<b>Lot 101 Glance Street, Horrocks</b>
<b>FILE REFERENCE:</b>	<b>10.8.7.2 / A4967</b>
<b>APPLICANT:</b>	<b>Shire of Northampton</b>
<b>OWNER:</b>	<b>Shire of Northampton (lessee Summerstar Pty Ltd)</b>
<b>DATE OF REPORT:</b>	<b>7 October 2019</b>
<b>REPORTING OFFICER:</b>	<b>Hayley Williams – Senior Consultant Planner</b>
<b>APPENDIX:</b>	
1.	<b>Schedule of Submissions</b>
2.	<b>Photos from Affected Landowner Site (refer Submission No. 6)</b>
3.	<b>Submission from Department of Fire and Emergency Services</b>

**AUTHORITY / DISCRETION:**

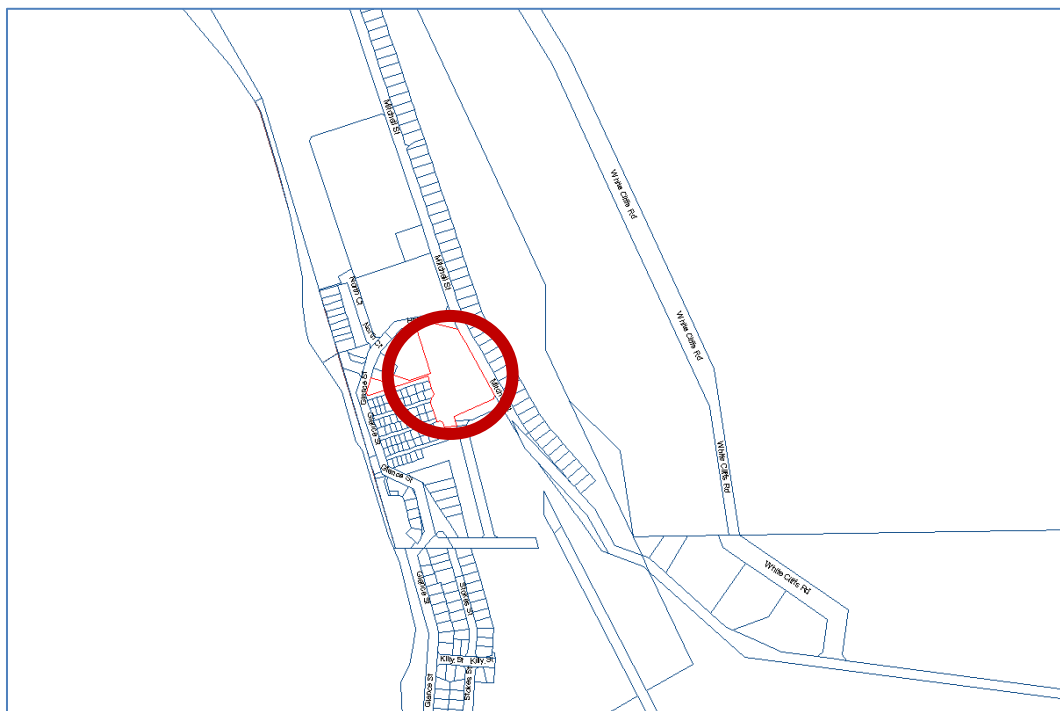
**Legislative** *when Council makes and reviews the legislation it requires performing its function as Local Government. For example, adopting local laws, town planning schemes & policies.*

**SUMMARY:**

The advertising period for Local Planning Scheme Amendment No. 5 has concluded with a total of eight (8) submissions being received. The primary concern raised during the advertising period relates to the compliance of the amendment site in relation to Bushfire Planning measures.

This report recommends that Council adopt the Scheme Amendment, subject to a number of modifications, and that it be forwarded to the Minister for Planning for final endorsement.

**Figure 1. Location Plan for Lot 101 Glance Street, Horrocks**



**Figure 2. Site Plan for Lot 101 Glance Street, Horrocks**



## BACKGROUND:

Council at their Ordinary Meeting held on 15 March 2019, resolved to initiate a Scheme Amendment:

*“That Council pursuant to Part 5 of the Planning and Development Act 2005 amend Shire of Northampton Local Planning Scheme No.10, subject to the preparation and lodgement of appropriate scheme amendment documentation, to:*

1. *Amend Table 1 – Zoning Table by replacing the “X” use for use class ‘Caravan Park’ to an “A” use, within the Town Centre Zone.*
2. *The Amendment is considered to be a standard amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*
  - a) *an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve; and*
  - b) *an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission.”*

The matter of Scheme Amendment No. 5 was put forward again, seeking to apply an Additional Use of 'Caravan Park' for Lot 101 Glance Street, Horrocks by amending Schedule 2 - Specified additional uses for zoned land in the Scheme area of Local Planning Scheme No. 10 (LPS10), as follows:

No	Description of Land	Location	Additional Use	Conditions
A4	HORROCKS Portion of Lot 101	Glance Street	'D' - Caravan Park	As determined by the local government.

It is considered that the proposed amendment will facilitate the use class 'Caravan Park' within the specific portion of Lot 101 rather than potentially allow this use in other areas zoned 'Town Centre' within the Scheme area. The targeted approach has been supported by the developer's Planning Consultant and the Department of Planning, Lands and Heritage.



## **COMMUNITY/GOVERNMENTAL CONSULTATION:**

The Scheme Amendment was publicly advertised in accordance with the provisions of the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*. Advertising of the Scheme Amendment began on Friday 2<sup>nd</sup> August and closed on Friday 13<sup>th</sup> September, 2019.

A total of eight (8) submissions were received from community members, Government Agencies and Service Authorities. Two (2) objections were submitted on the proposed Scheme Amendment relating to potential impact upon views and not adequately meeting bushfire planning policy measures.

A summary, comment and recommendation for each submission is attached in the 'Schedule of Submissions' (refer to **Appendix 2**). A copy of the submission from the Department of Fire and Emergency Services is included in **Appendix 3**.

A copy of the actual submissions are available to Council upon request.

## **FINANCIAL & BUDGET IMPLICATIONS:**

The preparation of a Scheme Amendment will be covered under Council's 2019/20 budgetary provisions for Planning Consultant fees) and advertising of the Scheme Amendment will incur additional costs (allocated within 2019/20 budgetary provisions for Town Planning advertising).

## **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*Planning and Development (Local Planning Schemes) Regulations 2015*

*Local: Shire of Northampton - Town Planning Scheme No. 10 - Northampton District*

## **Town Planning Scheme No. 10**

*Town Planning Scheme No. 10* was gazetted in January 2012. The Scheme was drafted and finalised before the release of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('LPS Regulations') which incorporated model provisions for local planning schemes, including standardised zones and use class classifications.

Clause 4.5 Additional Uses states:

*“Despite anything contained in the Zoning Table, the land specified in Schedule 2 may be used for the specific use or uses that are listed in addition to any uses permissible in the zone in which the land is situated subject to the conditions set out in Schedule 2 with respect to that land.”*

The current allocation of 'X' (not permitted) uses for 'Caravan Parks' except within the Caravan, Camping and Cabin zone is considered to be overly restrictive.

The use classification of "Caravan Park" is considered to address the objectives of the "Town Centre" zone which is:

*“To accommodate a range of mixed uses in order to foster a sense of community and strong local identity.”*

Therefore granting the portion of Lot 101 Glance Street, which is subject of the lease, with an Additional Use for "Caravan Park" allows for a range of mixed uses to be accommodated.

### **Planning and Development (Local Planning Schemes) Regulations**

The *Planning and Development (Local Planning Schemes) Regulations* state the following to be considered a “Standard Amendment”:

*“standard amendment means any of the following amendments to a local planning scheme –*

- a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;*
- (b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission”*

Therefore, it is considered that the proposed amendment fits within the "Standard Amendment" category, with the amendment therefore being required to be advertised in accordance with the Regulations for a “Standard” Scheme Amendment

### **POLICY IMPLICATIONS:**

State: *State Planning Policy 3.7 - Planning in Bushfire Prone Areas (2015)*

Local: *Shire of Northampton Horrocks Beach Local Planning Strategy (2015)*

### **SPP 3.7 - Planning in Bushfire Prone Areas**

The objectives of this policy are to:

- 5.1 *Avoid any increase in the threat of bushfire to people, property and infrastructure. The preservation of life and the management of bushfire impact are paramount.*
- 5.2 *Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making at all stages of the planning and development process.*
- 5.3 *Ensure that higher order strategic planning documents, strategic planning proposals, subdivision and development applications take into account bushfire protection requirements and include specified bushfire protection measures.*
- 5.4 *Achieve an appropriate balance between bushfire risk management measures and, biodiversity conservation values, environmental protection and biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.*

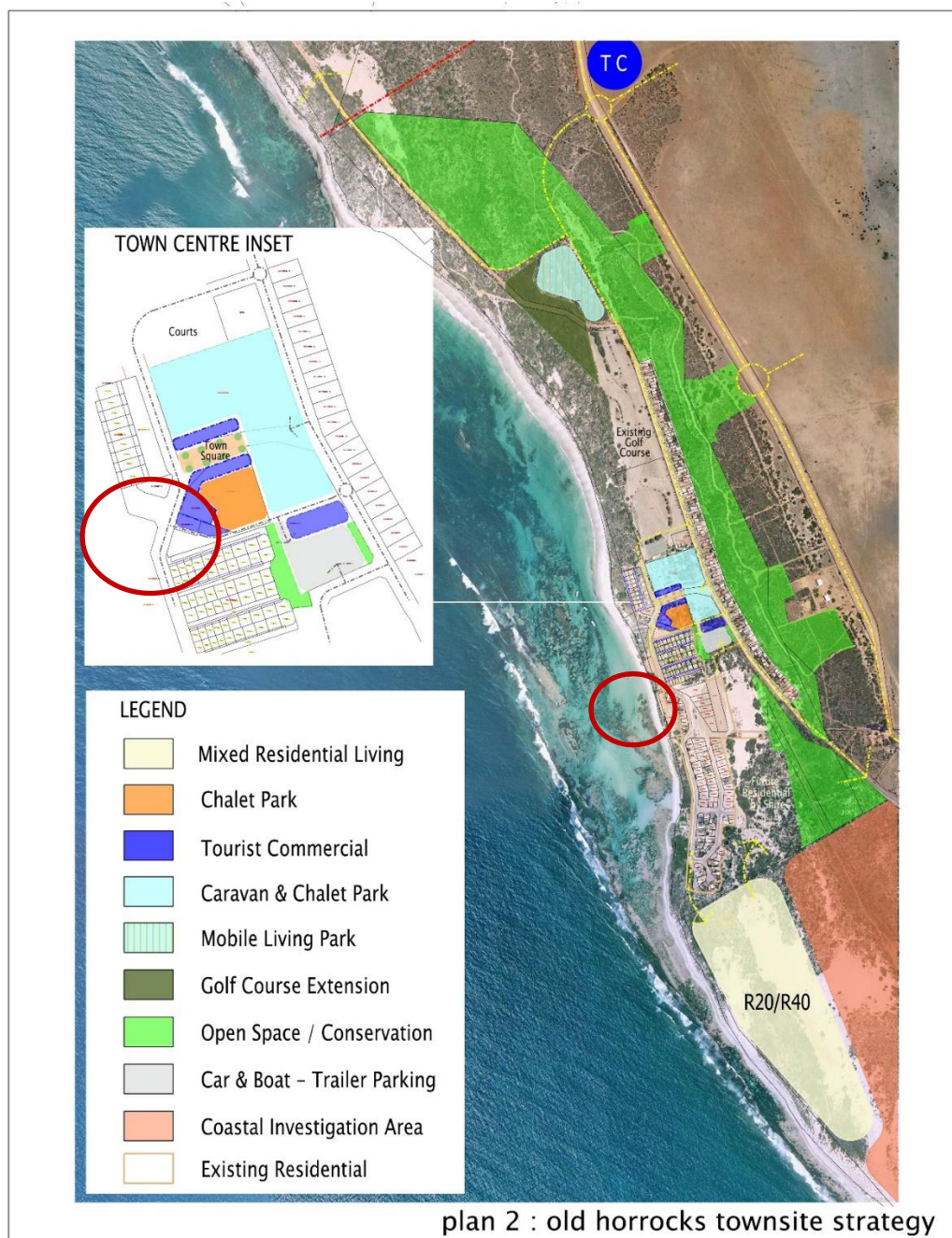
Clause 6.8 of the SPP states that the advice of the State/relevant authority/s responsible for emergency services is to be sought and considered in the preparation and determination of all strategic planning proposals , subdivision and development applications where:

- a) *compliance with these policy measures is unlikely to be achieved; and/or*
- b) *additional/alternative measures are proposed; and/or*
- c) *the application contains unavoidable development, or vulnerable or high-risk land uses.*

The Bushfire Management Plan prepared for the development site and included as part of Amendment No. 5 includes a policy measure that is unlikely to be achieved (two-way access) and another that proposes an alternative measure (asset protection zone outside of subject land). These are discussed in further detail in the Comment section of this report.

### **Horrocks Beach Local Planning Strategy**

The portion of Lot 101 that is the subject of the Development Approval for a Caravan and Chalet Park is designated for future use as “a Caravan and Chalet Park” under the *Shire of Northampton Local Planning Strategy*, as per Plan 2 of the Horrocks Beach Local Planning Strategy and circled in red, below:



horrocks beach  
local planning strategy



shire of northampton  
CLIENT  
DATE  
october 2013  
089103-3-03  
PLAN NO  
REVISION  
PLANNER  
DRAWN

**larry smith**  
planning  
Tel: 0418-918908 Email: larrysmith@bigpond.com

Base file supplied by Landgate  
Aerial Photography dated January 2006

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The subject land that has been the impetus for this Scheme Amendment is located within Cell 4 – Old Horrocks Planning Area. The Cell 4 objectives and land use strategies are outlined below:

Cell Objectives 4	Cell 4 - Land Use Strategies	Cell 4 - Actions
<p>To provide for the expansion of existing tourist accommodation opportunities and experiences.</p> <p>To facilitate the development of a town centre and expansion of local convenience and tourist retail opportunities.</p>	<p>□ Caravan Chalet Park – The Strategy proposes the progressive re-location of existing and future permanent and semi-permanent vans into a new Mobile Living Park at the northern end of Mitchell Street, overlooking the Golf Course. The Strategy proposals for the Town centre also <b>facilitate expansion of the Caravan Park into the land to the east of Horrocks Beach Chalets</b>. The relocation of permanent vans to the Mobile Living Park and expansion of the Caravan Park to the south will facilitate a significant increase in tourist caravan sites as well as enable the development of improved chalet facilities.</p>	<p><i>Old Horrocks Town Centre Precinct:</i> Prepare Local Development Plan for core of Old Horrocks redevelopment around Mitchell Street and Ring Road to facilitate discussions with relevant parties.</p> <p>Facilitate establishment of Old Horrocks Town Square, extension of Horrocks Caravan Park east of Mitchell Street and reservation and construction of Ring Road and additional public parking.</p> <p>Investigate establishment of the Mobile Living Park and amend the Scheme accordingly for long-stay accommodation only. Consult with Caravan Park operator and permanent residents to define an acceptable schedule for staged development of the Mobile Living Park to allow progressive re-location of permanent and semi-permanent vans to the Mobile Living Park.</p>

#### COMMENT:

Scheme Amendment No. 5 is considered to be supported by the aims, strategies and actions for Cell 4 – Old Horrocks within the *Horrocks Beach Local Planning Strategy*, and will allow for the development of a Caravan and Chalet Park upon Lot 101 Glance Street, Horrocks. Furthermore, the amendment to include "Caravan Park" via an 'Additional Use' zone use is consistent with the objectives of the Town Centre zone but limits the extent of this use to the subject site.

During the public advertising period the submissions received generally supported the inclusion of the additional use, however, two submission received raised an objection to the amendment relating to impact upon views and a recommendation from the Department of Fire and Emergency Services for a number of modifications to be made to the Bushfire Management Plan to address the policy measures of SPP3.7 and its supporting guidelines.

#### Visual Impact



A submission received raised concerns regarding the impact on ocean views from their residential zoned lot on Mitchell Street. It was requested that tree plantings be limited to a species with a maximum height of 4 metres.

Upon visiting the site of the affected landowner it was evident that views are currently impacted upon by existing mature vegetation contained within the current caravan park site and that of the Horrocks Beach Cottages site. Future planting within the proposed development site is considered to have little impact at the restricted heights and therefore it is recommended that the submission be dismissed.

### **Bushfire Planning Policy Measures**

The submission received from the Department of Fire and Emergency Services (DFES) raised concern over the compliance of the prepared Bushfire Management Plan (BMP) with a number of policy measures stating:

*It is critical that the bushfire management measures within the BMP are refined, to ensure they are accurate and can be implemented to reduce the vulnerability of the development to bushfire. The BMP requires modification for the following reasons:*

*1. The development design has not demonstrated compliance to:*

- Element 1: Location*
- Element 2: Siting and Design*
- Element 3: Vehicular Access*

*It is acknowledged that the caravan park has been developed prior to the introduction of the bushfire policy framework and the application for an extension to the existing land use was approved by the Shire at the Ordinary Council Meeting on the 15 March 2019. However, the bushfire management of the site should be improved, and the risk reduced through the development of this BMP. The BMP can then influence the appropriate bushfire management measures to reduce vulnerability and minimise the threat of bushfire to visitors, the site itself and surrounding locality.*

A full review of the policy measures has been addressed in the Schedule of Submissions (refer **Appendix 1**).

In order to address the submission from DFES it is recommended that the BMP be modified to adequately address Element 2 - Siting and Design of Development, A2.1 Asset Protection Zone, by including both the road verge areas and land to the south

of the development site within the Asset Protection Zones and that the Shire agree in writing to the applicant/developer managing these areas in a low-fuel state on an ongoing basis for the life of the development.

In regard to adequately meeting the requirements of Element 3 - Vehicular Access it is not considered possible to modify the BMP to provide two different access routes to two different destinations given the existing public road network of the townsite of Horrocks. Constructing an alternative road connection from Mitchell Street to White Cliffs Road, north of the townsite is proposed within the *Horrocks Beach Local Planning Strategy* and approved Structure Plan, however, it is not considered to be a feasible option for infill development within the town centre.

It is proposed to improve evacuation efficiency and to give an alternative option the development proposal includes a secondary emergency evacuation access way at the rear of the site. As a secondary route is not available an open space refuge area has been designated on the Horrocks foreshore area. It is a publicly accessible area on the ocean that can provide shelter should evacuation from the Horrocks Townsite not be available. It is therefore recommended that this part of the submission be dismissed.

**VOTING REQUIREMENT:**

*Absolute Majority Required:*     No

**CONCLUSION:**

It is recommended that Council endorse the Schedule of Submissions and adopt Scheme Amendment No. 5 to *Town Planning Scheme No. 10* to include an additional use of 'Caravan Park' for Lot 101 Glance Street, Horrocks by amending Schedule 2 - Specified additional uses for zoned land in the Scheme area of *Town Planning Scheme No. 10*.

**OFFICER RECOMMENDATION – ITEM 7.3.1****ADOPTION****That Council:**

- 1) Endorse the 'Schedule of Submissions' for Amendment No. 5 to Town Planning Scheme No. 10 as attached to Item 7.3.1 of the December Town Planning Report 2019;**
- 2) In accordance with Regulation 50(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* determines to support with modification Amendment No. 5 for the purposes of:**
  - a) Inserting a new Additional Use of Caravan Park in 'Schedule 2 – Specified additional uses for zoned land in the Scheme area' of the Scheme Text for part of Lot 101 Glance Street, Horrocks; and**
  - b) Amending the Scheme Maps accordingly.**
- 3) Authorise that the amendment documentation be signed and sealed by the Shire President and the Chief Executive Officer and then submitted to the Western Australian Planning Commission along with a request for the endorsement of the final approval by the Hon. Minister for Planning; and**
- 4) Advise those parties that made a submission of Council's decision.**

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## APPENDIX 1 – SCHEDULE OF SUBMISSIONS

The following submissions were received in relation to advertising of the proposed Scheme Amendment No. 5 Local Planning Scheme No 10. Northampton – Additional Use ‘Caravan Park’ (Standard Amendment) on Portion of Lot 101 Glance Street, Horrocks :-

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	09/08/2019	Water Corporation 629 Newcastle Street, Leederville WA 6007	<b>No objection</b>  - It is noted in the amendment report that the proposed development will not be connected to the town's reticulated sewerage system because of the cost and that wastewater from the proposed caravan park will be treated through on-site treatment systems. The Shire is advised to seek advice from the Health Department on this issue	- The Department of Health has been referred Amendment No. 5 for comment.
2.	12/08/2019	Department of Water and Environment Regulation  20 Gregory Street, Geraldton WA 6530	<b>No objection</b>  - It is noted in the most recent approved (15/03/19) site layout for the Horrocks Beach Caravan Park that there will be 22 camping site rather than the original 24.  - Summerstar currently hold a Ground Water Licence for their existing operation. The proponent should be made aware that if they intend to draw water for the new site they will need to speak with the departments	- The approved development includes 22 camping sites and 8 chalets.          - Noted. The Applicant will be advised of the requirement to liaise with DWER for any amendments to their Water Licence.

			<p>water licencing team to amend their licence.</p> <ul style="list-style-type: none"> <li>- The Department requests the proponent review the figures quoted in the May 2018 report for the effluent produced onsite and provide further details as part of their urban water management plan, as to the calculation method prior to final sign off of building proposal. The figures quoted in the May 2018 report seem low for 100% occupancy and do not include sufficient detail to verify the accuracy.</li> </ul>	<ul style="list-style-type: none"> <li>- It is recommended that the proponent review the figures quote in the May 2018 report for the effluent produced onsite and provide further details as part of their Urban Water Management Plan as to the calculation method prior to the approval of a Building Permit.</li> </ul>
3.	19/08/2019	<p>Tourism WA</p> <p>Level 9, 2 Mill Street PERTH WA 6000</p>	<p><b>Support</b></p> <ul style="list-style-type: none"> <li>- Tourism WA supports the potential development of additional accommodation and camping in the Horrocks area. The Shire of Northampton was identified in the Brighthouse February 2012 report, <b>“A Strategic Approach to Caravan &amp; Camping Tourism in Western Australia”</b> (prepared for Tourism WA) as a High priority area requiring additional Caravan and Camping infrastructure. Tourism WA has also witnessed the expanded growth in visitation to surrounding areas such as the Pink Lake. As a result Tourism is very supportive and pleased to see the proposed Scheme</li> </ul>	<ul style="list-style-type: none"> <li>- Noted.</li> </ul>

			Amendment along with the proposed development for Horrocks	
4.	04/09/2019	Department of Biodiversity, Conservation and Attractions  201 Foreshore Drive, Geraldton 6530	<b>No objection</b>  DBCA has no objections to the proposed Scheme Amendment No. 5. It is anticipated that the scheme amendment and any associated environmental impacts will be appropriately managed through the existing planning framework.	Noted.
5.	05/09/2019	Department of Health  189 Royal Street, East Perth	<b>No objection</b>  - Subject to suitable provision of an adequate on-site effluent disposal area at the development approval stage.  - For on-site waste water disposal systems to be approved, a winter 'site and soil evaluation' is required.	- Noted for building permit.
6.	12/09/2019	Maree Hasleby  48 Mitchell Street, Horrocks	<b>Objection</b>  - Concerns raised regarding the impact on ocean views to the south west.  - Requested that tree plantings are limited to trees with a maximum of 4 metres in height.	- A site inspection has demonstrated that the current view to the south and west is currently impacted upon by existing mature trees within the Horrocks Cottages complex, current caravan park site and on-site vegetation. Future planting within the proposed development site will have little impact at the restricted heights and therefore the submission is dismissed. Refer <b>Appendix 2</b> for photos.  <i>Recommendation: That the submission be dismissed</i>

7.	14/08/2019	K & L Sale  40 Second Avenue, Horrocks	<b>Support</b>	Noted.
8.	19/09/2019	Department of Fire and Emergency Services  469 Wellington Street, Perth	<b>Objection</b> <ul style="list-style-type: none"> <li>- A copy of DFES submission has been included as a separate attachment in <b>Appendix 3</b>. A summary of the key points are included below:</li> <li>• A BHL assessment or BAL Contour Map was not prepared to accompany the strategic planning proposal.</li> </ul>	<ul style="list-style-type: none"> <li>- The submission provided from DFES is noted and the BMP will be modified to the approval of the local government in order to adequately address the following matters:</li> <li>• The BMP was initially prepared for the Development Application. For strategic planning DFES normally require a BAL contour Map or BAL hazard map. The assessment outcome is exactly the same, showing the same BAL ratings for each element of the development. According to SPP3.7 this information can be provided in the form of a Bushfire Management Plan which has been prepared to support the development of the site subject to modifications required as part of this amendment process. This is considered appropriate given the minor nature of the amendment to include an Additional Use to the existing zone of 'Town Centre'.</li> </ul>
8.	19/09/2019 continued	Department of Fire and Emergency Services	<ul style="list-style-type: none"> <li>• Road verge vegetation - An enforceable mechanism is required to provide certainty that the proposed management measures can be achieved in perpetuity and that they are enforceable.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Alternative Solution - Asset Protection Zone to southern boundary</b> As an additional protection measure for the site, an APZ is to be established to ensure that in the future should the local government not maintain the vegetation upon Plot 2 (See Figure 4) in a manner that would exclude it under clause 2.2.3.2(f) of</li> </ul>

			<p>DFES acknowledge that a letter was provided by the Shire of Northampton as 'Attachment 2' of the BMP in relation to the management of vegetation outside of the subject land, but it is not considered an enforceable mechanism.</p>	<p>AS3959 that the development site would not be subject to a radiant heat impact exceeding a BAL-29 rating. The vegetation upon this plot if allowed to naturally reoccur would over the span off approximately 5-10 years become Class D – Scrub vegetation. Therefore, the width of the APZ is 13m wide to account for a BAL rating of no higher than BAL-29 along the southern edge of the site.</p> <p>The Asset Protection Zone sits upon land that is under the ownership and control of the Shire of Northampton. The implementation and maintenance of the APZ however is the responsibility of the developer for the life of the development. The APZ is to be implemented and maintained to the requirements of Schedule 1 of the Guidelines. Written confirmation of the local governments agreement for the developer to maintain the APZ is proposed. The APZ is to be expanded to include the road verge vegetation in order to address the concerns raised by DFES.</p> <p>Element 2 - Siting and Design of Development A2.1 - Asset Protection Zone, acceptable solution states that the APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity. E2.1 - Explanatory further explains that the APZ may include public roads, waterways, footpaths, buildings, rocky outcrops, golf courses, maintained parkland as well as cultivated gardens in an urban context, but does not include grassland or vegetation on a neighbouring rural lot, farmland, wetland reserves and unmanaged public reserves. Considering the land to the south is freehold land in the ownership of the Shire and zoned 'Town Centre' and 'Residential R20' it is not considered to be an unmanaged public reserve and further more an APZ can be extended to a public road, which with the express permission of the Shire, can also include the management of the road reserve vegetation in a low-fuel state on an ongoing basis</p>
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				<p>as part of the implementation of the BMP and enforceable under the approved development application.</p> <p>It is recommended that the BMP be modified to include both the road verge areas and land to the south of the development site within the Asset Protection Zones and that the Shire agree in writing to the applicant/developer managing these areas in a low-fuel state on an ongoing basis for the life of the development.</p>
8.	19/09/2019 continued	Department of Fire and Emergency Services	<ul style="list-style-type: none"> <li>DFES encourage the decision maker to consider provision of an Emergency Access Way or public road connection north of the intersection of Horrocks Street and Mitchell Street to White Cliffs Road to ensure an additional contingency measure for access is available if the single access/egress route from the site is blocked during a bushfire event.</li> </ul>	<p>This element cannot be achieved due to the existing public road network which has been developed with only one road, Mitchell Street, leading into and out of the townsite. Two different routes that would lead to two different destinations in terms of evacuation to different townsites is not possible from this site.</p> <p>To improve evacuation efficiency and to give an alternative option the development proposal includes a secondary emergency evacuation access way at the rear of the site. As a secondary route is not available an open space refuge area has been designated on the Horrocks foreshore area. It is a publicly accessible area on the ocean that can provide shelter should evacuation from the Horrocks Townsite not be available.</p> <p><i>Recommendation: The requirement for the Applicant/Owner or Council to install two-way access for the townsite of Horrocks is dismissed.</i></p>

**APPENDIX 2. Photos from Affected Landowner Site  
(refer Submission No. 6)**



Views looking towards Lot 101 Glance St, from verge of affected landowner site





View from verandah/front door area of affected landowner site



View from affected landowner site, directly in front



**APPENDIX 3. Submission from Department of Fire and Emergency Services**Government of Western Australia  
Department of Fire & Emergency Services  
Rural Fire Division

Our Ref: D11254

Your Ref: 10.8.7.2 – (A4967)

Debbie Carson  
Shire of Northampton  
[cdo@northampton.wa.gov.au](mailto:cdo@northampton.wa.gov.au)

Dear Ms Carson

**RE: LOT 101 GLANCE STREET, HORROCKS – SHIRE OF NORTHAMPTON TOWN PLANNING SCHEME NO. 10 AMENDMENT NO. 5**

I refer to your email dated 6 August 2019 regarding the submission of a Bushfire Management Plan (BMP) (Version 4), prepared by WA Planning & Logistics and dated 7 June 2019, for the above scheme amendment.

It should be noted that this advice relates only to *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines). It is the responsibility of the proponent to ensure that the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws.

**Assessment**

- DFES acknowledges that this referral is a strategic planning proposal that seeks to include an additional use (Caravan Park) to zoned land within the Scheme.
- DFES received an email, dated 9 April 2019 from the Shire of Northampton requesting consideration of a BMP (Version 3), prepared by WA Planning & Logistics, dated 25 March 2019 for a development application for a proposed Chalet and Caravan Park.
- DFES provided a response, dated 9 May 2019 to the Shire for the proposed Chalet and Caravan Park.
- The BMP has been updated (Version 4) for the development application, which has been attached to the proposed scheme amendment.
- The previous advice provided by DFES, dated 9 May 2019 included a number of modifications which have not been addressed in the updated BMP.
- This referral to DFES for a scheme amendment has now demonstrated that the Chalet and Caravan Park was approved by Council at the Shire's at the Ordinary Council Meeting on the 15 March 2019, which was prior to the initial referral to DFES for the development application.
- DFES emphasises that SPP 3.7 should be applied prior to the issue of a planning approval.
- Consequently, there may be little influence DFES can advocate in relation to the application of the full bushfire protection criteria if a planning approval has already been granted.

DFES Land Use Planning | L1, Albert Facey House, 469 Wellington Street WA 6000 | PO Box P1174 Perth WA 6844  
Tel (08) 6551 4075 | [advice@dfes.wa.gov.au](mailto:advice@dfes.wa.gov.au) | [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)

ABN 39 563 851 304

## **Assessment**

### **1. Policy Measure 6.3 a) (i) Preparation of BAL Assessment**

<b>Issue</b>	<b>Assessment</b>	<b>Action</b>
<b>Strategic Planning Proposal</b>	<b>BHL / BAL Contour Map – Insufficient information</b> A BHL assessment or BAL Contour Map was not prepared to accompany the strategic planning proposal.	Modification required.
<b>Vegetation classification</b>	<b>Plot 2 &amp; 5 – Insufficient information</b> As per previous advice, evidence to support the exclusion of the road verge of Horrocks Street and vegetation south of the proposed development as managed to low threat in accordance with AS3959 is required.  An enforceable mechanism is required to provide certainty that the proposed management measures can be achieved in perpetuity and that they are enforceable.  DFES acknowledge that a letter was provided by the Shire of Northampton as 'Attachment 2' of the BMP in relation to the management of vegetation outside of the subject land, but it is not considered an enforceable mechanism.	Modification required.  If unsubstantiated, the vegetation classification should be revised to apply the worst case scenario as per AS 3959, or the resultant BAL ratings may be in accurate.

### **2. Policy Measure 6.3 c) Compliance with the Bushfire Protection Criteria**

<b>Element</b>	<b>Assessment</b>	<b>Action</b>
<b>Location</b>	<b>A1.1 &amp; A2.1 – Not demonstrated</b>	Modification required.
<b>Siting &amp; Design</b>	As per previous advice, the BAL ratings cannot be validated for the reason(s) outlined in the above table.	

<b>Vehicular Access</b>	<p><b>P3 – Not demonstrated</b></p> <p>As per previous advice, the alternative solution proposed within the BMP is not supported by DFES as the solution does not provide two different access routes to two different destinations.</p> <p>Access in two different directions to two different destinations, in accordance with the acceptable solution, is not available until the intersection of Horrocks Road and White Cliffs Road, approximately 1100 metres from the subject site. This exceeds the acceptable maximum length of 200 metres for a dead-end road.</p> <p>DFES encourage the decision maker to consider provision of an Emergency Access Way or public road connection north of the intersection of Horrocks Street and Mitchell Street to White Cliffs Road to ensure an additional contingency measure for access is available if the single access/egress route from the site is blocked during a bushfire event.</p>	<p>Modification required.</p>
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**Recommendation – not supported modification required**

It is critical that the bushfire management measures within the BMP are refined, to ensure they are accurate and can be implemented to reduce the vulnerability of the development to bushfire. The BMP requires modification for the following reasons:

1. The development design has not demonstrated compliance to:
  - Element 1: Location
  - Element 2: Siting and Design
  - Element 3: Vehicular Access

It is acknowledged that the caravan park has been developed prior to the introduction of the bushfire policy framework and the application for an extension to the existing land use was approved by the Shire at the Ordinary Council Meeting on the 15 March 2019. However, the bushfire management of the site should be improved, and the risk reduced through the development of this BMP. The BMP can then influence the appropriate bushfire management measures to reduce vulnerability and minimise the threat of bushfire to visitors, the site itself and surrounding locality.

If you require further information, please contact me on telephone number 6551

4031. Yours sincerely



**Richard Trinh**  
**SENIOR LAND USE PLANNING OFFICER**

19 September 2019

<b>7.3.2</b>	<b>PROPOSED FOOD PROCESSING VEHICLE (FISH PROCESSING TRUCK) – SHOP 5, 10 PORTER STREET KALBARRI, AND COMMERCIAL VEHICLE PARKING – LOT 605 (NO. 2) SALAMIT PLACE, KALBARRI AND NON-FIXED BENCH SEATING</b>
	<p><b>LOCATION:</b> Shop 5, 10 Porter Street, Kalbarri Lot 605 (No. 2) Salamat Place, Kalbarri,</p> <p><b>APPLICANT:</b> Thi Ngoc Van Nguyen</p> <p><b>OWNER:</b> Gliss Holdings Pty Ltd and Shire of Northampton</p> <p><b>FILE REFERENCE:</b> 10.6.1.3, (A1921) &amp; (A2508)</p> <p><b>DATE OF REPORT:</b> 3 December 2019</p> <p><b>REPORTING OFFICER:</b> Michelle Allen – Planning Officer</p> <p><b>RESPONSIBLE OFFICER:</b> Hayley Williams - Principal Planner</p> <p><b>APPENDICES:</b></p> <p>1      <b>Schedule of submissions - Food Processing Vehicle</b></p> <p>2      <b>Schedule of Submissions - Commercial Vehicle Parking</b></p> <p>3      <b>Application Information</b></p>

#### **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:**

Council is in receipt of a development application that requires consideration on three aspects being for:

1. a proposed food processing vehicle (truck) which will park and process fish during business hours at the rear of Shop 5/ 10 Porter Street Kalbarri;
2. the proposed parking of the food processing truck (commercial vehicle) upon the residential lot where the Applicant resides; and
3. the proposed non-fixed bench seating at the front of Shop 4 and Shop 5 premises.

The applicant has operated a bakery and cafe business from Shop 4/10 Porter Street in Kalbarri and is now seeking approval to operate a fish processing truck at the rear of the premises of Shop 5. The applicant is looking to expand his business operations in Kalbarri and plans to operate from both Shop 4 (bakery and café) and Shop 5 (fresh and cooked fish and fresh fruit and vegetable produce).

All advertising deadlines relating to the proposal have now closed, with a schedule of submissions attached as **Appendix 1**, for Council consideration.

This report recommends refusal of the Application for Development Approval for the fish processing vehicle, on the basis that parking of a 'Commercial Vehicle' in the 'Commercial' zone is not permitted (X use) and that the use is not consistent with the objectives of the zone on the basis that the development is considered to be detrimental to the amenity of adjoining owners and properties in the locality.

#### **BACKGROUND:**

The Red Bluff Bakery & Cafe has been operating in Kalbarri, selling freshly baked and prepared bakery products together with fresh food and coffee commencing operations in July 2018.

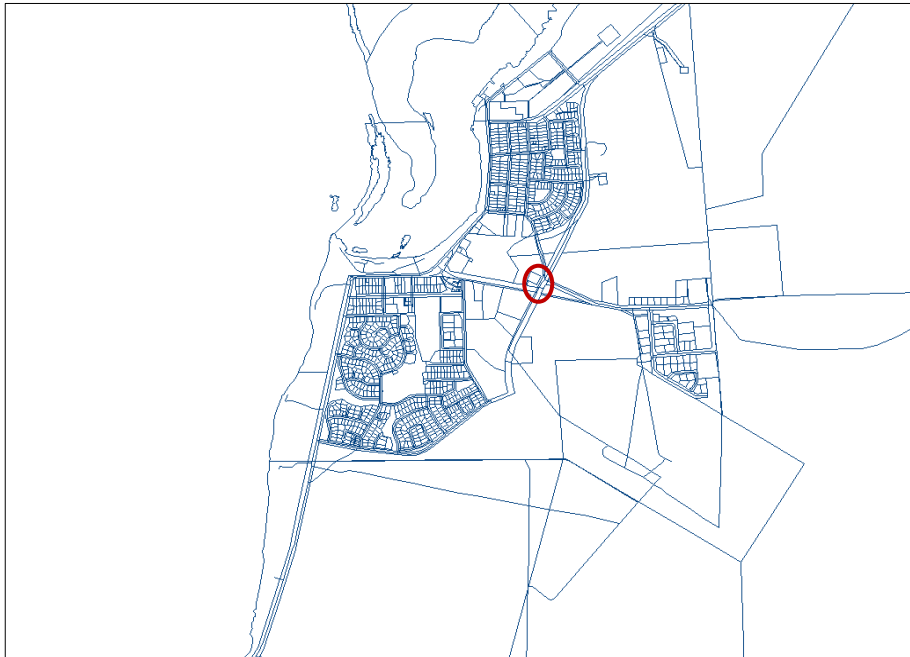
The applicants wish to expand their existing business at Shop 4 to also include Shop 5 and propose to sell pre-packaged fresh and frozen seafood, cooked seafood, pre-packaged fresh meat and smallgoods, pre-packaged processed salads and fresh fruit and vegetables.

#### **THE PROPOSAL**

The Applicant is applying for the operation of a fish processing truck at the rear of location Shop 5 (No. 10) Porter Street, Kalbarri (**Figures 1 and 2**).

The applicant currently leases Shop 4, 10 Porter Street and is looking to expand their business operations to include Shop 5. The applicant is proposing to purchase fish locally and via the Geraldton and Carnarvon Fish Markets and to process them in a truck that will be located at the rear of the premises of Shop 5, 10 Porter Street Kalbarri before transporting them into the cool room within the premises for packaging and/or cooking. The truck will be cleaned at the end of each processing session prior to being parked at Lot 605 (No. 2) Salamat Place Kalbarri (**Figure 3**). Whilst parked at Salamat Place, the truck will not be connected to mains power and no food or fish will be stored in the truck whilst in that location (**Figure 4**).

The Applicant is also seeking to install portable bench seating at the front of both Shop 4 and Shop 5 for the use of patrons visiting the premises. The seating is proposed to be non-fixed and able to be removed at the end of trading hours and stored within the premises overnight (**Figure 5**).

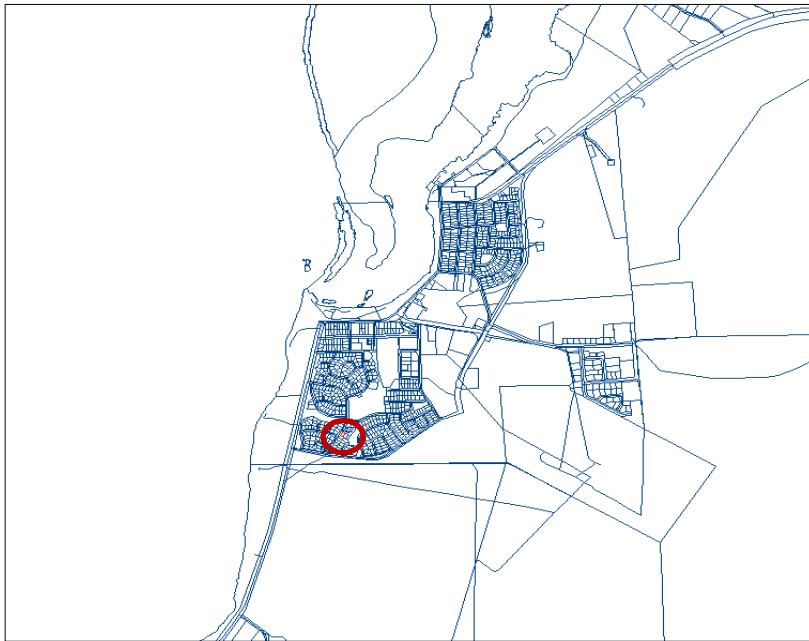


**Figure 1:** Location of Shop 5 (No. 10) Porter Street, Kalbarri – Location of truck when processing



**Figure 2:** Proposed location – Shop 5 (No. 10) Porter Street, Kalbarri





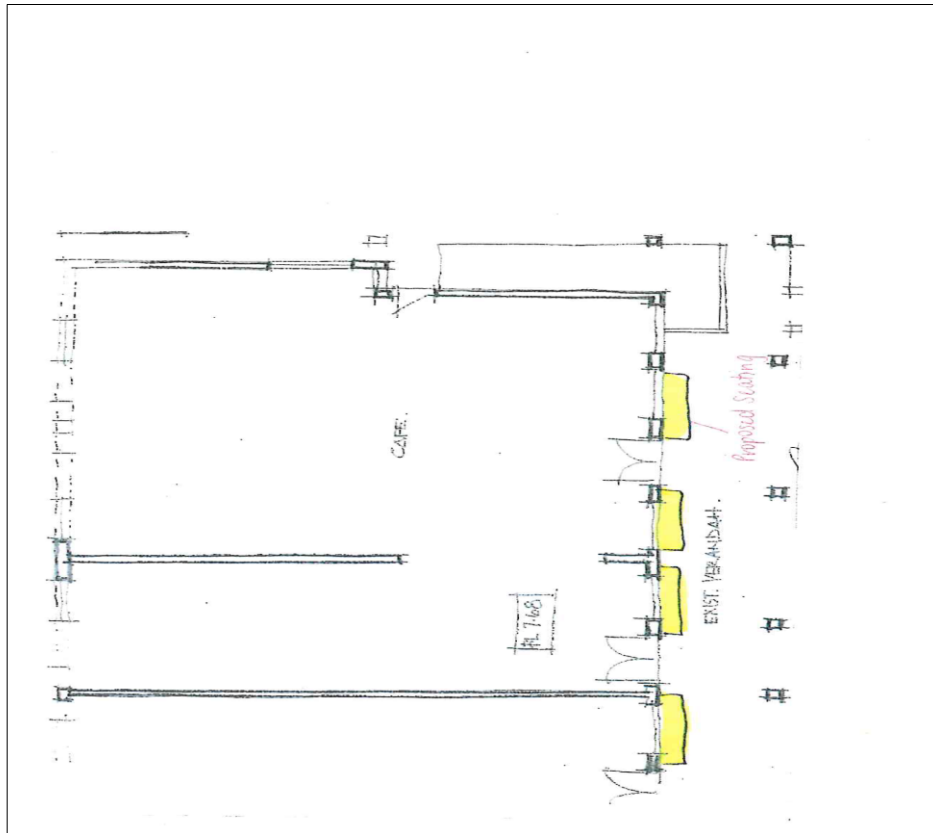
**Figure 3:** Location of Lot 605 (No. 2) Salomit Place, Kalbarri – Storage of truck when not in use



**Figure 4:** Photo of Commercial Vehicle provided by Applicant to illustrate proposed vehicle which is still be purchased

If the application is successful, the applicant is proposing to purchase a vehicle similar in dimension to that shown in the photographs above and equip it so as to become a fish processing vehicle that operates at the rear of Shop 5, 10 Porter Street Kalbarri whilst processing. When not in use the truck will be parked at the residential address of Lot 605 (No. 2) Salomit Place, Kalbarri which the applicant currently resides.

A copy of the applicant's correspondence to the Shire, elaborating upon the proposal, has been included as **Appendix 2** of this report.



**Figure 5:** Proposed location of non-fixed bench seating – Shop 4 and Shop 5 (No. 10) Porter Street, Kalbarri

### COMMUNITY & GOVERNMENT CONSULTATION:

The application for a proposed food processing vehicle (truck) and for commercial vehicle parking was advertised for a period of 18 days, with the advertising period commencing on the 11 November 2019 and concluding on Friday 29 November 2019.

During the advertising period the following actions were undertaken:

- Notice of the development placed in the Geraldton Guardian;
- Letters to all landowners of adjacent commercial and food premise buildings;
- Notice on the Shire website; and
- Notice of the development advertised at each of the Shire's administration buildings.

At the conclusion of the advertising period ten (10) submissions were received from adjoining landowners and commercial operators to the proposed location of the food processing vehicle and two (2) submissions were received from adjoining landowners to the commercial vehicle parking location.

The comments received are included within the Schedule of Submissions as attached at **Appendix 1**.

The following submissions were received in response to the food processing vehicle (truck):

- One (1) submission raising concerns but stating they were indifferent;
- One (1) submission giving conditional support if concerns raised were able to be addressed; and
- Eight (8) submissions raising objections (on the basis of noise and odour impacts, management of processing waste, conflict with existing and similar businesses, location of processing facility in shopping precinct area, availability of adequate ablution facilities, and potential for safety hazards and impact to service and delivery access.)

In summary, the following submissions were received in response to the commercial vehicle parking location:

- One (1) submission gave no comment and was indifferent; and
- One (1) submission gave support on condition that no processing or odour emanated from the vehicle whilst parked in the residential location.

Full copies of these submissions can be made available to Councillors upon request.

#### **FINANCIAL & BUDGET IMPLICATIONS:**

Nil, however should Council refuse this application and the applicant proceed to exercise their right of appeal, costs are likely to be imposed on the Shire through its involvement in the appeal process.

#### **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*State: Planning and Development (Local Planning Scheme) Regulations 2015*

*Local: Shire of Northampton Town Planning Scheme No. 11 – Kalbarri*

#### Shire of Northampton Local Planning Scheme No. 11

The land is zoned 'Commercial' under Local Planning Scheme No. 11 with the objectives of the zone being:

- *To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.*

- *To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

**Fish Processing Vehicle - Commercial Area**

'Commercial Vehicle Parking' means:

*premises used for the parking of one or 2 commercial vehicles but does not include -*

- (a) any part of a public road used for parking or for a taxi rank;*
- (b) parking of commercial vehicles incidental to the predominant use of the land.*

The parking of a commercial vehicle within the 'Commercial' zone is an 'X' use which means that the use is not permitted by the Scheme in that zone.

Clause 3.3.6 of Shire of Northampton's Local Planning Scheme No. 11 states:

*If a use of land is identified in a zone as being a class X use, the local government must refuse an application for development approval for that use in that zone unless;*

- (a) the development approval application related to land that is being used for a non-conforming use; and*
- (b) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use.*

Whilst the parking of the commercial vehicle at Shop 5, No. 10 Porter Street is proposed to be used in conjunction with the existing premise, the fish processing component is considered to be an additional operation on the land rather than being incidental to the predominant use of 'Shop'. Therefore the use is considered to fall within the definition of 'Commercial Vehicle Parking' which is not permitted within the 'Commercial' zone.

The operation of a food processing vehicle is considered to be a 'Use Not Listed' under the Scheme and therefore does not fall within a defined use class under the Scheme Zoning Table. Section 3.3.4 of the Scheme is applied in this instance:

*"The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table*

*-*

- (a) *determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government;*
- (b) *determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- (c) *determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.”*

Therefore, for a ‘Use Not Listed’, it must be determined whether the proposal is considered to be consistent with the objectives of the ‘Commercial’ zone.

### **Commercial Vehicle Parking - Residential Area**

As the Application also requires the approval of the Applicant’s residential lot for use for Commercial Vehicle Parking, the following provisions of the *Local Planning Scheme No. 11* also apply, in relation to the proposed use of Lot 605 (No. 2) Salamat Place, Kalbarri.

Lot 605 Salamat Place is zoned “Residential R17.5” under *Local Planning Scheme No. 11 – Kalbarri* with the Scheme stating the following purposes and intent for the ‘Residential’ zone:

- *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.*

The proposed use of the residential land falls under the definition of ‘Commercial Vehicle Parking’ which is defined under the Scheme as being:

*“premises used for parking of one or 2 commercial vehicles but does not include -*

- (a) any part of a public road used for parking or for a taxi rank; or*
- (b) parking of commercial vehicles incidental to the predominant use of the land”*

The use ‘Commercial Vehicle Parking’ is listed as an “A” use under the *Local Planning Scheme No. 11*, meaning that:

*"the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions."*

As a 'Commercial Vehicle Parking' application, the length of any Development Approval for the commercial vehicle parking upon a residential lot (i.e. private residence) is limited to a twelve month period with an annual review, as per Clause 4.8.11 of the Scheme:

*"4.8.11 Parking of Boats and Commercial Vehicles*

- (a) *The local government may permit the parking of only one commercial vehicle on a lot in the "Residential", Rural Residential" or "Environmental Conservation" zone provided*
- 
- (i) *the amenity of the neighbourhood in the opinion of the local government is not adversely affected;*
  - (ii) *the vehicle forms an essential part of the occupation of an occupant of the dwelling;*
  - (iii) *the vehicle does not exceed either 3 metres in height or 12 metres in length;*
  - (iv) *any vehicle exceeding 8 metres in length is screened from public view; and*
  - (v) *no major repairs to the vehicle is undertaken and any minor repairs, maintenance, service or cleaning of any commercial vehicle or truck is undertaken in an area screened from public view.*
- (b) *Approval shall be issued on an annual basis only and if, in the opinion of the local government, the commercial vehicle is causing a nuisance or annoyance to owners or occupiers of land in the locality, the local government may not re-issue an approval.*
- (c) *A vehicle shall be considered to be parked on a lot for the purposes of these provisions if it remains on that lot for more than one hour in aggregate over any period of twenty four hours, unless the vehicle is being used bona fide in connection with ongoing construction work legally being carried out on the lot.*
- (d) *Commercial vehicles which are parked temporarily on a property for the purpose of delivering or loading goods associated with domestic residential use are exempt from clause 4.8.10.*

- (e) *No person shall on any lot within the Residential Zone keep, park, repair or store any boat, trailer, caravan or any associated material not specifically for the immediate use by the occupant in front of the building setback line."*

The Applicant would therefore be required to re-apply for Development Approval (for the commercial vehicle parking) annually, should an approval be granted by Council.

#### Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67 of Schedule 2 of the Regulations outlines a number of other matters that should be considered by local government when determining an application. The most relevant provisions are outlined below:

*"In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application -*

- (a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (c) *any approved State planning policy;*
- (g) *any local planning policy for the Scheme area;*
- (m) *the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) *the amenity of the locality including the following -*
  - (i) *environmental impacts of the development;*
  - (ii) *the character of the locality;*
  - (iii) *social impacts of the development;*
- (r) *the suitability of the land for the development taking into account the possible risk to human health or safety;*
- (s) *the adequacy of -*
  - (i) *the proposed means of access to and egress from the site; and*
  - (ii) *arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (u) *the availability and adequacy for the development of the following -*
  - (i) *public transport services;*
  - (ii) *public utility services;*

- (iii) storage, management and collection of waste;
- (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
- (v) access by older people and people with disability;
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (zb) any other planning consideration the local government considers appropriate.

#### POLICY IMPLICATIONS:

**State:** Environmental Protection Authority - Separation Distances Between Industrial and Sensitive Land Uses (Guidance Statement 3 / 2005)

**Local:** Kalbarri Townsite Local Planning Strategy

**Local:** Local Planning Policy – Alfresco Dining

The purpose of the Environmental Protection Authority's Guidance Statement 'Separation Distances Between Industrial and Sensitive Land Uses' is to provide advice on generic separation distances between specific industry and sensitive land uses to avoid or minimise the potential for land use conflict.

The subject use of 'seafood processing' recommends a buffer distance of 500 metres between the sensitive land use development and the existing development (commercial) area.

**Table 1:** Separation distances between industrial and sensitive land uses

Industry	Description of industry	DoE Licence or Registration category (*)	Key Government agencies for advice or approvals	Code of Practice (CoP) / environmental requirements	Impacts					Buffer distance in metres and qualifying notes
					Gaseous	Noise	Dust	Odour	Risk	
<b>Scrap metal recycling works</b>	scrap metal is fragmented or melted to recover metal (including lead battery reprocessing)	√ (45, 47)	DoIR, WRC, local gov't	CoP - 1992		√	√	√		300-500
<b>Screening works</b>	screening or sieving of sand, rocks, chemicals and minerals	√ (12, 70)	DoIR, local gov't			√	√			500
<b>Seafood processing</b>	fish or other seafood is processed or packaged	√ (22)	WRC, Water Corp., local gov't					√		500



### Kalbarri Townsite Local Planning Strategy (2012)

The subject site is included within the 'Retail' precinct of the *Kalbarri Townsite Local Planning Strategy* which was first approved in 2012.

PRECINCT	RETAIL
<b>Objective</b>	<i>To develop a dedicated &amp; integrated main street styled retail precinct providing for a broad range of convenience and comparison shopping requirements so as to minimise retail leakage while ensuring the centres vibrancy through integration with low cost short stay accommodation and the adjacent retirement village.</i>
<b>Planning Area</b>	<b>Use &amp; Development Provisions</b>
	<p><b>Mixed Use Retail Centre :</b></p> <p>District Level Retail Centre of approximately 7,500m<sup>2</sup> gla including 7 day family supermarket &amp; 7 day fresh, butcher, newsagent, chemist, clothing, hairdresser, comparison goods including white / electronic goods – Offices – Tavern – private Medical Centre. Require normal parking of retail &amp; office areas.</p> <p>Encourage “main street” style centre fronting Porter and Walker Streets and parking to the rear with high public use frontage to Porter Street.</p> <p>Allow studio / backpackers short stay above to encourage re-development and create vibrancy / surveillance of Centre. No density restriction. Allow reciprocal parking for short stay with retail floorspace. Two storey building height limit.</p> <p>Prohibit piecemeal development of individual lots – integrated design and development required.</p> <p>Close Hackney Street contiguous with retail site, incorporating any major underground services into easements as required.</p>
	Include in new Kalbarri Planning Scheme to zone the entire retail centre site to Commercial.
	<p>Development to be subject to :</p> <ul style="list-style-type: none"> <li>▫ Approval by Council of a Detailed Local Structure Plan providing for integration of the overall retail centre zoned land. Advertise for public comment for 28 days; and</li> <li>▫ Approval to Commence Development.</li> </ul>

## **Alfresco Local Planning Policy**

The applicant is seeking to install non-fixed bench seating within the verandah covered pathway at the front of both Shop 4 and Shop 5 therefore provisions of the Shire of Northampton's Local Planning Policy *Alfresco Dining*, which was first approved in 2003, will apply.

### **1.0 OBJECTIVE**

- 1.1 *To ensure that alfresco dining activities are carried out in a way which is in tune with a healthy, safe and comfortable environment for the community and positively contributes to the attractiveness of the area.*
- 1.2 *To ensure that an adequate proportion of the verge area is available for unrestricted public movement. This is to ensure the primary use of footpaths, namely safe pedestrian movement, is maintained.*
- 1.3 *To promote a vibrant street life balancing the interests and needs of residents and visitors alike.*
- 1.4 *To limit the impacts on the public amenity and the characteristic streetscape of the area and the street.*
- 1.5 *To ensure the safe and unobstructed passage for pedestrians and unobstructed vision for motorists and cyclists.*

### **2.0 POLICY STATEMENT**

#### **2.1 General**

- 2.1.1 *Taking advantage of the footpath for trade purposes is a privilege not a right. The community expects traders to keep certain common principles.*
- 2.1.2 *Alfresco dining should only be approved where they are directly associated with an adjacent food establishment or business.*
- 2.1.3 *Alfresco dining activities shall not, in the opinion of the local government conflict with, or inconvenience, other adjacent businesses.*
- 2.1.4 *This policy also applies to use areas in pedestrian arcades and other similar "public" places on private property.*
- 2.1.5 *Public liability insurance cover of \$10 million is required.*
- 2.1.6 *The applicant is solely responsible for all and any associated costs with the removal, alteration, repair, reinstatement or reconstruction (to the approval of the local government) of the street carriageway, footpath or any part thereof arising from the use of the alfresco area.*
- 2.1.7 *The local government may seek a contribution towards the upgrading and/or construction of a sealed footpath adjacent to alfresco dining areas.*

## 2.2 Site Requirements

- 2.2.1 *Pedestrian movement down the footpath should be safe and unobstructed. All objects and furniture for dining must not obstruct pedestrian movement. A general minimum clear footpath width of 1.5 metres shall be maintained in all cases and the local government may specify a greater width in certain cases.*
- 2.2.2 *All public facilities should be surrounded by 1 metre clear space from alfresco dining activities (telephone booths, public seats, bicycle racks etc.).*
- 2.2.3 *Alfresco dining activities should have a minimum setback of 900mm from the edge of the carriageway/kerb line or nearest edge of adjacent on-street parking bays.*

## 2.3 Street Furniture

- 2.3.1 *Street furniture should be well constructed and not a hazard. It should be able to withstand windy conditions, be easily moveable to allow for cleaning of the area and shall not be a vehicle for advertising.*
- 2.3.2 *All objects and furniture located as part of the dining area are to be readily removable, however where it is demonstrated to the local government that there are positive benefits to the public (refer to Objective 2.3), more permanent features such as flower boxes, shade sails etc. may be permitted.*
- 2.3.3 *The placement of appropriate barriers to separate diners and the public generally to be provided by the applicant in accordance with relevant Australian Standards.*
- 2.3.4 *It may be appropriate, in certain circumstances, that screens be used to provide shelter from wind and rain. Screening should be visually permeable and readily removable. They should only be used when and where climatic conditions warrant.*
- 2.3.5 *All objects and furniture must not obstruct sight lines for either vehicles or pedestrians, either at road junctions and crossovers.*

## 2.4 Application Requirements

- 2.4.1 *Before placing chairs and tables on public verge areas you are required to obtain firstly a Development Approval (from Planning Services) and subsequently a Permit to Conduct an Outdoor Eating Facility (from Environmental Health).*
- 2.4.2 *A Development Approval shall only remain valid while the Permit required remains current and valid. On the expiration or earlier termination of the Permit, the Development Approval shall cease to be valid.*

- 2.4.3 *Applications must be in writing and be accompanied by plans, drawn to scale, which clearly indicate the proposed location of all tables, chairs and any other object(s) and show their relationship to surrounding features such as buildings, kerb line, street furniture, landscaping, services etc. Additionally colour photographs of the tables, chairs and other structures intended to be in the proposed alfresco area are required and such applications must specify proposed days and hours of trading for the alfresco.*

#### **ENVIRONMENTAL HEALTH OFFICER REPORT:**

##### **Background**

The new tenants of Shop 5 / 10 Porter Street, Kalbarri, Mr Peter Nong & Ms Vanessa Nguyen (the Applicants), wish to expand their existing business in Shop 4 / 10 Porter Street, Kalbarri by extending the Red Bluff Café & Bakery from Shop 4 into Shop 5. This will allow them to sell in addition to their current menu at the Café & Bakery, pre-packaged fresh and frozen seafood as well as cooked seafood; pre-packaged fresh meat supplied by the local Kalbarri butcher and pre-packaged smallgoods supplied by a wholesale supplier; pre-packaged processed salads and fresh vegetables and fruit. See below Attachment 1 – Proposed layout plan of Shops 5 & 4, and Attachment 2 – Proposed floor plan of Shops 5 & 4.

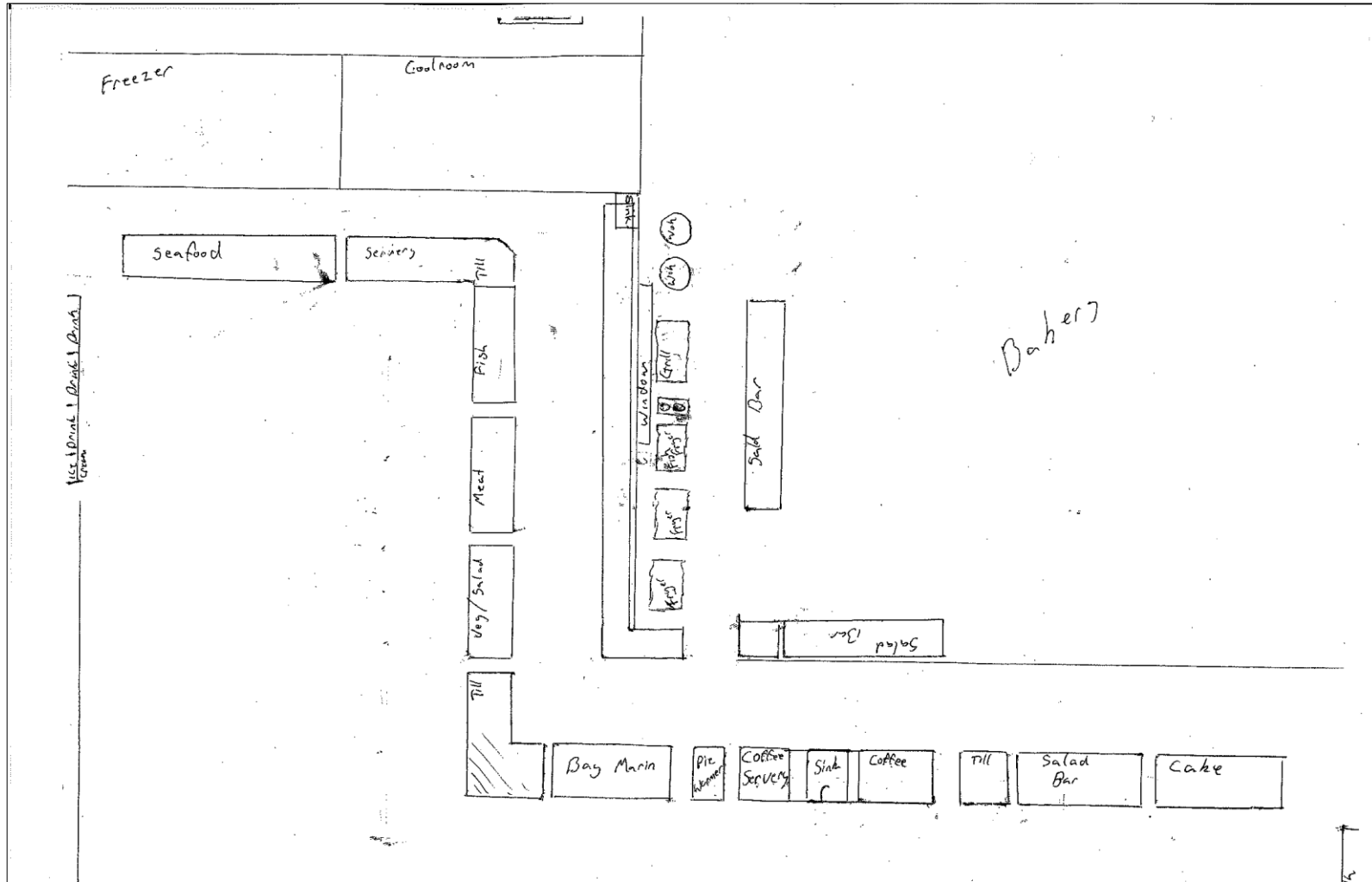
With the closure of the Kalbarri Supermarket that was operating from Shop 7 /10 Porter Street, Kalbarri, the Applicants believe that an additional supermarket style shop is required in addition to the Kalbarri IGA store.

The Applicants, after speaking with the owner of the Jetty Fish Truck and Neptune Seafood premises and not being able to come to an agreement, propose to purchase a near new refrigerated truck to use for the transporting of seafood and fruit and vegetables from local suppliers in Kalbarri, Carnarvon, and Geraldton. In addition, they wish to use the refrigerated truck as an additional room to Shop 5 where seafood can be processed (cleaned, gutted, descaled, and maybe filleted), and once processed the seafood will be put into the walk-in cool room or walk-in freezer inside the rear section of Shop 5. From there the seafood when required will be taken from the cool room/freezer room to a processing/packaging area within Shop 5 where the products will be further processed and then packaged and weighted ready for sale.

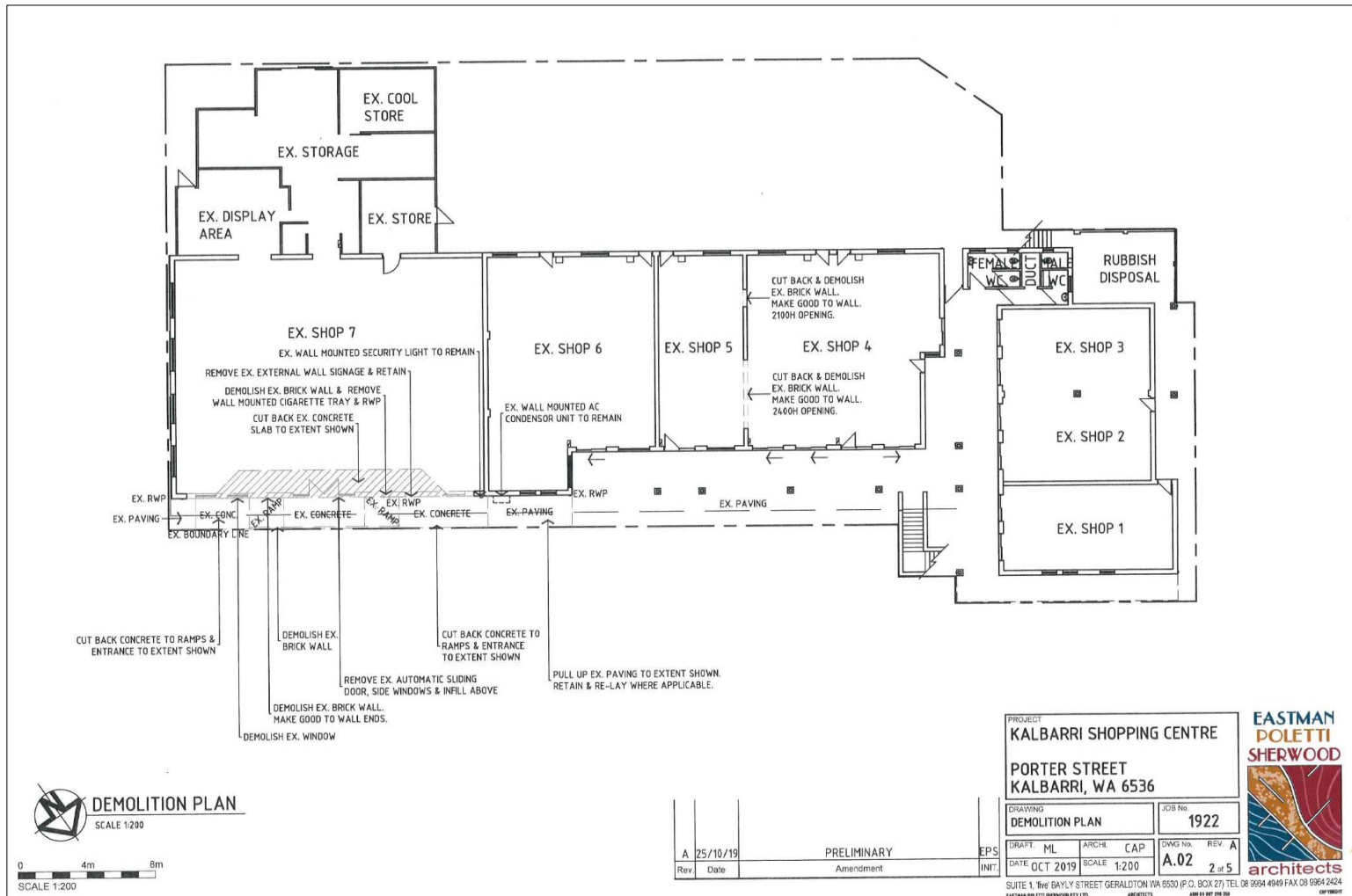
When the truck is being used as a processing room it will be parked on the dirt area directly outside the rear of Shop 5. See below Attachment 3 – Photos of rear of Shops 5 & 4.

When the truck is not being used as a processing room or to transport food it will be parked at the rear of the Applicant's rental property at 2 Salamat Place, Kalbarri.

**ATTACHMENT 1 – PROPOSED LAYOUT OF SHOPS 5 & 4**



**ATTACHMENT 2 – PROPOSED FLOOR PLAN OF SHOPS 5 & 4 / 10 PORTER STREET, KALBARRI**





### ATTACHMENT 3 – PHOTOS OF REAR OF SHOPS 5 & 4

White door leads into rear of Shop 5



Grease trap outside Shop 4





View of rear yard across to bulk rubbish bins for shopping centre



### Health & Nuisance Issues

The health issues associated with a seafood processing truck are :-

- 1) Containing and disposal of solid waste material;
- 2) Containing and disposal of wastewater;
- 3) Control of dust, flies and vermin;
- 4) Control of offensive odours associated with the truck and its operation.

In order to address the above health and nuisance issues, the following will need to be organised and carried out:-

- 1) Containing and disposal of solid waste material –

Those operating inside the processing truck will need to be able to collect all solid waste from processing benches. Generally such benches have a formed hole at one end where waste material can be pushed through to drop into a bucket or similar container below.

The Applicants intend to sell/give certain off-cuts to local fishermen to be used for bait. This will need to be done at the end of the processing operation each day. Other solid waste will need to be put in clean sealable containers that are labelled as waste material which can be stored in the walk-in freezer until

rubbish collection day when it will need to be put in a doubled garbage bag before being put into the skip bin or a wheelie bin ready for collection. This is a standard practice for boning rooms and seafood processors throughout the country.

2) Containing and disposal of wastewater –

The floor of the truck will need to have at least a floor waste trap or ideally a bucket floor waste trap installed so that between processing shifts and at the end of the processing day all surfaces can be adequately washed down and no wastewater is to escape and fall onto the ground.

This floor waste trap will be above a PVC pipe fitted to the undercarriage of the truck and extend to one side/end of the truck; the end of the PVC pipe needs to be threaded so a flexible pipe can be fitted to it and these is to connect to a purpose PVC pipe connection prior to the grease trap for Shop 4. Once the washdown has been completed, the flexible pipe can be removed and cleaned and stored away, and the PVC connections are to be sealed with a standard PVC threaded cap to seal each connection point.

3) Control dust, flies and vermin –

Ideally the truck should be parked on a concrete pad that connects to the existing concrete area adjoining the rear of the shops so that staff are not walking dirt into the truck each time they enter; plus it will provide a smooth surface that can be cleaned in case of washdown water escaping through the sealed doors on the truck, or if there are drips of blood/water off the processed product when being moved from the truck to the coolroom or if there is a spill when the solid waste bucket is being moved from the truck into the freezer room.

During the processing operation all doors will need to be closed to stop dust and flies from entering and settling on food and surfaces.

Provided that the area is clean, caps are put on wastewater drain pipe connections, and solid food waste is not put in bins too early, there should be no additional attraction for vermin to this area.

4) Control of offensive odours associated with the truck and its operation –

If the above control measures are put in place and followed then it is unlikely that there will be offensive odours emanating from the truck or the rear of Shop 5.

### **Health Legislative Requirements**

As a food premises the processing truck will need to be registered as a Food Business (Mobile Processor and Transport Vehicle); and it will need to comply with the National Food Standards in terms of fit-out and surface treatments.

**COMMENT:**

The proposed fish processing commercial vehicle is not considered to comply with objectives of the 'Commercial' zone under Local Planning Scheme No. 11. Firstly it is not considered that the fish processing component is incidental to the predominant use of the land as a 'Shop' and secondly that it is considered this use will be detrimental to the amenity of adjoining owners and the locality overall.

In considering the proposal, Shire officers have taken into consideration the impact of the development on the amenity of the locality, including environmental impacts, such as odour, and the availability and adequacy of the development to store, manage and collect waste.

**Food Processing Truck (Fish Processing) at Shop 5 (No. 10) Porter Street, Kalbarri**Management of Odour and Waste Impacts

The management of waste and odour impacts were raised in submissions objecting to the fish processing truck proposal. It is considered that if the ability to manage odour and waste issues is not available then there shall be considerable impact on the amenity of the immediate or general locality and by association becomes a planning consideration.

The ability to undertake appropriate washdown measures on hard ground that can be contained within the applicant's leasehold area at the rear of the precinct without impact to adjoining premises is not available in the proposed location and therefore the ability to contain spills of waste water and processing waste cannot be managed appropriately.

The ability to manage dust and contamination impacts, at the rear of Shop 5 premises and between the processing vehicle and the retail space and from adjoining landowners, is limited due to there being no sealed surfaces in the area as the area comprises a gravel surface only. It is envisaged that an increase in regular vehicle activity in the area and the requirement/load on the current grease trap located at the rear of the premises amidst a dust surface is a valid concern.

Odour

It is noted that the processing vehicle is yet to be purchased and will require extensive internal works to be undertaken for it to be fit for purpose. As well, an external works component will be required to facilitate access to water, availability of piping and a floor waste as a minimum. Whilst these modifications may alleviate

some concerns relating to waste management and odour, it is not considered that an acceptable impact will still arise from the use.

The Environmental Protection Authority's Guidance Statement '*Separation Distances Between Industrial and Sensitive Land Uses*' provides advice on maintaining a buffer distance of 500 metres between the sensitive land use (seafood processing) and any existing development area. The proposed fish processing commercial vehicle is not considered to provide an adequate separation distance to existing sensitive land uses. Taking into consideration that the operation is only small, the separation distance may be considered reasonable, however, the limited availability and inadequacy of the storage, management and collection of waste is considered to result in negative environmental impacts.

Maintaining access/egress and manoeuvrability for commercial vehicles at rear of shopping precinct

Adjoining commercial landowners and leaseholders concerns regarding the serviceability of the area at the rear of the shopping precinct being potentially compromised by the presence of the truck whilst processing and parked in the proposed location is valid. The potential for safety hazards to occur involving electrical cords and water pipes was raised.

It is considered that the rear parking area of the shopping precinct is to be used for parking as well as loading and unloading of deliveries. It is considered that the permanent parking of a commercial vehicle of this nature will have a negative impact on maintaining safe access and egress as well as manoeuvrability for other users of the site.

Ablutions

One submission provided support to the proposed fish processing truck on condition that ablation facilities within the shopping precinct were reviewed and considered adequate for a potential increase in patrons. The matter raised is not a planning consideration but instead was referred to the Shire's Environmental Health Officer.

**Parking and Storage of Commercial Vehicle at Lot 605 (No. 2) Salamit Place, Kalbarri**

The Applicant has applied to utilise Lot 605 (No. 2) Salamit Place Kalbarri to store the Food Processing Vehicle when not in use.

Two submissions were received relating to the parking of the vehicle upon the abovementioned premises, with one submission giving conditional support providing no processing occurred whilst the vehicle was at the property and that no associated

odour came from the property. One submission provided no comment and stated they were indifferent to the proposal.

The storage of the commercial vehicle at the Applicant's place of residence would be required to be reviewed on an annual basis should Council grant development approval for the fish processing vehicle of this application.

#### Visual Amenity

It is considered that the keeping of the food processing truck at Lot 605 (No.2) Salamat Place, Kalbarri will not detrimentally impact on the appearance or amenity of the locality if the vehicle is small enough in size that its' presence does not detract from the streetscape, it is of a size that is permitted to traverse local streets, it is parked within the property boundary and prohibited from parking on or impeding the road verge and if any imagery proposed to be applied to the external facades of the vehicle are to the approval of the local government.

Therefore the storage of the food van at Lot 605 (No.2) Salamat Place, Kalbarri would be supported subject to appropriate conditions being included within the Development Approval and subject to approval being granted for the fish processing vehicle.

#### **Non-fixed (portable) bench seating**

As part of this application the Applicant is seeking to install portable bench seating to be located at the front of both Shop 4 and Shop 5, 10 Porter Street Kalbarri which will be removed at the end of trading each day and stored within the premises overnight.

It is considered that the installation of seating would be supported subject to the provisions of the Shire of Northampton's LPP *Alfresco Dining*.

#### **VOTING REQUIREMENT:**

*Absolute Majority Required: No*

#### **CONCLUSION:**

Given the above information, it is recommended that Council grant development approval (subject to conditions) for the non-fixed bench seating at Shop 4 and Shop 5, 10 Porter Street Kalbarri.

It is further recommended that Council refuse the application for a food processing vehicle (fish processing truck) to operate at the rear of Shop 5, 10 Porter Street

Kalbarri and as a consequence refuse application for parking of the processing vehicle at the residential address of Lot 605 (No.2) Salamat Place, Kalbarri.

OFFICER RECOMMENDATION – ITEM 7.3.2(a)	REFUSAL
<p><b>1. That Council refuses to grant development approval for the operation of a food processing vehicle (fish processing truck) due to the following reasons:</b></p> <ul style="list-style-type: none"> <li><b>a) The location of vehicle at the rear of Shop 5, 10 Porter Street Kalbarri is not considered to comply with the purpose and intent of the commercial zone;</b></li> <li><b>b) The location of the vehicle at the rear of Shop 5, 10 Porter Street, Kalbarri is considered to detrimentally affect the amenity of adjoining owners and the locality in general;</b></li> <li><b>c) The land use conflicts resulting from no separation distance between the fish processing vehicle and the existing commercial development will result in unacceptable environmental impacts, specifically the impact of odour;</b></li> <li><b>d) The use of the lot for the permanent location of a fish processing vehicle is not considered to be able to store, manage and collect waste adequately; and</b></li> <li><b>e) The use of the lot for the parking of a food processing vehicle will impact on access/egress and vehicle manoeuvrability within the service area (rear) of 10 Porter Street, Kalbarri.</b></li> </ul>	
OFFICER RECOMMENDATION – ITEM 7.3.2(b)	APPROVAL
<p><b>2. That Council grant development approval for non-fixed (portable) bench seating at the front of Shop 4 and Shop 5, 10 Porter Street, Kalbarri subject to the following conditions:</b></p> <ul style="list-style-type: none"> <li><b>a) This approval is issued only to Peter Fong and Thi Ngoc Van Nguyen and is NOT transferable to any other person or to any other land parcel. Should there be any change in respect of which this development approval is issued this approval shall no longer be valid;</b></li> </ul>	

- b) That the non-fixed alfresco seating is only permitted in the area/s as marked on the attached plan/s dated ..... adjacent to Shop 4 and Shop 5, 10 Porter Street, Kalbarri and shall not, in the opinion of the local government, conflict with or inconvenience adjacent businesses;
  - c) That additional detail is provided in writing by the applicant/s to the approval of the local government;
    - (i) Plans, drawn to scale, clearly indicating proposed location of all bench seating;
    - (ii) Coloured photographs of seating structures; and
    - (iii) Hours of trading for the alfresco seating area.
3. That approval 'in writing' is obtained by the applicant from the owner of Shop 4 and Shop 5, 10 Porter Street, Kalbarri to install bench seating as proposed. A copy of the owner's approval is required to be received by the Shire prior to any seating being installed;
4. That the bench seating is of a non-fixed (portable) nature and is removed at the end of trading hours each day and stored within Shop 4 and/or Shop 5, 10 Porter Street, Kalbarri overnight;
5. That the bench seating structures shall not impede pedestrian movement down the footpath area and be safe and unobstructed and provide a clear minimum width of 1.5 metres for pedestrian movement;
6. Prior to commencement of the proposed use, the Applicant is required to contact the Shire's Environmental Health Officer to ensure compliance with relevant health legislation;
7. This development approval shall remain valid so long as the necessary food premise registration remains current and valid and upon expiration or earlier termination of the food premise registration this development approval shall cease to be valid;
8. The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;
9. A certificate of currency in respect of public liability insurance cover of \$10,000,000, is required to be received by the Shire prior to the commencement of installation of bench seating; and



**Advice Notes:**

- i        Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.**
  
- ii.      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.**
  
- iii.     If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**



### APPENDIX 1. SCHEDULE OF SUBMISSIONS – FOOD PROCESSING VEHICLE (FISH PROCESSING)

The following submissions were received in relation to advertising of the proposed food processing vehicle (fish processing) – Shop 5 (No. 10) Porter Street, Kalbarri:

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1	18/11/2019 By mail	Thelma Stickman 9 Maxine Court, Lesmurdie Joint owner with submitter 4 of two shops at 535 Hackney St <b>OBJECTION</b>	<p>Concern raised at location of processing vehicle and that it should be located in the light industrial area and not at a shopping precinct.</p> <p>Concern at potential for odour impacts associated with fish liquid waste being disposed of in grease traps that are only emptied every 6 weeks.</p> <p>Concern at safety hazards with proposed location of truck being across the access way and the potential for electrical cords and hoses running to the site.</p>	<p>The potential impact of the development on the amenity of the locality, including environmental impacts, such as odour, and the availability and adequacy of the development to store, manage and collect waste are not considered to have been addressed satisfactorily by the application. Therefore it is recommended that Council refuse the Application for Development Approval for the parking of a Commercial Vehicle on the subject lot for the purpose of fish processing.</p> <p>Concern with regard to safety in the rear parking area of the shopping precinct is acknowledged. It is considered that the permanent parking of a commercial vehicle of this nature will have a negative impact on maintaining safe access and egress as well as manoeuvrability for other users of the site.</p> <p><b>Recommendation:</b> Submission is upheld</p>
2	18/11/2019 By email	Anita McRae Gilgai Tavern Porter St, Kalbarri <b>CONDITIONAL SUPPORT</b>	<p>Supported if issues raised can be managed.</p> <p>Wash down facilities will be needed at rear of shop to minimise odour impacts.</p>	Refer to Submission No. 1

			<p>Potential increase of patrons with a food business. Currently patrons from shopping complex utilise Gilgai Tavern toilet facilities. Is there enough toilet facilities available at shopping complex and will they be adequate for increase of patrons.</p> <p>Appropriate signage required to direct patrons to shopping precinct toilet facilities.</p> <p>Concerns with management of rubbish from increase of patrons and processing vehicle.</p> <p>Potential for odour impacts between rubbish collection services</p>	<p>Not a valid planning consideration but requires Health approval.</p> <p>Noted.</p> <p>Refer to Submission No. 1 with regard to management of waste from fish processing.</p> <p>Refer to Submission No. 1 with regard to the environmental impact of odour.</p> <p><b>Recommendation:</b> Submission is upheld in part</p>
3	19/11/2019 By mail	<p>Siobhan Hoare Shawny's Country Kitchen Unit 1/535 Hackney St, Kalbarri <b>OBJECTION</b></p>	<p>Concern raised at location of processing vehicle and stated it should be located in the light industrial area and not in public shopping precinct</p> <p>Already a Fish Processing Truck in Kalbarri which is up for sale and considers applicant should purchase that business which has all the required approvals.</p> <p>Proportioning that applicant is seeking to sponsor family members to employ which would take jobs from existing Kalbarri residents.</p>	<p>Refer to Submission No. 1.</p> <p>Not a valid planning consideration.</p> <p>Not a valid planning consideration.</p> <p><b>Recommendation:</b> Submission is upheld in part</p>
4	19.11.2019	Ross Stickman	<b>OBJECTION</b>	

	By mail	<p>9 Maxine Court, Lesmurdie Joint owner with submitter 1 of two shops at 535 Hackney St, Kalbarri</p> <p><b>OBJECTION</b></p>	<p>Considers site is not suitable for fish processing truck. Should be located in industrial area where Neptune's once operated or in Magee St (Geraldton Fisherman's Co-op) or down at the Wharf.</p> <p>Kalbarri already has a similar truck.</p> <p>Concern at potential for odour impacts to his adjacent unit which is tenanted by massage and meditation business. Conflicting uses.</p> <p>Concern at potential for odour impacts if fish waste is put into overused grease traps.</p> <p>Seating should be within the confines of the premises.</p> <p>Location where vehicle is proposing to operate considered to already have cleanliness issues and not suitable for fish cleaning.</p> <p>Proportioning that applicant has approached Council seeking assistance to bring workers in from overseas which will impact on local jobs.</p>	<p>Refer to Submission No. 1</p> <p>Not a valid planning consideration.</p> <p>Refer to Submission No. 1</p> <p>Refer to Submission No. 1</p> <p>It is recommended that the proposal for alfresco seating be granted Development Approval subject to conditions.</p> <p>Refer to Submission No. 1</p> <p>Not a valid planning consideration.</p> <p><b>Recommendation:</b> Submission is upheld in part</p>
5	21/11/2019 By email from Tyson Cable	<p>Tala Sarizadeh Upstairs Restaurant Shop 3, 10 Porter Street, Kalbarri</p> <p><b>OBJECTION</b></p>	<p>Concern at impact to current businesses.</p> <p>Location of fish truck is a step towards crowding and if approved will set the wrong precedent for additional similar services to apply for permits.</p>	<p>Refer to Submission No. 1</p> <p>Each Application for Development Approval is considered on the merits of the application and site specific requirements.</p>

			<p>Concern at potential for odour impacts:</p> <ul style="list-style-type: none"> <li>- ability to mitigate them in hot and windy climate of Kalbarri,</li> <li>- conflicting uses fresh seafood restaurant and fish processing facility in close proximity, and</li> <li>- what guarantee is there that seafood restaurant business won't be affected by odours?</li> </ul> <p>Waste management protocols must be clearly documented and address water, spillage, disposal of offal, size of grease traps.</p> <p>Policing and management of location by shopping centre owner and the Shire must be clear and transparent before approval is granted to ensure that issues raised can be enforced.</p> <p>Processing Truck should be made to relocate when not in use.</p>	<p>Refer to Submission No. 1</p> <p>Refer to Submission No. 1</p> <p>Refer to Submission No. 1</p> <p>The processing truck is proposed to be relocated off site at the end of business hours and the Applicant is seeking approval to park a Commercial Vehicle at a residential property in Kalbarri.</p> <p><b>Recommendation:</b> Submission upheld in part</p>
6	26/11/2019 By post	Graham Dunn Gliss Holdings Pty Ltd PO Box 64 KALBARRI WA 6536	Vehicle should only be permitted on site while processing fish as there is potential for hazardous situations to arise with service and delivery	Refer to Submission No. 1

		INDIFFERENT	<p>vehicles and pedestrians if left on site for long periods of time.</p> <p>Concern that grease trap at Shop 5 may not be adequate to handle this extra load on top of its current food processing capacities.</p> <p>The main concern is in regard to disposal of fish processing scraps, offal, waste and operator's diligence about disposing of waste in approved manner and keeping it separate to other shopping centre waste.</p>	<p>Refer to Submission No. 1</p> <p>Refer to Submission No. 1</p> <p><b>Recommendation:</b> Submission is upheld</p>
7	29/11/2019 by email	<p>Melissa Daniels Kalbarri Edge Resort PO Box 688 KALBARRI</p> <p>OBJECTION</p>	<p>Concern at potential for odour impacts from fish waste, unemptied bins.</p> <p>Already an underutilized functional fish processing facility in the town.</p> <p>Existing fish truck already operating in Kalbarri</p> <p>Concern at the request for additional seating and potential impacts on adjacent verge area.</p> <p>Concern at location of processing truck within the CBD area adjacent to shopping precinct</p>	<p>Refer to Submission No. 1</p> <p>Not a valid planning consideration.</p> <p>Not a valid planning consideration.</p> <p>It is recommended that the proposal for alfresco seating be granted Development Approval subject to conditions which will be able to adequately control any potential impacts on adjacent verge area.</p> <p>Refer to Submission No. 1</p> <p><b>Recommendation:</b> Submission is upheld in part</p>

8	29/11/2019 by mail	Wayne Forrest Kalbarri IGA PO Box 40 KALBARRI <b>OBJECTION</b>	<p>Concern that processing vehicle will not be in a controlled environment and may lead to food poisoning.</p> <p>We have rules and regulations that cover this type of food processing and they should be adhered to.</p>	<p>This is not a valid planning consideration but is managed by the Environmental Health Officer of the Shire. Notwithstanding, refer to Submission No. 1 in terms of environmental impacts relating to odour and waste management.</p> <p>As above.</p> <p><b>Recommendation:</b> Submission is upheld in part</p>
9	29/11/2019 by email	Palm Resort PO Box 8 KALBARRI <b>OBJECTION</b>	<p>Concern at potential for odour impacts from fish waste, unemptied bins.</p> <p>Already an existing fish processing facility in the town who is finding it hard to make ends meet so questioning why another mobile business of this type is required .</p> <p>Existing fish truck already operating in Kalbarri so why do we need another.</p> <p>Why do I pay rates, wastage fees, licensing etc. if I to could operate out of the back of a truck.</p>	<p>Refer to Submission No. 1</p> <p>Not a valid planning consideration.</p> <p>Not a valid planning consideration.</p> <p>Given that the use of the Commercial Vehicle for fish processing is considered to be an additional use and not incidental to the predominant use of the site, the commercial vehicle is not permitted within the 'Commercial' zone.</p> <p><b>Recommendation:</b> Submission is upheld in part.</p>
10	29/11/2019 by mail	Stephen Hansen PO Box 81	Concern at direct effect to surrounding commercial spaces and serious concern at	Refer to Submission No. 1

		<b>KALBARRI OBJECTION</b>	<p>intention to have waste drained into the retail shop grease trap and questions around compliance procedures in place by the shire to monitor where excess is being discharged.</p> <p>Disposal of waste from the truck is not detailed and concern around odour impacts in the commercial precinct.</p> <p>Lack of detail around how the applicant intends to store and dispose of decomposing fish.</p> <p>already a fish processing plant in the town providing same services to the public.</p>	<b>Recommendation:</b> Submission is upheld
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## APPENDIX 2. SCHEDULE OF SUBMISSIONS – COMMERCIAL VEHICLE PARKING (FOOD PROCESSING VEHICLE)

The following submissions were received in relation to advertising of the proposed commercial vehicle parking (food processing vehicle) – Lot 605 (No. 2) Salamat Place, Kalbarri.

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1	19/11/2019 By email	Sandra Jenkins 13 Federation Drive, Singleton WA Owner 51 Gantheaume Cres, Kalbarri <b>SUPPORT</b>	Supports the application as long as there is no processing or smell from the property.	Noted.
2	26/11/2019 By post	John & Linda Day PO Box 698 Kalbarri WA 6536 <b>INDIFFERENT</b>		Noted

**APPENDIX 3 – Application Information****PROPOSED FOOD PROCESSING VEHICLE - FISH PROCESSING****Shop 5 (No. 10) Porter Street, Kalbarri  
(Commercial precinct)**

Council is in receipt of a Development Application from the proprietor of The Red Bluff Bakery Café, Kalbarri seeking approval to operate a Food Processing Vehicle for Fish Processing at the rear of the above the premises in Kalbarri.

Information provided by the Applicant is detailed below:-

*"We appreciate your attending to our application. First of all we have not purchase the truck yet, but we are looking to buy one to fit out. The truck will be no older than 7 years old and the insulated box will be refrigerated. We intend to buy local fish so the truck will be loading the fish from the Kalbarri Fisherman Wharf and transport to the back of the shop (Shop 5, 10 Porter Street, Kalbarri WA 6536). We will have the truck connected to the power and running water. We will also have stainless steel preparation bench, wash basin and nonslip mats. We only intend to process local fish, so the frames will be resold to local cray boats, the excess will be drained into drip bucket then dissolve through our retail shop grease trap. Once the fish is process into fillets and it will be short pass to the new cool room to be chilled then packed for retail sale.*

*The truck will be garaged at 2 Salomit Place Kalbarri WA 6536 and when processing at SHOP 5, 10 Porter Street, Kalbarri WA 6536. The noise impacts associated with the seafood processing activity will be very minimal due to the fact power will be provider from the shop and not a generator.*

*All the truck fit out will be carried out by our local plumber Fern Plumbing and electrical is Coastal Electrical and Solar. All our trade man are professional so expect a food safe processing truck.*

*The seating we proposed will be moved able, it will be taken out every morning and in the shop after hours. I proposed this due to the fact that not enough seating for our customer. The seating will be well away from the walk way and user friendly for pram and wheelchairs patrons it will be sighted on landlord premises and he is supports the idea.*

*We Red Bluff Bakery Café and Red Bluff Seafood market are trying to bring new things and convenience to Kalbarri. It will create more jobs in our local community and give our local fishing industry support and most of all we want to show our visitor our local produce."*



**LOCALITY PLAN**  
**Shop 5 (No. 10) Porter Street, Kalbarri**  
**(Red Bluff Bakery and Café)**



**PROPOSED FOOD PROCESSING VEHICLE (FISH PROCESSING)**

*Photos provided by Applicant to illustrate proposed vehicle (still to be purchased)*



**7.3.3 AMENDMENT OF LOCAL PLANNING POLICY - STREET WALLS AND FRONT FENCES IN KALBARRI 2018**

**LOCATION:** Kalbarri  
**FILE REFERENCE:** 10.4.11  
**DATE OF REPORT:** 1 December 2019  
**REPORTING OFFICER:** Hayley Williams - Senior Consultant Planner  
**RESPONSIBLE OFFICER:** Garry Keeffe - Chief Executive Officer  
**APPENDICES:**  
 1. Legal Advice Street Walls and Front Fences in Kalbarri LPP  
 2. Fencing Information Sheet  
 3. Amended Street Walls and Front Fences in Kalbarri Local Planning Policy

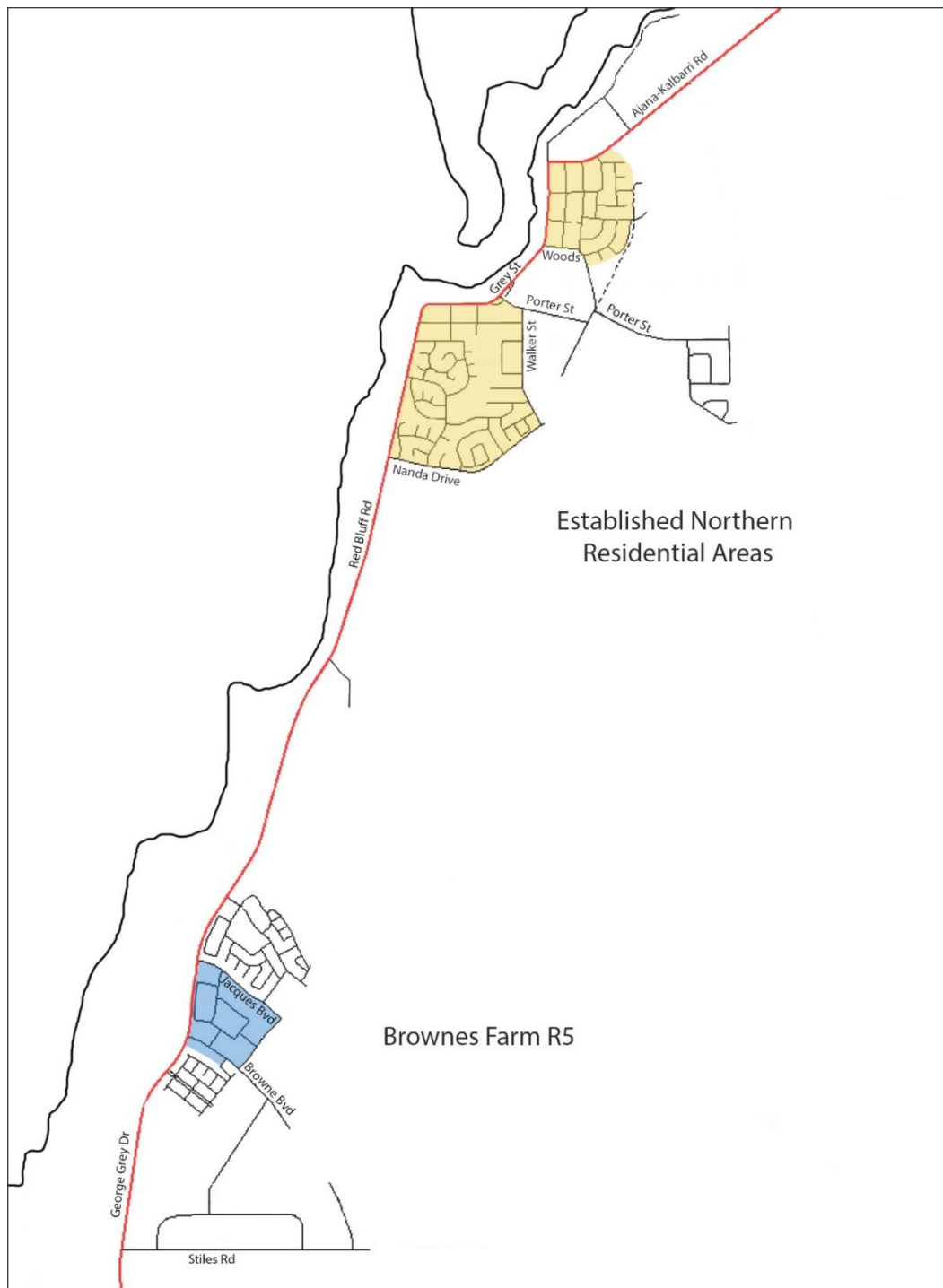
**AUTHORITY / DISCRETION:**

**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:**

Legal advice has been received from McLeods Solicitors in relation to the operational provisions of the *Street Walls and Front Fences in Kalbarri* Local Planning Policy. Upon consideration of the legal advice, the review of fencing matters generally and in light of the changing community expectations around front fencing in the Residential R5 zone (Browne Farm), it is recommended that Council consider modifying the LPP to remove the provisions that relate specifically to this Residential R5 area or revoke the Local Planning Policy entirely.

**LOCALITY PLANS:**



## **BACKGROUND:**

Front fencing, within particular residential areas of Kalbarri, has been a matter requiring planning guidance since 2004, when the first Local Planning Policy was adopted on 17 December 2004. The policy was reviewed on 17 August 2018 and during the course of its operation there have been a number of development applications refused by Council and then taken to the State Administrative Tribunal for review

The matter has recently come to the forefront with a number of front fences being constructed without development approval or not in accordance with the approval granted by Council that are considered non-compliant with the *Residential Design Codes of Western Australia* or the *Shire of Northampton Local Planning Policy - Street Walls and Front Fences in Kalbarri Residential Areas*.

Council at their meeting held on 18 October 2019 resolved:

*That Council:*

- 1. Review the existing Local Planning Policy - Front Fencing in Kalbarri Residential Areas, with the view to removing the specific fencing requirements for the Browne Farm area given the shift in residential expectations, along with the expansion of the front fencing policy to residential areas within the townsites of Port Gregory and Horrocks;*
- 2. Further examine front fencing within the townsite of Northampton due to the unique situation in Local Planning Scheme No.10 whereby design guidelines are included for fencing within SCA4 - Town Centre Conservation Area and given the rural nature of some parts of land within the gazetted townsite boundary;*
- 3. Prepare Information Packages for Front Fencing and Dividing Fences, including illustrations to visibly demonstrate fencing requirements prescribed by the Residential Design Codes;*
- 4. Develop a website page dedicated to outlining and explaining front fencing and dividing fences with links to Local Planning Policy, Information Packages and external bodies that regulate dividing fences;*
- 5. Prepare an information flyer that addresses the above, to be published in local newspapers and forwarded to businesses/contractors that construct fencing in the local government area;*
- 6. Review administrative procedures for Development Applications and Building Permits and the inclusion of Information Packages with a building*



*permit, where development is exempt from obtaining development approval;  
and*

*7. Include a list of minor amendments to the Fencing Local Law for inclusion  
in the next review.*

In accordance with Point 1) of the above resolution a review of the LPP has been undertaken with the additional input of legal advice. A copy of the legal advice for the LPP is included in **Appendix 1**. However, in summary, the front fencing provisions for the Residential R5 Browne Farm area to restrict front fencing to a maximum height of 1.2m is legally ineffective given that the LPP purports to modify the 'design principles' of cl. 5.2.4 of the Residential Design Codes rather than the 'deemed to comply' provisions.

In accordance with Point 3) of the above resolution an Information Package for Front Fencing and Dividing Fences has been prepared and is included within Appendix 2. This is based on the 'deemed to comply' provisions of the Residential Design Codes and the Dividing Fences Act.

Council also resolved at their meeting held on 16th August 2019 that:

*That Council direct staff to investigate the estimated costs to conduct a  
compliance review/audit of non-conforming and unapproved fences within  
the Brownes Farm R5 Residential Area.*

In accordance with the above resolution, legal advice has confirmed that whilst there is a two year limitation period for prosecution under the Local Government Act (which grants power to the Fencing Local Law), should fencing not be constructed in accordance with the minimum provisions prescribed by the Residential Design Codes and without development approval, then Council is able to issue a written direction under Section 214 of the *Planning and Development Act 2005*.

## **COMMUNITY & GOVERNMENT CONSULTATION:**

Schedule 2 - Deemed Provisions, Part 2, cl 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* details the minimum advertising requirements for an amendment to a Local Planning Policy being no less than 21 days, unless the Local Government believes the amendment to be minor amendment. There are no advertising requirements for the revocation of a Local Planning Policy, other than to publish a notice of revocation.

### *6. Revocation of local planning policy*

*A local planning policy may be revoked —*

*(a) by a subsequent local planning policy that —*

*(i) is prepared in accordance with this Part; and*

*(ii) expressly revokes the local planning policy; or*

*(b) by a notice of revocation —*

*(i) prepared by the local government; and*

*(ii) published in a newspaper circulating in the Scheme area.*

## **FINANCIAL & BUDGET IMPLICATIONS:**

The cost of advertising the Local Planning Policies is covered by the Council's existing Planning budget allocation.

## **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*Local: Shire of Northampton Local Planning Schemes No. 10 and 11*

*Shire of Northampton - Fencing Local Law*

## **Scheme provisions giving effect to R-Codes**

Clause 4.1 of Local Planning Scheme No. 11 refers to the R-Codes being read as part of the Scheme. Where land is zoned 'Residential' and used for residential purposes dealt with by the R-Codes, it is then required to conform with the provisions of the codes. This includes the development of street walls and front fences.

## **Fencing Local Law**

The Fencing Local Law sets out a range of matters including what is considered to be 'sufficient fencing' in terms of a dividing fence, as well as outlining appropriate fencing materials, maintenance of fencing and fencing standards for rural and industrial zoned land.

The Local Law also incorporates provisions for front fencing, however, there are some inconsistencies between the R-Codes and the Local Law. The Local Law does however, make it clear that in the event of any inconsistency with any Act, Regulation of district planning scheme, the provisions those Acts, Regulations or district planning scheme are to prevail. Therefore at present, when considering the matters of front fences or dividing fences, the Residential Design Codes and the Dividing Fences Act are the guiding authorities, respectively.

## **POLICY IMPLICATIONS:**

State: SPP 7.3 - Residential Design Codes (Volume 1)

Local: Local Planning Policy -Street Walls and Fences in Kalbarri Residential Areas

Part 5 of Volume 1 of the *Residential Design Codes of Western Australia* includes the following provisions for street walls and front fences:

Design principles Development demonstrates compliance with the following design principles (P)	Deemed-to-comply Development satisfies the following deemed-to-comply requirements (C)
<b>5.2.4 Street walls and fences</b>	
<p><b>P4 Front fences are low or restricted in height to permit surveillance (as per Clause 5.2.3) and enhance streetscape (as per clause 5.1.2), with appropriate consideration to the need:</b></p> <ul style="list-style-type: none"> <li>• for attenuation of traffic impacts where the street is designated as a primary or district distributor or integrator arterial; and</li> <li>• for necessary privacy or noise screening for outdoor living areas where the street is designated as a primary or district distributor or integrator arterial.</li> </ul>	<p><b>C4</b> Front fences within the primary street setback area that are visually permeable above 1.2m of natural ground level, measured from the primary street side of the front fence.</p>
Design principles Development demonstrates compliance with the following design principles (P)	Deemed-to-comply Development satisfies the following deemed-to-comply requirements (C)
<b>5.2.5 Sight lines</b>	
<p><b>P5 Unobstructed sight lines provided at vehicle access points to ensure safety and visibility along vehicle access ways, streets, rights-of-way, communal streets, crossovers, and footpaths.</b></p>	<p><b>C5</b> Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a driveway meets a</p>



public street and where two streets intersect (refer Figure Series 9).

### Street Walls and Front Fences in Kalbarri Residential Areas (2018)

The Local Planning Policy (LPP) was initially adopted by Council in December 2004 and was recently reviewed in 2018.

The LPP distinguishes between the established residential areas north and west of Nanda Drive, the 2,000m<sup>2</sup> lots in Port Kalbarri and the remaining residential areas of Kalbarri.

For the established residential areas north and west of Nanda Drive the following provisions apply:

*High walls or fences have affected the streetscape in these areas and therefore the policy allows for a street wall or fence up to 1.8m high provided certain criteria are met and only that it occupies 50% of the frontage of the lot.*

For the Port Kalbarri R5 (2,000m<sup>2</sup>) residential area the following provisions apply:

*Given the location of this area near the coastal portions of the Kalbarri National Park, and the general sense of openness that is associated with 'larger' lot sizes, it is considered inappropriate that front walls and fences should be built higher than 1.2m.*

For all other residential areas the 'Deemed-to-Comply' provisions of the R-Codes apply.

Over the time that the LPP has been operational Council has taken into account the provisions of the policy but also exercised discretion in its application, noting that Local Planning Policies are not binding by their nature but intended to guide development.

### Compliance and Enforcement of Planning Laws 2018

The Local Planning Policy (LPP) was initially adopted by Council in April 2010 and was recently reviewed in 2018.

The objectives of the LPP are:

- 2.1 *To establish a framework for the community to make their concerns known in a constructive and effective manner.*

2.2 *To clearly delineate the process and procedures for dealing with compliance and enforcement issues related to Planning laws.*

Cl. 3.3 examines the matter of discretion as to the enforcement of planning laws and includes the following:

3.3.2 *Section 214 of the Act empowers a local government to issue a direction where a development or land use has been carried out unlawfully (eg. without planning approval or in contravention of the conditions of a planning approval). The Act is silent in relation to the factors which the local government should consider in determining whether to exercise its discretion to give a direction and, if it decides to give a direction, as to its terms.*

3.3.3 *Whilst it may be correct to say that there is a general duty imposed on a local government to enforce laws for which it is responsible, that general duty is not absolute. The facts of a particular matter may be such that it is simply not reasonable or appropriate for a local government to take enforcement action.*

3.3.4 *The important matters for consideration in the exercise of discretion to commence formal enforcement proceedings are:*

(a) *It is in the public interest of the proper and orderly development and use of land that planning law should generally be complied with. It is expected that, normally, those who carry out development or subdivision, or use land, should comply with the planning legislation and any applicable approval, licence or other authorisation in relation to that activity.*

(b) *The impact of the contravention of the Scheme on the affected locality and environment. This includes a consideration of whether the breach complained of is purely technical which would be unnoticeable other than to a person well versed in the relevant law.*

(c) *The factual circumstances in which the contravention took place. For example, if the local government had in some way condoned or endorsed the unlawful development, it may not be reasonable for the local government to later attempt to enforce its Scheme in relation to the unlawful development.*

(d) *The time which has elapsed since the development was undertaken unlawfully.*

(e) *The expense and inconvenience which would be involved in remedying the contravention.*

(f) *Whether or not the unlawful development/use in question is dangerous, or potentially dangerous.*

In regard to the matter of the compliance audit for front fencing within the Browne Farm Residential R5 area, it is necessary for Council to consider cl. 3.3.4. Where fences have been constructed without development approval and in contravention of the Residential Design Codes, it may be pertinent for Council to seek a resolution if it is considered to be in the public interest of orderly and property planning. However, the time elapsed, expense and inconvenience involved in remedying the contravention needs to be taken into consideration.

**STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Planning for the Future 2016-2026*

Nil.

**COMMENT:**

Upon consideration of the legal advice, the change in community expectations in relation to front fencing within the Residential R5 area of Browne Farm and the examination of fencing matters generally, it is pertinent for Council to examine the applicability of the *Street Walls and Front Fences in Kalbarri Local Planning Policy* as well as the matter of compliance for those fences constructed without development approval.

**Operation of the Local Planning Policy**

Many Local Governments have adopted Local Planning Policies that assist in providing a additional guidance to the cl. 5.2.4 Street Walls and Fences under the Residential Design Codes.

The LPP adopted in 2004 included wording in relation to the performance/design criteria that has not previously been brought into question in the case of a number of appeals to the State Administrative Tribunal. Regardless, it is firstly considered appropriate to modify the wording of the objectives contained within the LPP to

address the 'deemed to comply' criteria rather than seeking a variation of the 'design criteria'. This will assist in making the LPP legally effective.

The relevance of the LPP in providing a variation to the fencing requirements of the R-Codes for the Northern Residential Area is still considered applicable. Removing the variation may also impact on the establishment of a similar streetscape and be at odds with community expectations for front fencing in this northern residential area.

Therefore rather than revoking the LPP in its entirety it is considered that amending the LPP to alter the wording of the policy objective and removing those provisions relating to the Residential R5 area within Browne Farm would be a suitable outcome. This will also enable Council to undertake consultation on the LPP which will assist in confirming community sentiment with regard to front fencing. A copy of the modified LPP is included in **Appendix 3**.

Alternatively, should Council consider the LPP be revoked entirely, front fencing would be solely guided by the Residential Design Codes (for residential zoned land) and the Fencing Local Law for other zones ie. rural, industrial zones.

### **Compliance for front fencing**

Although the advice provided from Mcleods Solicitors has highlighted the legal ineffectiveness of the Street Walls and Front Fences in Kalbarri Local Planning Policy, the application of cl 5.2.4 Street Walls and Front Fences within the Residential Design Codes is still applicable.

In terms of the matter of enforcement of planning laws for front fencing constructed without development approval, Council needs to determine whether prosecution proceedings are appropriate in line with the matters for consideration in cl. 3.3.4 of the Compliance and Enforcement of Planning Laws LPP.

It is recommended that Council consider those fences constructed without development approval within the last two years, in order to provide additional opportunity for the breaches to be remedied under the Fencing Local Law/Local Government Act.

Shire staff have already commenced this process with requiring an Application for Development Approval to be lodged and modifications undertaken to an illegally constructed front fence.

Furthermore, Fencing Information Sheet (refer **Appendix 2**) will be published within local newspapers and included as an attachment to development applications and

building permits where necessary. The Shire's website will also be updated within this information to raise awareness of the obligations for front fencing to comply with the Residential Design Codes and the Dividing Fences Act.

**VOTING REQUIREMENT:**

*Absolute Majority Required:* No.

**CONCLUSION:**

It is recommended that Council initiate advertising for the proposed amendments to the Street Walls and Front Fences Local Planning Policy.

It is also recommended that Council consider the matter of front fencing compliance within the Residential R5 Browne Farm and determine whether prosecution proceedings are appropriate in line with the matters for consideration in cl. 3.3.4 of the *Compliance and Enforcement of Planning Laws Local Planning Policy*, with the view to be pursue compliance of those front fences constructed without development approval within the last two years.

**OFFICER RECOMMENDATION – ITEM 7.3.1**

**That Council:**

**1. Pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolve to:**

- a. Adopt the amended Local Planning Policy (Appendix 3) for public comment and advertise the policy for a period of 21 days;**
- b. Should no written, author-identified objections be received during the 21 day advertising period, then adopt for final approval the amended Local Planning Policy and proceed to publish a notice to this effect in the local newspaper; and**
- c. Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report**

**APPENDIX 1 - LEGAL ADVICE STREET WALLS AND FRONT FENCES IN KALBARRI LPP****2. Background**

On the basis of the documents which you have provided, I understand the background facts of this matter to be as follows:

- (1) There are a number of properties located in Kalbarri which have front fences situated within the primary street setback area which are inconsistent with the requirements of clauses 5.2.4 and/or clause 5.2.5 of the R-Codes.
- (2) In order to address this issue, the Shire is considering undertaking a compliance audit of properties to determine compliance with the requirements of the R-Codes and the Shire's Street Walls Policy.
- (3) The compliance audit is proposed to be undertaken in the area known as 'Brownes Farm R5 Residential Area'.

**3. Can the Shire's Street Walls Policy contain more restrictive provisions than the R-Codes?**

Clause 7.1 of the R-Codes provides that:

*The decision-maker shall not amend or modify the R-Codes Volume 1, to provide for greater or lesser requirements unless it relates to matters expressly permitted under the R-Codes Volume 1 to be amended or modified.*

Clause 7.3.1 of the R-Codes subsequently lists the deemed-to-comply provisions of the R-Codes that may be amended or replaced under a local planning policy. This list includes clauses 5.2.4 and 5.2.5 of the R-Codes.

Clause 7.3.1 of the R-Codes further provides that '*amendments or replacements to deemed-to-comply provisions are to be consistent with the relevant design principle.*'

Clause 7.3.2 of the R-Codes enables local governments to amend '*any other deemed-to-comply provision within the R-Codes...by means of a local planning policy*' if the Western Australian Planning Commission (WAPC) has approved the amendment and where it can be demonstrated to the satisfaction of the WAPC that the proposed amendment:

- *is warranted due to a specific need related to that particular locality or region;*
- *is consistent with the objectives and design principles of the R-Codes Volume 1; and*
- *can be properly implemented and audited by the decision-maker as part of the ongoing building approval process.*



Therefore, the Shire may have a local planning policy which amends or replaces the deemed-to-comply provisions of clauses 5.2.4 C4 and 5.2.5 C5 of the R-Codes with more restrictive requirements.

While a local planning policy can be adopted by the Shire to modify or replace the deemed-to-comply provisions of clauses 5.2.4 C4 and 5.2.5 C5, it is necessary to consider whether this is what the Street Walls Policy does with respect to the Brownes Farm R5 Residential Area.

The objective of the Street Walls Policy stated in clause 2.1 is as follows:

*'To provide clear direction as to circumstances under which Council may approve street walls and fences in accordance with clause 5.2.4, Design Principle P4 of the Residential Design Codes of Western Australia'.*

From this objective, it is apparent that the Street Walls Policy is directed at the application of the design principle in clause 5.2.4P4 of the R-Codes, rather than the corresponding deemed-to-comply requirements in clause 5.2.4C4. Further, the Street Walls policy is not concerned with clause 5.2.5 of the R-Codes.

With respect to the Brownes Farm R5 Residential Area, clause 4.2.1 of the Street Wall Policy provides:

*'Given the location of this area near the coastal portions of the Kalbarri National Park, and the general sense of openness that is associated with 'larger' lot sizes, it is considered inappropriate that front walls and fences should be built higher than 1.2m'.*

Although the Street Walls Policy does not say so expressly, it appears it is intended to guide the application of the design principles in clause 5.2.4P4 so that fence height in excess of 1.2m is not approved. Applied in that way, clause 4.2.1 is not an amendment or replacement of the deemed-to-comply provisions in clause 5.2.4C4 of the R-Codes.

It is not possible to change the design principles in the R-Codes by the implementation of a local planning policy (*O'Brien and City of Vincent* [2017] WASAT 99). Strictly speaking, clauses 2.1 and 4.2.1 of the Street Wall Policy do not purport to change the design principles in clause 5.2.4P4. Rather, they attempt to guide the application of those design principles so that fences in excess of 1.2m are not permitted.

The only means recognised by the R-Codes for guiding judgments about the merits of any aspect of residential development covered by the R-Codes are by the adoption of 'housing objectives' (R-Codes: clause 7.3.1(b)). However, the State Administrative Tribunal has found that it is only open to adopt housing objectives in relation to development which does not meet the requirements of the R-Codes.

The Street Walls Policy does not purport to contain housing objectives. Further, clause 4.2.1 could not operate as a housing objective with respect to the design principles in clause



5.2.4P4 because it is not confined in its application to development which does not meet the R-Codes.

For these reasons, clause 4.2.1 of the Street Walls Policy is legally ineffective to restrict fence height to 1.2m by imposing this height restriction on the application of the design principles in clause 5.2.4P4.

**4. Are the Shire's local planning policies which seek to vary the deemed-to-comply provisions of the R-Codes invalid as a result of cl 7.2 of the R-Codes?**

Clause 7.2 of the R-Codes provides:

*'If a properly adopted local planning policy which came into effect prior to the gazettal of the R-Codes Volume 1 is inconsistent with the R-Codes Volume 1, the R-Codes Volume 1 prevail over the policy to the extent of any inconsistency'.*

This provision would not have the effect of invalidating all provisions of the Shire's local planning policies which vary deemed-to-comply requirements of the R-Codes. Clause 7.2 is limited to local planning policies which are inconsistent with the R-Codes. As clause 7.3.1 permits local planning policies to amend or replace the deemed-to-comply provisions which it identifies, any such existing local planning policies would be consistent with the R-Codes.

Similarly, any local planning policy which amended any other deemed-to-comply provision (ie other than those listed in clause 7.3.1(a) of the R-Codes) which has been approved by the WAPC would be consistent with the R-Codes for the purpose of clause 7.2.

Again, however it is necessary to consider the Shire's local planning policies to assess whether their specific provisions are inconsistent with the R-Codes. In this regard we have commented on the particular local planning policies which you provided to us.

## APPENDIX 2 - FENCING INFORMATION SHEET

# FENCING (2019) Information Sheet



**IMPORTANT LINKS:** <https://www.dplh.wa.gov.au/rcodes>

### WHAT IS CONSIDERED A FRONT FENCE

A “front fence” is any fence or wall located within the primary street setback area, or located in the area between the street alignment and the street setback line as set out in the R-Codes. In residential areas, front fences are required to satisfy the provisions of the Residential Design Codes Clause 5.2.4 Street Walls and Fences.

### R-CODES REQUIREMENTS

The R-Codes requires front fences which are low in height to maintain connectivity to the streetscape by permitting street surveillance and enhancing the visual amenity of the area. Generally, front fences may be solid up to 1.2m high, and visually permeable above 1.2m of the natural ground level, measured from the primary street side of the fence.

### FRONT FENCE APPROVAL REQUIREMENTS

FRONT FENCE APPROVAL REQUIREMENTS				
Location	Height	Type	Planning	Building
Within the front setback (refer Figure 2 below and Table 1 of R-Codes)	<750mm	Visually permeable fencing (material other than masonry)	x	x
		Solid fencing (non-permeable material)	x	x
	<1200mm	Visually permeable fencing (material other than masonry)	x	x
		Solid fencing (non-permeable material)	x	✓
	>1200mm	Visually permeable fencing (material other than masonry)	x	x
		Solid fencing (non-permeable material)	✓	✓

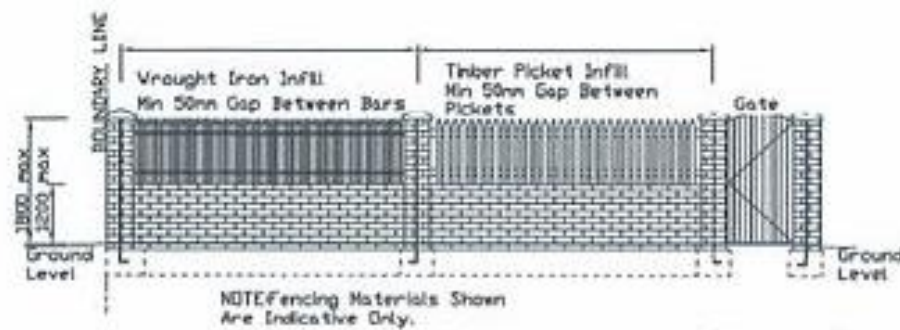
### WHAT DOES VISUALLY PERMEABLE MEAN?

Visually permeable is defined within the Residential Design Codes as:

In reference to a wall, gate, door or fence that the vertical surface has:

- continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;
- continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or
- a surface offering equal or lesser obstruction to view;

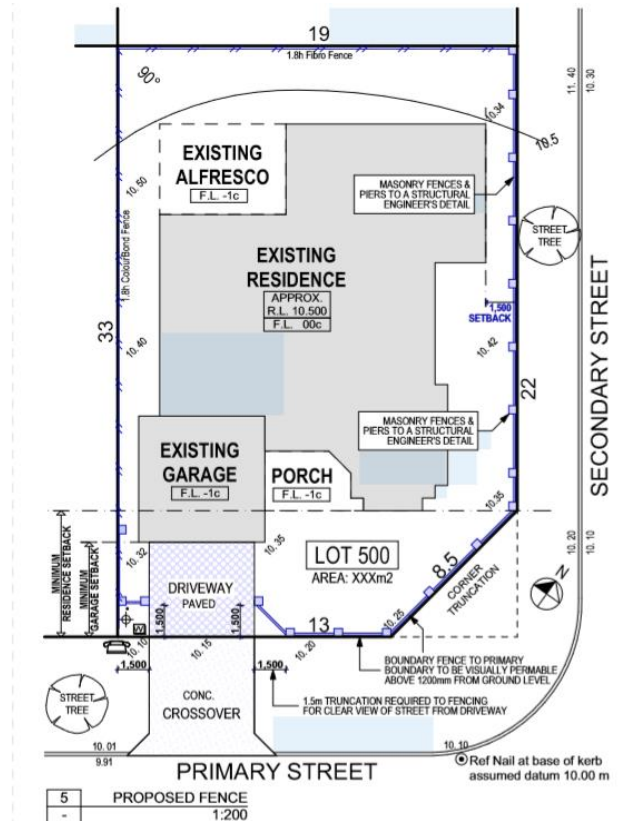
as viewed directly from the street.



**Figure 1:** Front fencing illustration

### CAN I BUILD MY FENCE UP TO MY EXISTING DRIVEWAY?

Generally all fencing within 1.5m of a driveway (yours or neighbours) is required to be setback a minimum of 1.5m from the driveway unless the fence is a maximum height of 0.75m as per Clause 5.2.5 of the Residential Design Codes. Refer to Site Plan which illustrates a driveway truncation.



**Figure 2:** Site plan illustrating front and side fencing

### SIDE AND REAR BOUNDARY FENCES

A side and/or rear boundary fence outside of the front setback of a property can be constructed to 1800mm high, and is permitted to be solid for the entire height. With regards to the responsibilities of a property owner to notify affected neighbours, or of affected neighbours to contribute to costs, this is governed by the

*Dividing Fences Act 1961*. As this Act does not grant any powers to the Local Government, it is the responsibility of the landowner to ensure they are complying with the Act as required.

Additional information can be found at:

[https://www.commerce.wa.gov.au/sites/default/files/atoms/files/dividing\\_fences\\_act\\_6th\\_edition\\_july\\_2017\\_updated\\_29sep18.pdf](https://www.commerce.wa.gov.au/sites/default/files/atoms/files/dividing_fences_act_6th_edition_july_2017_updated_29sep18.pdf).

### **WHAT SHOULD I CONSIDER WHEN APPLYING TO VARY THE DEVELOPMENT REQUIREMENTS?**

When submitting a Development Application for a front fence that does not satisfy requirements of the R-Codes (eg solid front fence to 1.8m high), justification comments should accompany the application for consideration – the Shire will assess the following criteria:

- ☐ whether the objectives of the zone are compromised;
- ☐ preservation of the visual amenity and streetscape character of the area;
- ☐ established development context;
- ☐ impact to street surveillance from the dwelling;
- ☐ potential traffic impacts to the lot (eg the street is designated a primary or district distributor road); ☐ noise and/or privacy between outdoor living areas and the primary street.

### **APPROVAL REQUIREMENTS**

The lodgement of a Development Application is required for a proposed front fence which does not satisfy the 'Deemed-to-Comply' requirements of the R-Codes, or any specific development controls of the property (eg Special Control Area, Heritage Area, Development Guide Plan etc...).

### **OTHER APPROVALS**

Depending on the proposed fence, an application for building permit may also be required prior to the construction of a fence. Please contact Building Services directly on 9934-1202 to confirm if building approval will be required for a particular fence.

### **DIVIDING FENCES**


Any fence behind the street setback line (as defined by the R-Codes) is considered a 'dividing fence' and must comply with the requirements of the *Dividing Fences Act 1961*.

### **ENQUIRIES**

Enquiries may be directed to the Shire of Northampton Planning Officer on 93341202, via email at [planner@northampton.wa.gov.au](mailto:planner@northampton.wa.gov.au), or in person at the Shire Offices during office hours, Monday – Friday.

**\*\*Disclaimer\*\*** - this information sheet is a guide only. Verification with original Local Laws, Acts, the Shire's Local Planning Scheme and other relevant documents is recommended for detailed references. The Shire of Northampton accepts no responsibility for errors or omissions.

**APPENDIX 3 - AMENDED LOCAL PLANNING POLICY**

		<b>Street Walls &amp; Front Fences in Kalbarri Residential Areas</b>  <b>Local Planning Policy</b>	
Version 4			
<b>Scheme Provisions:</b>	<b>Other References:</b> Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 SPP 7.3 Residential Design Codes of Western Australia 2019	<b>Special procedural considerations:</b>	

<b>RESPONSIBILITY</b>	Chief Executive Officer as per the Delegations Policy and Register.		
<b>ADOPTION</b>	22 October 2004	Advertising	Minute 10.7.6
	17 December 2004	Final Approval	Minute 12.9.2
	V3 17 August 2018	Advertising / Final Approval	
	V4 18 December 2019	Advertising / Final Approval	

## 1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Scheme No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the *Street Walls and Front Fences in Kalbarri Residential Areas local planning policy*.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

## 2.0 OBJECTIVE

- 2.1 To provide clarity and design guidance through a detailed framework to supplement the deemed to comply provisions of Clause 5.2.4 of the *Residential Design Codes of Western Australia*.

## 3.0 POLICY STATEMENT

### 3.1 Definitions

For the purpose of this Policy:

<b>"Frontage"</b>	the width of a lot at the primary street setback line, provided that in the case of a battleaxe or other irregular shaped lot, it shall be as determined by the local government.
<b>"Natural Ground Level"</b>	means the levels on a site which precede the proposed development, excluding any site works unless approved by the local government or established as part of subdivision of the land preceding development.
<b>"Primary Street"</b>	the sole or principal public road that provides access to the major entry (front door) to the dwelling.
<b>"Setback"</b>	the horizontal distance between a wall at any point and an adjacent lot boundary, measured at right angles (90 degrees) to the boundary.
<b>"Street Setback Area"</b>	the area between the street alignment and the street setback line as set out in Tables 1 and 4 or as established in a particular case in accordance with the provisions of design element 5.2 or 6.2.
<b>"Visually Permeable"</b>	in reference to a wall, gate door or fence, that the vertical surface has: <ul style="list-style-type: none"> <li>• continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;</li> <li>• continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or</li> <li>• a surface offering equal or lesser obstruction to view; as viewed directly from the street.</li> </ul>

### 3.2 Application of Policy

This policy applies to the residential land contained within the Scheme Area of the Kalbarri Local Planning Scheme No. 11, and is further broken into 2 areas, the Northern Residential Area and the remainder of the Kalbarri Townsite (see Annexure A for map).

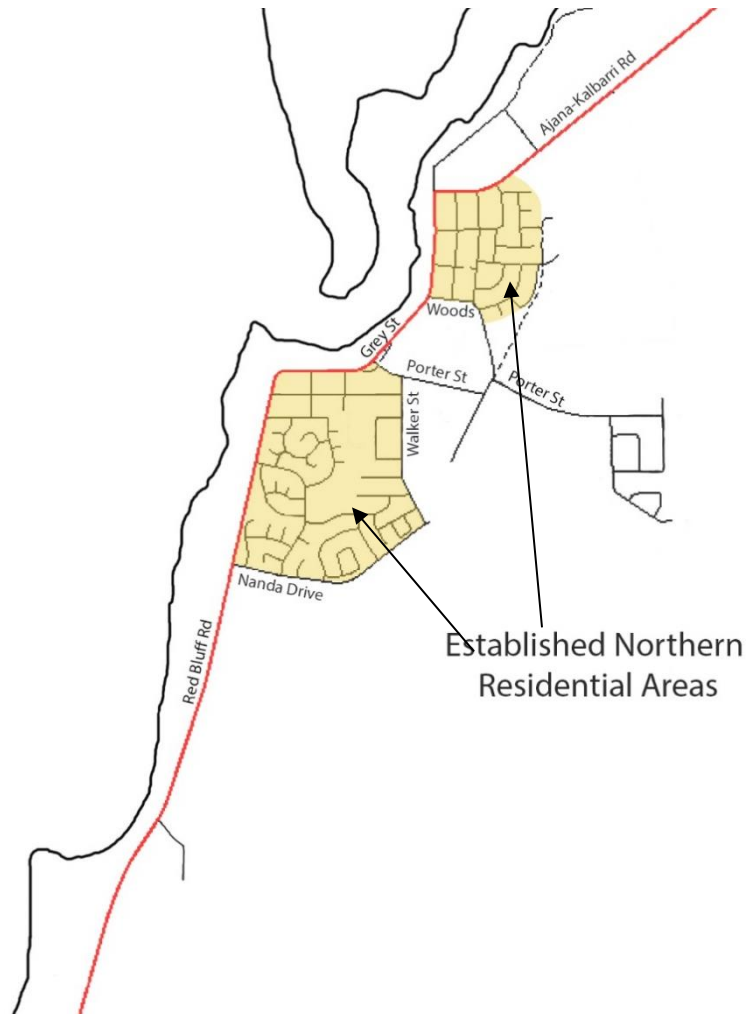
### **3.3 Established Northern Residential Areas**

- 4.1.1 This residential area is located to the north and west of Nanda Drive and is the more established part of Kalbarri. High walls or fences have affected the streetscape.
- 4.1.3 The local government will allow a street wall or fence up to 1.8m high provided the wall or fence:
- (a) has contrasting forms of construction (eg. brick piers with contrasting infill or landscaping recesses) or be finished in a colour acceptable to the local government so that in the opinion of the local government the wall or fence enhances (or at the very least does not detract) from the streetscape;
  - (b) has a length of no more than 50% of the total frontage of the lot and is located from one side only (ie. no 'middle' fencing);
  - (c) is located so that at least one habitable room window of the dwelling has a clear view of the street; and
  - (d) has a truncation of 1.5m where it adjoins a driveway.

### **4.3 Other Residential Areas**

- 4.3.1 In all other residential areas the "deemed to comply" standards of the Residential Design Codes shall apply.
- 4.3.2 In assessing applications under the design criteria of the Residential Design Codes, the applicant will need to demonstrate the merits of the application and establish that there is no alternative (rather than simply state it is preference).

**Annexure A**





<b>7.3.4</b>	<b>PROPOSED EXTENSION OF NON-CONFORMING USE - BUS STORAGE (OUTBUILDING) – LOT 250 (NO. 21) HAMERSLEY STREET, NORTHAMPTON</b>
	<p><b>LOCATION:</b> Lot 250 (No. 21) Hamersley Street, Northampton</p> <p><b>FILE REFERENCE:</b> 10.8.1.2 / A2917</p> <p><b>APPLICANT:</b> L &amp; H Reynolds</p> <p><b>OWNER:</b> L &amp; H Reynolds</p> <p><b>DATE OF REPORT:</b> 5 December 2019</p> <p><b>REPORTING OFFICER:</b> Michelle Allen – Planning Officer</p> <p><b>RESPONSIBLE OFFICER:</b> Hayley Williams – Senior Planning Consultant</p> <p><b>APPENDIX:</b></p> <p>1. Site plan</p>

**AUTHORITY / DISCRETION:**

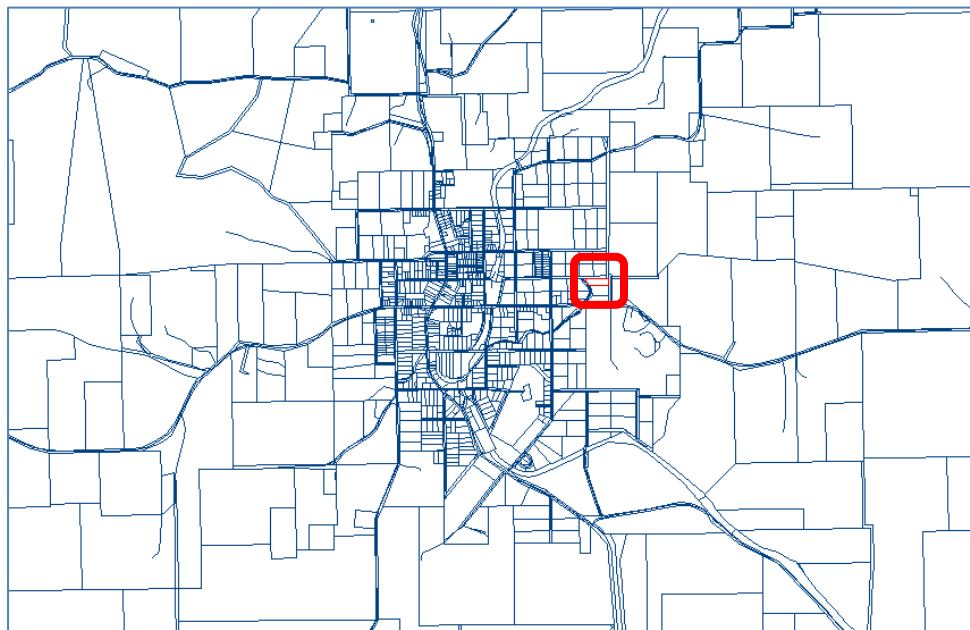
**Quasi-Judicial**      *when Council determines an application within a clearly defined statutory framework, abiding by the principles of natural justice, acting only with discretion afforded it under law, and giving full consideration to Council policies and strategies relevant to the matter at hand.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

**SUMMARY:**

Council is in receipt of a Development Application from the abovementioned Applicants requesting Council consider allowing an additional outbuilding to be erected on the site at Lot 250 (No. 21) Hamersley Street, Northampton. This site is currently used as a school bus storage depot for the Reynolds' school bus contracting business and is considered to be a non-conforming use site under Town Planning Scheme No. 10, therefore any extension or modification requires development approval.

This report recommends conditional approval of the use and location of the proposed outbuilding.

**LOCALITY PLAN:**



## **BACKGROUND:**

Lyal and Helen Reynolds operate a school bus contracting business from Lot 250 (No. 21) Hamersley Street, Northampton, and have done so since 2011. When purchasing the property, approval was given to use the existing outbuilding on the lot to store two school buses. Recently a new bus has been purchased to replace an existing bus due to its expired lifespan, which cannot be garaged in the existing outbuilding due to its size. The applicants are seeking to erect an additional outbuilding on the lot to accommodate the new vehicle.

The lot is currently zoned 'General Rural' although it is located within the Northampton townsite. This site is currently used as a bus storage depot by the applicants and is considered to be a non-conforming use site under Town Planning Scheme No. 10, therefore any extension or modification requires development approval.

Prior to an "Industrial" zoning being introduced into the Shire's *Town Planning Scheme No. 6*, a number of industrial and commercial uses were allowed to occur within the townsite of Northampton. The Reynolds bus storage depot is one such site. Under the current *Town Planning Scheme No. 10*, new industrial/commercial uses are not permitted within the Residential zone, however, use upon Lot 250 is considered to be a non-conforming use because of its historical nature and the lot being zoned "General Rural" within the Northampton townsite.

Further enquiries regarding the use of the site and location of the proposed outbuilding have occurred, and as a result three adjacent landowners have been consulted by the applicants. No landowner objections were received as a result of the consultation. The existing outbuilding is situated beside the dwelling and towards the front of the 10,500m<sup>2</sup> property. The use is therefore considered a permissible non-conforming use of the current school bus contracting business under the current *Town Planning Scheme No. 10*.

## **THE PROPOSAL:**

The proposed use will be to erect an additional outbuilding on the lot to accommodate the oversize bus. The existing outbuilding structure is situated south of the dwelling and measures 20m by 9m with the new outbuilding proposed to be 12m by 5m in size with a maximum height of 5.27m. Should approval be granted for construction of the new outbuilding, the total aggregate of outbuildings on the lot would be 240m<sup>2</sup> which is within the maximum standards for R5 and lower density

areas according to provisions of the Shire of Northampton's Local Planning Policy *Outbuildings* and in accordance with cl. 5.13.5.2 of Town Planning Scheme No. 10.

The proposed location for the additional outbuilding is on the eastern side of the lot on Hamersley Street in close proximity to the dwelling. The structure is proposed to be situated forward of the dwelling and on the corner of Hamersley Street and Mary Street. Setback distance provisions are front/street 10m and side boundary of 5m and whilst the distance from the front boundary can be met, the side setback distance cannot be achieved even with considerable variation.

A copy of the site plan has been included as **Appendix 1** to this report together with a copy of the Applicant's information as **Appendix 2** and as provided to adjoining landholders by the applicant.

The Applicant/Owner has advised that the outbuilding will be used to store the new school bus only.

In consideration of the application the following information is provided:

Lot Size	1.05ha (10500m <sup>2</sup> )
Zoning	General Rural
Existing Development	Single House and 20m x 9m Outbuilding
Existing Services	Water, Power & Phone
Access & Frontage	Hamersley Street
Topography	Flat
Vegetation	Cleared at proposed site
Surrounding Land Uses	General Rural
Dwelling footprint	340m <sup>2</sup>
Current outbuilding aggregate	180m <sup>2</sup>
Total outbuilding aggregate	240m <sup>2</sup>

#### COMMUNITY & GOVERNMENT CONSULTATION:

The application for the additional outbuilding has not been advertised as consultation has been undertaken by the applicant with three adjoining landowners

and as it is considered that the use will have no predictable detrimental impact on the character or amenity of the immediate or general locality and will not result in an increased impact in the immediate area. Further, it is considered to be an extension to the current use of the site and will not increase the use of heavy vehicles upon or entering the site.

#### **FINANCIAL & BUDGET IMPLICATIONS:**

Nil. However, should Council refuse this application and the applicant proceed to exercise their right of appeal, costs are likely to be imposed on the Shire through its involvement in the appeal process.

#### **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*Local: Shire of Northampton Town Planning Scheme No. 10 – Northampton*

The land is zoned “General Rural” within the townsite under Town Planning Scheme No. 10 with the objectives of the zone being:

*To provide for the sustainable use of land for the agricultural industry and other uses complimentary to sustainable agricultural practices, which are compatible with the capability of the land and retain the rural character and amenity of the locality.*

It is considered that “Rural Residential” zone objectives more accurately reflect landholder sentiment in this area with the objectives of the zone being:

*To enable land to be used for residential purposes in a rural setting which provides for an alternative residential lifestyle.*

The ‘use’ which is parking of a commercial vehicle (school bus) is not listed within the current Scheme, however, the site is considered to be a non-conforming use and therefore the following provisions apply:

#### **4.9 NON-CONFORMING USES**

*Except as otherwise provided in the Scheme, no provision of the Scheme is to be taken to prevent:*

- (a) *the continued use of any land for the purpose for which it was being lawfully used immediately prior to the Gazettal date;*
- (b) *the carrying out of any development on that land for which, immediately prior to the Gazettal date, an approval or approvals, lawfully required to authorize the development to be carried out, were duly obtained and are current; or*
- (c) *subject to clause 11.2.1, the continued display of advertisements which were lawfully erected, placed or displayed prior to the Gazettal date.*

*Note: "Land" has the same meaning as in the Planning and Development Act and includes houses, buildings and other works and structures.*

#### 4.10 EXTENSIONS AND CHANGES TO A NON-CONFORMING USE

##### 4.10.1 A person must not:

- (a) *alter or extend a non-conforming use;*
- (b) *erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) *change the use of land from a non-conforming use to another non-conforming use,*

*without first having applied for and obtained planning approval under the Scheme.*

##### 4.10.2 *An application for planning approval under this clause is to be advertised in accordance with clause 9.4.*

Specific development provisions within Local Planning Scheme No. 10 relating to Outbuildings in the General Rural zone and setbacks for Rural Residential zone based on applicable lot size are as follows:

### **5.13 SPECIFIC SITE AND DEVELOPMENT REQUIREMENTS FOR PARTICULAR ZONES**

#### **5.13.5 General Rural Zone**

##### **5.13.5.2 Outbuildings**

*Outbuildings for lots which are:*

- *less than 20ha. in area;*
- *abutting or within a townsite boundary;*
- *subject to future increase in subdivision potential identified in the Local Planning Strategy;*
- *In an area of visual prominence; or*
- *in an area of heritage/high landscape amenity;*

*shall be limited to 240m<sup>2</sup> in aggregate area with a maximum wall height of 4.0m and a total maximum height of 6.5m measured from natural ground level.*

#### 5.13.1 Development Requirements - Table 3

<b>Zone</b>	<b>Minimum setbacks</b>	<b>Open Space / Landscaping</b>
<b>General Rural</b>	Front/Street 20m Side 10m Rear - 20m	N/A
<b>Rural Residential</b>	Front/Street - 10m Side - 5m Rear - 10m	N/A

A new clause within the provisions of the new Scheme Conversion to Local Planning Scheme No. 10 has been developed giving ability/guidance to follow variations for applications in the future. The new Scheme Amendment is close to being finalised by the Department of Planning, Lands and Heritage with the new provisions as follows:

### **34. VARIATIONS TO SITE AND DEVELOPMENT STANDARDS AND REQUIREMENTS**

(1) *In this clause -*

*additional site and development requirements means any site or development requirement contained in the Scheme.*

(2) *The local government may approve an application for a development approval that does not comply with an additional site and development requirements, except for development in respect of which the R-Codes apply or variations to land use permissibility contained in the zoning table.*

(3) *An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.*



(4) *If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must:*

- (a) *consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and*
- (b) *have regard to any expressed views prior to making its determination to grant development approval under this clause.*

(5) *The local government may only approve an application for development approval under this clause if the local government is satisfied that*

- (a) *approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and*
- (b) *the non-compliance with the additional site and development requirement will not have a significant adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.*

#### **POLICY IMPLICATIONS:**

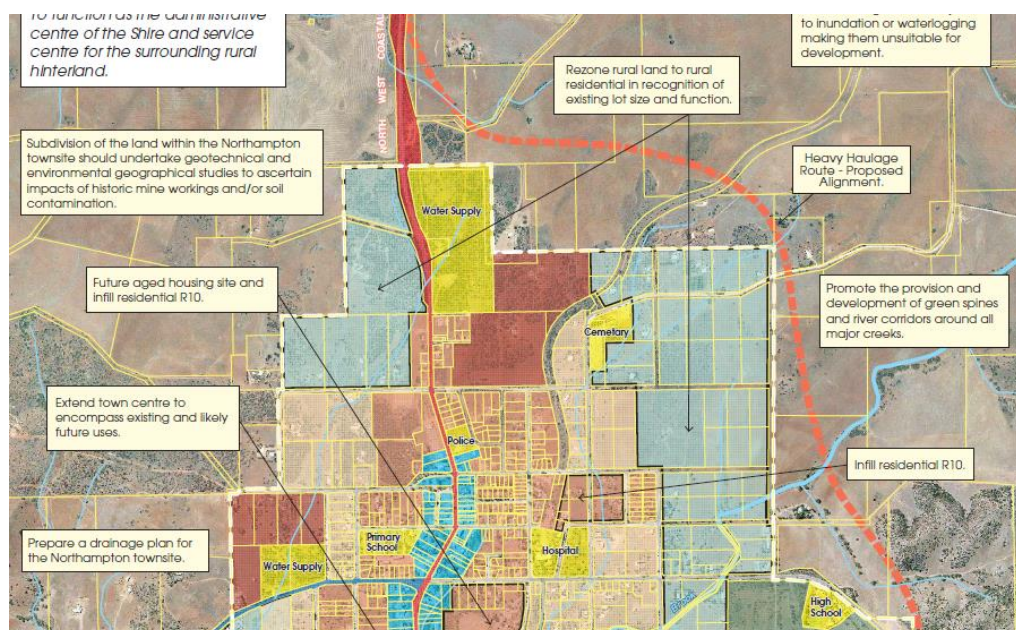
*Local: Shire of Northampton Local Planning Strategy*

*Local: Local Planning Policy – Outbuildings*

#### **Northampton Local Planning Strategy**

The Northampton Local Planning Strategy gives an indication of future zones applicable and justification for the application of rural residential provisions.





**7.2.1 Northampton Townsite (Figure 8)**  
Strategy and action for the Northampton Townsite:

COMMUNITY	Strategies	Actions
	Provide for limited rural residential development adjacent to the periphery of the urban expansion area of the townsite, without compromising diversified agricultural activities in the rural hinterland.	<ul style="list-style-type: none"> <li>In recognition of the existing small lot sizes, incorporate all “rural” zoned land within the Northampton townsite boundary as “Rural Smallholdings”.</li> </ul>

## Outbuildings Local Planning Policy

The applicants are seeking to erect an additional outbuilding on the lot to accommodate a new school bus which cannot be garaged in the existing outbuilding due to its size in relation to height of the vehicle.

The objectives of the Shire of Northampton’s Local Planning Policy *Outbuildings* are as follows:

- 2.1 To alter the deemed-to-comply provisions of the R-Codes for Design Principle 5.4.3 and 6.4.4 – Outbuildings.

- 2.2 To provide further clarity and a clear interpretation to the definition of an 'outbuilding'.
- 2.3 To ensure that outbuildings are not used for habitation or commercial purposes by controlling building bulk (size and height).
- 2.4 To limit the visual impact of outbuildings.
- 2.5 To encourage the construction of outbuildings in materials and colours that complements the landscape and amenity of surrounding areas.
- 2.6 To ensure that the outbuilding remains an ancillary use to the main dwelling or the principle land use on the property.

Clause 3.2.2 Application of Policy of the LPP Outbuildings states:

- 3.2.2 Rural land (generally less than 20ha) adjacent to settlements or within a townsite boundary, subject to future increase in density or in an area of visual prominence or heritage/high landscape amenity shall be subject to this policy with maximum standards for outbuildings determined on lot size in accordance with clause 3.5.

Clauses 3.4.2 (b) and 3.5 of the LPP Outbuildings provides for variations to maximum standards for outbuildings as follows:

### **3.4 Maximum Standards for R5 and Lower Density**

- 3.4.2 In addition to the deemed-to-comply requirements for Part 5.4.3, C3 iii, iv and v of the R-Codes, the following shall apply for:

- a) Lots between 1,000m<sup>2</sup> and 2,000m<sup>2</sup>, 180m<sup>2</sup> in aggregate area, with a maximum wall height of 3.5m and a total maximum height of 5.0m measured from natural ground level.

- b) Lots 2,000m<sup>2</sup> and above, 240m<sup>2</sup> in aggregate area, with a maximum wall height of 4.0m and total maximum height of 6.5m measured from natural ground level

### **3.5 Maximum Standards for Rural Residential and Rural Smallholdings**

- 3.5.1 In addition to the Scheme requirements, the following shall apply:

- 240m<sup>2</sup> in aggregate area, with a maximum wall height of 4.0m and total maximum height of 6.5m measured from natural ground level.

- 3.5.2 In addition to the 240m<sup>2</sup> aggregate area, a maximum of 120m<sup>2</sup> unenclosed area may be considered where all of the following criteria can be achieved:

- a) *The outbuilding must be constructed in the same materials and finish to the existing (or approved) dwelling.*
- b) *The roof pitch of the outbuilding is to match the roof pitch of the existing (or approved) dwelling.*
- d) *The outbuilding is not within the primary or secondary street setback area;*
- e) *The outbuilding footprint is not greater than the existing (or approved) dwelling footprint.*
- h) *Consultation with adjoining properties is required.*

**COMMENT:**

It is acknowledged that Lyal and Helen Reynolds have used Lot 250 (No. 21) Hamersley Street, Northampton for a number of years and that the use is considered to be non-conforming under the current *Town Planning Scheme No. 10*. Non-conforming uses are afforded certain rights under the Planning Scheme, however extensions and changes to these non-conforming uses must be approved by the local government. The storage of two school buses has been a long-standing practice on this site therefore this proposal would be seen as an extension of the non-conforming use.

The application is seeking to erect an outbuilding with wall height of 4.6m and overall total maximum height of 5.27m and although the structure will not be higher than the dwelling, due to the lower natural ground level in the proposed location it will be located on the corner of Hamersley and Mary Streets. The outbuildings footprint is not greater than the existing dwelling footprint yet placement of all structures forward on the lot impacts on streetscape amenity due to the conglomeration of structures forward of the dwelling and the variation sought to increase wall height of the new structure from 4m to 4.6m.

Whilst the required setbacks for this lot under the 'General Rural' zone are 20m front/street 10m for side boundaries, it is recognised that setback distances pertaining to the "Rural Residential" zone are more appropriate for this site. Those setback distances are front/street 10m and side boundary of 5m and whilst the distance from the front boundary can be met, the side setback distance cannot be achieved even with considerable variation.

Due to the size of the outbuilding, the location of the current outbuilding forward of the dwelling and the inability to achieve the required setback distance on side boundary, Shire Officer's consider it more appropriate for the new outbuilding to be placed further back on the lot behind the dwelling.

It is noted that no objections were received from the three adjacent landowners to both the size and the proposed location of the new outbuilding with the applicants furnishing written support from each landowner in support of their application.

Having taken into consideration the requirements of the Shire's *Town Planning Scheme No. 10 – Northampton*, it is recommended that Council approve the Application for Development Approval with conditions that require the outbuilding to be set back appropriately.

#### **VOTING REQUIREMENT:**

*Absolute Majority Required:*      No

OFFICER RECOMMENDATION – ITEM 7.3.4	APPROVAL
<p><b>That Council:</b></p> <ol style="list-style-type: none"> <li>1.      <b>Grant development approval for the extension of the non-conforming use and additional outbuilding on Lot 250 (No. 21) Hamersley Street, Northampton subject to the following conditions:</b> <ol style="list-style-type: none"> <li>(a)      <b>Development/use shall be in accordance with the attached approved plan(s) dated 18 December 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;</b></li> <li>(b)      <b>The location of the outbuilding to be situated behind the dwelling on the lot so as to address streetscape amenity and required setback distance on the side boundary;</b></li> <li>(c)      <b>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;</b></li> <li>(c)      <b>A building permit shall be issued by the local government prior to the commencement of any work on the site;</b></li> <li>(d)      <b>All stormwater is to be disposed of onsite to the approval of the local government;</b></li> </ol> </li> </ol>	

- (e) Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
- (f) A detailed schedule of external materials, finishes and colours to be used in the construction of the development shall be submitted prior to lodgement of an application for a building permit for the approval of the local government;
- (g) The approved outbuilding is only to be used for general and vehicle storage purposes and minor maintenance upon vehicles housed therein to the approval of the Local Government and shall NOT be used for habitation, commercial or industrial purposes; and
- (h) The walls of the outbuilding are to be constructed of coated metal sheeting (Colorbond), in a colour to match the proposed single dwelling and existing outbuilding. The use of uncoated metal sheeting (i.e. zincalume) for the walls 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.***

***Note 4: 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.***

***Note 5: In regard to Condition No. (g), the Applicant/Owner is advised that the approved use of the outbuilding/s for the storage of two (2) school buses is permitted as per P/A 002-11 and D/A 2016-006.***



**APPENDIX 1. – SITE PLAN DETAILING LOCATION OF PROPOSED OUTBUILDING  
LOT 250 (No. 21) HAMERSLEY STREET, NORTHAMPTON**



**APPENDIX 2. – APPLICANT'S INFORMATION**

Photos for Shed Planning Permission - Lyal and Helen Reynolds

21 Hamersley Street

Northampton, 6535



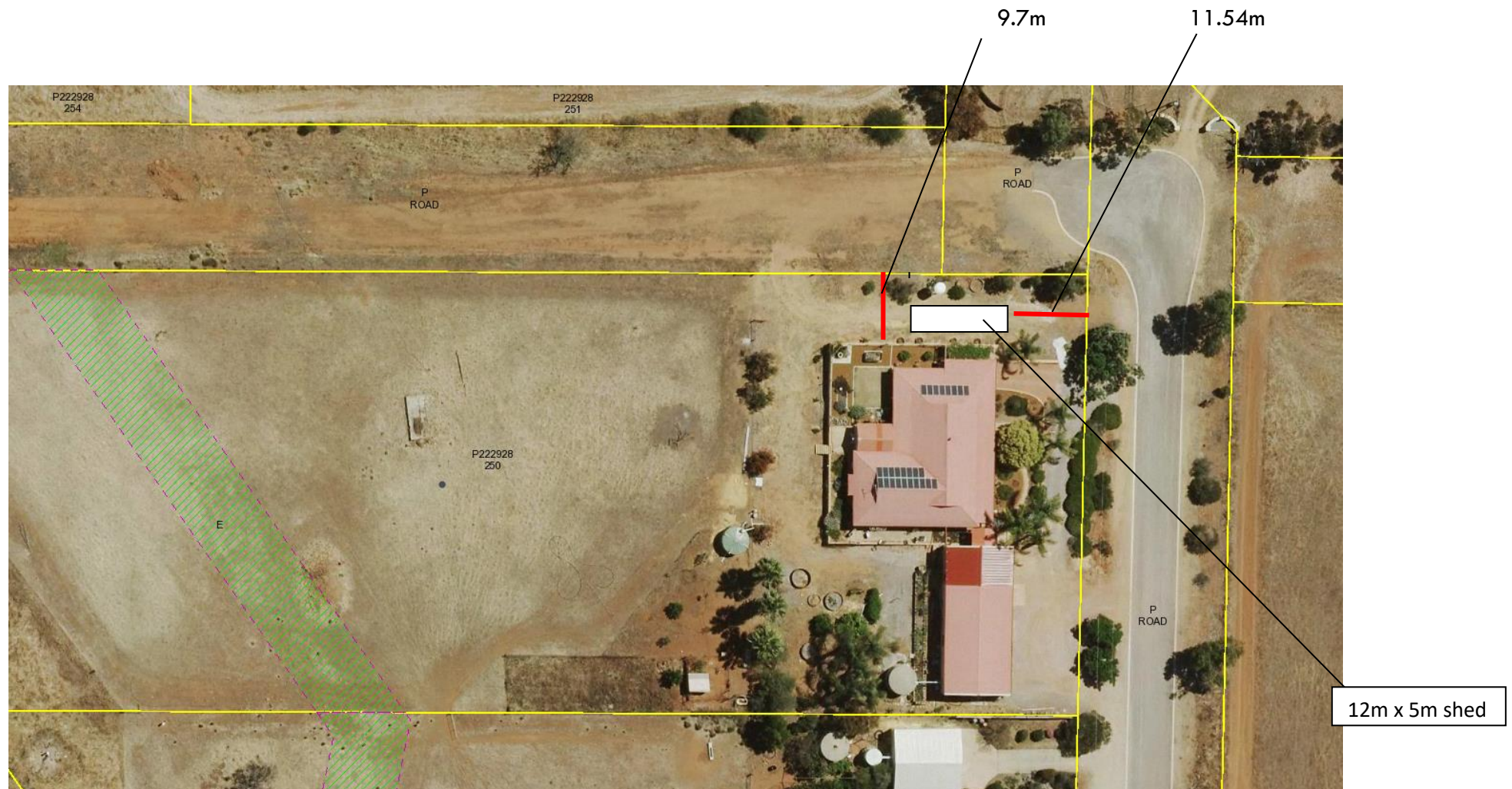
Front profile of house. The bus is almost positioned where it will sit within the proposed shed to be built.

As you can see there is a variation of approximately 3 metres from the top of the bus to the top of the house.

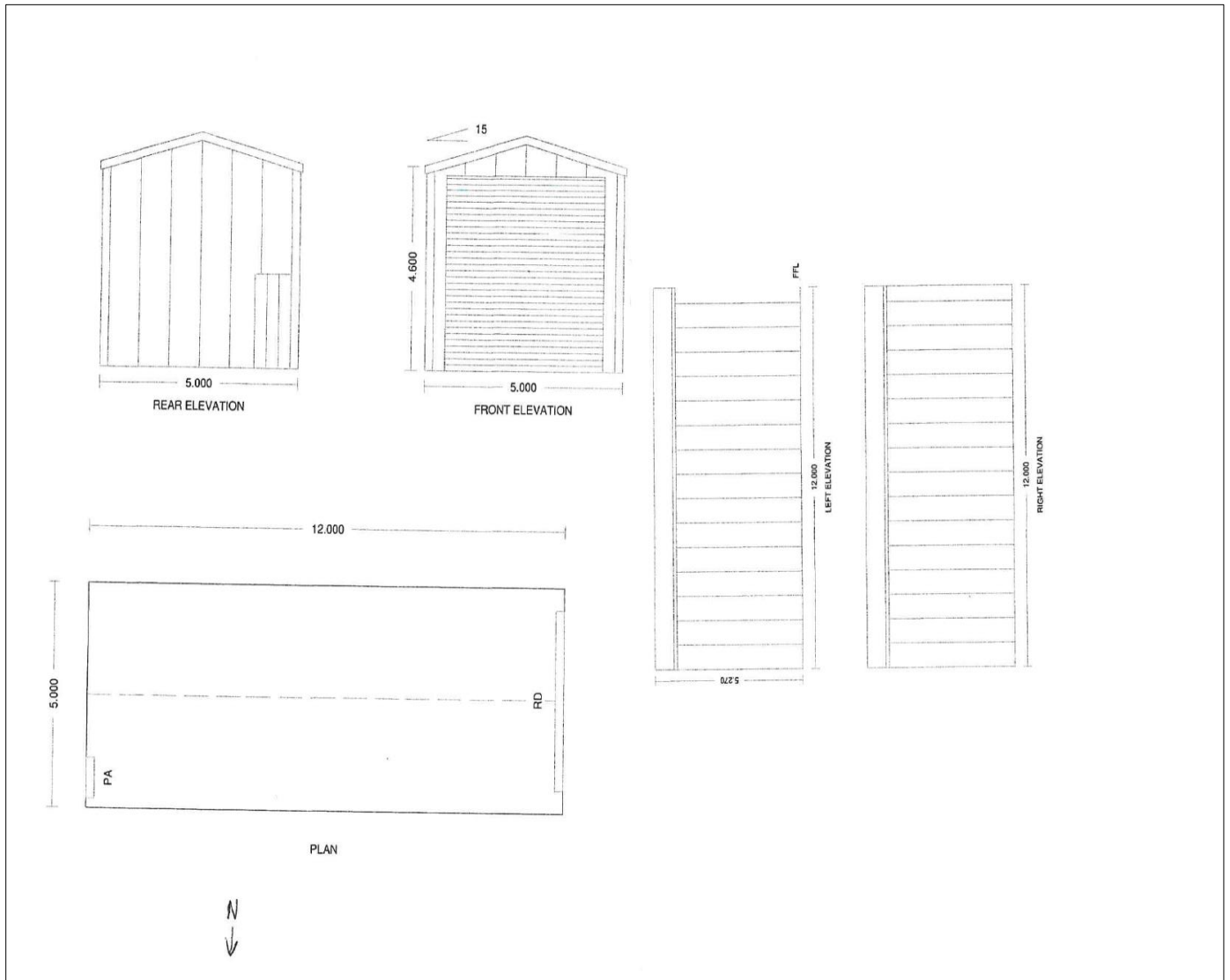


This shows the height of the brick wall on the north side of the house where the shed will sit. The elevation of this wall allows the shed floor to sit considerably below the base of the house. Aesthetics work as it will be considerably lower than the roof of the house. It is also situated on the north side of the house, meaning there is no one to the north of it, just Peter Harris' shed, which is over the road.









### 7.3.5 SUMMARY OF PLANNING INFORMATION ITEMS

**DATE OF REPORT:** 18 December 2019  
**REPORTING OFFICER:** Michelle Allen - 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 Principal Planner.

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
082	T & R HOMES (PEACH)	LOT 32 (NO. 12) WANNERENOOKA RD, NORTHAMPTON	SINGLE DWELLING & OUTBUILDING – R-CODE VARIATION	11 November 2019
083	J & J CRAIKE	LOT 1 (NO. 2) JACQUES BOULEVARD, KALBARRI	FRONT FENCE – R-CODE VARIATIONS	11 November 2019
084	M L GOEBEL	LOT 261 (NO. 7) EXPLORER AVENUE, KALBARRI	CONVERSION FROM 'OUTBUILDING' TO 'DWELLING'	11 November 2019
085	BRADLEY SMITH (REYNOLDS)	LOT 203 (NO. 71) GLANCE STREET, HORROCKS	CARPORT WITH R-CODE VARIATION	20 November 2019
086	HILLE THOMPSON & DELFOS (KALBARRI LOGISTICS PTY LTD)	LOT 995 & 996 (NO. 29) ATKINSON CRESCENT, KALBARRI	FORMALISATION OF EXISTING USES GARDEN CENTRE & TRADE SUPPLIES, WAREHOUSE/STORAGE AND TRANSPORT DEPOT	15 November 2019
087	LLEWYN CONNOLLY (WOODCOCK)	LOT 118 (NO. 214) HAMPTON ROAD, NORTHAMPTON	ABLUTION BLOCK	29 November 2019
088	RAY STENT (RALPH)	LOT 562 (NO. 25) SUTHERLAND STREET, KALBARRI	INDUSTRIAL OUTBUILDING	2 December 2019

**OFFICER RECOMMENDATION – ITEM 7.3.5** For Council information

7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2019	9

#### 7.4.1 ACCOUNTS FOR PAYMENT

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>4 December 2019</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>REPORTING OFFICER:</b>	<b>Leanne Rowe/Grant Middleton</b>
<b>APPENDICES:</b>	<b>1. List of Accounts</b>

#### SUMMARY

Council to authorise the payments as presented.

#### BACKGROUND:

A list of payments submitted to Council on 18<sup>th</sup> December 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 21800 to 21810 inclusive totalling \$50,458.36, Municipal EFT payments numbered EFT20053 to EFT20121 inclusive totalling \$350,418.64, Trust Fund Cheques 2476 to 2483, totalling \$10,281.57, Direct Debit payments numbered GJ0507 to GJ0513 inclusive totalling \$247,584.07 be passed for payment and the items therein be declared authorised expenditure.**

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 18 DECEMBER 2019

Chq #	Date	Name	Description	Amount
21800	12-11-2019	AUSTRALIA POST	POSTAGE	1373.23
21801	12-11-2019	GERALDTON MOWER & REPAIR SPECIALISTS	STIHL BLOWER (KALB)	341.10
21802	12-11-2019	KALBARRI B P SERVICE STATION	MASONARY BIT, HARDWARE	240.30
21803	12-11-2019	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES RECOVERY OF UNPAID RATES	8115.49
21804	14-11-2019	COMMUNITY HOUSING LIMITED	KAL AGED HOMES DEED PAYMENT	13800.00
21805	25-11-2019	TELSTRA	TELEPHONE CHARGES	1677.75
21806	25-11-2019	WATER CORPORATION	WATER USE & SERVICE CHARGES	390.67
21807	25-11-2019	SYNERGY	ELECTRICITY CHARGES	24296.07
21808	25-11-2019	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	178.75
21809	29-11-2019	MR CLAYTON DRAGE	REFUND DOG REGISTRATION PAID	25.00
21810	29-11-2019	MR STACY HENLEY	REFUND DOG REGISTRATION PAID	20.00
				<b><u>\$50,458.36</u></b>

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 18 DECEMBER 2019

**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

EFT #	Date	Name	Description	Amount
EFT20053	04-11-2019	J HINE & SON CONSTRUCTION	RSL HALL CLAIM # 5	157334.79
EFT20054	05-11-2019	NORTHAMPTON SENIORS	SENIORS RECREATION COUNCIL GRANT	1000.00
EFT20055	05-11-2019	ROAD RUNNER MECHANICAL SERVICES	ISUZU COOLANT	286.00
EFT20056	12-11-2019	ABROLHOS ELECTRICS	RCD TESTING & TAGGING	11140.91
EFT20057	12-11-2019	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	BOBCAT HIRE	1326.16
EFT20058	12-11-2019	KALBARRI IGA	GOODS	84.85
EFT20059	12-11-2019	BOSTON CONTRACTING	HARV/HORR CONST/LUCKY WATER TRUCK	12461.63
EFT20060	12-11-2019	CENTRAL WEST PUMP SERVICE	PT GREG BORE PUMP REPAIRS	1178.10
EFT20061	12-11-2019	CHEM CENTRE	WATER SAMPLE	220.00
EFT20062	12-11-2019	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	145.45
EFT20063	12-11-2019	COURIER AUSTRALIA	FREIGHT	260.32
EFT20064	12-11-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT20065	12-11-2019	DEPARTMENT OF TRANSPORT	KALB FISH CLEAN REIMB WATER USE	42.70
EFT20066	12-11-2019	GARRY DUNGATE	HAMPTON GDNS PREPARE BIN BASES	1986.60
EFT20067	12-11-2019	ENGIN PTY LTD	ENGIN CHARGES	284.19
EFT20068	12-11-2019	FENN PLUMBING & GAS	SALLYS TREE ABLUTIONS PLUMBING	1067.00
EFT20069	12-11-2019	GANTHEAUME BAY ELECTRICAL	PORTER ST EXCAVATOR DRY HIRE	500.00
EFT20070	12-11-2019	GERALDTON SIGN MAKERS	SIGN VISITORS CENTRE & NTON RSL MUSEUM	352.55
EFT20071	12-11-2019	GREAT NORTHERN RURAL SERVICES	WATER METER OCTAVE	2180.26
EFT20072	12-11-2019	GUARDIAN PRINT & GRAPHICS	BIND MINUTE BOOKS	1245.00
EFT20073	12-11-2019	C + J HANSON PLUMBING CONTRACTORS	RESIDENCE PLUMBING	247.50
EFT20074	12-11-2019	J R & A HERSEY	HYDRALITES	200.70
EFT20075	12-11-2019	HILLE, THOMPSON & DELFOS	PROPOSED SDIV LOTS20 &21 MITCHELL ST HKS	4945.60
EFT #	Date	Name	Description	Amount

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EFT20076	12-11-2019	HOLLOMBY FOUNDATION	GUC 2020 SCHOLARSHIP	2000.00
EFT20077	12-11-2019	HOSEXRESS	HOSE	54.87
EFT20078	12-11-2019	JASON SIGNMAKERS	SIGNS	289.08
EFT20079	12-11-2019	KALBARRI LAWNMOWING SERVICE	LAWN MOWING, WEED & FEED	290.00
EFT20080	12-11-2019	KALBARRI NEWSAGENCY	STATIONERY	34.85
EFT20081	12-11-2019	KALBARRI SHUTTLE	FUNCTION HKS DRIVE HIRE	264.00
EFT20082	12-11-2019	KALBARRI PAINTING & DECORATING	SALAMIT HOUSE INTERNAL PAINTING	4595.00
EFT20083	12-11-2019	KOMATSU AUSTRALIA PTY LTD	WEAR PLATE	828.37
EFT20084	12-11-2019	KOORI KIDS PTY LTD	CONTR NAIDOC SCHOOL INITIATIVES 2020	500.00
EFT20085	12-11-2019	KALBARRI SITEWORKS	KAL BIG RIV RD MOW VERGE	220.00
EFT20086	12-11-2019	LOCAL GOVERNMENT SUPERVISORS ASSOC. WA INC	MEMBERSHIPS	220.00
EFT20087	12-11-2019	MARKETFORCE	ADVERTISING AGGREGATE TENDER	523.81
EFT20088	12-11-2019	LGRCEU	PAYROLL DEDUCTIONS	123.00
EFT20089	12-11-2019	MIDWEST MULCHING MOWING	FIRE PREV MULCHING VARIOUS	19657.00
EFT20090	12-11-2019	RON NEUMANN	KAL REC CEN/MAL CONCRETE & EWORKS	12236.00
EFT20091	12-11-2019	NORTHAMPTON IGA	REFRESHMENTS, GOODS	244.22
EFT20092	12-11-2019	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	535.26
EFT20093	12-11-2019	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL, BATTERIES	3162.80
EFT20094	12-11-2019	NORTHAMPTON COMMUNITY NEWS INC	NCCA ADVERTISING	100.00
EFT20095	12-11-2019	GERALDTON CLEANPAK TOTAL SOLUTIONS	ABLUTIONS CLEANING GOODS	834.00
EFT20096	12-11-2019	DEPART OF PLANNIN, LANDS HERITAGE	REFUND GRANT ACQUITTAL	6119.78
EFT20097	12-11-2019	HOLCIM AUSTRALIA PTY LTD	KALB CRACKER DUST	423.28
EFT20098	12-11-2019	REPEAT PLASTICS WA	HKS BCH ENDUROPLANK/ KALB BOLLARDS	8094.31
EFT20099	12-11-2019	SOS GLAZING	DOOR LOCKS	403.60
EFT20100	12-11-2019	STATE WIDE TURF SERVICES	NTON OVAL VERTI MOW	3954.50
EFT20101	12-11-2019	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	SERVICE FIRST AID KITS	478.45
EFT #	Date	Name	Description	Amount

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 18 DECEMBER 2019

EFT20102	12-11-2019	TERPKOS ENGINEERING PTY LTD	RSL HALL ADDITION - STRUCT DESIGN FINAL	770.00
EFT20103	12-11-2019	TURTLE COVE EARLY LEARNING CENTRE	NCCA STAFFING	1283.70
EFT20104	12-11-2019	LANDGATE	VALUATION EXPENSES	250.68
EFT20105	12-11-2019	WESTRAC EQUIPMENT PTY LTD	PARTS	651.09
EFT20106	12-11-2019	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING AGGREGATE TENDER	239.44
EFT20107	12-11-2019	NORTHAMPTON TYRES	SUPPLY & FIT 1 TYRE, PUNCTURE REPAIR	780.00
EFT20108	12-11-2019	WILLIAMS & HUGHES	LEASE RENWAL NTON MOTORS&MACHINERY	1659.90
EFT20109	12-11-2019	CT & L WOODCOCK	FERTILISER ASN, BAILEYS, GREEN PLUS	17298.95
EFT20110	12-11-2019	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT20111	14-11-2019	AUSTRALIAN TAXATION OFFICE	OCTOBER 2019 BAS	6151.00
EFT20112	14-11-2019	GLENN BANGAY	REIMB UNIFORMS	339.09
EFT20113	14-11-2019	WENDY DALLYWATER	REIMB 2019 WASTE & RECYCLING CONF	1998.65
EFT20114	14-11-2019	LEANNE ROWE	REIMB UNI FEES	1635.20
EFT20115	15-11-2019	ABROLHOS ELECTRICS	RCD TAGGING & TESTING	9373.76
EFT20116	15-11-2019	NORTHAMPTON TOURIST ASSOCIATION INC.	NTA OPERATING GRANT 19/20	25000.00
EFT20117	27-11-2019	COVS PARTS PTY LTD	BATTERY 18V	219.41
EFT20118	27-11-2019	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES	9280.48
EFT20119	28-11-2019	GLENN BANGAY	REIMB SYNERGY ELECTRICITY	51.90
EFT20120	28-11-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT20121	28-11-2019	LEO RYAN	REIMB DODO LINE RENTAL	39.90
				<b><u>\$350,418.64</u></b>



SHIRE OF NORTHAMPTON  
FINANCE REPORT – 18 DECEMBER 2019

**TRUST FUND CHEQUES**

Chq #	Date	Name	Description	Amount
2476	05-11-2019	SHIRE OF NORTHAMPTON	BCTF COMMISSION OCTOBER 2019	24.75
2477	05-11-2019	BUILDING AND CONSTRUCTION INDUSTRY	BCTF OCTOBER 2019	1392.03
2478	05-11-2019	SHIRE OF NORTHAMPTON	BRB COMMISSION OCTOBER 2019	85.00
2479	05-11-2019	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BRB OCTOBER 2019	6731.74
2480	08-11-2019	BOND ADMINISTRATOR	BOND - THI NGOC VAN NGUYEN & PETER NONG	1400.00
2481	13-11-2019	COOL COAST MAINTENANCE	KALBARRI RSL MEMORIAL	311.80
2482	13-11-2019	BP KALBARRI	KALBARRI RSL MEMORIAL	136.25
2483	19-11-2019	DONGARA DISTRICT HIGH SCHOOL	REFUND BUS BOND	200.00
				<b><u>\$10,281.57</u></b>

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 18 DECEMBER 2019

**DIRECT DEBITS**

Jnl #	Date	Name	Description	Amount
	14/11/2019	PAYROLL	FN/E 13/11/2019	104979.00
	15/11/2019	SUPERCHOICE	SUPERANNUATION FN/E 13/11/2019	22643.40
	28/11/2019	PAYROLL	FN/E 28/11/2019	93292.00
	29/11/2019	SUPERCHOICE	SUPERANNUATION FN/E 28/11/2019	22628.51
GJ0507	30-11-19	NATIONAL AUSTRALIA BANK	BANK FEES	199.28
GJ0508	30-11-19	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	1234.50
GJ0509	30-11-19	NATIONAL AUSTRALIA BANK	BPOINT FEES	1821.96
GJ0510	30-11-19	NATIONAL AUSTRALIA BANK	BPAY	145.20
GJ0512	30-11-19	CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	38.90
			MEMBER EXPENSES	20.00
				67.90
GJ0513	30-11-19	DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	79.99
			KAL CHILD CARE IINET	80.29
			2V NET COMPUTER EXPS OFFICE 365	403.04
				572.32
				<b><u>\$247,584.07</u></b>

## 7.4.2 MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2019

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>4 December 2019</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>REPORTING OFFICER:</b>	<b>Grant Middleton</b>
<b>APPENDICES:</b>	<b>Monthly Financial Report for November 2019</b>

### 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 30 November 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 30 November 2019 financial position is comprised of the following:

Total operating revenue has a positive variance of \$152,534 and operating expenditure has a positive variance of \$36,801. Part of the revenue variance can be attributed to the Bush Fire Risk Mitigation grant which was not in the 19/20 budget but will be offset by expense items during the second half of this financial year. The variances are not considered significant and generally relate to timing differences between budget and actuals. Any significant variances will be dealt with in the budget review process.

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 30 November 2019.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 November 2019**

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

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Note 3	Net Current Funding Position
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Note 12	Trust
Note 13	Details of Capital Acquisitions

**SHIRE OF NORTHAMPTON**  
**Information Summary**  
**For the Period Ended 30 November 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 30 November 2019 of \$5,224,845.

**Items of Significance**

The material variance adopted by the Shire of Northampton for the 2019/20 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 ▼ -\$ 123,857 Actuals and budget will converge as the year progresses

**Capital Revenue**

Non-operating Grants, Subsidies and Contributions ▲ \$ 276,224 Actuals and budget will converge as the year progresses

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
Construct Extension to RSL Hall	60%	\$ 610,100	\$ 254,205	\$ 363,842
Blue Holes Carpark Redevelopment R969	0%	\$ 135,450	\$ 56,425	\$ -
Old School Building Upgrades	68%	\$ 77,935	\$ 32,470	\$ 52,865
Road Construction	48%	\$ 1,928,213	\$ 803,365	\$ 927,222
Footpath Construction	8%	\$ 297,403	\$ 123,910	\$ 24,003
Tip Truck Northampton	0%	\$ 250,000	\$ 104,165	\$ -
Tipping Trailer Northampton	0%	\$ 85,000	\$ 35,416	\$ -
Vibe Roller	0%	\$ 180,000	\$ 74,999	\$ -
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	62%	\$ 1,156,493	\$ 652,505	\$ 712,814
Non-operating Grants, Subsidies and Contributions	66%	\$ 1,500,386	\$ 717,799	\$ 994,023
	64%	\$ 2,656,879	\$ 1,370,304	\$ 1,706,837
Rates Levied	100%	\$ 4,703,547	\$ 4,679,477	\$ 4,704,314

% Compares current ytd actuals to annual budget

		Closing (Audited) Balance 30 June 2019	Current Year 30 Nov 2019
<b>Financial Position</b>			
Adjusted Net Current Assets	299%	\$ 1,745,371	\$ 5,224,845
Cash and Equivalent - Unrestricted	224%	\$ 1,690,209	\$ 3,782,499
Cash and Equivalent - Restricted	65%	\$ 1,482,505	\$ 957,153
Receivables - Rates	391%	\$ 302,667	\$ 1,182,770
Receivables - Other	75%	\$ 99,260	\$ 74,112
Payables	18%	\$ 503,622	\$ 89,670

% 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.

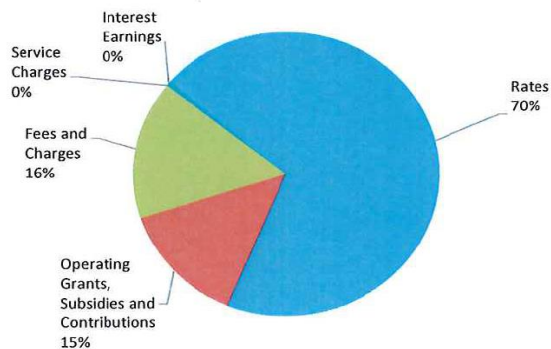
**Preparation**

Prepared by: Grant Middleton

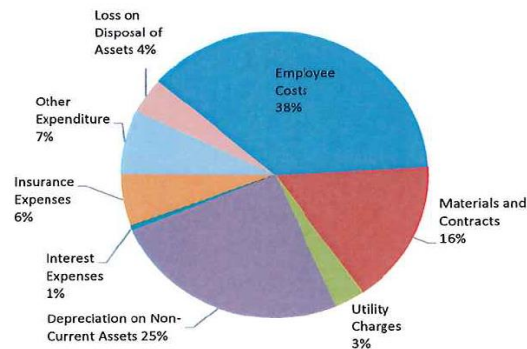
Date prepared: 4/12/2019

**SHIRE OF NORTHAMPTON**  
**Information Summary**  
**For the Period Ended 30 November 2019**

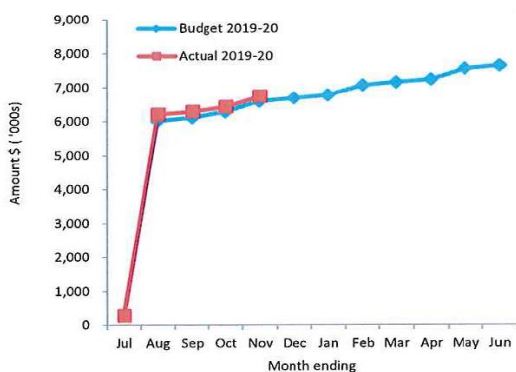
**Operating Revenue**



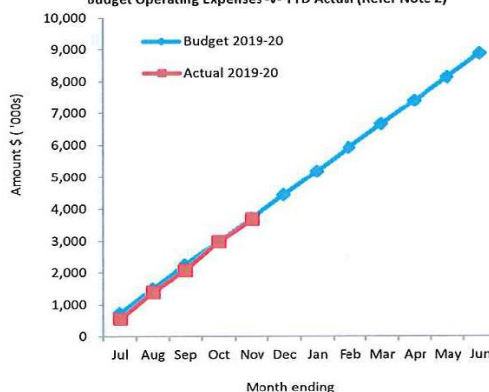
**Operating Expenditure**



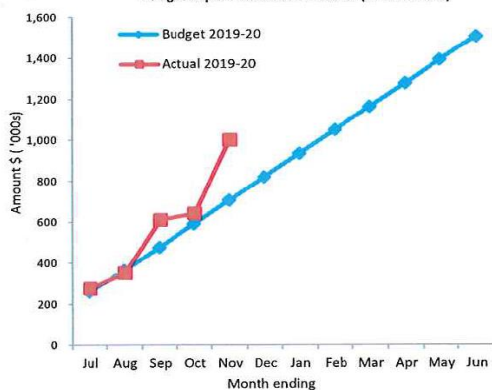
**Budget Operating Revenues -v- Actual (Refer Note 2)**



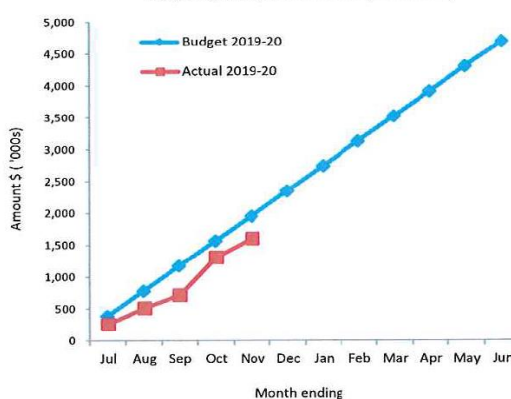
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



**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 30 November 2019

	Note	Amended Annual Budget \$	Amended YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
					\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	1,734,648	1,734,648	1,734,648	0	0%	
<b>Revenue from operating activities</b>							
Governance		60,154	25,060	26,077	1,017	4%	
General Purpose Funding	9	5,650,065	5,159,824	5,127,046	(32,778)	(1%)	▼
Law, Order and Public Safety		73,383	30,560	89,256	58,696	192%	▲
Health		40,112	16,705	11,740	(4,965)	(30%)	▼
Education and Welfare		226,362	107,281	171,812	64,531	60%	▲
Housing		53,436	22,260	24,827	2,567	12%	
Community Amenities		886,277	811,027	792,375	(18,652)	(2%)	▼
Recreation and Culture		81,418	33,900	67,221	33,321	98%	▲
Transport		180,166	175,730	175,061	(669)	(0%)	
Economic Services		274,600	153,580	209,730	56,150	37%	▲
Other Property and Services		122,565	51,055	44,372	(6,683)	(13%)	▼
		7,648,538	6,586,982	6,739,516			
<b>Expenditure from operating activities</b>							
Governance		(884,872)	(384,916)	(350,982)	33,934	9%	▲
General Purpose Funding		(220,112)	(91,695)	(104,272)	(12,577)	(14%)	▼
Law, Order and Public Safety		(338,993)	(141,145)	(167,897)	(26,752)	(19%)	▼
Health		(168,239)	(70,075)	(91,652)	(21,577)	(31%)	▼
Education and Welfare		(314,994)	(131,200)	(133,900)	(2,700)	(2%)	
Housing		(100,877)	(41,955)	(50,301)	(8,346)	(20%)	▼
Community Amenities		(1,584,857)	(660,115)	(573,112)	87,003	13%	▲
Recreation and Culture		(1,650,663)	(687,410)	(622,753)	64,657	9%	▲
Transport		(3,094,055)	(1,297,440)	(1,185,430)	112,010	9%	▲
Economic Services		(467,989)	(194,915)	(232,334)	(37,419)	(19%)	▼
Other Property and Services		(40,565)	(16,840)	(168,272)	(151,432)	(899%)	▼
		(8,866,216)	(3,717,706)	(3,680,905)			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,149,300	895,505	931,854	36,349	4%	▲
Adjust (Profit)/Loss on Asset Disposal	8	8,720	11,970	138,986	127,016	1061%	▲
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		940,342	3,776,751	4,129,451			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	1,500,386	717,799	994,023	276,224	38%	▲
Proceeds from Disposal of Assets	8	116,900	85,575	28,364	(57,211)	(67%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(854,035)	(355,835)	(454,933)	(99,098)	(28%)	▼
Infrastructure Assets - Roads	13	(1,928,213)	(803,365)	(927,222)	(123,857)	(15%)	▼
Infrastructure Assets - Parks and Gardens	13	(443,450)	(184,765)	(55,992)	128,773	70%	▲
Infrastructure Assets - Footpaths/Carparks	13	(536,238)	(223,405)	(24,003)	199,402	89%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(751,400)	(313,075)	(139,262)	173,813	56%	▲
Furniture and Equipment	13	(21,500)	(8,955)	0	8,955	100%	▲
<b>Amount attributable to investing activities</b>		(2,917,550)	(1,086,026)	(579,024)			
<b>Financing Activities</b>							
Proceeds from New Debentures		365,000	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		36,391	15,150	7,200	(7,950)	(52%)	▼
Transfer from Reserves	7	58,694	24,456	58,694	34,238	140%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(157,325)	(65,552)	(36,405)	29,147	44%	▲
Transfer to Reserves	7	(60,200)	(25,083)	(89,718)	(64,635)	(258%)	▼
<b>Amount attributable to financing activities</b>		242,560	(51,030)	(60,229)			
<b>Closing Funding Surplus(Deficit)</b>	3	0	4,374,343	5,224,845	850,502	19%	

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 30 November 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Opening Funding Surplus (Deficit)</b>	3	\$ 1,734,648	\$ 1,734,648	\$ 1,734,648	\$ 0	0%	
<b>Revenue from operating activities</b>							
Rates	9	4,703,547	4,679,477	4,704,314	24,837	1%	▲
Operating Grants, Subsidies and Contributions	11	1,557,893	823,658	933,363	109,705	13%	▲
Fees and Charges		1,280,648	1,014,482	1,059,460	44,978	4%	▲
Interest Earnings		106,450	69,365	42,379	(26,986)	(39%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	0	0	11,844			
		<b>7,648,538</b>	<b>6,586,982</b>	<b>6,751,360</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(3,365,648)	(1,402,055)	(1,393,262)	8,793	1%	▲
Materials and Contracts		(2,164,572)	(901,455)	(598,108)	303,347	34%	▲
Utility Charges		(320,250)	(133,345)	(117,301)	16,044	12%	▲
Depreciation on Non-Current Assets		(2,149,300)	(895,505)	(931,854)	(36,349)	(4%)	▼
Interest Expenses		(64,877)	(27,020)	(21,348)	5,672	21%	▲
Insurance Expenses		(209,440)	(87,080)	(217,499)	(130,419)	(150%)	▼
Other Expenditure		(583,409)	(259,276)	(262,547)	(3,271)	(1%)	
Loss on Disposal of Assets	8	(8,720)	(11,970)	(150,830)			
		<b>(8,866,216)</b>	<b>(3,717,706)</b>	<b>(3,692,749)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,149,300	895,505	931,854	36,349	4%	▲
Adjust (Profit)/Loss on Asset Disposal	8	8,720	11,970	138,986	127,016	1061%	▲
Adjust Provisions and Accruals			0	0	0		
<b>Amount attributable to operating activities</b>		<b>940,342</b>	<b>3,776,751</b>	<b>4,129,451</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	1,500,386	717,799	994,023	276,224	38%	▲
Proceeds from Disposal of Assets	8	116,900	85,575	28,364	(57,211)	(67%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(854,035)	(355,835)	(454,933)	(99,098)	(28%)	▼
Infrastructure Assets - Roads	13	(1,928,213)	(803,365)	(927,222)	(123,857)	(15%)	▼
Infrastructure Assets - Parks and Gardens	13	(443,450)	(184,765)	(55,992)	128,773	70%	▲
Infrastructure Assets - Footpaths/Carparks	13	(536,238)	(223,405)	(24,003)	199,402	89%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(751,400)	(313,075)	(139,262)	173,813	56%	▲
Furniture and Equipment	13	(21,500)	(8,955)	0	8,955	100%	▲
<b>Amount attributable to investing activities</b>		<b>(2,917,550)</b>	<b>(1,086,026)</b>	<b>(579,024)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		365,000	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		36,391	15,150	7,200	(7,950)	(52%)	▼
Transfer from Reserves	7	58,694	24,456	58,694	34,238	140%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(157,325)	(65,552)	(36,405)	29,147	44%	▲
Transfer to Reserves	7	(60,200)	(25,083)	(89,718)	(64,635)	(258%)	▼
<b>Amount attributable to financing activities</b>		<b>242,560</b>	<b>(51,030)</b>	<b>(60,229)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>0</b>	<b>4,374,343</b>	<b>5,224,845</b>	<b>850,502</b>	<b>19%</b>	<b>▲</b>

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.

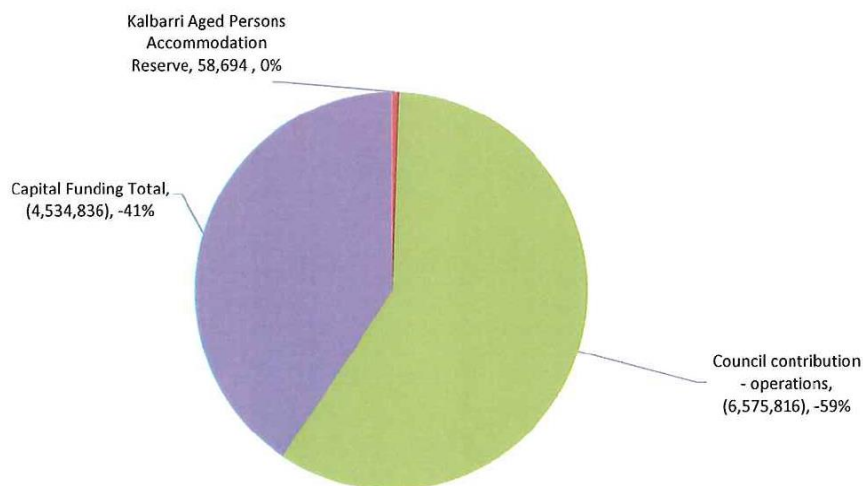
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NORTHAMPTON  
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 30 November 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	(402,068)	(52,865)	(355,835)	(854,035)	(454,933)	(99,098)
Infrastructure Assets - Roads	13	0	(927,222)	(803,365)	(1,928,213)	(927,222)	(123,857)
Infrastructure Assets - Parks & Ovals	13	(55,992)	0	(184,765)	(443,450)	(55,992)	128,773
Infrastructure Assets - Footpaths	13	(24,003)	0	(223,405)	(536,238)	(24,003)	199,402
Plant and Equipment	13	0	(139,262)	(313,075)	(751,400)	(139,262)	173,813
<b>Capital Expenditure Totals</b>		<b>(482,062)</b>	<b>(1,119,349)</b>	<b>(1,889,400)</b>	<b>(4,534,836)</b>	<b>(1,601,411)</b>	<b>287,989</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				717,799	1,500,386	994,023	
Borrowings				0	365,000	500,000	
Disposals				85,575	116,900	28,364	
Council contribution - Cash Backed Reserves							
Kalbarri Aged Persons Accommodation Reserve				24,456	58,694	(58,694)	
Council contribution - operations				(2,717,230)	(6,575,816)	(3,065,104)	
<b>Capital Funding Total</b>				<b>(1,889,400)</b>	<b>(4,534,836)</b>	<b>(1,601,411)</b>	

Budgeted Capital Acquisitions Funding



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 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 2019/20 year is \$5,000.

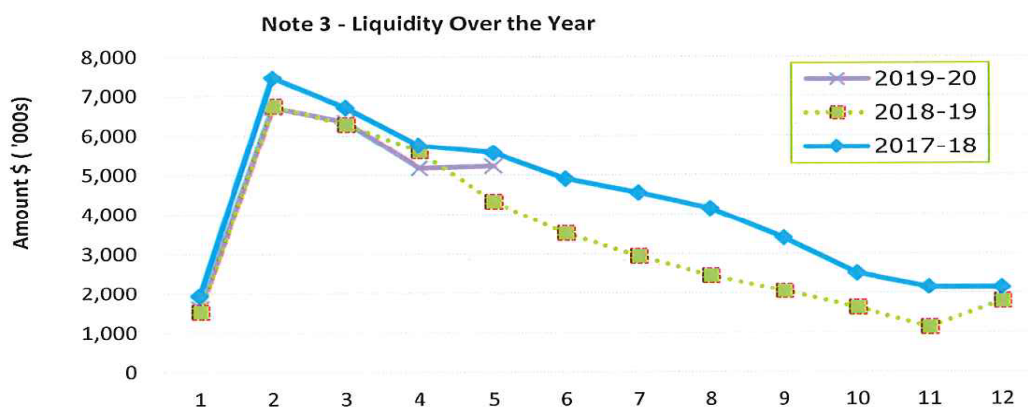
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
General Purpose Funding	(32,778)	-1%	▼	Permanent	Var associated with reduced FAG's grant
Law, Order and Public Safety	58,696	192%	▲	Permanent	Var due to BFRM Grant
Education and Welfare	64,531	60%	▲	Timing	Var due to NCCA grant/rebate plus aged housing rent
Community Amenities	(18,652)	-2%	▼	Timing	Var due to refuse site fees budget profile, will reconcile
Recreation and Culture	33,321	98%	▲	Timing	Actuals and budget will converge as the year progresses
Economic Services	56,150	37%	▲	Timing	Var due to budget profile, will reconcile
Other Property and Services	(6,683)	-13%	▼	Timing	Actuals and Budget will converge as the year progresses
<b>Operating Expense</b>					
Governance	33,934	9%	▲	Timing	Var due to conf & councillor expenses, will reconcile
General Purpose Funding	(12,577)	-14%	▼	Permanent	Var due to legal fees
Law, Order and Public Safety	(26,752)	-19%	▼	Timing	Var due to payment timing plus Pt Gregory BFB toilet
Health	(21,577)	-31%	▼	Timing	Building salary cost and super to be transferred
Housing	(8,346)	-20%	▼	Permanent	Var due to new septic system at oval house
Community Amenities	87,003	13%	▲	Timing	Var due to lag in rubbish collection costs invoices
Recreation and Culture	64,657	9%	▲	Timing	Actuals and budget will converge as the year progresses
Transport	112,010	9%	▲	Timing	Actuals and budget will converge as the year progresses
Economic Services	(37,419)	-19%	▼	Timing	Actuals and Budget will converge as the year progresses
Other Property and Services	(151,432)	-899%	▼	Timing	Var due to Kalb Aged Housing units asset write off
<b>Capital Revenues</b>					
Non-operating Grants, Subsidies and Contributions	276,224	38%	▲	Timing	Actuals and budget will converge as the year progresses
Proceeds from Disposal of Assets	(57,211)	-67%	▼	Timing	Actuals and budget will converge as the year progresses
<b>Capital Expenses</b>					
Land and Buildings	(99,098)	-28%	▼	Timing	RSL Hall construction to be completed late 2019
Infrastructure Assets - Roads	(123,857)	-15%	▼	Timing	Actuals and budget will converge as the year progresses
Infrastructure Assets - Parks and Gardens	128,773	70%	▲	Timing	Actuals and budget will converge as the year progresses
Infrastructure Assets - Footpaths/Carparks	199,402	89%	▲	Timing	Actuals and budget will converge as the year progresses
Plant and Equipment	173,813	56%	▲	Timing	Plant purchase tender presented to Council Dec 19
Furniture and Equipment	8,955	100%	▲	Timing	Desktop computers/iPads to be replaced early 2020
<b>Financing</b>					
Repayment of Debentures	29,147	44%	▲	Timing	Loan repayments are made bi-annually

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Note	Current Years (Budgeted) 30 June 2019 \$	Current 30 Nov 2019 \$
<b>Current Assets</b>			
Cash Unrestricted	4	468,727	3,782,499
Cash Restricted - Conditions over Grants	11	0	0
Cash Restricted	4	2,410,135	957,153
Receivables - Rates	6	307,864	1,182,770
Receivables - Other	6	106,854	74,112
Receivables - Rubbish		38,218	97,801
Emergency Services Levy		42,009	91,764
ATO Receivable		0	29,579
Inventories		8,023	90,549
Accruals/Adjustment		0	(24,637)
		<b>3,381,830</b>	<b>6,281,589</b>
<b>Less: Current Liabilities</b>			
Payables		(526,240)	(89,670)
Income Received in Advance		(194,813)	0
Provisions		0	(9,921)
		<b>(721,053)</b>	<b>(99,591)</b>
Less: Cash Reserves	7	(926,129)	(957,153)
<b>Net Current Funding Position</b>		<b>1,734,648</b>	<b>5,224,845</b>



**Comments - Net Current Funding Position**



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,764,796			1,764,796	National	-	At Call
Cash On Hand	1,650			1,650	N/A	Nil	On Hand
Trust Bank Account			37,737	37,737	National	-	At Call
OCDF - Binnu/White Cliffs		0		0	WATC	1.45%	N/A
(b) Term Deposits - Municipal							
GMI 1065****	1,000,000			1,000,000	National	1.71%	20-Feb-20
GMI 1066****	0			0	National	0.99%	18-Nov-19
GMI 1065****	500,000			500,000	National	1.27%	18-Dec-19
GMI 1065****	500,000			500,000	National	1.60%	17-Jan-20
GMI 1066**** (Retention)	16,053			16,053	National	1.47%	14-Oct-20
(c) Term Deposits - Reserves							
TD 16-236-****		957,153		957,153	National	1.08%	01-Nov-19
<b>Total</b>	<b>3,782,499</b>	<b>957,153</b>	<b>37,737</b>	<b>4,777,390</b>			

Comments/Notes - Investments

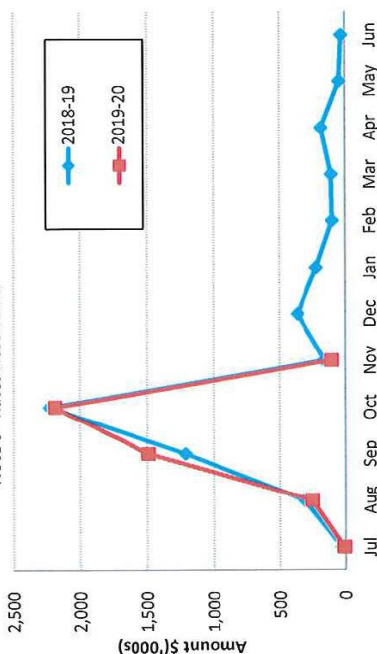
SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

**Note 6: Receivables**

Receivables - Rates Receivable	30 Nov 2019	30 June 2019	Total
Opening Arrears Previous period	\$ 251,834	\$ 302,667	\$ 74,112
Levied this year	4,704,314	4,574,430	
Less Collections to date	(3,773,378)	(4,617,780)	
Equals Current Outstanding	1,182,770	259,318	74,112
<b>Net Rates Collectable</b>	<b>1,182,770</b>	<b>259,318</b>	<b>74,112</b>
% Collected	76.14%	94.68%	

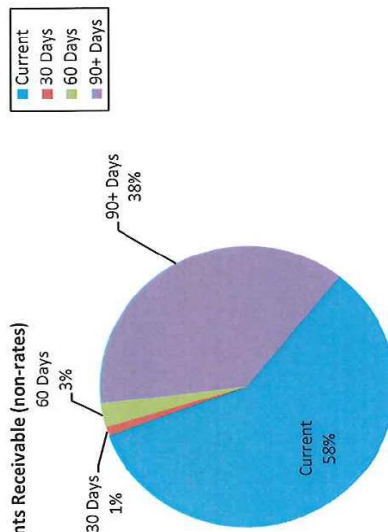
Amounts shown above include GST (where applicable)

**Note 6 - Rates Receivable**



Comments/Notes - Receivables Rates

**Note 6 - Accounts Receivable (non-rates)**



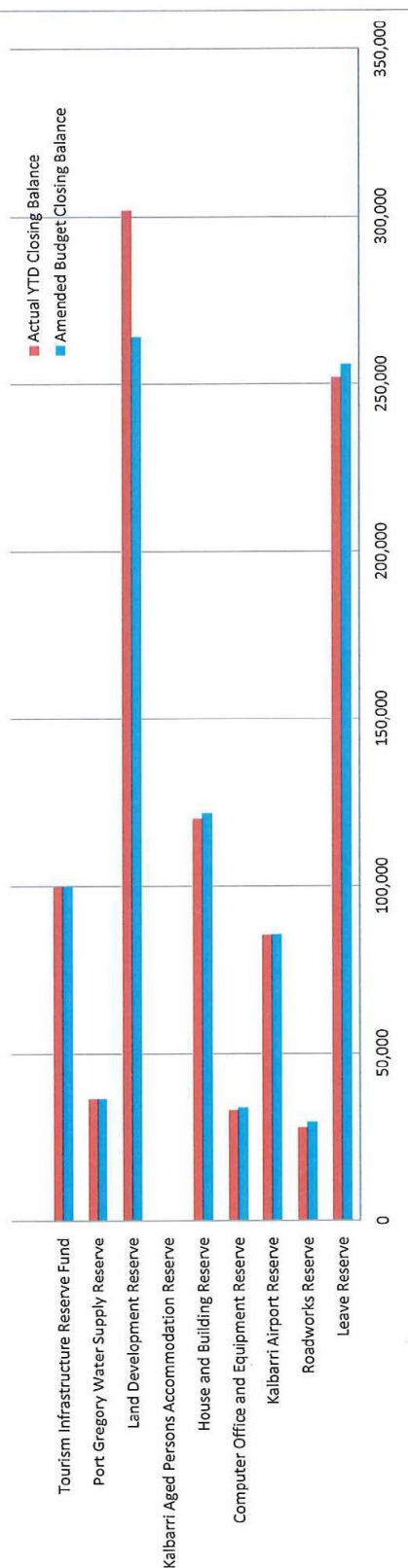
Comments/Notes - Receivables General

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 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	\$ 246,008	\$ 5,000	\$ 938	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 256,008	\$ 251,946
Roadworks Reserve	27,641	2,000	373	0	0	0	0	29,641	28,014
Kalbarri Airport Reserve	65,316	200	42	20,000	20,000	0	0	85,516	85,358
Computer Office and Equipment Reserve	32,944	1,000	192	0	0	0	0	33,944	33,136
House and Building Reserve	109,865	2,000	373	10,000	10,000	0	0	121,865	120,238
Kalbarri Aged Persons Accommodation Reserve	58,694	0	0	0	0	(58,694)	(58,694)	0	0
Land Development Reserve	249,161	15,000	2,800	0	50,000	0	0	264,161	301,961
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve Fund	100,000	0	0	0	0	0	0	100,000	100,000
	<b>926,129</b>	<b>25,200</b>	<b>4,718</b>	<b>35,000</b>	<b>85,000</b>	<b>(58,694)</b>	<b>(58,694)</b>	<b>927,635</b>	<b>957,153</b>

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 30 November 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)
		\$	\$	\$	\$	\$	\$
<b>Plant and Equipment</b>							
P265	Ford Everest (CEO)	16,519	28,364	11,844	17,120	28,400	11,280
P269	Isuzu Dmax 4x2 (Grader Op Maint)				11,000	3,000	(8,000)
P259	Mazda BT50 4x2 ute (Grader Operator)				7,000	2,000	(5,000)
P244	Ford Ranger 2.2 T/D (M'tce Cleaner)				8,000	500	(7,500)
P236	Isuzu Dmax (Horrocks)				11,000	3,000	(8,000)
P228	Mitsubishi Fuso Tipper 2011				35,500	35,000	(500)
P207	Pig Trailer side/rear tipper				10,000	15,000	5,000
P204	Dynapac Vibe Roller				26,000	30,000	4,000
A=30067	Aged Care Units Hackney St Kalbarri	150,830	0	(150,830)	0	0	
		<b>16,519</b>	<b>28,364</b>	<b>11,844</b>	<b>125,620</b>	<b>116,900</b>	<b>20,280</b>
				<b>(150,830)</b>			<b>(29,000)</b>



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

Note 9: Rating Information	RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	YTD Actual			Amended Budget		
					Rate \$	Revenue \$	Rates	Interim Rate \$	Back Rate \$	Total Revenue \$
	Differential General Rate									
	General GRV	0.079912	1,565	17,471,427	1,701,415	1,701,415		0	0	1,692,940
	General UV	0.012610	438	177,062,768	2,355,757	2,355,757		0	0	2,355,757
	Sub-Totals		2,003	194,534,195	4,057,172	4,057,172	0	0	0	4,048,697
	Minimum Payment									
	General GRV	565.00	1,015	7,299,852	570,650	571,205	555	0	0	573,475
	General UV	565.00	71	3,203,562	34,465	35,701	1,236	0	0	40,115
	Sub-Totals		1,086	10,503,414	605,115	606,906	555	0	0	613,590
	Discounts/Concession		3,089	205,037,609	4,662,287	4,664,078	1,236	0	0	4,662,287
	Amount from General Rates					(1,245)				0
	Ex-Gratia Rates					4,662,834				4,662,287
	Specified Area Rates					0				0
	Totals					41,480		41,260		41,260
						4,704,314				4,703,547

Comments - Rating Information

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

Note 10: Information on Borrowings  
(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>								
Loan 156 - RSL Hall Extensions	500,000		0	45,516	500,000	454,484	0	10,771
Loan 148A - Kalbarri Library Extension	0			0		0	0	
<b>Transport</b>								
Loan 153 - Plant Purchases	174,814		20,360	41,130	154,454	133,684	3,514	7,716
Loan 157 - Plant Purchases		365,000				365,000		
<b>Other Property and Services</b>								
Loan 154 - Staff Housing	223,447		0	34,288	223,447	189,159	0	8,497
<b>Self Supporting Loans</b>								
Loan 151 - Kalbarri Bowling Club	3,839		0	3,839	3,839	0	0	202
Loan 152 - Staff Housing	311,752		8,845	18,010	302,907	293,742	10,476	20,565
Loan 155 - Pioneer Lodge	372,568		7,200	14,542	365,368	358,026	7,358	17,126
	1,586,420	365,000	36,405	157,325	1,550,015	1,794,095	21,348	64,877

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 2019/2020

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

Note 11: Grants

Grant Provider	Type	Opening Balance (a)	Operating	Amended Budget Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (c)	Unspent Grant (a)+(b)-(c)
		\$	\$	\$	\$	\$		\$	\$	\$
<b>General Purpose Funding</b>										
Grants Commission - General	Operating	0	442,069	0	221,034	442,069		442,069	231,794	0
Grants Commission - Roads	Operating	0	397,616	0	198,808	397,616		397,616	167,178	0
Northampton Creative Arts	Non-operating	0	0	0	0	0		0	0	0
<b>Law, Order and Public Safety</b>										
FESA Grant - Operating Bush Fire Brigade	Operating	0	31,710	0	12,300	31,710		31,710	17,334	0
Dept. of Fire & Emergency Serv.	Operating	0	25,523	0	11,544	25,523		25,523	15,934	0
Dept. of Fire & Emergency Serv.	Operating	0	0	0	0	0		0	0	0
Grant Feral Eradication	Operating	0	0	0	0	0		0	0	0
Bushfire Risk Mitigation Grant	Operating	0	0	0	0	0		0	45,000	0
<b>Education and Welfare</b>										
Education Department	Operating	0	62,000	0	25,830	62,000		62,000	62,000	0
<b>Community Amenities</b>										
Coastal Management Plan Grant	Operating - Tied	0	25,000	0	10,415	25,000		25,000	0	0
<b>Recreation and Culture</b>										
Heritage Advisory Services	Operating	0	0	0	0	0		0	0	0
Kalbarri Foreshore Redevelopment	Non-operating	0	0	0	0	0		0	52,965	0
Northampton Community Centre - Court Upgrade	Non-operating	0	0	134,417	56,005	134,417		134,417	0	0
Seniors Week	Operating	0	0	0	0	0		0	0	0
Old School Building Upgrade	Non-operating	0	0	12,493	12,493	12,493		12,493	0	52,865
BBQ/Shelter Donation										
<b>Transport</b>										
RRG Grants - Capital Projects	Non-operating	0	0	305,666	127,775	305,666		305,666	234,448	16,528
Blackspot Funding	Non-operating	0	0	0	0	0		0	0	0
White Cliffs	Non-operating	0	0	146,326	146,326	146,326		146,326	146,326	0
Roads To Recovery	Non-operating	0	0	453,484	188,950	453,484		453,484	381,484	48,256
Harvey & Horry Roads	Non-operating	0	0	447,000	186,250	447,000		447,000	178,000	(184,512)
MRWA Maintenance Grants	Operating	0	172,575	0	172,575	172,575		172,575	172,575	0
WA Road Safety Commission	Non-operating	0	0	0	0	0		0	0	0
<b>TOTALS</b>		0	1,156,493	1,500,386	1,370,304	2,656,879	0	2,656,879	1,706,837	132,428
<b>SUMMARY</b>										
Operating		0	1,131,493	0	642,090	1,131,493		1,131,493	712,514	30,116
Operating - Tied		0	25,000	0	10,415	25,000		25,000	0	0
Non-operating		0	0	1,500,386	717,799	1,500,386		1,500,386	994,023	132,428
<b>TOTALS</b>		0	1,156,493	1,500,386	1,370,304	2,656,879	0	2,656,879	1,706,837	132,428

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 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 2019	Amount Received	Amount Paid	Closing Balance 30 Nov 2019
	\$	\$	\$	\$
Town Planning - Security Bonds	0	0	0	0
Galena Donations	0	0	0	0
Transportable Housing Bond	0	0	0	0
Footpath Deposits	0	0	0	0
Horrocks Retention Fee - Parking/Stage 2	0	0	0	0
Retentions - Subdivisions	0	0	0	0
Building Levies (BCITF & BRB)	183	20,628	(18,461)	2,350
Community Bus Bond	4,800	1,400	(1,600)	4,600
Safer WA Funds	0	0	0	0
Northampton Cemetery Funds	0	0	0	0
Unclaimed Monies - Rates	4,044	80	3,036	7,160
Nomination Deposits	0	160	0	160
DOLA - Parks & Gardens Development	0	0	0	0
Aged Unit Bond	0	0	0	0
Council Housing Bonds	0	1,400	(1,400)	0
BROC - Management Funds	1	0	0	1
Kalbarri Youth Space Project Funds	0	0	0	0
Burning Off Fees	0	0	0	0
RSL Hall Key Bond	420	0	(420)	0
Peet Park Donations	0	0	0	0
Willa Guthurra	0	0	0	0
Special Series Plates	770	310	(970)	110
Auction	0	0	0	0
Kidsport	0	0	0	0
Public Open Space	0	0	0	0
ReDone (Kalbarri Park/Beach Shelters)	0	0	0	0
Northampton Child Care Association	22,235	0	(22,235)	0
Horrocks Memorial Wall	0	250	(175)	75
One Life	1,940	0	0	1,940
Conservation Incentives	0	0	0	0
Kalbarri Camp School	0	0	0	0
Roadwise Award Fundriser	0	0	0	0
Rubbish Tip Key Bond	1,400	0	0	1,400
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	0	19,342	(448)	18,894
	<b>36,842</b>	<b>43,570</b>	<b>(42,673)</b>	<b>37,738</b>



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

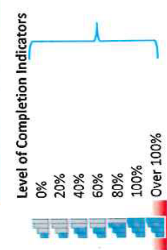
Note 13: Capital Acquisitions

Assets	Account	YTD Actual		Amended Budget		Strategic Reference / Comment
		New/Upgrade	Renewal	Annual Budget	YTD Budget	
		\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>						
<b>Governance</b>						
 Replace Councilor iPads x 9	101340	0	0	(5,000)	(2,083)	2,083
 Replace Desktop computers x 11	101340	0	0	(16,500)	(6,872)	6,872
 Replace CEO Vehicle	101640	0	(54,275)	(54,100)	(22,540)	(31,735)
<b>Governance Total</b>		0	(54,275)	(75,600)	(31,495)	(22,780)
<b>Law and Order</b>						
		0	0	0	0	0
<b>Law and Order Total</b>		0	0	0	0	0
<b>Communities Amenities</b>						
 New ablutions at Blueholes	133440	0	0	(110,000)	(45,830)	45,830
 Northampton Cemetery Fence	133540	(37,564)	0	(48,500)	(20,208)	(17,355)
 Erect shelter at HCC Playground	133540	0	0	(25,000)	(10,417)	10,417
<b>Communities Amenities Total</b>		(37,564)	0	(183,500)	(76,455)	38,891
<b>Recreation And Culture</b>						
 Construct Extension to RSL Hall	135140	(363,842)	0	(610,100)	(254,205)	(109,637)
 Replace Stairs Horrocks	136640	(5,833)	0	(18,000)	(7,500)	1,667
 Horrocks Information Shelter	136640	(7,800)	0	(7,800)	(3,250)	(4,550)
 Install Replas Seats Grey St/Red Bluff	136640	(4,796)	0	(6,600)	(2,750)	(2,046)
 Kalbarri Foreshore Parkland Redevelopment	136940	0	0	(127,300)	(53,040)	53,040
 Blue Holes Carpark Redevelopment R969	135940	0	0	(135,450)	(56,425)	56,425
 Northampton Community Centre Courts Upgrade	137540	0	0	(210,250)	(87,600)	87,600
 Kalbarri Camp School Disabled Ablutions	136340	(24,936)	0	(26,000)	(10,830)	(14,106)
 Lions Park - Asphalt Seal Car Park	138840	0	0	(103,385)	(43,070)	43,070
 Old School Building Upgrades	138040	0	(52,865)	(77,935)	(32,470)	(20,395)
<b>Recreation And Culture Total</b>		(407,207)	(52,865)	(1,322,820)	(551,140)	91,068

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 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	
		\$	\$	\$	\$	\$	\$	
<b>Transport</b>								
Road Construction	Various	0	(927,222)	(927,222)	(1,928,213)	(803,365)	(123,857)	
Footpath Construction	Various	(24,003)	0	(24,003)	(297,403)	(123,910)	99,907	
Bus Shed - Kalbarri Depot	151300	(13,289)	0	(13,289)	(30,000)	(12,500)	(789)	
Tip Truck Northampton	142140	0	0	0	(250,000)	(104,165)	104,165	
Tipping Trailer Northampton	142140	0	0	0	(85,000)	(35,416)	35,416	
Vibe Roller	142140	0	0	0	(180,000)	(74,999)	74,999	
Utility - Grader Operator x 2	142140	0	0	0	(82,000)	(34,167)	34,167	
Utility - Northampton Mtce/Cleaner	142240	0	(28,674)	(28,674)	(28,300)	(11,792)	(16,883)	
Utility - Northampton Ranger	142240	0	(659)	(659)	(52,000)	(21,667)	21,007	
<b>Transport Total</b>		<b>(37,292)</b>	<b>(956,555)</b>	<b>(993,847)</b>	<b>(2,832,916)</b>	<b>(1,221,980)</b>	<b>228,133</b>	
<b>Economic Services/Other Property and Services</b>								
Lucky Bay Caretaker vehicle	150540	0	(55,653)	(55,653)	(20,000)	(8,330)	(47,323)	
<b>Other Property and Services Total</b>		<b>0</b>	<b>(55,653)</b>	<b>(55,653)</b>	<b>(20,000)</b>	<b>(8,330)</b>	<b>(47,323)</b>	
<b>Capital Expenditure by Program Total</b>		<b>(482,062)</b>	<b>(1,119,349)</b>	<b>(1,601,411)</b>	<b>(4,534,836)</b>	<b>(1,889,400)</b>	<b>287,989</b>	
<b>Capital Expenditure By Class</b>								
Land Held for Resale	Various	0	0	0	0	0	0	
Land and Buildings	Various	(402,068)	(52,865)	(454,933)	(854,035)	(355,835)	(99,098)	
Infrastructure Assets - Roads	Various	0	(927,222)	(927,222)	(1,928,213)	(803,365)	(123,857)	
Infrastructure Assets - Footpaths/Carparks	Various	(24,003)	0	(24,003)	(536,238)	(223,405)	199,402	
Infrastructure Assets - Parks and Ovals	Various	(55,992)	0	(55,992)	(443,450)	(184,765)	128,773	
Plant and Equipment	Various	0	(139,262)	(139,262)	(751,400)	(313,075)	173,813	
Furniture and Equipment	Various	0	0	0	(21,500)	(8,955)	8,955	
<b>Capital Expenditure Total by Class</b>		<b>(482,062)</b>	<b>(1,119,349)</b>	<b>(1,601,411)</b>	<b>(4,534,836)</b>	<b>(1,889,400)</b>	<b>287,989</b>	



**Shire of Northampton**  
**Schedule Format**  
**2019/2020**  
**Summary**

	<b>Ytd Actual 30/11/2019</b>	<b>Ytd Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>Operating Revenue</b>			
Governance	-26,077	-25,060	-60,154
General Purpose Funding	-5,127,046	-5,159,824	-5,650,065
Law, Order, Public Safety	-89,256	-30,560	-73,383
Health	-11,740	-16,705	-40,112
Education and Welfare	-171,812	-107,281	-226,362
Housing	-24,827	-22,260	-53,436
Community Amenities	-792,375	-802,697	-866,277
Recreation and Culture	-67,221	-46,393	-93,911
Transport	-175,061	-175,730	-180,166
Economic Services	-209,730	-153,580	-274,600
Other Property and Services	-44,372	-51,055	-122,565
<b>Total Operational Revenue</b>	<b>-6,739,516</b>	<b>-6,591,145</b>	<b>-7,641,031</b>
<b>Operating Expenditure</b>			
Governance	362,826	401,446	924,552
General Purpose Funding	104,272	91,695	220,112
Law, Order, Public Safety	167,897	141,145	338,993
Health	91,652	70,075	168,239
Education and Welfare	133,900	131,200	314,994
Housing	50,301	41,955	100,877
Community Amenities	573,112	660,115	1,584,857
Recreation and Culture	622,753	687,410	1,650,663
Transport	1,185,430	1,268,940	3,045,655
Economic Services	232,334	194,915	467,989
Other Property and Services	17,442	16,840	40,565
<b>Total Operating Expenditure</b>	<b>3,541,919</b>	<b>3,705,736</b>	<b>8,857,496</b>
<b>Capital Revenue</b>			
Governance	16,519	-4,700	-11,280
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	-7,200	-6,055	-14,542
Housing	0	0	0
Community Amenities	0	0	0
Recreation and Culture	-52,965	-45,107	-125,763
Transport	-941,058	-649,301	-1,353,476
Economic Services	0	0	0
Other Property and Services	50,000	0	0
<b>Total Capital Revenue</b>	<b>-934,704</b>	<b>-705,163</b>	<b>-1,505,061</b>

**Shire of Northampton**  
**Schedule Format**  
**2019/2020**  
**Summary**

	<b>Ytd Actual 30/11/2019</b>	<b>Ytd Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>Capital Expenditure</b>			
Governance	54,275	31,495	75,600
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	7,200	6,055	14,542
Housing	0	14,285	34,288
Community Amenities	37,564	76,455	183,500
Recreation and Culture	460,072	571,700	1,372,175
Transport	1,014,207	1,239,115	2,974,046
Economic Services	55,653	8,330	20,000
Other Property and Services	8,844	7,500	18,010
<b>Total Capital Expenditure</b>	<b>1,637,816</b>	<b>1,954,935</b>	<b>4,692,161</b>
 Profit/Loss Sale of Asset	 167,349	 -4,700	 -11,280



**Schedule Format**  
**2019/2020**  
**General Purpose Revenue - Schedule 3**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
	<b>RATES</b>			
	<b>Operating Revenue</b>			
0223	- INSTALMENT FEES	0	0	0
0263	LEGAL CHARGES - RATES	0	0	0
0264	LEGAL CHARGES RATES (NO GST)	-22,114	-8,330	-20,000
4033	RATE EQUIVALENT PAYMENTS	-748	0	-21,643
4501	GENERAL RATES LEVIED	-4,662,842	-4,662,287	-4,662,287
4511	PLUS NON PAYMENT PENALTY	-11,951	-25,000	-30,000
4541	BACK RATES	-1,237	0	0
4560	LESS DISCOUNT ALLOWED	0	0	0
4570	LESS RATES WRITTEN OFF	1,245	0	0
4591	INSTALMENT PENALTY INTRST	-19,691	-20,000	-20,000
4711	PENS. DEF. RATES INTEREST	0	-1,450	-1,450
	<b>Total Operating Income</b>	<b>-4,717,338</b>	<b>-4,717,067</b>	<b>-4,755,380</b>

	<b>Operating Expenditure</b>			
4012	RATES SALARIES	29,688	28,260	67,830
4022	SUPERANNUATION	4,804	4,375	10,510
4032	OFFICERS INSURANCE	0	0	0
4052	PRINTING & STATIONERY RAT	1,995	2,185	5,250
4062	POSTAGE & FREIGHT	2,452	1,250	3,000
4072	VALUATION EXPENSES	754	5,205	12,500
4082	RATES LEGAL EXPENSES	30,087	16,665	40,000
4102	BUILDING MAINT - RATING	228	70	178
4522	CENTERLINK FEES	116	0	0
	<b>Total Operating Expenditure</b>	<b>70,125</b>	<b>58,010</b>	<b>139,268</b>

**GENERAL PURPOSE GRANT FUNDING**

	<b>Operating Revenue</b>			
4603	INTEREST ON INVESTMENTS	-10,737	-22,915	-55,000
4611	GRANTS COMMISSION	-231,794	-221,034	-442,069
4621	GRANTS COMMISSION (ROADS)	-167,178	-198,808	-397,616
	<b>Total Operating Income</b>	<b>-409,709</b>	<b>-442,757</b>	<b>-894,685</b>
	<b>Operating Expenditure</b>			
4642	ADMIN ALLOC TO GP FUNDING	34,148	33,685	80,844

**Schedule Format**  
**2019/2020**  
**Governance / Members - Schedule 4**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b>GOVERNANCE</b>			
	<b>Operating Income</b>			
0013	CONTRIBUTIONS	-97	0	0
	<b>Operating Expenditure</b>			
0012	MEMBERS TRAVELLING	765	4,165	10,000
0022	CONFERENCE EXPENSES	13,716	29,676	32,050
0032	ELECTION EXPENSES	1,947	2,705	6,500
0052	ALLOWANCES	0	7,290	17,500
0062	MEMBERS EXPENSES OTHER	2,179	11,250	27,000
0072	REFRESHMENTS & RECEPTIONS	6,555	6,250	15,000
0092	ADMIN ALLOC TO GOVERNANCE	75,095	74,075	177,785
0102	INSURANCE	3,708	1,540	3,707
0112	SUBSCRIPTIONS	26,767	24,575	58,990
0132	MEETING ATTENDANCE FEES	1,000	12,225	29,350
0152	COUNCIL CHAMBERS MAINT	565	360	894
	<b>Total Operating Expenditure</b>	<b>132,296</b>	<b>174,111</b>	<b>378,776</b>
	<b>ADMINISTRATION</b>			
	<b>Operating Income</b>			
0133	CONTRIBUTIONS	-1,000	-6,250	-15,000
0153	REBATES AND COMMISSIONS	-19,530	-14,105	-33,854
0233	- OTHER CHARGES	-301	-330	-800
0243	- PHOTOCOPYING	-1,278	-625	-1,500
0253	- INFO SEARCH FEE	-3,870	-3,750	-9,000
0293	GRANT - REVENUE (VARIOUS)	0	0	0
	<b>Total Operating Income</b>	<b>-25,979</b>	<b>-25,060</b>	<b>-60,154</b>
	<b>Operating Expenditure</b>			
0174	DEPRECIATION	15,801	15,625	37,500
0272	- SALARIES - MUNICIPAL	223,706	216,955	520,700
0282	- LONG SERVICE LEAVE	0	0	0
0302	ADMIN SUPERANNUATION	32,998	30,565	73,360
0312	- INSURANCE	32,025	18,165	43,602
0332	- CONFERENCES & SEMINAR	2,320	3,125	7,500
0342	- TRAINING COSTS	1,627	3,330	8,000
0372	- OFFICE MAINTENANCE	14,130	18,315	43,997
0408	CONSULTANCY - FINANCIAL PLANS/VALUATIONS	0	1,250	3,000
0422	- PRINTING & STATIONERY	6,514	4,165	10,000
0432	- TELEPHONE	7,091	9,580	23,000
0442	- ADVERTISING	-32	1,040	2,500
0452	- OFFICE EQUIPT MTCE	4,243	3,750	9,000
0462	- BANK CHARGES	7,525	5,830	14,000
0482	- POSTAGE & FREIGHT	2,237	2,080	5,000
0492	- OFFICE EXPENSES OTHER	6,039	6,240	15,000
0495	OFFICE SECURITY EXPENSES	717	830	2,000

**Schedule Format**  
**2019/2020**  
**Governance / Members - Schedule 4**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
0502	- COMPUTER EXPENSES	34,013	24,735	59,380
0512	ROUNDING ACCOUNT	-1	0	0
0572	- VEHICLE RUNNING EXP.	2,816	5,205	12,500
0592	FRINGE BENEFITS TAX	6,250	10,415	25,000
0602	EXPENSES - GRANT RELATED	0	0	0
0672	- AUDIT FEES	2,500	18,290	43,900
0692	- LEGAL EXPENSES	8,207	4,165	10,000
0732	ADMIN UNIFORMS	236	1,250	3,000
0742	LESS ALLOCATED FROM GOVERNANCE	-410,962	-405,390	-972,939
0762	BAD DEBTS WRITE OFF	0	415	1,000
0942	ADMIN ALLOC TO GENERAL ADMIN	230,531	227,405	545,776
	<b>Total Operating Expenditure</b>	<b>230,530</b>	<b>227,335</b>	<b>545,776</b>
	<b>Capital Income</b>			
0283	PROFIT/LOSS SALE OF ASSET	16,519	-4,700	-11,280
	<b>Total Capital Income</b>	<b>16,519</b>	<b>-4,700</b>	<b>-11,280</b>
0175	PROCEEDS SALE OF ASSETS	-28,364	-11,830	-28,400
	<b>Capital Expenditure</b>			
0134	FURNITURE AND EQUIPMENT	0	8,955	21,500
0164	PLANT & EQUIPMENT	54,275	22,540	54,100
0184	PRINCIPAL ON LOANS	0	0	0
	<b>Total Capital Expenditure</b>	<b>54,275</b>	<b>31,495</b>	<b>75,600</b>

**Schedule Format**  
**2019/2020**  
**Law, Order and Public Safety - Schedule 5**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b>FIRE PREVENTION</b>			
	<b>Operating Revenue</b>			
0583	EMERGENCY SERVICES LEVY	-38,268	-25,510	-61,233
0584	REIMBURSEMENTS	0	0	0
0585	GRANT REVENUE	-45,000	0	0
0613	VOLY FIRE CONTRIB - NPTON	0	0	0
0623	REIMBURSEMENTS	-423	-685	-1,650
0673	FIRE INFRINGEMENTS	0	-415	-1,000
0703	GRANT - EMERGENCY SERVICES VEHICLE AND	0	0	0
	<b>Total Operating Revenue</b>	<b>-83,690</b>	<b>-26,610</b>	<b>-63,883</b>
0335	DISPOSAL OF ASSETS	0	0	0
0683	PROFIT/LOSS SALE OF ASSET	0	0	0
	<b>Operating Expenditure</b>			
1042	FIRE INSURANCE	8,200	3,415	8,200
1052	COMM. MTCE AND REPAIRS	2,326	1,715	4,120
1062	FIRE CONTROL EXP. OTHER ESL & NON ESL	30,116	22,500	54,033
1072	AERIAL INSPECTIONS	0	0	0
1082	FIRE FIGHTING	1,913	4,885	11,750
1104	FIRE BRIGADE HQ VFRS OLD DEPOT	1,907	1,260	3,038
1112	PRIVATE WORKS - FIRE PREV	0	0	0
1122	BURN OFF FEE REFUND	0	0	0
1132	ADMIN ALLOC TO FIRE PREVENTION	12,319	12,150	29,165
1142	KALBARRI SES OPERATIONS	16,542	13,710	32,920
1144	GRANT RELATED EXPENSE	0	0	0
1152	PORT GREGORY FIRE SHED	10,734	455	1,115
1154	ISSEKA FIRE SHED	203	220	553
1156	HORROCKS FIRE/AMBULANCE SHED	212	135	337
1158	BINNU FIRE SHED	292	95	242
1304	ASSET DEPRECIATION	23,010	18,750	45,000
	<b>Total Operating Expenditure</b>	<b>107,774</b>	<b>79,290</b>	<b>190,473</b>
	<b>Capital Revenue</b>			
0325	GRANT FUNDS - EQUIPMENT	0	0	0
0525	GOVERNMENT GRANTS	0	0	0
	<b>Capital Expenditure</b>			
0338	LAND & BUILDINGS	0	0	0
0334	PLANT & EQUIPMENT	0	0	0
0514	PLANT & EQUIPMENT	0	0	0
	<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Schedule Format**  
**2019/2020**  
**Law, Order and Public Safety - Schedule 5**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
<b>ANIMAL CONTROL</b>				
	<b>Operating Revenue</b>			
0763	- FINES AND PENALTIES	-100	-205	-500
0773	- DOG REGISTRATION	-4,216	-2,915	-7,000
0783	- REIMBURSEMENTS/OTHER	0	0	0
0803	- IMPOUNDING FEES	0	-205	-500
0833	MISC GRANTS	0	0	0
	<b>Total Operating Revenue</b>	<b>-4,316</b>	<b>-3,325</b>	<b>-8,000</b>
	<b>Operating Expenditure</b>			
1162	DOG CONTROL EXPENSES	7,674	9,185	22,060
1172	ADMIN ALLOC TO ANIMAL CON	984	970	2,330
1192	CAT CONTROL EXPENSES	1,572	1,095	2,650
1202	NORTHERN BIO GROUP GROUP DOG/PIG CON	0	0	0
	<b>Total Operating Expenditure</b>	<b>10,230</b>	<b>11,250</b>	<b>27,040</b>
	<b>Capital Expenditure</b>			
1164	DOG POUND CAGES	0	0	0
<b>OTHER LAW, ORDER AND PULIC SAFETY</b>				
	<b>Operating Revenue</b>			
0843	ILLEGAL CAMPING FINES	-1,250	-625	-1,500
0873	PROFIT/LOSS FROM SALE OF ASSET	0	0	0
	<b>Operating Expenditure</b>			
1212	SALARIES (RANGER)	38,372	41,250	99,000
1232	CONTROL EXPENSES OTHER	3,425	2,275	5,480
1242	FLOOD CONTROL EXPENSES - KALBARRI	0	0	0
4122	ABANDONED VEHICLES	42	0	0
4132	LAW & ORDER ASSET DEPRECN	8,055	7,080	17,000
	<b>Total Operating Expenditure</b>	<b>49,893</b>	<b>50,605</b>	<b>121,480</b>

**Schedule Format  
2019/2020  
Education and Welfare - Schedule 6**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>PRE-SCHOOL</b>				
	<b>Operating Revenue</b>			
1103	NCCA - REIMBURSEMENTS	-24,166	-22,236	-22,236
1113	NCCA - SUSTAINABILITY FUNDING	0	-6,250	-15,000
1123	NCCA CCS REBATE	-32,185	-8,330	-20,000
1133	NCCA SESSION FEES	-26,476	-37,500	-90,000
1143	NCCA MEMBERSHIP REVENUE	-70	0	0
1163	NCCA FUNDRAISING/GRANTS REVENUE	-62,000	-25,830	-62,000
	<b>Total Operating Revenue</b>	<b>-144,897</b>	<b>-100,146</b>	<b>-209,236</b>
	<b>Operating Expenditure</b>			
1312	NCCA - BUILDING RELATED EXPENSES	4,617	7,865	18,911
1314	YOUTH PROGRAMS	0	830	2,000
1322	NCCA PAYROLL EXPENSES	60,913	54,995	131,990
1332	NCCA - GRANT RELATED EXPENSES	8,107	0	0
1342	NCCA - SUPERANNUATION	5,124	5,225	12,540
1352	NCCA TRUST TRANSFER (NET PROFIT)	0	0	0
1362	ADMIN ALLOCATED TO NORTHAMPTON CHILD C	3,111	3,065	7,364
1372	NCCA INSURANCE/MATERIALS ETC	5,533	17,690	42,470
1412	ASSET DEPRECIATION	2,457	2,705	6,500
3202	KALBARRI CHILD CARE CENTRE	1,558	5,705	13,725
	<b>Total Operating Expenditure</b>	<b>91,419</b>	<b>98,080</b>	<b>235,500</b>
	<b>Capital Revenue</b>			
	<b>Capital Expenditure</b>			
1316	LAND & BUILDINGS	0	0	0
<b>WELFARE</b>				
	<b>Operating Revenue</b>			
0853	AGED UNITS RENTAL INCOME	-16,912	0	0
1173	SELF SUPPORTING LOAN INTEREST REIMBURSEM	-10,003	-7,135	-17,126
	<b>Total Operating Revenue</b>	<b>-26,915</b>	<b>-7,135</b>	<b>-17,126</b>
	<b>Operating Expenditure</b>			
2362	KALBARRI AGED HOUSING MAINT	35,123	25,985	62,368
3012	INT ON LOANS	7,358	7,135	17,126
3062	PIONEER LODGE (8 UNITS) CONSTRUCTION COST	0	0	0
	<b>Total Operating Expenditure</b>	<b>42,481</b>	<b>33,120</b>	<b>79,494</b>
	<b>Capital Revenue</b>			
0715	LOAN INCOME - AGED HOUSIN	0	0	0
0815	TRANSFER FROM AGED RESERV	0	0	0
1183	SELF SUPPORTING LOAN - REIMB PIONEER LODG	-7,200	-6,055	-14,542
1083	GRANTS	0	0	0

**Schedule Format**  
**2019/2020**  
**Education and Welfare - Schedule 6**

	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
	<b>30/11/2019</b>	<b>30/11/2019</b>	<b>30/06/2020</b>
<b><i>Total Capital Revenue</i></b>	<b>-7,200</b>	<b>-6,055</b>	<b>-14,542</b>

**Schedule Format**  
**2019/2020**  
**Education and Welfare - Schedule 6**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
	<b>Capital Expenditure</b>			
3052	PIONEER LODGE (CARPARK)	0	0	0
3114	PRINCIPAL ON LOANS	7,200	6,055	14,542
	<b>Total Capital Expenditure</b>	<u>7,200</u>	<u>6,055</u>	<u>14,542</u>



**Schedule Format  
2019/2020  
Health - Schedule 7**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
<b>PREVENTATIVE SERVICES</b>				
	<b><i>Operating Revenue</i></b>			
1673	- FOOD VENDORS	-590	-415	-1,000
1753	REIMBURSEMENTS	0	0	0
1763	CONTRIBUTIONS	0	-11,040	-26,500
	<b><i>Total Operating Revenue</i></b>	<b>-590</b>	<b>-11,455</b>	<b>-27,500</b>
1764	PROFIT/LOSS ON SALE ASSET	0	0	0
	<b><i>Operating Expenditure</i></b>			
2012	SALARIES	45,001	35,895	86,151
2022	HEALTH SUPERANNUATION	11,395	3,405	8,180
2042	CONTROL EXPENSES OTHER	9,061	7,540	18,110
2052	VEHICLE RUNNING EXPENSES	5,045	4,995	12,000
2082	HEALTH BUILDING MAINT	77	30	76
2092	MISC HEALTH RELATED EXPENDITURE	0	0	0
2102	ADMIN ALLOC TO HEALTH	543	535	1,286
	<b><i>Total Operating Expenditure</i></b>	<b>71,122</b>	<b>52,400</b>	<b>125,803</b>
1385	DISPOSAL OF ASSETS (P/L)	0	0	0
	<b><i>Capital Revenue</i></b>			
1396	GOVERNMENT GRANTS	0	0	0
	<b><i>Total Capital Revenue</i></b>	<b>0</b>	<b>0</b>	<b>0</b>
1375	PROCEEDS SALE OF ASSET	0	0	0
	<b><i>Capital Expenditure</i></b>			
1324	PLANT AND EQUIPMENT - HLT	0	0	0
<b>OTHER HEALTH</b>				
	<b><i>Operating Revenue</i></b>			
2023	LEASE - DOCTORS SURGERY (NORTHA	-10,612	-4,420	-10,612
2033	RENTAL LOT 43 BATEMAN STREET (DC	0	0	0
2043	REIMBURSEMENTS - OTHER	-538	-830	-2,000
2093	RENT LOT 14 CALLION WAY	0	0	0
	<b><i>Total Operating Revenue</i></b>	<b>-11,150</b>	<b>-5,250</b>	<b>-12,612</b>
	<b><i>Operating Expenditure</i></b>			
2053	PROFIT/LOSS SALE ASSET	0	0	0
2312	DOCTOR SURGERY - KALBARRI	10,259	7,745	18,600
2342	DOCTORS SURGERY - NORTHAMPTON	2,173	1,805	4,336
2382	ASSET DEPRECIATION	8,097	8,125	19,500
1375	PROCEEDS SALE OF ASSET	0	0	0
	<b><i>Total Operating Expenditure</i></b>	<b>20,529</b>	<b>17,675</b>	<b>42,436</b>

**Schedule Format**  
**2019/2020**  
**Health - Schedule 7**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
	<b><i>Capital Revenue</i></b>			
2083	LAND SALES RESERVE	0	0	0
	<b><i>Capital Expenditure</i></b>			
0834	LAND & BUILDINGS	0	0	0
1644	FURNITURE AND EQUIPMENT	0	0	0
	<b><i>Total Capital Expenditure</i></b>	<b>0</b>	<b>0</b>	<b>0</b>

**Schedule Format  
2019/2020  
Housing - Schedule 9**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>STAFF HOUSING</b>				
	<b>Operating Revenue</b>			
2833	CONTRIBUTIONS	0	0	0
2843	RESIDENTIAL RENTAL	-22,005	-19,345	-46,436
	<b>Total Operating Revenue</b>	<b>-22,005</b>	<b>-19,345</b>	<b>-46,436</b>
2873	PROFIT/LOSS ON SALE ASSET	0	0	0
	<b>Operating Expenditure</b>			
3172	- OVAL RESIDENCE	14,812	6,020	14,464
3212	- LOT 454 FITZGERALD	1,361	1,375	3,327
3222	ASSET DEPRECIATION	13,342	12,500	30,000
3232	- LOT 43 BATEMAN ST	2,107	1,825	4,396
3242	LOT 42 BATEMAN STREET	1,589	1,470	3,546
3252	ADMIN ALLOC TO STAFF HOUS	546	535	1,293
3262	INTEREST ON LOANS	0	3,540	8,497
3282	605 SALAMIT PLACE	7,837	5,235	12,587
3432	LOT 23 RAKE PLACE NORTHAMPTON	1,697	2,165	5,210
	<b>Total Operating Expenditure</b>	<b>43,291</b>	<b>34,665</b>	<b>83,320</b>
	<b>Capital Revenue</b>			
2425	LOAN LIABILITY - HOUSING	0	0	0
	<b>Capital Expenditure</b>			
2494	LAND & BUILDINGS - STAFF HOUSING	0	0	0
2534	PRINCIPAL ON LOANS	0	14,285	34,288
	<b>Total Capital Expenditure</b>	<b>0</b>	<b>14,285</b>	<b>34,288</b>
<b>HOUSING OTHER</b>				
	<b>Operating Revenue</b>			
3003	REIMBURSEMENTS - HOUSING OTHER	-2,822	-2,915	-7,000
	<b>Total Operating Revenue</b>	<b>-2,822</b>	<b>-2,915</b>	<b>-7,000</b>
	<b>Operating Expenditure</b>			
3422	ESL PAYMENTS FOR MISC PROPERTY	0	0	0
3442	RESIDENCE - LOT 6 ROBINSON ST	2,841	1,210	2,919
3482	LOT 74 SEVENTH AVENUE	1,495	2,720	6,555
3492	14 CALLION WAY KALBARRI - DOCTOR	2,674	3,360	8,083
	<b>Total Operating Expenditure</b>	<b>7,010</b>	<b>7,290</b>	<b>17,557</b>

**Schedule Format**  
**2019/2020**  
**Community Amenities - Schedule 10**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>SANITATION - HOUSEHOLD</b>				
	<b>Operating Revenue</b>			
3253	KALBARRI RESIDENTIAL	-346,107	-342,035	-342,035
3263	OTHER RESIDENTIAL	-232,085	-231,485	-231,485
3273	240 LITRE CARTS	-1,256	-1,040	-2,500
	<b>Total Operating Revenue</b>	<b>-579,448</b>	<b>-574,560</b>	<b>-576,020</b>
	<b>Operating Expenditure</b>			
3812	DOMESTIC REFUSE COLLECT.	116,046	160,415	385,000
3822	REFUSE SITE MAINTENANCE	0	0	0
3826	DEPRECIATION - REFUSE SITES	2,104	2,080	5,000
3832	PURCHASE OF 240L CARTS	3,174	1,250	3,000
3854	NORTHAMPTON REFUSE SITE	58,225	80,305	192,750
3856	KALBARRI REFUSE SITE MAINTENANCE	59,224	86,285	207,100
3858	BINNU REFUSE SITE MAINTENANCE	3,277	10,520	25,275
3860	PORT GREGORY REFUSE SITE MAINTENANCE	1,465	2,455	5,910
3861	LUCKY BAY REFUSE COLLECTION	2,903	9,580	23,000
3892	ADMIN ALLOC TO SANITATION	756	745	1,790
	<b>Total Operating Expenditure</b>	<b>247,173</b>	<b>353,635</b>	<b>848,825</b>
	<b>Capital Expenditure</b>			
3304	REFUSE - FURNITURE & EQUIP	0	0	0
<b>SANITATION - OTHER</b>				
	<b>Operating Revenue</b>			
3313	GRANTS - OTHER	0	0	0
3323	REFUSE SITE FEES - KALBARRI/NORTHAMPTON	-31,148	-60,000	-60,000
3343	BUSINESS REFUSE KALBARRI	-109,880	-114,570	-114,570
3353	REFUSE FEES - LUCKY BAY	-9,227	-9,227	-9,227
3383	BUSINESS REFUSE OTHER	-28,224	-10,605	-25,460
3403	REIMBURSEMENT- WHARF BINS (GST)	0	0	0
3405	REIMBURSEMENTS - DRUMMUSTER	0	-1,665	-4,000
	<b>Total Operating Revenue</b>	<b>-178,479</b>	<b>-196,067</b>	<b>-213,257</b>
	<b>Operating Expenditure</b>			
3722	IND/COMM REFUSE COLLECT	0	0	0
3772	STREET REFUSE COLLECT/LITTER	43,025	47,910	115,000
3774	DRUM MUSTER	860	1,665	4,000
	<b>Total Operating Expenditure</b>	<b>43,885</b>	<b>49,575</b>	<b>119,000</b>

**Schedule Format**  
**2019/2020**  
**Community Amenities - Schedule 10**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
	<b>Capital Expenditure</b>			
3305	REFUSE - LAND	0	0	0
3335	REFUSE SITE CAPITAL	0	0	0
3336	PRINCIPAL ON LOANS	0	0	0
	<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SANITATION - SEWERAGE**

	<b>Operating Revenue</b>			
3543	CHARGES - SEPTIC TANKS	-708	-415	-1,000
3553	SEPTIC TANK INSPECTIONS	-708	-415	-1,000
	<b>Total Operating Revenue</b>	<b>-1,416</b>	<b>-830</b>	<b>-2,000</b>

**TOWN PLANNING AND REGIONAL DEVELOPMENT**

	<b>Operating Revenue</b>			
3743	PLANNING FEES	-20,031	-12,500	-30,000
3763	GRANTS	0	-10,415	-25,000
3823	REIMBURSE (ADVERTISING/PLANNING COMMIS	0	-80	-200
3833	REIMBURSEMENTS	0	0	0
3873	OTHER SHIRE LSL CONTRIB.	0	0	0
	<b>Total Operating Revenue</b>	<b>-20,031</b>	<b>-22,995</b>	<b>-55,200</b>

3935	P/L ON SALE OF ASSET	0	0	0
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	<b>Operating Expenditure</b>			
3925	SALE OF ASSET	0	0	0
4202	SALARIES	50,704	24,690	59,260
4212	SUPERANNUATION-PLANNING	5,738	2,345	5,630
4232	PRINTING & STATIONERY	245	100	250
4242	ADVERTISING	941	415	1,000
4252	INSURANCE	3,094	1,285	3,094
4262	CONFERENCE EXPENSES	0	0	0
4272	VEHICLE OPERATING COSTS	0	0	0
4282	CONSULTANTS EXPENSES	39,585	36,665	88,000
4302	LEGAL EXPENSES	0	2,080	5,000
4372	TOWN PLAN SCHEME EXPENSES	11,776	25,830	62,000
4382	CONTROL EXPENSES	22,128	1,665	4,000
4852	PLANNING BUILDING MAINT	102	40	102
4862	FRINGE BENEFITS TAX PLANN	0	0	0
4872	ADMIN ALLOC TO TOWN PLAN	6,621	6,530	15,674
	<b>Total Operating Expenditure</b>	<b>140,935</b>	<b>101,645</b>	<b>244,010</b>

**Schedule Format**  
**2019/2020**  
**Community Amenities - Schedule 10**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b>Capital Revenue</b>			
3905	PROCEEDS OF ASSETS	0	0	0
3925	SALE OF ASSET	0	0	0
7480	TOWN PLANNING SCHEME RESERVE TO MUNI	0	0	0
	<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<b>Capital Expenditure</b>			
4014	PLANT & EQUIPMENT	0	0	0

**OTHER COMMUNITY AMENITIES**

	<b>Operating Revenue</b>			
3802	LAND SALES RESERVE	0	0	0
3853	CHARGES - CEMETERY FEES	-1,682	-1,455	-3,500
3863	REIMBURSEMENTS	-6,582	-3,750	-9,000
3883	FUNERAL DIRECTORS LICENSE	-300	-125	-300
3893	BUS HIRE	-4,436	-2,915	-7,000
	<b>Total Operating Revenue</b>	<b>-13,000</b>	<b>-8,245</b>	<b>-19,800</b>

	<b>Operating Expenditure</b>			
4422	NORTHAMPTON CEMETERY MAIN	7,403	10,785	25,911
4432	ASSET DEPRECIATION	962	955	2,300
4442	TOWN PARK TOILETS	9,257	8,965	21,552
4452	ASSET DEPRECIATION	20,548	19,790	47,500
4462	KALBARRI CEMETERY MAINT	6,482	8,380	20,150
4492	HORROCKS COMMUNITY CENTRE	4,462	3,220	7,755
4572	KINGS PARK TOILETS	10,680	7,635	18,352
4582	LIONS PARK TOILETS NPTON	6,022	12,560	30,170
4592	SALLY'S TREE TOILETS	13,267	12,855	30,865
4652	JETTY TOILETS -KALBARRI	4,670	6,355	15,273
4732	HORROCKS TOILETS/CHGROOMS	12,707	14,850	35,673
4742	BLUE HOLES - KALBARRI TOILET BLOCK	3,544	9,890	23,763
4752	PORT GREGORY TOILET BLOCK	10,332	7,735	18,595
4802	CHINAMANS TOILET BLOCK	7,916	7,250	17,440
4807	BINNU TOILETS	12,353	15,870	38,099
4812	RED BLUFF TOILET BLOCK	3,087	3,165	7,624
4766	PROFIT/LOSS SALE OF ASSET	0	0	0
4842	COMMUNITY BUS	7,425	5,000	12,000
	<b>Total Operating Expenditure</b>	<b>141,119</b>	<b>155,260</b>	<b>373,022</b>

	<b>Capital Revenue</b>			
3865	HORROCKS COMMUNITY CENTRE GRANTS	0	0	0

**Schedule Format**  
**2019/2020**  
**Community Amenities - Schedule 10**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
	<b>Capital Expenditure</b>			
3324	KALBARRI CEMETERY DEVELOPMENT	0	0	0
3344	PUBLIC AMENITIES - BUILDINGS	0	45,830	110,000
3354	PUBLIC AMENITIES - OTHER	37,564	30,625	73,500
3360	HORROCKS COMMUNITY CENTRE	0	0	0
	<b>Total Capital Expenditure</b>	<b>37,564</b>	<b>76,455</b>	<b>183,500</b>

**Schedule Format**  
**2019/2020**  
**Recreation and Culture - Schedule 11**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
	<b>PUBLIC HALLS</b>			
	<b>Operating Revenue</b>			
4043	REIMBURSEMENTS	-1,697	-2,250	-5,400
4053	CHARGES - HALL HIRE	-402	-205	-500
4063	ALLEN COMM. CENTRE	-191	-310	-750
	<b>Total Operating Revenue</b>	<b>-2,290</b>	<b>-2,765</b>	<b>-6,650</b>
	<b>Operating Expenditure</b>			
4672	- PORT GREGORY HALL	1,838	1,370	3,316
4682	- ALMA HALL	472	460	1,122
4692	- BINNU HALL	4,206	3,850	9,276
4702	- RSL HALL	8,405	7,995	19,221
4712	- AJANA HALL	3,148	3,170	7,625
4722	INTEREST ON LOANS PUBLIC HALLS, CIVIC CEN	0	4,485	10,771
4772	- ALLEN COMM. CENTRE	29,281	28,330	68,015
4782	- HORROCKS COMMUNITY KITCHENS	8,923	11,125	26,726
4792	ASSET DEPRECIATION	28,998	28,330	68,000
4832	ADMIN ALLOC TO HALLS	4,039	3,980	9,561
	<b>Total Operating Expenditure</b>	<b>89,309</b>	<b>93,095</b>	<b>223,633</b>
	<b>Capital Income</b>			
4625	RSL LOAN FUNDS	0	0	0
	<b>Capital Expenditure</b>			
3514	LAND & BUILDINGS	363,842	254,205	610,100
3515	BINNU HALL	0	0	0
3544	PRINCIPAL ON LOANS PUBLIC HALLS, CIVIC CE	0	18,965	45,516
	<b>Total Capital Expenditure</b>	<b>363,842</b>	<b>273,170</b>	<b>655,616</b>
	<b>SWIMMING AREAS AND BEACHES</b>			
	<b>Operating Revenue</b>			
3973	CONTRIBUTIONS	0	0	0
3975	CONTRIBUTIONS/DONATIONS	0	0	0
4303	RESERVE LEASES - KALBARRI FORESHORE	-4,934	-2,055	-4,933
4535	REIMBURSEMENT/CONTRIBUTION	0	0	0
	<b>Total Operating Revenue</b>	<b>-4,934</b>	<b>-2,055</b>	<b>-4,933</b>
	<b>Operating Expenditure</b>			
3982	ASSET DEPRECIATION	17,489	22,915	55,000
4952	- KALBARRI F/SHORE RES.	71,714	79,960	191,931
4972	- HORROCKS F/SHORE RES.	29,331	27,480	65,984
5012	- PORT GREGORY F/SHORE	682	2,030	4,900
6742	- HORROCKS FORESHORE	2,589	0	0



**Schedule Format**  
**2019/2020**  
**Recreation and Culture - Schedule 11**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b>Total Operating Expenditure</b>	<b>121,805</b>	<b>132,385</b>	<b>317,815</b>
	<b>Capital Income</b>			
4513	KALBARRI TOURISM SPECIFIED RATE RESERVE	0	0	0
4523	GRANTS	-52,965	0	0
4526	LAND SALES RESERVE	0	0	0
	<b>Total Capital Income</b>	<b>-52,965</b>	<b>0</b>	<b>0</b>
	<b>Capital Expenditure</b>			
3594	CAR PARK DEVELOPMENT	0	56,425	135,450
3664	FORESHORE INFRASTRUCTURE	18,428	13,500	32,400
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	0	53,040	127,300
4527	MISC GRANT	0	0	0
3672	ZUYTDORP MEMORIAL	0	0	0
	<b>Total Capital Expenditure</b>	<b>18,428</b>	<b>122,965</b>	<b>295,150</b>
<b>OTHER RECREATION AND SPORT</b>				
	<b>Operating Revenue</b>			
4333	- EDUCATION DEPT - OVAL	-3,111	-1,295	-3,111
4373	CONTRIBUTIONS & DONATIONS	0	0	0
4383	CONTRIBUTIONS	0	0	0
4423	LEASES & RENTALS	-3,221	-1,340	-3,222
4433	INTEREST REMBURSEMENT	-55	-80	-202
4453	REIMBURSEMENTS- REC. CTRE/GOLF CLUB	-53,046	-25,955	-62,300
	<b>Total Operating Revenue</b>	<b>-59,434</b>	<b>-28,670</b>	<b>-68,835</b>
4393	PROFIT/LOSS ON SALE	0	0	0

**Schedule Format**  
**2019/2020**  
**Recreation and Culture - Schedule 11**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
	<b>Operating Expenditure</b>			
4962	- KALBARRI OVAL RESERVE	10,372	18,445	44,311
4969	KALBARRI SKATE PARK	4,344	4,625	11,135
4982	- HORROCKS OVAL RESERVE	1,371	1,355	3,271
4992	- PARKS, RES, GARDENS GEN	113,898	152,625	366,322
4998	PARKS & GARDENS - PORT GREGORY	710	705	1,700
5002	ADMIN ALLOC TO OTHER REC	7,648	7,545	18,108
5022	- LIONS PARK	4,307	9,405	22,600
5032	- BI-CENTENIAL PARK	338	3,035	7,300
5072	NORTHAMPTON COMMUNITY CENTRE	14,384	24,985	59,990
5082	- KALBARRI REC CENTRE	8,501	11,870	28,515
5092	HORROCKS - MATT BURRELL (TENNIS/BOWLS)	1,679	1,360	3,300
5102	INTEREST ON LOANS	0	80	202
5112	NORTHAMPTON BOWLING CLUB	0	0	0
5115	KALBARRI GOLF & BOWLING CLUB	5,119	2,130	5,119
5122	- NORTHAMPTON REC OVAL	39,822	39,090	93,842
5169	NORTHAMPTON SPORTS CLUBS (GOLF/BOWL	5,124	3,995	9,595
5172	ASSET DEPRECIATION	110,537	102,080	245,000
5262	KALBARRI CAMP SCHOOL - BUILDING/GROUN	6,812	3,430	8,242
	<b>Total Operating Expenditure</b>	<b>334,966</b>	<b>386,760</b>	<b>928,552</b>
	<b>Capital Revenue</b>			
3735	GRANT REVENUE	0	12,493	12,493
3775	SS LOAN - BOWL CLUBS	0	-1,595	-3,839
4473	GRANTS	0	-56,005	-134,417
7395	TFR FROM KALBARRI TENNIS NETBALL RESER	0	0	0
	<b>Total Capital Revenue</b>	<b>0</b>	<b>-45,107</b>	<b>-125,763</b>
	<b>Capital Expenditure</b>			
3624	PRINCIPAL ON LOANS	0	1,595	3,839
3634	LAND AND BUILDINGS (OTH REC AND SPORT)	24,936	10,830	26,000
3654	SKATE PARK CONSTRUCTION	0	0	0
3714	OTHER INFRASTRUCTURE - KALBARRI/TENNIS	0	0	0
3715	FURNITURE & EQUIPMENT	0	0	0
3716	PARKS & OVALS INFRASTRUCTURE	0	0	0
3734	PLANT & EQUIPMENT	0	0	0
3744	MATCHING CONT - CSRFF	0	0	0
3754	INFRASTRUCTURE RECREATION	0	87,600	210,250
3884	CAR PARK CONSTRUCTION	0	43,070	103,385
	<b>Total Capital Expenditure</b>	<b>24,936</b>	<b>143,095</b>	<b>343,474</b>

**TELEVISION AND RADIO REBROADCASTING**

	<b>Operating Expenditure</b>			
5232	T.V. RECEIVER STATION	0	0	0

**Schedule Format  
2019/2020  
Recreation and Culture - Schedule 11**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
5242	ASSET DEPRECIATION	0	0	0
	<b>Total Operating Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

**LIBRARIES**

	<b>Operating Revenue</b>			
4613	CHARGES - LOST BOOKS	0	-20	-50
4623	REIMBURSEMENTS	-224	-40	-100
4653	INTERNET ACCESS FEE - KALBARRI	-7	-100	-250
	<b>Total Operating Revenue</b>	<b>-231</b>	<b>-160</b>	<b>-400</b>

	<b>Operating Expenditure</b>			
5312	SALARIES	21,993	20,885	50,130
5322	LIBRARY SUPERANNUATION	1,680	1,985	4,770
5332	LIBRARY OPERATING OTHER	3,310	2,395	5,754
5334	LIBRARY INTERNET SERVICE	150	205	500
5342	LIBRARY BUILDING MTCE	737	305	737
5402	ADMIN ALLOC TO LIBRARIES	216	210	510
	<b>Total Operating Expenditure</b>	<b>28,086</b>	<b>25,985</b>	<b>62,401</b>

**OTHER CULTURE**

	<b>Operating Revenue</b>			
0913	REIMBURSEMENT/CONTRIBUTIONS	0	0	0
3735	GRANT REVENUE	0	-12,493	-12,493
4703	150 YEAR CELEBRATIONS - REVENUE (INC BRI	-20	0	0
4713	MOONIEMIA CENTRE REIMB	0	0	0
4743	GRANT REVENUE - INC SENIORS WEEK	0	0	0
4763	GRANTS	0	0	0
4773	CHARGES - OLD POLICE STN	-312	-250	-600
4793	CONTRIBUTIONS/REIMBURSEMENTS	0	0	0
	<b>Total Operating Revenue</b>	<b>-332</b>	<b>-12,743</b>	<b>-13,093</b>

	<b>Operating Expenditure</b>			
1712	NORTHAMPTON NEWS BUILDING	1,075	1,510	3,645
5512	OLD RAILWAY STATION	5,003	11,395	27,385
5522	OLD POLICE STATION	2,544	5,150	12,386
5532	CHIVERTON HOUSE	5,104	6,430	15,469
5542	OLD SCHOOL SITE	2,716	1,430	3,445
5552	KALBARRI ART & CRAFT CNTR	1,891	725	1,751
5562	RAILWAY CARRIAGE - NORTHAMPTON	0	0	0
5572	HIST PROJECTS/HERITAGE SITES	1,600	1,665	4,000
5582	OLD ROADS BOARD BUILDING	1,005	955	2,315
5592	LYNTON HISTORICAL SITE	13,726	6,480	15,575
5612	GWALLA CEMETERY	0	0	0
5652	ASSET DEP'N CULTURE	12,113	11,665	28,000

**Schedule Format**  
**2019/2020**  
**Recreation and Culture - Schedule 11**

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
5662	GRANT EXP - INC SENIORS WEEK ETC	0	0	0
5682	LOT 175 KAIBER ST KALBARRI (EX ST JOHNS BL	1,810	1,780	4,291
	<b>Total Operating Expenditure</b>	<b>48,586</b>	<b>49,185</b>	<b>118,262</b>

**Schedule Format**  
**2019/2020**  
**Transport - Schedule 12**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>CONSTRUCTION OF ROADS, BRIDGES AND DEPOTS</b>				
<b>Capital Expenditure</b>				
5030	REGIONAL ROAD GROUP	217,920	130,775	313,900
5034	ADMIN ALLOC TO ROAD CONST	10,472	10,330	24,792
5060	- MUNICIPAL FUND	2,289	208,455	500,337
5090	FOOTPATH CONSTRUCTION	24,003	123,910	297,403
5130	DEPOT CONSTRUCTION	13,289	12,500	30,000
5150	BLACKSPOT PROJECTS	0	0	0
5180	CAR PARKS CONSTRUCTION	0	0	0
5204	PURCHASE OF LAND	0	0	0
5210	ROADS TO RECOVERY	333,228	260,635	625,544
5214	COMMODITY ROUTE PROGRAMME	363,312	193,170	463,640
5215	ROYALTIES 4 REGIONS WORKS	0	0	0
5224	PRINCIPAL ON LOANS	20,360	17,135	41,130
	<b>Total Capital Expenditure</b>	<b>984,874</b>	<b>956,910</b>	<b>2,296,746</b>
<b>Capital Revenue</b>				
5205	ROADS TO RECOVERY FUNDING	-381,484	-188,950	-453,484
5206	FOOTPATH FUNDING	0	0	0
5207	BLACKSPOT FUNDING	0	0	0
5209	ROYALTIES FOR REGIONS - WHITE CLIFFS/BINI	-146,326	-146,326	-146,326
5481	.- REGIONAL ROAD GROUP FUNDING	-234,448	-127,775	-306,666
5561	CONTRIBUTIONS	0	0	0
5208	LAND SALES RESERVE	0	0	0
5483	COMMODITY ROUTE FUNDING	-178,800	-186,250	-447,000
7485	ROADWORK RESERVE TFR TO MUNI	0	0	0
	<b>Total Capital Revenue</b>	<b>-941,058</b>	<b>-649,301</b>	<b>-1,353,476</b>
<b>MAINTENANCE OF ROADS, BRIDGES AND DEPOTS</b>				
<b>Operating Expenditure</b>				
3994	DEPRECIATION	437,268	422,915	1,015,000
5820	GRANT EXPENDITURE - ROADWISE PROGRAM	0	0	0
5850	- MUNICIPAL FUND RDWKS	517,766	614,895	1,475,774
5860	ROMANS DATA COLLECTION	7,010	3,750	9,010
5910	KALBARRI DEPOT MAINT.	9,011	6,170	14,842
5920	CROSSOVERS	500	830	2,000
5930	NORTHAMPTON DEPOT MAINT	17,840	17,325	41,626
5950	HORROCKS DEPOT MAINT.	421	195	489
5960	LIGHTING OF STREETS	45,416	50,000	120,000
5980	DIRECTIONAL ADVERT SIGNS	0	0	0
5982	ADMIN ALLOC TO ROAD MAINT	5,163	5,090	12,222
5990	ASSET DEPRECIATION	190,893	179,580	431,000
5992	INTEREST ON LOANS - TPT	3,514	3,215	7,716
6000	ACCRUED LONG SERVICE LEAV	0	0	0

**Schedule Format**  
**2019/2020**  
**Transport - Schedule 12**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
6002	REFUND OF OVERPAYMENT - MAIN ROADS OI	0	0	0
6262	MISC DEPOT/YARDS (EX APB DEPOT)	0	0	0
	<b>Total Operating Expenditure</b>	<b>1,234,801</b>	<b>1,303,965</b>	<b>3,129,679</b>

**Operating Revenue**

6223	CONTRIBUTION (INC STREET LIGHTING)	0	-1,560	-3,750
6281	- MRD MAINTENANCE	-172,575	-172,575	-172,575
6351	DIRECTIONAL ADVERT SIGNS	0	0	0
	<b>Total Operating Revenue</b>	<b>-172,575</b>	<b>-174,135</b>	<b>-176,325</b>

**ROAD PLANT PURCHASES**

**Operating Expenditure**

3610	LESS PLANT DEPN WRITTEN BACK	-91,196	-75,000	-180,000
4275	PROCEEDS SALE OF ASSETS	0	0	0
	<b>Total Operating Expenditure</b>	<b>-91,196</b>	<b>-75,000</b>	<b>-180,000</b>

4265	CONTRIBUTIONS	0	0	0
4285	- UTILITIES (PROCEEDS OF TRADE)	0	-7,080	-8,500
4315	- MACHINERY (PROCEEDS OF TRADE)	0	-66,665	-80,000
4345	LOAN LIABILITY - PLANT	0	0	-365,000
4395	DISPOSAL OF VEHICLES (P/L)	0	23,750	28,500
4405	DISPOSAL OF MACHINERY (P/L)	0	-7,080	-8,500
		<b>0</b>	<b>-57,075</b>	<b>-433,500</b>

**Capital Expenditure**

4034	LAND & BUILDINGS	0	0	0
4214	ROAD PLANT/MACHINERY	0	214,580	515,000
4224	UTILITIES (VEHICLES)	29,334	67,625	162,300
4234	TRUCKS	0	0	0
4244	BULLDOZER	0	0	0
4254	OTHER EQUIPMENT	0	0	0
	<b>Total Capital Expenditure</b>	<b>29,334</b>	<b>282,205</b>	<b>677,300</b>

**AERODROMES**

**Operating Revenue**

5113	CHARGES - LANDING FEES	-1,486	-1,180	-2,840
5133	HANGAR SITE LEASE	-1,001	-415	-1,001
	<b>Total Operating Revenue</b>	<b>-2,486</b>	<b>-1,595</b>	<b>-3,841</b>

**Operating Expenditure**

5902	ADMIN ALLOCATED TO AERODROMES	817	805	1,934
5912	ASSET DEPRECIATION	22,839	22,915	55,000
5932	KALBARRI AIRPORT MTCE	18,170	16,255	39,042
	<b>Total Operating Expenditure</b>	<b>41,825</b>	<b>39,975</b>	<b>95,976</b>

**Schedule Format**  
**2019/2020**  
**Transport - Schedule 12**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
<b>Capital Revenue</b>				
5163	Airport Reserve	0	0	0

**Schedule Format**  
**2019/2020**  
**Economic Services - Schedule 13**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>RURAL SERVICES</b>				
<i><b>Operating Revenue</b></i>				
5513	CONTRIBUTIONS/GRANTS	0	0	0
<i><b>Operating Expenditure</b></i>				
6232	GRANT EXPENDITURE (NACC) PREVIOUS	0	0	0
<b>TOURISM AND AREA PROMOTION</b>				
<i><b>Operating Revenue</b></i>				
5543	CONTRIBUTIONS	0	0	0
5563	LEASES/RENTALS	-67,169	-67,170	-67,170
5573	CARAVAN PARK LICENCES	0	-1,975	-4,750
5583	REIMBURSEMENTS	0	0	0
5593	KAL TOURISM SPEC RATE	-30,220	-12,500	-30,000
5603	LUCKY BAY CAMPING FEES	-42,895	-35,415	-85,000
5613	LITTLE BAY - CAMPING FEES	-6,773	-6,250	-15,000
	<i><b>Total Operating Revenue</b></i>	<b>-147,057</b>	<b>-123,310</b>	<b>-201,920</b>
<i><b>Operating Expenditure</b></i>				
6312	ADMIN ALLOCATED TO ECONOMIC SERV	11,027	10,875	26,107
6352	LITTLE BAY CAMPING AREA	2,649	5,775	13,875
6372	TOURISM & PROMOTION GENERAL	92,599	52,615	126,300
6392	ASSET DEPRECIATION	10,447	10,415	25,000
6402	LUCKY BAY	58,072	57,865	138,911
	<i><b>Total Operating Expenditure</b></i>	<b>174,794</b>	<b>137,545</b>	<b>330,193</b>
<i><b>Capital Income</b></i>				
5005	GRANTS - TOURISM & AREA PROMOTIO	0	0	0
5035	PROCEEDS SALE OF ASSET	0	0	0
	<i><b>Total Capital Income</b></i>	<b>0</b>	<b>0</b>	<b>0</b>
5045	DISPOSAL OF ASSET P&L	0	0	0
<i><b>Capital Expenditure</b></i>				
5016	INFRASTRUCTURE ASSETS - TOURISM	0	0	0
5054	VEHICLE PURCHASE	55,653	8,330	20,000
	<i><b>Total Capital Expenditure</b></i>	<b>55,653</b>	<b>8,330</b>	<b>20,000</b>
<b>BUILDING CONTROL</b>				
<i><b>Operating Revenue</b></i>				
5653	- BUILDING PERMITS	-13,708	-8,330	-20,000
5673	S/POOL INSPECTION FEES	-2,574	-1,250	-3,000
5713	BUILDING REIMBURSEMENTS	-379	-1,250	-3,000
5733	DEMOLITION FEES	0	0	0
	<i><b>Total Operating Revenue</b></i>	<b>-16,661</b>	<b>-10,830</b>	<b>-26,000</b>



**Schedule Format**  
**2019/2020**  
**Economic Services - Schedule 13**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b><i>Operating Expenditure</i></b>			
5195	DISPOSAL OF ASSET	0	0	0
6412	SALARIES	27,212	27,585	66,210
6422	BUILDING SUPERANNUATION	0	4,275	10,260
6432	VEHICLE RUNNING EXPENSES	1,020	1,455	3,500
6442	CONTROL EXPENSES OTHER	11,394	8,805	21,160
6472	BUILD CONTROL BUILD MAIN	77	30	77
6492	ASSET DEPN -ECON SERV BUI	5,030	5,000	12,000
6512	ADMIN ALLOC TO BUILD CONT	2,441	2,405	5,779
	<b><i>Total Operating Expenditure</i></b>	<b>47,174</b>	<b>49,555</b>	<b>118,986</b>
	<b><i>Capital Revenue</i></b>			
5175	PROCEEDS SALE OF ASSETS	0	0	0
5185	P/L ON SALE OF ASSET	0	0	0
	<b><i>Capital Expenditure</i></b>			
5124	PLANT AND EQUIPMENT	0	0	0
<b>OTHER ECONOMIC SERVICES</b>				
	<b><i>Operating Revenue</i></b>			
5933	REIMBURSEMENTS	-24	-830	-2,000
5943	GRANT - LIVING COMMUNITIES PROGRA	0	0	0
5973	LIA (KITSON CIRCUIT) UNITS ANNUAL RE	-31,728	-13,920	-33,420
5983	ELECTRICITY SUPPLY REIMBU	0	0	0
5993	PT GREGORY SPEC AREA RATE	-14,260	-4,690	-11,260
	<b><i>Total Operating Revenue</i></b>	<b>-46,012</b>	<b>-19,440</b>	<b>-46,680</b>
	<b><i>Operating Expenditure</i></b>			
6752	- PORT GREGORY	7,081	5,040	12,131
6812	KITSON CIRCUIT LIA INDUSTRIAL UNITS I	3,285	2,775	6,679
	<b><i>Total Operating Expenditure</i></b>	<b>10,365</b>	<b>7,815</b>	<b>18,810</b>

**Schedule Format  
2019/2020  
Other Property and Services - Schedule 14**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
<b>PRIVATE WORKS</b>				
	<b>Operating Revenue</b>			
6153	- PLANT HIRE	-5,004	-8,330	-20,000
	<b>Operating Expenditure</b>			
6912	PRIVATE WORKS - SCH 14	1,359	8,325	20,000
<b>OTHER PROPERTY AND SERVICES</b>				
	<b>Operating Revenue</b>			
5623	LEASE FEES - HALF WAY BAY COTTAGES	-16,000	-6,665	-16,000
6590	SELF SUPPORTING LOAN INTEREST REIMBURSEMENT	0	-8,565	-20,565
6653	NEW OTHER PROPERTY AND SERVICES	0	0	0
7045	NORTHAMPTON LIA (EX MWDC GRANT ETC)	0	0	0
	<b>Total Operating Revenue</b>	<b>-16,000</b>	<b>-15,230</b>	<b>-36,565</b>
	<b>Operating Expenditure</b>			
5633	GRANTS & CONTRIBUTIONS	0	0	0
6659	INTEREST ON LOANS - CEO HOUSE (SELF SUPPORT)	10,476	8,565	20,565
6768	HALF WAY BAY COTTAGES	0	0	0
	<b>Total Operating Expenditure</b>	<b>10,476</b>	<b>8,565</b>	<b>20,565</b>
7025	PROFIT / LOSS ON SALE	0	0	0
7065	LOSS ON LAND HELD FOR RESALE VALUE	0	0	0
	<b>Capital Revenue</b>			
5633	GRANTS & CONTRIBUTIONS	0	0	0
6591	SELF SUPPORTING LOAN - REIMB CEO PRINCIPAL	0	-7,500	-18,010
	LOAN LIABILITY	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	50,000	0	0
7500	<b>Total Capital Revenue</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
6654	SALE / DISPOSAL ACCOUNT	150,830	0	0
	<b>Capital Expenditure</b>			
6574	SUBDIVISIONS	0	0	0
6758	NORTHAMPTON INDUSTRIAL UNITS	0	0	0
6592	PRINCIPAL ON LOANS - CEO HOUSE (SELF SUPPORT)	8,844	7,500	18,010
6664	LOAN PAYMENT	0	0	0
	<b>Total Capital Expenditure</b>	<b>8,844</b>	<b>7,500</b>	<b>18,010</b>

**Schedule Format**  
**2019/2020**  
**Other Property and Services - Schedule 14**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
<b>PUBLIC WORKS OVERHEADS</b>				
	<b>Operating Expenditure</b>			
7112	ENGINEERING SALARIES	57,427	57,600	138,250
7122	ENGINEERING BUILD MAINT	157	30	77
7132	ENG. OFFICE & OTHER EXP.	4,554	5,330	12,810
7142	VEHICLE RUNNING EXPENSES	4,138	4,165	10,000
7152	SUPERANNUATION OF WORKMEN	122,218	121,070	290,574
7162	SICK AND HOLIDAY PAY	81,112	125,000	300,000
7172	INSURANCE ON WORKS	89,250	37,185	89,250
7182	LONG SERVICE LEAVE	21,467	8,330	20,000
7192	PROTECTIVE CLOTHING	11,831	8,330	20,000
7232	ADMIN ALLOC TO PWOH	3,213	3,165	7,606
7242	STAFF TRAINING	12,784	10,410	25,000
7252	ALLOWANCES	50	1,040	2,500
7282	FRINGE BENEFIT TAX	2,125	3,540	8,500
7302	LESS ALLOC. TO WKS & SRVS	-377,804	-385,235	-924,567
	<b>Total Operating Expenditure</b>	<b>32,522</b>	<b>-40</b>	<b>0</b>
<b>PLANT OPERATION</b>				
	<b>Operating Revenue</b>			
6323	REIMBURSEMENTS	0	0	0
6423	CONTRIBUTIONS	-136	0	0
6433	INSURANCE CLAIMS - VEHICLES	-62	-415	-1,000
6443	DIESEL FUEL REBATE	-23,169	-25,000	-60,000
	<b>Total Operating Revenue</b>	<b>-23,367</b>	<b>-25,415</b>	<b>-61,000</b>
	<b>Operating Expenditure</b>			
7312	FUELS AND OILS	6,590	125,000	300,000
7322	TYRES AND TUBES	20,639	12,500	30,000
7332	PARTS AND REPAIRS	85,708	93,745	225,000
7342	REPAIR WAGES	54,430	51,660	124,000
7352	INSURANCE AND LICENSES	49,372	20,815	49,962
7362	EXPENDABLE TOOLS/STORES	6,204	7,775	18,660
7382	ADMIN ALLOC TO PLANT OP'N	1,273	1,255	3,013
7502	LESS ALLOC. TO WKS & SRVS	-271,649	-312,760	-750,635
	<b>Total Operating Expenditure</b>	<b>-47,433</b>	<b>-10</b>	<b>0</b>

**Schedule Format**  
**2019/2020**  
**Other Property and Services - Schedule 14**

		<b>YTD Actual</b> <b>30/11/2019</b>	<b>YTD Budget</b> <b>30/11/2019</b>	<b>Annual Budget</b> <b>30/06/2020</b>
<b>MATERIALS (ASSETS)</b>				
	<b>Capital Expenditure</b>			
6620	MATERIALS PURCHASED	0	0	0
6630	STOCK RECEIVED CONTROL	82,525	0	0
6750	LESS MATERIALS ALLOCATED	0	0	0
	<b>Total Capital Expenditure</b>	<b>82,525</b>	<b>0</b>	<b>0</b>
<b>SALARIES AND WAGES</b>				
	<b>Operating Revenue</b>			
6941	REIMB. - WORKERS COMPENS.	0	-2,080	-5,000
	<b>Operating Expenditure</b>			
6810	GROSS SALARIES FOR YEAR	526,110	466,880	1,120,520
6820	GROSS WAGES FOR YEAR	916,642	857,215	2,057,322
6830	WORKERS COMPENSATION	23,440	0	0
6890	SALARIES ALLOC FRM SCH 20	-526,110	-466,880	-1,120,520
6900	WAGES ALLOC FRM SCH 20	-919,564	-857,215	-2,057,322
	<b>Total Operating Expenditure</b>	<b>20,518</b>	<b>0</b>	<b>0</b>

**Schedule Format**  
**2019/2020**  
**Funds Transfers/Reserve Funds**

**RESERVE BANK ACCOUNTS**

**Ytd Balance**  
**30/11/2019**

0741	REFUSE MANAGEMENT BANK	0
0861	LEAVE RESERVE BANK	251,946
0801	ROADWORKS RESERVE BANK	28,014
0821	KALBARRI AERODROME BANK	85,357
0841	COMP & OFFICE EQUIP BANK	33,136
0881	HOUSE & BUILDING RESERVE	120,238
0871	KAL AGED PERSONS ACCOMM RESRV	0
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	301,962
0975	150TH ANNIVERSARY RESERVE BANK	0
1881	KAL BARRI TENNIS NETBALL RESERVE BANK	0
<b>Total</b>		<b>957,153</b>

**Schedule Format**

**2019/2020**

**Trust Funds**

**TRUST FUND**

		<b>YTD Actual 30/11/2019</b>	<b>YTD Budget 30/11/2019</b>	<b>Annual Budget 30/06/2020</b>
	<b>EXPENSES</b>			
8260	RETENTIONS - EXPENSE	0	0	0
8280	RENTAL HOUSING BONDS - EXPENSE	1,400	0	0
8300	FOOTPATH DEPOSITS - EXPENSE	0	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	1,600	0	0
8422	WILA GUTHARRA - EXPENSE	0	0	0
8424	RSL KALBARRI MEMORIAL - EXPENSE	448	0	0
8430	RATES OVERPAID - EXPENSE	0	0	0
8440	UNCLAIMED MONIES - EXPENSE	-3,036	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	INTEREST ON HOUSING BOND - EXPENSE	0	0	0
8490	SPARE - EXPENSE	0	0	0
8500	SPARE - EXPENSE	0	0	0
8510	BUILDING TRAINING FUND - EXPENSE	6,936	0	0
8520	FOOTPATHS/CYCLEWAYS - EXPENSE	0	0	0
8530	INTEREST ON F/PATH INVEST - EXPENSE	0	0	0
8540	TRANSPORTABLE HOUSE BONDS - EXPENSE	0	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	770	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

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
8730	LANDSCAPING DOLA - EXPENSE	0	0	0
8740	NPTON TOWNSCAPE EXPENSE	0	0	0
8750	ROADWISE AWARD FUNDRAISER - EXPENSE	0	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	420	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	0	0	0
8830	HORROCKS SKATE PARK - EXPENSE	0	0	0
8840	DEPT OF TPT (SPECIAL PLATES) - EXPENSE	200	0	0
8850	AGED UNITS RENTAL - EXPENSE	0	0	0
8860	BRB LEVY - EXPENSE	11,525	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	0	0	0
8897	NCCA - EXPENSE	22,235	0	0
8899	COMMUNITY SKATE PARK - EXPENSE	0	0	0
8901	HORROCKS MEMORIAL WALL - EXPENSE	175	0	0
8903	ONELIFE NORTHAMPTON - EXPENSE	0	0	0
8906	KALBARRI CAMP SCHOOL - EXPENSE	0	0	0
	<b>TOTAL EXPENSES</b>	<b>42,673</b>	<b>0</b>	<b>0</b>
	<b>INCOME</b>			
8261	RETENTIONS - INCOME	0	0	0
8281	RENTAL HOUSING BONDS - INCOME	-1,400	0	0
8301	FOOTPATH DEPOSITS - INCOME	0	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	-1,400	0	0
8423	WILA GUTHARRA - INCOME	0	0	0
8431	RSL KALBARRI MEMORIAL - INCOME	-19,342	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	-80	0	0
8481	NOMINATION DEPOSITS - INCOME	-160	0	0
8491	INTEREST ON HOUSING BOND - INCOME	0	0	0
8501	SPARE - INCOME	0	0	0
8511	BUILDING TRAINING FUND - INCOME	-20,628	0	0

		YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
8521	FOOTPATHS/CYCLEWAYS - INCOME	0	0	0
8531	INTEREST ON F/PATH INVEST - INCOME	0	0	0
8541	TRANSPORTABLE HOUSE BONDS - INCOME	0	0	0
8551	BURN OFF FEES - INCOME	0	0	0
8561	HORROCKS WATER SUPPLY - INCOME	0	0	0
8571	SALE OF HISTORICAL BOOKS - INCOME	0	0	0
8581	TIP KEY BOND - INCOME	0	0	0
8591	HERITAGE GRANTS - INCOME	0	0	0
8601	REDONE (KALBARRI SHELTERS) - INCOME	0	0	0
8611	CONSERVATION INCENTIVES - INCOME	0	0	0
8621	TOWNSCAPE PROCESS RECORD - INCOME	0	0	0
8631	DROUGHT/FLOOD RELIEF FUND - INCOME	0	0	0
8641	SPECIAL ISSUE LICENSE PLATES - INCOME	-200	0	0
8651	GALENA MANAGEMENT PLAN - INCOME	0	0	0
8661	LCDC-LAND PLAN PROJECT - INCOME	0	0	0
8671	DOLA FOOTPATH GRANT - INCOME	0	0	0
8681	SPORT & REC STUDY KALBARRI - INCOME	0	0	0
8691	COASTWEST GRANTS - INCOME	0	0	0
8701	PORT KALB RETENTION FUNDS - INCOME	0	0	0
8711	FERAL ERADICATION GRANT - INCOME	0	0	0
8721	BINNU TOWNSITE BORE MONEY - INCOME	0	0	0
8731	LANDSCAPING DOLA - INCOME	0	0	0
8741	NPTON TOWNSCAPE - INCOME	0	0	0
8751	ROADWISE AWARD FUNDRAISER - INCOME	0	0	0
8761	KALBARRI T/SCAPE FUNDS - INCOME	0	0	0
8771	GWALLA WALLS FUND - INCOME	0	0	0
8781	RSL HALL KEY BOND - INCOME	0	0	0
8791	SAFER NPTN RDWISE FUND - INCOME	0	0	0
8801	PORT GREG/HORROCKS RD DEV - INCOME	0	0	0
8811	NABAWA ROAD FUNDING - INCOME	0	0	0
8821	AGED PERSONS UNITS BONDS - INCOME	0	0	0
8831	HORROCKS SKATE PARK - INCOME	0	0	0
8841	DEPT TPT (SPECIAL PLATES) - INCOME	-110	0	0
8851	AGED UNITS RENTAL - INCOME	0	0	0
8861	BRB LEVY - INCOME	0	0	0
8871	KALBARRI SALLYS TREE PLAYGROUND - INCOME	0	0	0
8881	CDO GRANT - INCOME	0	0	0
8890	PEET PARK DONATIONS - INCOME	0	0	0
8892	AUCTION - INCOME	0	0	0
8894	PUBLIC OPEN SPACE (POS) - INCOME	0	0	0
8895	KIDSPORT - INCOME	0	0	0
8898	NCCA - INCOME	0	0	0
8900	COMMUNITY SKATE PARK - INCOME	0	0	0
8902	HORROCKS MEMORIAL WALL - INCOME	-250	0	0
8904	ONELIFE NORTHAMPTON - INCOME	0	0	0
8905	KALBARRI CAMP SCHOOL - INCOME	0	0	0
	<b>TOTAL INCOME</b>	<b>-43,570</b>	<b>0</b>	<b>0</b>
	Trust Fund Movement	-896	0	0
0711	TRUST FUND BANK	896		



	YTD Actual 30/11/2019	YTD Budget 30/11/2019	Annual Budget 30/06/2020
Difference	0		

**ADMINISTRATION & CORPORATE REPORT**

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**7.5.1 REQUEST FOR FUNDING – KALBARRI HOLIDAY GUIDE 2020**

<b>FILE REFERENCE:</b>	<b>13.2.2</b>
<b>CORRESPONDENT:</b>	<b>Kalbarri Visitors Centre</b>
<b>DATE OF REPORT:</b>	<b>4 November 2019</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

This matter was presented for consideration at the November 2019 meeting, however due to two elected members having to declare a financial interest it resulted in there being no quorum and therefore the matter is represented.

Council to determine if it wishes to contribute towards a feature within the Kalbarri Holiday Guide 2020.

**BACKGROUND:**

In 2018/19 Council contributed towards a promotion of other areas of the Shire within the Kalbarri Holiday Guide of \$3,300 to assist with the production of the guide. The provision was subsequently approved in the 2018/19 Budget.

The KVC produces approximately 60,000 holiday guides annually to promote Kalbarri and some other parts of the Shire of Northampton. However, the “surrounding areas” are not overly promoted and with their publication the KVC consider that placing other areas of the shire within the planner will increase visitor awareness to these areas.

Unfortunately there is limited evidence of the promotion of other areas of the Shire, apart from information provided at the Northampton Visitors Centre and by individual tour/business operators. No other formal promotion like Kalbarri undertakes occurs for the balance of the shire.

**COMMENT:**

The KVC has now submitted a request if the Council can again assist with a further contribution of \$3,300 for the production of the guide for 2019/20.

No earlier request was received prior to the adoption of the 2019/20 Budget for the above and it was not known at the 2018/19 Budget meeting that this would be an ongoing commitment.

**FINANCIAL & BUDGET IMPLICATIONS:**

The cost to produce the planner is estimated at \$58,000 of which it is partially funded through the Specified Area Rate on the Kalbarri townsite. In addition there is a cost for warehouse and distribution fees of \$15,000.

Further within the 2019/20 Budget Council approved an additional \$15,000 in the KVC operational grant and would consider that this increase would adequately cover the guide publication considering the cost for its publication has only increased by \$4,000 as per the advice provided by the KVC.

**STRATEGIC IMPLICATIONS:**

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

A key strategy of the plan is “Increase support for tourism across the shire and enable tourism to become a major and sustainable industry for the shire.”

**STATUTORY IMPLICATIONS:**

*Local Government Act 1995 – Section 6.8, authorising unbudgeted expenditure.*

**VOTING REQUIREMENT:**

*Absolute Majority Required:* - As there is no provision for this expenditure within the 2019/2020 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

**OFFICER RECOMMENDATION – ITEM 7.5.1**

**For Council determination.**

**7.5.2 2020 COUNCIL MEETING DATES**

<b>FILE REFERENCE:</b>	<b>4.1.1</b>
<b>DATE OF REPORT:</b>	<b>18 November 2019</b>
<b>FILE NO:</b>	<b>4.1.1</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to formally resolve/determine meeting dates for the 2020 calendar year to allow advertising of the dates and times.

**BACKGROUND:**

As per the provisions of Section 5.25(g) Regulation 12 of the Local Government Act 1995, Council must at least once each year give local public notice of the dates and the time and place at which ordinary Council meetings are to be held within the next 12 months. Currently all Council meetings are held on the third Friday of each month.

In 2019 a change was made to venues with the February, May, August and November meetings being held in Kalbarri with all other meetings held in Northampton and each meeting to commence at 1.00pm.

The following dates would apply for Friday meetings in 2019:

No meeting January	July 17 <sup>th</sup>
February 21 <sup>st</sup>	August 21 <sup>st</sup>
March 20 <sup>th</sup>	September 18 <sup>th</sup>
April 17 <sup>th</sup>	October 16 <sup>th</sup>
May 15 <sup>th</sup>	November 20 <sup>th</sup>
June 19 <sup>th</sup>	December 18 <sup>th</sup>

Place of meetings are also to be advised within the notice and Council must resolve venues for each meeting. It is recommended that the status quo remain.

**STATUTORY IMPLICATIONS:**

*State:* Local Government Act 1995 - Section 5.25(g) Regulation 12 of the Local Government Act 1995. Council must at least once each year give local public notice of the dates and the time and place at which ordinary Council meetings are to be held within the next 12 months.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.2**

- 1. That Council holds their ordinary meetings on the following dates for 2020:**

<b>February 21<sup>st</sup></b>	<b>July 17<sup>th</sup></b>
<b>March 20<sup>th</sup></b>	<b>August 21<sup>st</sup></b>
<b>April 17<sup>th</sup></b>	<b>September 18<sup>th</sup></b>
<b>May 15<sup>th</sup></b>	<b>October 16<sup>th</sup></b>
<b>June 19<sup>th</sup></b>	<b>November 20<sup>th</sup></b>
	<b>December 18<sup>th</sup></b>

- 2. That all meetings commence at 1.00pm.**
- 3. That the February, May, August and November meetings be held at the Allen Centre in Kalbarri with all other meetings to be held at the Northampton Council Chambers.**

**7.5.3**

**OFFICIAL OPENING – RSL REDEVELOPMENT**

<b>LOCATION:</b>	<b>RSL Hall, Hampton Road, Northampton</b>
<b>FILE REFERENCE:</b>	<b>11.1.9</b>
<b>DATE OF REPORT:</b>	<b>20 November 2019</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Plaque Wording</b>

**SUMMARY:**

Council to determine a date, time and invitees for the official opening of the Northampton RSL Hall and Northampton Visitors Centre redevelopment.

**BACKGROUND:**

The redevelopment of the RSL Hall that now incorporates a new visitors centre, additional display area for the war museum, upgrade of ablutions and new storage area is now nearing completion.

It is recommended that Council hold an official opening of the redevelopment and as the Council has provided near all funding for the project, that the Shire President be given the honour in undertaking the official opening. As part of the opening the opportunity be provided to the Northampton RSL and Northampton Visitors Centre to speak on the day.

It is suggested that the opening be held in February to allow the visitors centre and Northampton RSL to arrange their particular areas and commence operations. The February Council meeting is proposed to be held Friday 21<sup>st</sup> however is in Kalbarri and therefore a suggested date is Wednesday 19<sup>th</sup> February 2020 at 3.30pm.

Following the official opening Council provide some refreshments.

Apart from a general invitation to all residents to attend the opening, as protocol that the following persons be officially invited:

Ron Allen – Freeman of the Shire  
 George Parker – Freeman of the Shire  
 Hon Shane Love  
 Hon Darren West  
 Architect & Building contractor for the project.  
 WA RSL President  
 WA RSL Chief Executive Officer  
 Northampton RSL President and members

WA Tourism representative – CEO  
Northampton Visitors Centre Executive and Committee

Council is to advise of any other dignitaries that should receive an official invitation.

Draft wording for a plaque to commemorate the event is at appendices 2.

**FINANCIAL & BUDGET IMPLICATIONS:**

Costs will be incurred for the opening however will be part of the Councils refreshments & receptions annual budget.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.3**

**That:**

1. **An official opening of the redevelopment of the Northampton RSL Hall be held on Wednesday 19<sup>th</sup> February 2020 with the Shire President Cr Simkin to perform the official opening.**

2. **All residents be invited, and official invitations be sent to the following:**

**President & Councillors of the Shire of Northampton (and partners)**

**Executive of the Shire of Northampton (and partners)**

**Ron Allen – Freeman of the Shire**

**George Parker – Freeman of the Shire**

**Hon Shane Love**

**Hon Darren West**

**Architect & Building Contractor for the project**

**Northampton RSL Branch Executive & Members**

**WA RSL President**

**WA RSL Chief Executive Officer**

**Northampton Tourist Association Executive & Committee**

**WA Tourism representative (CEO)**



**APPENDICES 1 – Draft Wording for Plaque**



**NORTHAMPTON RSL HALL & VISITORS CENTRE REDEVELOPMENT**

The redevelopment of the RSL Hall which includes new premises for  
the Northampton Visitors Centre was officially opened by

**Cr Craig Simkin**

**Shire President - Shire of Northampton**

19 February 2020

Project funded by the Shire of Northampton  
and Northampton RSL Sub Branch

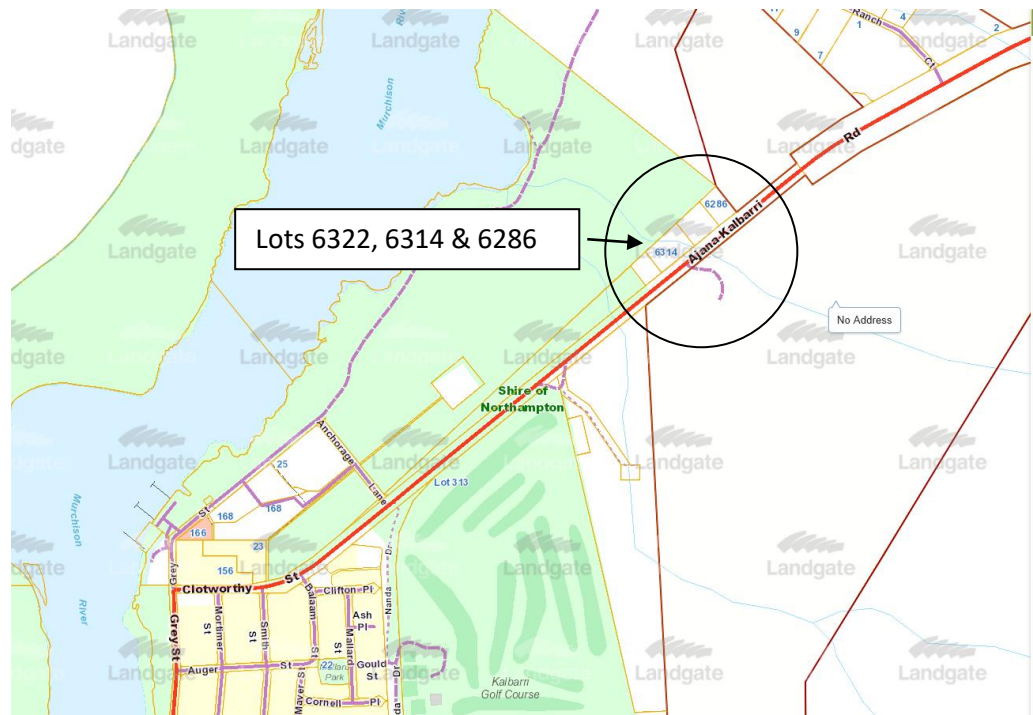
7.5.4	BASIS OF RATES – RANCH COURT SUBDIVISION
	<p><b>LOCATION:</b> Kalbarri Road, Kalbarri</p> <p><b>FILE REFERENCE:</b> 3.1.3</p> <p><b>DATE OF REPORT:</b> 20 November 2019</p> <p><b>REPORTING OFFICER:</b> Garry Keffe</p>

**SUMMARY:**

Council to determine basis of rates for lots 6322, 6314 and 6286 on the Kalbarri Road, Kalbarri.

**LOCALITY PLANS:**





### BACKGROUND:

As a result of a recent rate inquiry from a landowner of the above three lots, a possible anomaly has been detected in relation to the basis of rates by using Unimproved Values instead of Gross Rental Values to determine rates levied. This is similar to the situation at Ranch Court. All properties have been rated using UV's.

Unimproved values are automatically provided as the basis of rates as the area of land is outside a townsite and therefore not considered urban which would automatically attract GRV's.

However UV's are used for land that is predominantly of rural use, these three lots are predominantly for residential use and not rural and therefore the Council may wish to consider the changing of the basis of rates for the lots.

### FINANCIAL & BUDGET IMPLICATIONS:

To determine revised rates using GRV, the Valuer General has provided indicative GRV's for each property. It is reiterated that these are indicative only and that if Council proposes to change the basis of rates then the GRV may change.

In comparing what the rates for each property would occur if the basis of rates was changed, the savings to the landowner using GRV's is relatively significant as per below table:

Lot #	UV	UV Rates	GRV	GRV Rates
6322	96,0000	\$ 1,210.56	11,180	\$ 893.42
6314	126,000	\$ 1,588.86	14,560	\$ 1,163.52
6286	106,000	\$ 1,336.66	13,260	\$ 1,059.63
		\$4,136.08		\$3,116.57

Using the indicative GRV's the reduction in rate revenue for Council for 2019/20 would be \$1,019.51.

The lot between lots 6314 and 6286 form part of the overall recreation reserve 26591 at the rear of the lots to the Murchison River.

#### **COMMENT:**

The basis of rates is determined by the Minister for Local Governments as per Section 6.28 which states:

#### **6.28. Basis of rates**

##### **(1) The Minister is to —**

- (a) *determine the method of valuation of land to be used by a local government as the basis for a rate; and*
- (b) *publish a notice of the determination in the Government Gazette.*

##### **(2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —**

- (a) *where the land is used predominantly for rural purposes, the unimproved value of the land; and*
- (b) *where the land is used predominantly for non-rural purposes, the gross rental value of the land.*

- (3) *The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.*
- (4) *Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the Valuation of Land Act 1978 as at 1 July in each financial year.*
- (5) *Where during a financial year —*
- (a) *an interim valuation is made under the Valuation of Land Act 1978; or*
  - (b) *a valuation comes into force under the Valuation of Land Act 1978 as a result of the amendment of a valuation under that Act; or*
  - (c) *a new valuation is made under the Valuation of Land Act 1978 in the course of completing a general valuation that has previously come into force,*

*the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.*

Council can however request the Minister to change the basis of rates if it considers that the land use is predominantly different than what the basis of rates are, as in the above case.

The following guidelines/procedures are provided.

The Minister may determine the valuation method as either unimproved value (UV) or gross rental value (GRV) on the basis of predominant land use. As land use changes from predominantly rural to predominantly non-rural, or from predominantly non-rural to predominantly rural, a new determination is necessary.

Before making an application, a local government should be satisfied that:

- the basis for the application for a change in the method of valuation is the predominant land use of the properties, and

- in light of the application and its supporting material, the Minister will be able to be satisfied that making such a determination would be consistent with the key values of objectivity, fairness and equity, consistency, transparency and administrative efficiency, which are:

#### Objectivity

- *The request for change of method of valuation of the land is based on its predominant use.*
- *The local government has provided evidence of the current predominant land use. This may be via an aerial image, site visit information, building information or land use declaration form from the occupier (or a combination of these). In the case of a new subdivision, a deposited plan must have been issued and approved by the Western Australian Planning Commission.*
- *Lot numbers are defined. Where the land is being used for non-rural purposes, the application is to convert the method of valuation from UV to GRV.*
- *Where the land is being used for rural purposes, the application is to convert the method of valuation from GRV to UV (where applicable).*
- *The local government has provided a clear description of the land by the following method:*
  - *Landgate approved plan, such as a deposited plan*
  - *aerial image which clearly identifies the lot numbers and plan number, or*
  - *a combination of both.*
- *The Valuer-General's Office has provided an indication of the new notional values (or the basis for otherwise estimating the value is sound).*

#### Fairness and equity

- *Unless the application is initiated by the landowner, the owner was informed in writing by the local government of:*
    - *the reason for seeking the change in method of valuation;*
-

- *the likely impact on the annual rates payable for that property;*
- *and was given at least 28 days after receiving that information to make a submission to the local government on whether the assessment of predominant use is correct.*
- *The ratepayer's submissions, if any, and the local government's response to each ratepayer's submission (as recorded in the minutes of the council meeting at which the response was adopted) have been provided to the Minister.*

#### Consistency

- *Similar properties that are used for same purpose are treated in the same way. If not, a reason is provided.*
- *The local government has considered whether a split valuation is appropriate if a significant proportion of the land will continue as rural use.*

#### Transparency and Administrative Efficiency

- *The council of the local government has resolved to change the method of valuation and the resolution is recorded in council minutes.*
- *The council of the local government has:*
  - *considered each ratepayer submission (if any)*
  - *given consideration to phasing in changes for properties where the change in method of valuation will have a significant impact on the rates payable.*

The starting point for a local government will be the matters identified under the key values of objectivity and consistency. The local government will need to ensure that all of the matters identified under those key values are addressed.

Once the local government is satisfied that it has addressed all the matters identified under the key values of objectivity and consistency, the local government will need to address the key value of fairness and equity. This includes the requirement for the local government to consult directly with affected ratepayers.

Once the local government has consulted the affected ratepayers, and received any submissions from ratepayers, the Council will need to consider:

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- those submissions
- the other information addressing the key values of objectivity, consistency and fairness and equity.

Once the local government has resolved to make the application, the following should be sent to the Minister:

- the application
- a copy of the consultation that has occurred with the ratepayers
- the supporting material addressing each of the matters identified under the key values of objectivity, fairness and equity, consistency, transparency and administrative efficiency.

The Minister will then consider the application and may request more information from the local government before granting approval.

When a determination is made by the Minister it is not retrospective and therefore will apply from 1 July 2020.

The three landowners have been advised of the above and have been requested to provide comment to allow those comments to be presented at the 18 December 2019 Council meeting.

#### **VOTING REQUIREMENT:**

*Simple Majority Required:*

#### **OFFICER RECOMMENDATION – ITEM 7.5.4**

**That if the land owners of Lots 6322, 6314 and 6286 Kalbarri Road, Kalbarri, comments do not object to the basis of rates change, CEO to request the Minister for Local Government to change the basis of rating from Unimproved Values to Gross Rental Values for the above three lots due the predominant use of the land being residential.**



**7.5.5 RECONSTRUCTION OF TWO PLAYING COURTS TENDER**

<b>FILE REFERENCE:</b>	<b>11.1.8</b>
<b>DATE OF REPORT:</b>	<b>10 December 2019</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to appoint a committee for the determining of tenders for the reconstruction of two playing courts at the Northampton Community Centre.

**BACKGROUND:**

As per email advice 5 December 2019, a grant has been awarded for the reconstruction of two playing courts to incorporate new surface and playing lines for netball, basketball and tennis plus lighting upgrades and court furniture for the three sports.

Tenders have been invited for the works and close 4.00pm 15 January 2019.

**COMMENT:**

Normally the above tender would be submitted to the next Council meeting following the close of tenders, in this case the February meeting, however it is considered that the length of time from when the tender closes and the February meeting (proposed for 21<sup>st</sup> February 2020) is too great to commence the project therefore the Council is requested to exercise their powers under Section 5.8, 5.16 and 5.17 of the Local Government Act to form a committee comprising of Council members and staff with delegated authority to determine the tenders prior to the November meeting.

It is recommended that the committee comprise of a minimum of three Councillors and the CEO.

With the tenders closing 15 January 2020, it is suggested that the committee meeting (if formed) be held Wednesday 22<sup>nd</sup> January 2020 prior to the recommended date of the Annual Electors Meeting. (refer Agenda Item 7.5.6)

**FINANCIAL & BUDGET IMPLICATIONS:**

This project is listed within the 2019/20 Budget, total estimated cost of \$181,310 with grant funding now of \$60,437, sporting groups contribution of \$45,000 with Council funding the balance of \$75,873.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Section 5.8, 5.16 & 5.17*

**5.8. Establishment of committees**

A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*\* Absolute majority required.*

**5.16. Delegation of some powers and duties to certain committee**

- (1) Under and subject to section 5.17, a local government may delegate\* to a committee any of its powers and duties other than this power of delegation.

*\* Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

**5.17. Limits on delegation of powers and duties to certain committees**

- (1) A local government can delegate —
- (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
    - (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
    - (ii) any other power or duty that is prescribed;
  - and
  - (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
  - (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
    - (i) the local government's property; or
    - (ii) an event in which the local government is involved.

**VOTING REQUIREMENT:**

*Absolute Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.5**

**That Council form a committee with membership being (insert Councillors names) and the CEO with delegated authority to determine tenders for the construction of two playing courts with playing lines for the sports of tennis, netball and basketball tenders.**

<b>7.5.6</b>	<b>2018 - 19 ANNUAL ELECTORS MEETING</b>
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<b>FILE REFERENCE:</b>	<b>4.1.1</b>
<b>DATE OF REPORT:</b>	<b>10 December 2019</b>
<b>FILE NO:</b>	<b>1.1.3</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Annual Report (provided separate to agenda)</b>

**SUMMARY:**

Council to determine a date, time and venue for the 2018/2019 Annual Electors Meeting.

**BACKGROUND:**

The Councils Audit Committee will consider the 2018/2019 Annual Financial Statements, Audit Report and the Annual Report and will recommend to Council to formally receive these reports.

Once the Annual Report is adopted an electors meeting can be held but no more than 56 days after the adoption of the report (therefore before 15<sup>th</sup> February 2020) as per section 5.27 of the Local Government Act 1995. The minimum period is that a minimum of 14 days public notice is to be given

Taking the above time frames into consideration and the Christmas New Year period, it is recommended that the meeting be held Wednesday 22<sup>nd</sup> January 2020, commencing 5.00pm at the Northampton Council Chamber.

**COMMUNITY CONSULTATION:**

Advertising of the date, time and venue of the meeting must be undertaken.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Section 5.27*

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.5**

**That the Annual Electors meeting be held Wednesday 22<sup>nd</sup> January 2020 commencing at 5.00pm at the Northampton Council Chambers.**