

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Allen Centre, Grey Street, Kalbarri on
21 June 2013**

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6.1 OPENING

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

6.2 PRESENT

Cr G Wilson	President	Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr C Simkin		Northampton Ward
Cr T Carson		Northampton Ward
Cr J Booth		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Cr M Scott		Kalbarri Ward
Cr P Gliddon		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager Works & Technical Services	
Mr Glenn Bangay	Principal EHO/Building Surveyor	
Mrs Kristy Williams	Consultant	

6.2.1 LEAVE OF ABSENCE

Nil

6.2.2 APOLOGIES

Cr B Cripps

6.3 QUESTION TIME

Nil

6.4 CONFIRMATION OF MINUTES

6.4.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 17th
May 2013

Moved Cr CARSON, seconded Cr PIKE

That the minutes of the Ordinary Meeting of Council held on the 17th May 2013 be confirmed as a true and correct record subject to Cr Carson being added as an attendee in section 5.2 on the minutes.

CARRIED 8/0

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6.4.2 BUSINESS ARISING FROM MINUTES

Nil

6.5 RECEIVAL OF MINUTES

Nil

6.6 ADMINISTRATION & CORPORATE REPORT - INTEGRATED PLANNING

**6.6.1 CORPORATE BUSINESS PLAN, LONG TERM FINANCIAL PLAN, WORK
FORCE PLAN, ASSET MANAGEMENT PLAN & STRATEGIC PLAN (ITEM 6.5.1)**

Moved Cr SCOTT, seconded Cr STOCK-STANDEN

That Council formally adopts the Corporate Business Plan, Long Term Financial Plan, Community Strategic Plan, Asset Management Strategy and Asset Management Plans relating to Transport Services, Buildings, Recreation, Plant & Equipment.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

The President thanked Mrs Williams for all her efforts in putting the planning documents together.

Mrs Kristy Williams left the meeting at 1.18pm.

6.7 WORKS REPORT

**6.7.1 MAINTENANCE WORKS/CONSTRUCTION WORKS PROGRAM (ITEM
6.1.1)**

Noted

**6.7.2 INVESTIGATION INTO PURCHASE OF STREET SWEEPER/BROOM
(ITEM 6.1.2)**

Moved Cr CARSON, seconded Cr STOCK-STANDEN

That Council increase the 2013/2014 budget to \$25,000 per annum for Street Sweeping and not purchase a Street Sweeper/Broom.

CARRIED 8/0

Mr Neil Broadhurst and left the meeting at 1.36pm.

6.8 HEALTH/BUILDING REPORT

6.8.1 BUILDING STATISTICS (ITEM 6.2.1)

Noted

6.9 TOWN PLANNING REPORT

**6.9.1 PROPOSED OUTBUILDING – LOT 961 (No.3) GLIDDON AVENUE,
KALBARRI (ITEM 6.3.1)**

Moved Cr PIKE, seconded Cr GLIDDON

That Council grant formal planning approval for an outbuilding to be constructed upon Lot 961 (No.3) Gliddon Avenue, Kalbarri subject to compliance with the following conditions:

- 1 Development shall be in accordance with the attached approved plan(s) dated 21 June 2013 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
- 3 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.
- 4 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.
- 5 The development shall be consistent or complementary in colour with existing development onsite.
- 6 A building permit shall be issued by the local government prior to the commencement of any work on the site;

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- 7 The walls of the outbuilding are to be constructed of coated metal sheeting (i.e. colorbond), the use of uncoated metal sheeting (i.e. zincalume) is not permitted.
- 8 All stormwater is to be disposed of on-site to the specifications and approval of the local government; and
- 9 This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.

Notes

- a) 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.
- b) Should the applicant be aggrieved by the decision of the Council (in part or whole) a right of appeal exists to the State Administrative Tribunal within twenty eight (28) days from the date of the decision.

CARRIED 8/0

6.9.2 PROPOSED SCHEME AMENDMENT TO LOCAL PLANNING SCHEME No.10 (NORTHAMPTON & HORROCKS) – REZONING FROM ‘GENERAL RURAL’ TO ‘SPECIAL USE – TRANSPORT DEPOT’ – LOT 6888 NORMANS WELL ROAD, BOWES (ITEM 6.3.2)

Moved Cr STOCK-STANDEN, seconded Cr BOOTH

That Council pursuant to Part 5 of the *Planning and Development Act 2005* amend Shire of Northampton Local Planning Scheme No.10 by:

- 1. Rezoning Lot 6888 Normans Wells Road, Bowes from ‘General Rural’ to ‘Special Use – Transport Depot’;
- 2. Amending the Scheme Text by inserting Lot 6888 Normal Wells Road, Bowes into Schedule 4 – Special Use Zones as follows:

No.	Description of Land	Special Use	Conditions
S15	Lot 6888 Normans Well Road, Bowes	Transport Depot	As determined by the Local Government.

- 3. Amending the Scheme Maps accordingly.

CARRIED 8/0

6.9.3	PROPOSED FREESTANDING SIGN – KALBARRI (ITEM 6.3.3)
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Moved Cr STOCK-STANDEN, seconded Cr SCOTT

That formal planning approval be granted to the Kalbarri Arts and Craft Group for the display of a freestanding sign for a period of 12 months after which time the matter shall be returned to Council for its further consideration, and that the 12 month approval is subject to the following conditions:

- 1 The freestanding sign shall be displayed in a location approved by the Chief Executive Officer or in the case of a dispute in a location approved by the Council.
- 2 The freestanding sign shall only be displayed on Wednesdays from 9am until 1pm. The sign is to removed from site at the conclusion of these times.
- 3 The applicant is required to indemnify and keep indemnified the Shire, its servants and agents against any claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought by any person or corporation against the Shire, its servants and agents arising out of the erection, existence or operation of the advertisement; or any negligence of the Shire, its servants and agents in granting approval to erect or display the advertisement or in setting or failing to set conditions or giving or failing to give directions for the erection, existence or display of the advertisement.
- 4 The applicant is to effect and maintain a public liability insurance policy with a reputable insurer. The policy must include a Cross Liabilities Clause, and be in the joint names of the sign owner and the Shire. The sum insured for any single event shall be \$1M.

CARRIED 8/0

6.9.4	SHIPPING CONTAINER – LOT 27 (NO. 6) KESTREL AVENUE, KALBARRI (ITEM 6.3.4)
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Moved Cr BOOTH, seconded Cr PIKE

That Council:

- 1 Grant formal planning approval for a residence to be constructed upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following conditions:
 - a Development shall be in accordance with the attached approved plan(s) dated 21 June 2013 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 If the development/use the subject of this approval is not substantially commenced within a period of 2 years after the date of the determination the approval shall lapse and be of no further effect;
 - c A Building Permit shall be issued by the local government prior to the commencement of any work on the site;
 - d Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
 - e Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition;
 - f All stormwater is to be disposed of on-site to the specifications and approval of the local government;
 - g Installation of crossing places to the standards and specifications of the local government; and
 - h Access and car parking areas to be paved, drained and thereafter maintained to the approval of the local government.

- 2 Advise the State Administrative Tribunal that having regard for Part 1 the following is to be considered Council's mediated stance in relation to matter DR 168/2013 in that it is prepared to support the siting of a shipping container upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following:
 - a) The necessary information having been received by the Shire from the landowner to enable the issuing of a building permit by 31 July 2013 for the construction of a residence upon Lot 27 (No.6) Kestrel Avenue, Kalbarri.

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- b) Evidence of a signed building contract being provided to the Shire by the landowner (which includes a building commencement date and building completion date) received by 31 July 2013; &
- c) Should points a & b above be satisfied by 31 July 2013 that the Council delegate authority to the CEO for the issuing of development approval for the siting of a shipping container upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following:
 - i. This approval is only for a 4 month period expiring 30 November 2013;
 - ii. The shipping container must be removed from the property prior to 30 November 2013.
 - iii. Should the shipping container not be removed from the property prior to 30 November 2013 then this matter will be presented to a meeting of Council for its deliberation and commencement of legal action.

Advice Notes:

- 1 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.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.10 FINANCE REPORT

6.10.1 ACCOUNTS FOR PAYMENT (ITEM 6.4.1)

Moved Cr CARSON, seconded Cr SCOTT

That Municipal Fund Cheques 19700 to 19753 inclusive, totalling \$121,275.79, Municipal EFT payments numbered EFT11172 to EFT11313 inclusive totalling \$545,288.70, Direct Debit payments GJ11-06 to GJ11-11 totalling \$3,858.70 Trust Fund Cheques 1906-1909, totalling \$2,339.00 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.10.2 MONTHLY FINANCIAL STATEMENTS (ITEM 6.4.2)

Moved Cr BOOTH, seconded Cr SIMKIN

That Council adopts the Monthly Financial Report for the period ending 31 May 2013.

CARRIED 8/0

6.10.3 INTERIM AUDIT REPORT (ITEM 6.4.3)

Moved Cr CARSON, seconded Cr STOCK-STANDEN

That Council accepts the Interim Audit Report and the comments provided.

CARRIED 8/0

6.10.4 APPOINTMENT OF AUDIT PARTNERS (ITEM 6.4.4)

Moved Cr GLIDDON, seconded Cr SIMKIN

That Council appoint Mr D J Tomasi, Mr G Godwin and Mr Wen-Shien Chai from UHY Haines Norton as the Shires auditors as per section 7.3 (1) of the *Local Government Act 1995*.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.10.5 2013-2014 BUDGET - SUBMISSION (ITEM 6.4.5)

Moved Cr STOCK-STANDEN, seconded Cr CARSON

That Council consider the following projects for inclusion within the draft 2013/14 Budget.

1. Kalbarri Offshore Angling Club - Install cleaning stations including cement slab and plumbing at a cost of \$30,000 and accept the \$15,000 contribution from the club.
2. Northampton Townscape Committee – Purchase of 30 mature Kurrajong trees at a cost of \$2,600

CARRIED 8/0

6.10.6 2013-2014 FEES AND CHARGES SCHEDULE (ITEM 6.4.6)

Moved Cr BOOTH, seconded Cr GLIDDON

That Council adopts the schedules of Rates, Fees and Charges as presented for inclusion within the 2013/2014 Budget.

CARRIED 8/0

6.10.7 RATES WRITE OFF (ITEM 6.4.7)

Moved Cr BOOTH, seconded Cr CARSON

That Council approve the write-off of the following rates debtors totalling \$520.85 in accordance with Section 6.12 of the Local Government Act as the revenue is considered un-recoverable.

A4724	G.R Rourke & MK Virgo	\$372.60
A4857	Golden Century Mining	\$82.30
A4840	Balde Exploration Ltd	\$66.12

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.11 ADMINISTRATION & CORPORATE REPORT

6.11.1 SENIOR STAFF PERFORMANCE REVIEWS (ITEM 6.5.2)

Moved Cr CARSON, seconded Cr SCOTT

That due to the commercial confidential nature of this matter that the meeting progress "in camera" at 2.14pm.

CARRIED 8/0

Mr Glen Bangay left the meeting at 2.21pm.

Mr Garry Keeffe left the meeting at 2.31pm.

Moved Cr CARSON, seconded Cr SCOTT

That Council no longer proceed "in camera" at 2.37pm.

CARRIED 8/0

Mr Glen Bangay and Mr Garry Keefe re-entered the meeting at 2.38pm.

Moved Cr SCOTT, seconded Cr STOCK-STANDEN

1. That Council approves the recommendations of the Performance Review Panel and including the new pay rates for the Chief Executive Officer \$150,000, Manager Works and Technical Services \$115,363, Environmental Health and Building Officer \$95,726.
2. That Council approves a 5% pay increase for all other staff as per the increase provided to outside staff by the Collective Employment Agreement process.

CARRIED 8/0

6.11.2 WORKS STAFF COLLECTIVE EMPLOYMENT AGREEMENT (ITEM 6.5.3)

Moved Cr GLIDDON, seconded Cr SCOTT

That Council submits its final Collective Bargaining Agreement offer of the following:

Clause 5 – Term of Agreement

Term of the Agreement to be four (4) years.

Clause 8 - Indexation

Annual increase of 5% to all employees.

Clause 9.2 – Wages

All plant operators including small trucks to be paid at a Level 4 rate. Gardeners etc will remain on their current levels. This increases the pay levels for Boyce, Parker, Norm Reynolds & Tarchini.

Clause 10 – Cost of Living Allowance

Council will not accept a living allowance to employees based in Kalbarri. Council in considering this matter is of the opinion that as the employer it is only responsible for the correct and fair payment of a wage or salary and that wage or salary is not based on where that employee lives within the shire.

Clause 11- Leading Hand Allowance

Council approved the payment of an employee undertaking supervision duties but is subject to the decision of Council Management.

Clause 12 Service Allowance

No service allowance to apply.

Clause 13 – Attendance Bonus Payment

To be deleted

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Clause 14 – Living Away From Home Allowance

Council to pay an allowance of \$30 per night for each night the employee is required to be away from their personal residence due to work commitments.

Clause 19 – Personal /Sick Leave – Cashing Out

Council will agree to the paying out of accrued personal/sick leave to an employee who retires and that payment is to a maximum of 8 weeks and is paid at the rate of retirement.

Clause 20 – Time In Lieu

No Time in Lieu to be accrued.

CARRIED 8/0

6.11.3 2013/2014 BUDGET MEETING (ITEM 6.5.4)

Moved Cr SCOTT, seconded Cr CARSON

That Council holds a Special Meeting of Council to consider the 2013/2014 Budget on Wednesday 24th July 2013, commencing 1.00pm at the Northampton Council Chambers.

CARRIED 8/0

6.11.4 PROPOSED 150th ANNIVERSARY MONUMENT (ITEM 6.5.5)

Moved Cr BOOTH, seconded Cr SIMKIN

That Council approves the design of the Northampton 150th memorial as recommended by the Northampton 150th Anniversary Community Committee.

CARRIED 8/0

6.11.5 JULY & AUGUST COUNCIL MEETINGS (ITEM 6.5.6)

Moved Cr SCOTT, seconded Cr BOOTH

That Council Meetings to commence at 1.00 pm every third Friday as existing.

CARRIED 8/0

AFTERNOON TEA ADJOURNMENT

Council adjourned for afternoon tea at 3.04pm and reconvened at 3.15pm with the following in attendance:

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Cr Wilson, Cr Stock-Standen, Cr Simkin, Cr Carson, Cr Gliddon, Cr Booth, Cr Pike, Cr Scott, Chief Executive Officer Garry Keeffe, Deputy CEO Grant Middleton and Mr Glenn Bangay Principal EHO/Building Surveyor.

6.11.6 MID WEST INVESTMENT PLAN PROJECTS (ITEM 6.5.7)

Cr Carson declared an interest in item 5.10.7 and left the meeting at 3.17pm as one of the roads to be considered for funding neighbours his property and therefore he may incur a financial gain or loss from the decision of Council

Moved Cr SCOTT, seconded Cr BOOTH

That the Binu West Road be considered a priority one project and White Cliffs Road a priority two project for funding under the Midwest Investment Plan.

CARRIED 5/2

Cr Stock-Standen and Cr Pike requested that their names be recorded as voting against the motion

Cr Carson re-joined the meeting at 3.31pm

6.11.7 PROPOSED RELOCATION OF NORTHAMPTON BOWLING CLUB (ITEM 6.5.8)

Noted

6.11.8 AUSTRALASIAN SAFARI 2013 (ITEM 6.5.9)

Moved Cr GLIDDON, seconded Cr SCOTT

That Council waive all landing fees for aircraft associated with the operations of the Australasian Safari 2013 utilising the Kalbarri Aerodrome.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.11.9 CAMPS – UNALLOCATED CROWN LAND & PASTORAL LEASE (ITEM 6.5.10)

Moved Cr BOOTH, seconded Cr SIMKIN

That the Chief Executive Officer request the following:

1. That due to the lack of action by the Department of Lands in having five camps removed from unallocated land and pastoral leases north of Kalbarri, that the Premier, Ministers for Lands, Regional Development, Health, Environment and Indigenous Affairs be requested to undertake an onsite inspection of the camps with the aim to make a decision to have all camps removed immediately.
2. That the Honourable Shane Love and Honourable Mia Davies also be requested to encourage their members to support Councils request to have the camps removed.
3. That the owners of Murchison House Station be requested to issue a notice to the occupants of the four camps located on their pastoral lease to remove their camps immediately

CARRIED 8/0

6.11.10 EMERGENCY SERVICES REVIEW – TRANSFER OF RESPONSIBILITIES (ITEM 6.5.11)

Moved Cr SCOTT, seconded Cr SIMKIN

That Council supports future legislation providing the option for local governments to transfer the responsibility for bush fire brigade operations and administration to the Department of Fire and emergency Services.

CARRIED 8/0

6.11.11 NORTHAMPTON CHILD CARE CENTRE (ITEM 6.5.12)

Moved Cr CARSON, seconded Cr GLIDDON

That Council accepts the advice from the Northampton Child Care Centre and writes off the debt of \$11,800.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.11.12 ILLEGAL CAMPING (ITEM 6.5.13)

Moved Cr CARSON, seconded Cr SIMKIN

1. That the Shire President and Deputy President meet with Mr Leggett to discuss his concerns on illegal camping.

2. That in meeting with Mr Leggett it be made clear that he cannot intimidate/bully or threaten persons who are supposedly illegally camped as it does not promote tourism to our Shire and towns.
3. That Council Rangers be instructed to discourage illegal camping but are to work within budget limits and not over police the issue.

CARRIED 8/0

6.11.13 PROPOSED KALBARRI FORESHORE PARKLAND REDEVELOPMENT PLAN (ITEM 6.5.14)
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Moved Cr SCOTT, seconded Cr BOOTH

1. That Council engage the services of Ecoscape to further develop the Kalbarri Foreshore Parkland Redevelopment Plan in association with the Kalbarri Foreshore Parkland Community Committee at a cost of \$3,780 plus GST and this be declared authorised expenditure.
2. That Council budget for Ecoscape to conduct a community workshop and make any charges as required to the value of \$3,000.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.11.14 FUTURE USE OF TECHNOLOGY FOR AGENDA REPORTS (ITEM 6.5.15)

Moved Cr SIMKIN, seconded Cr SCOTT

That staff investigate the continuing use of technology for the delivery of Council Agenda's and Minutes.

CARRIED 8/0

6.11.15 MEMBER SITTING FEES & ALLOWANCES (ITEM 6.5.16)
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Moved Cr CARSON, seconded Cr SIMKIN

That Council sets the following sitting fees and allowances for the 2013/2014 Financial Year.

- Council Meeting sitting fee - \$150.00 per meeting
- Committee Meeting sitting fee - \$70.00 per meeting
- Annual Allowance for President \$10,000
- Annual Allowance for Deputy President \$1,000
- Annual allowance in lieu of reimbursement of expenses - \$500.00

CARRIED BY AN ABSOLUTE MAJORITY 8/0

6.11.16 REGIONAL DEVELOPMENT AUSTRALIA FUND (ITEM 6.5.17)

Moved Cr SCOTT, seconded Cr CARSON

That Council lodges a Regional Development Australia funding application for the following projects in priority order:

1. Hampton Gardens Ablutions
2. Lions Park Playground
3. Port Gregory Shelters
4. Sallys Tree Playground (Balance of Funds)

CARRIED 8/0

6.12 PRESIDENTS REPORT

No report

6.13 DEPUTY SHIRE PRESIDENTS REPORT

No report

6.14 COUNCILLORS REPORT

6.14.1 CR BOOTH

Since the last Council meeting Cr Booth reported on her attendance at two Kalbarri Visitor Centre Meetings and the Senior Staff Review.

6.14.2 CR CARSON

Since the last Council meeting Cr Carson reported on his attendance with the CEO to inspect the Street Sweeper in Dongara.

6.14.6 CR SCOTT

Since the last Council meeting Cr Scott reported on his attendance as an observer at the Senior Staff Review.

6.14.7 CR SIMKIN

Since the last Council meeting Cr Simkin reported on his attendance with the CEO to inspect the Street Sweeper in Dongara.

6.15 INFORMATION BULLETIN

Noted

6.16 NEW ITEMS OF BUSINESS

6.16.1 TOILET HAND RAILS

Moved Cr SIMKIN, seconded Cr WILSON

That funds be allowed in the 2013/2014 budget and future budgets for the installation of hand rails in Council owned Public Ablutions.

CARRIED 8/0

6.17 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council be held on 19th July 2013 commencing at 1.00pm at the Council Chambers, Northampton

6.18 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 4.38pm.