



**File No:** 4.1.14

**NOTICE OF ORDINARY MEETING OF COUNCIL**

Dear Councillor,

The next Ordinary Meeting of the Northampton Shire Council will be held on Friday 16<sup>th</sup> February 2018 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read "Garry L Keeffe", is placed above the name and title.

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

**9<sup>th</sup> February 2018**



# ~ Agenda ~

## 16<sup>th</sup> February 2018

### NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 16<sup>th</sup> February 2018, at the

Allen Centre, Kalbarri commencing at 1.00pm.

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

**9<sup>th</sup> February 2018**

## SHIRE OF NORTHAMPTON

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

Signed  \_\_\_\_\_

Date 9<sup>th</sup> February 2018

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

**AGENDA  
ORDINARY MEETING OF COUNCIL  
16 FEBRUARY 2018**

**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.

Section 5.60A:

*“a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”*

Section 5.60B:

*“a person has a **proximity interest** in a matter if the matter concerns –*

*(a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or*

*(b) a proposed change to the zoning or use of land that adjoins the person’s land; or*

*(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”*

Regulation 34C (Impartiality):

*“**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”*

**4. CONFIRMATION OF MINUTES**

4.1 Ordinary Meeting of Council – 15<sup>th</sup> December 2017

**5. RECEIVAL OF MINUTES**

5.1 Audit Committee Meeting – 16<sup>th</sup> February 2018

**6. REPORTS**

- 6.1 Town Planning
- 6.2 Finance
- 6.3 Administration & Corporate
- 6.4 Other Reports
  - 6.4.1 Works & Technical Services
  - 6.4.2 Health/Building

**7. COUNCILLORS & DELEGATES REPORTS**

- 7.1 Presidents Report
- 7.2 Deputy Presidents Report
- 7.3 Councillors' Reports

**8. INFORMATION BULLETIN**

- Part 1 - Senior Staff Information Report
- Part 2 - General Information Items

**9. NEW ITEMS OF BUSINESS FOR DECISION**

**10. NEXT MEETING**

**11. CLOSURE**

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**Minutes of Ordinary Meeting of Council held at the Council Chambers Hampton Road,  
Northampton on 15<sup>th</sup> December 2017**

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**12.1 OPENING**

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

**12.2 PRESENT**

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr T Carson		Northampton Ward
Cr R Suckling		Northampton Ward
Cr D Pike		Kalbarri Ward
Cr W Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works	
Mrs Hayley Williams	Principal Planner	
Mrs Deb Carson	Planning Officer	

**12.2.1 LEAVE OF ABSENCE**

Nil

**12.2.2 APOLOGIES**

Cr Stock-Standen

**12.3 QUESTION TIME**

Nil

**12.4 CONFIRMATION OF MINUTES**

**12.4.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 17  
NOVEMBER 2017**

Moved Cr SUCKLING, seconded Cr KRAKOUER

That the minutes of the Ordinary Meeting of Council held on the 17<sup>th</sup> November 2017 be confirmed as a true and correct record.

CARRIED 7/0



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**12.4.2 BUSINESS ARISING FROM MINUTES**

Nil

**12.5 RECEIVAL OF MINUTES**

Moved Cr SUCKLING, seconded Cr CARSON

That:

1. The minutes of the Audit Committee Meeting held on the 15<sup>th</sup> December 2017 be received; and
2. The Audit Committee's recommendation, that the Internal Audit Report and Risk Matrix in accordance with Regulation 17 of the Local Government (Audit) Regulations 1996 as presented, be adopted.

CARRIED 7/0

**12.6 WORKS REPORT**

**12.6.1 INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 6.1.1)**

Noted

**12.6.2 REQUEST FOR QUOTE - SUPPLY OF FLEET VEHICLES – 2017/2018 SUPPLY OF ONE (1) TANDEM AXLE PIG TRAILER (ITEM 6.1.2)**

Moved Cr CARSON, seconded Cr STEWART

That Council accepts the quote submitted by Howard Porter for the supply of one Tandem Axle Pig Trailer (Two – way tipper) with trade vehicle (1TFS012) to be released to Howard Porter. Total price to Council \$49,950.00 (exc. GST).

CARRIED 7/0

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12.6.3    REQUEST FOR QUOTE - SUPPLY OF FLEET VEHICLES – 2017/2018 SUPPLY OF ONE (1) INDUSTRIAL SELF PROPELLED MOWER (ITEM 6.1.3)
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Moved Cr PIKE, seconded Cr CARSON

That Council accepts the quote submitted by AFGRI Equipment for the supply of one John Deere 1585 Industrial Self Propelled Mower with trade vehicle (NR 9649) to also be released to AFGRI Equipment. Total price to Council \$57,498.51 (exc. GST).

CARRIED 7/0

Mr Neil Broadhurst departed the meeting at 1.17pm.

<b>12.7    HEALTH/BUILDING REPORT</b>
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12.7.1    BUILDING STATISTICS (ITEM 6.2.1)
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Noted

<b>12.8    TOWN PLANNING REPORT</b>
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12.8.1    REQUEST TO LEASE PORTION OF RESERVE 52436 FOR COMMERCIAL PURPOSE – KALBARRI FORESHORE (ITEM 6.3.1)
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Cr Krakouer declared a financial interest in Item 6.3.1 as he owns a similar business in Kalbarri and therefore may incur a financial gain or loss from the decision of Council, and left the meeting at 1.18pm.

Moved Cr STEWART, seconded Cr PIKE

That Council approve the lease of approximately 800m<sup>2</sup> of Crown Reserve No. 52436 to Mark Grove for the purpose of establishing a semi-permanent Cafe/Restaurant, subject to the provision of Section 3.58 of the Local Government Act and associated regulations, with the costs associated with obtaining a survey of the lease area, the preparation and registration of the lease and the valuation report to be met by the proponent.

CARRIED 4/2

Cr's Simkin and Smith voted against the motion

Cr Krakouer returned to the meeting at 1.32pm.

12.8.2 PROPOSED SOLAR AND WIND FARM – VIC LOCATION 6945 (NO. 4601) & LOCATION 6687 (NO. 5540) OGILVIE WEST ROAD, YALLABATHARRA (ITEM 6.3.2)
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Moved Cr PIKE, seconded Cr STEWART

That Item 6.3.2 be deferred so that the Applicant, Advanced Energy Resources, can provide a formal presentation to Council at their February 2018 meeting so that Council can be made more aware of the details of the proposal before making a determination on the proposal.

MOTION LOST 3/4

Cr Suckling voted against the motion

Moved Cr SIMKIN, seconded Cr SUCKLING

That Council grant development approval to the proposed “Solar and Wind Farm / Energy Facility on Victoria Locations 6945 (No. 4601) & 6687 (No. 5540) Ogilvie Road West, Yallbatharra subject to:

1. The Applicant obtaining the signature of the Landowners on the Application for Development Approval Form for 6687 (No. 5540) Ogilvie Road West, Yallbatharra;
2. Development shall be in accordance with the attached approved plan(s) and documents dated 15 December 2017 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans and documents shall not be modified or altered without the prior written approval of the local government;
3. 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;
4. Prior to commencement of any site works, the landowner/proponent shall lodge and secure the local government approval for a Construction Management Plan that sets out in detail the management commitments applicable to construction traffic management, signage, noise management, stormwater and dust management, construction operating hours and environmental management in relation to the approved development during the construction phase, with all costs met by the applicant. The proponent is responsible to ensure, that all installations, activities and processes are

carried out at all times and in all respects in accordance with the approved Construction Management Plan;

5. The applicant is to ensure the design, construction (to a minimum compacted gravel standard), drainage and maintenance of the internal roads and vehicle manoeuvring areas required for the approved development shall be to the satisfaction of the Local Government;
6. The applicant is to prepare, submit and implement a Noise Management Plan that meets the requirements of the *Environmental Protection (Noise) Regulations 1997* to the approval of the Department of Water and Environmental Regulation and the Local Government;
7. The applicant is to prepare, submit and implement a Bushfire Management Plan to the approval of the Fire and Emergency Services Authority and the Local Government;
8. The applicant is to undertake a flora survey of the clearing envelope so as to identify any ORF and/or priority flora, and if identified within the clearing envelope, then alterations to the powerline alignment and location of the battery storage unit may be negotiated with the Department of Biodiversity, Conservation and Attraction and the Local Government;
9. The applicant is to undertake a risk assessment to address the potential for bird mortality to determine if the proposal requires referral under the *Environment Protection and Biodiversity Conservation Act 1999*;
10. The applicant is to prepare, submit and implement an Environmental Management Plan to the approval of the Local Government;
11. Any observed bird/bat strikes to be reported to the WA Museum for collation into a database; and
12. All shipping containers shall be consistent or complimentary in colour with the surrounding natural landscape features.

Advice Note

1. The applicant is advised that this development approval does not negate the requirement for any additional approvals which may be required under separate legislation including but not limited to the *Environment Protection and Biodiversity Conservation Act 1999*, *Wildlife Conservation Act*, *Environmental Protection (Noise) Regulations 1997*, *Building Code of Australia*, *Building Act 2011*, *Building Regulations 2012* and *Aboriginal*
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*Heritage Act 1972.* It is the applicant's responsibility to obtain any additional approvals required before the development/use lawfully commences.

2. The Applicant is advised that they should take into consideration the State's Aboriginal Heritage Due Diligence Guidelines when planning specific developments associated with the proposal so as to mitigate any risks where heritage sites may be present.
3. It is advised that relevant permits shall be required for the movement of overmass and oversized vehicles utilising the RAV4 Network that are associated with the proposed development.
4. In regard to Condition No. 9, the applicant is advised the risk assessment should be prepared as per the guidelines outlined in the *Environment Protection and Biodiversity Conservation Act 1999* policy statements 2.3 – Wind Farm Industry and Significant Impact Guidelines.
5. In regard to Condition No. 10, the applicant is advised the Environmental Management Plan shall address the following issues:
  - weed management;
  - surface, ground and stormwater management;
  - flora and fauna; and
  - dust suppressions and stabilisation of any soils disturbed or deposited on site.
6. 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.
7. 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.

CARRIED 6/1

Cr Pike voted against the motion

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12.8.3 PROPOSED TEMPORARY SEA CONTAINER – LOT 31 (NO. 31)  
ROBINSON STREET, NORTHAMPTON (NORTHAMPTON OLD SCHOOL  
SITE), AND WAIVER OF DEVELOPMENT FEES REQUEST (ITEM 6.3.3)

Moved Cr KRAKOUER, seconded Cr PIKE

That Council waive the Planning and Building Application fees payable for the temporary use of a sea container upon Lot 31 (No. 31) Robinson Street, Northampton, in recognition of the valuable service that NOSCII provides to the Northampton community.

CARRIED 7/0

12.8.4 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 6.3.4)

Noted.

12.8.5 REQUEST TO MODIFY SITE PLAN - PROPOSED RELOCATED DWELLING  
- LOT 242 (NO. 12) PERSOONIA STREET, KALBARRI (ITEM 6.3.5)

Moved Cr STEWART, seconded Cr CARSON

That Council approve the amended site plan for proposed relocated single dwelling on Lot 242 (No. 12) Persoonia Street, Kalbarri subject to the completion of conditions of Development Approval 2016-070 by 13th February, 2018.

CARRIED 6/1

Cr Smith voted against the motion

Mrs Hayley Williams departed the meeting at 1.54pm.

**12.9 FINANCE REPORT**

12.9.1 ACCOUNTS FOR PAYMENT (ITEM 6.4.1)

Moved Cr SUCKLING, seconded Cr SMITH

That Municipal Fund Cheques 21336 to 21355 inclusive totalling \$59,892.64, Municipal EFT payments numbered EFT17167 to EFT17315 inclusive totalling \$598,530.03, Trust Fund Cheques 2238 to 2246, totalling \$8,907.07, Direct Debit payments numbered GJ0515 to GJ0520 inclusive totalling \$333,448.38 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

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12.9.2 MONTHLY FINANCIAL STATEMENTS NOVEMBER 2017 (ITEM 6.4.2)

Moved Cr CARSON, seconded Cr SUCKLING

That Council adopts the Monthly Financial Report for the period ending 30 November 2017.

CARRIED 7/0

**12.10 ADMINISTRATION & CORPORATE REPORT**

12.10.1 PROPOSED AGENDA CHANGES (ITEM 6.5.1)

Moved Cr STEWART, seconded Cr SUCKLING

That Council undertake a trial for three months of the revised agenda format as per Appendices 1 with all information items previously reported in Senior Staff reports to be placed within the Information Bulletin section of the agenda.

CARRIED 5/2

Cr's Simkin and Carson voted against the motion

12.10.2 ADDITIONAL COSTS – KALBARRI SPORT & RECREATION VERANDAH EXTENSIONS (ITEM 6.5.2)

Moved Cr PIKE, seconded Cr STEWART

That Council revise its decision of 17 November 2017 and authorise additional expenditure of \$7,000 to construct the southern wall as previously requested by the Kalbarri Sport and Recreation Club to fully complete the verandah extensions project, and the Kalbarri Sport and Recreation Club be advised that no further funding will be made by Council for this project.

CARRIED BY AN ABSOLUTE MAJORITY 4/3

Cr's Suckling and Simkin voted against the motion

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**12.10.3 PROPOSED SIGNAGE AND FETTLER'S HUT NORTHAMPTON FRIENDS OF THE RAILWAY (ITEM 6.5.3)**

Moved Cr STEWART, seconded Cr SUCKLING

That Council:

1. Approve the request of the Northampton Friends of the Railway, to allow them to proceed with their planning for the relocation and restoration of the Fettle's Hut, subject to the Friends of the Railway group restoring the hut within a 12 month period and that they are to maintain the hut in good condition at all times;
2. Advise the Friends of the Railway group that should the hut fall into a state of disrepair then the Council has the right to remove the hut from site; and
3. Approve the installation of two entry signs to the Mary Street Railway Station and Gwalla Railway precinct as requested.

CARRIED 7/0

**12.10.4 SPORTS SCHOLARSHIP APPLICATION (ITEM 6.5.4)**

Moved Cr KRAKOUER, seconded Cr SUCKLING

That Council contributes \$1,000 to Rory Elsum-Beaumont to assist with costs for his attendance to compete in the 2018 Australian Junior Sedan Speedway Championships to be held in Darwin and this contribution be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**12.10.5 PROPOSED ITINERANT FRUIT SALE VEHICLE - HORROCKS (ITEM 6.5.5)**

Moved Cr CARSON, seconded Cr STEWART

That approval be granted to Lyle Teakle to sell rock and water melons from his vehicle on Council owned Lot 202 Glance Street, Horrocks being in the southern car park and not in the boat trailer/car parking area as requested, for one day per week between the period 15<sup>th</sup> December 2017 and 1<sup>st</sup> February 2018.

CARRIED 7/0



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12.10.6 AMENDMENT - DOGS LOCAL LAW (ITEM 6.5.6)

Moved Cr SUCKLING, seconded Cr SIMKIN

That Council:

1. Adopt the Shire of Northampton Amendment Dogs Local Law 2017 as per Appendices 1 in accordance with the provisions of the Local Government Act 1995.
2. Endorse the purpose and effect of the local law being:

Purpose

To amend the Shire of Northampton Dogs Local Law 2017 by amending Clause 1.5 definition of “fit and proper person” to remove the words “a person who has been deemed to be not fit to care for animals by reputable body such as the RSPCA, or; and amending Clause 6.2 and/or Schedule 3 to ensure consistency.

Effect:

That part of the local law is no longer operable.

3. Authorise the Local Law’s gazettal in the Government Gazette;
4. Authorise the public notice advertisement (after gazettal) of the date of the Shire of Northampton Amendment Dogs Local Law 2017; and
5. Authorise the Shire President and the Chief Executive Officer to affix the Shire’s Common Seal to the Shire of Northampton Amendment Dogs Local Law 2017.

CARRIED 7/0

12.10.7 FIRE HAZARD REDUCTION REQUEST (ITEM 6.5.7)

Item 6.5.7 was withdrawn by the recommending officer as other potential funding sources have since been identified.

ADJOURNMENT

Council adjourned at 2.32pm.

Meeting reconvened at 2.43pm with the following in attendance:

Cr Simkin, Cr Krakouer, Cr Carson, Cr Suckling, Cr Pike, Cr Stewart, Cr Smith, Garry Keeffe, Grant Middleton and Debbie Carson.

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**12.11 SHIRE PRESIDENT'S REPORT**

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

- 9/12/2017 New Telstra communications tower opening
- 9/12/2017 Shire of Northampton Christmas function
- 13/12/2017 Certificate presentation to Brett Bain for 20 years service
- 14/12/2017 Lotterywest cheque presentation for Nature Playground in Kalbarri
- 15/12/2017 Northampton Shire Council Audit Committee meeting

**12.12 DEPUTY SHIRE PRESIDENT'S REPORT**

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

Nil

**12.13 COUNCILLORS' REPORTS**

**12.13.1 CR SMITH**

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

- 6/12/2017 Kalbarri Roadwise Committee meeting
- 9/12/2017 New Telstra communications tower opening
- 14/12/2017 Lotterywest cheque presentation for Nature Playground in Kalbarri
- 15/12/2017 Northampton Shire Council Audit Committee meeting

**12.13.2 CR PIKE**

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

- 6/12/2017 Kalbarri Roadwise Committee Meeting
- 9/12/2017 New Telstra communications tower opening
- 12/12/2017 Kalbarri Visitor Centre meeting

**12.13.3 CR STEWART**

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

- 27/10/2017 Kalbarri Development Association AGM
- 24/11/2017 Kalbarri Development Association Committee Meeting

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**12.13.4 CR CARSON**

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

15/12/2017 Audit Committee meeting

**12.13.5 CR SUCKLING**

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

21/11/2017 Northampton Community Centre meeting

9/12/2017 Shire of Northampton Christmas Function

15/12/2017 Northampton Shire Council Audit Committee meeting

**12.14 INFORMATION BULLETIN**

Noted

**12.15 NEW ITEMS OF BUSINESS**

Cr Pike raised that former Councillor Mac Holt had been instrumental in the process for improving communications within the Kalbarri National Park, and that it would be appropriate to support the tower being named after him in recognition of his efforts.

Moved Cr PIKE, seconded Cr SMITH

That Council advise Telstra that it supports the naming of the Kalbarri National Park Telecommunications Tower after Mac Holt in recognition of his endeavours for better communications within the Park.

CARRIED 7/0

**12.16 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday the 16<sup>th</sup> February 2018 commencing at 1.00pm at the Allen Centre in Kalbarri.

**12.17 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.03pm.

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THESE MINUTES CONSISTING OF PAGES 1 TO 14 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 16 FEBRUARY 2018

PRESIDING MEMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

## TOWN PLANNING CONTENTS

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**6.1.1 SHIRE OF NORTHAMPTON - DRAFT HORROCKS DISTRICT WATER MANAGEMENT STRATEGY - CONCLUSION OF PUBLIC ADVERTISING & FINAL ADOPTION**

<b>FILE REFERENCE:</b>	<b>10.5.4</b>
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Debbie Carson/Hayley Williams</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Hayley Williams/Garry Keeffe</b>
<b>APPENDICES:</b>	
<b>1.</b>	<b>Schedule of submissions</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.*

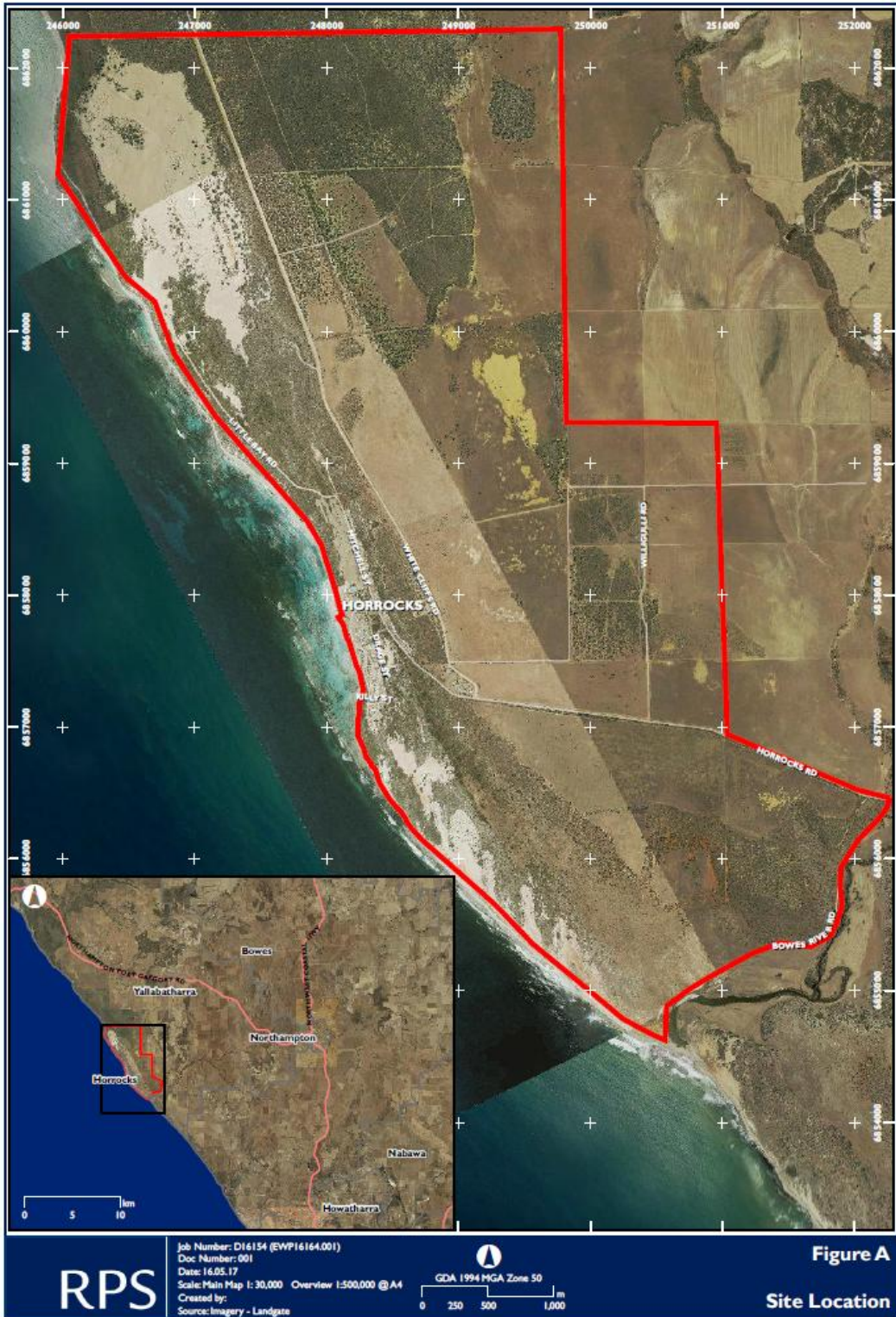
**SUMMARY:**

The draft *Horrocks District Water Management Strategy* (DWMS) was publicly advertised from Friday 25th August until Friday 15th September, 2017, being a period of 21 days. At the conclusion of advertising a total of five (5) submissions were received.

The objective of the DWMS is to demonstrate that the land is capable of supporting the proposed rezoning and change in land use, and that further development can achieve appropriate urban water management outcomes.

This report recommends that Council adopt the *Horrocks District Water Management Strategy* including the recommendations made in **Appendix 1 – Schedule of Submissions** and that it be formally adopted as a Local Planning Policy under *Local Planning Scheme No. 10*.

**LOCALITY PLANS:**



## **BACKGROUND:**

The purpose of the *District Water Management Strategy* for the Horrocks Townsite is to demonstrate that:

- The land is capable of supporting the change in land use;
- The proposed development is able to achieve appropriate urban water management outcomes;
- There will be no detrimental impact to water resources and associated environmental values;
- The proposed development can manage surface water and groundwater; and
- The development can be serviced with water and wastewater.

The new draft *Horrocks District Water Management Strategy* has been finalised to support the recommendations of the *Horrocks Beach Local Planning Strategy* (2015) for the future townsite expansion of Horrocks, and to demonstrate that the land is capable of supporting the proposed rezoning and change in land use and can achieve appropriate urban water management outcomes.

The *Strategy* provides a detailed assessment of ground water, including the area and aquifer, flow and levels as well as ground water quality. In addition, a Water Supply Feasibility Study was prepared which presented a combination of potable water supply options to be investigated further, and potentially implemented across the Townsite.

Following the required period of public advertising, the strategy is now presented for adoption to the Northampton Shire Council, so that it may guide Council's planning and management decisions relating to the Horrocks Townsite and Expansion Area.

## **COMMUNITY & GOVERNMENT CONSULTATION:**

The draft *Horrocks District Water Management Strategy* was advertised for public comment for 21 days commencing the 25th August and closing on the 15th September 2017.



A notice was placed in the local newspaper and copies of the draft strategy were placed at the Northampton and Kalbarri Offices. The Strategy was also available on the Shire's website.

As part of the formal advertising period, Government and service agencies were also sent letters, requesting their consideration and comment.

These agencies included:

- Department of Water and Environmental Regulation;
- The Water Corporation;
- Department of Primary Industries and Regional Development;
- Department of Mines, Industry Regulation and Safety; and
- Department of Health.

Letters were also sent to landowners within the Horrocks Townsite Expansion Area, seeking their feedback and comments.

The attached Schedule (refer **Appendix 1**) addresses the submissions in the context of issues raised by the respondents, and the Comments section of this report provides a summary of the key issues raised during the public advertising period.

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

RPS Group undertook the investigations and report preparation within the allocated budget amount of \$70,000 (excluding GST).

#### **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act*

*Better urban water management (Western Australian Planning Commission 2008)*

*Local: Local Planning Scheme No. 10 – Northampton District*

#### **POLICY IMPLICATIONS:**

*Local: Horrocks Beach Local Planning Strategy (2015)*

It is proposed that the *Horrocks District Water Management Strategy* be adopted under **Local Planning Scheme No. 10** as a Local Planning Policy so that it is afforded a higher level of authority in the decision making processes of Council.

**STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Plan for the Future 2013-2023*

The Plan for the Future contains a number of key imperatives that are reflected in the preparation of the draft Coastal Management Strategy. These are:

- Provide environmental leadership throughout the Shire;
- Better protection of coastal Precincts/areas;
- A comprehensive strategy identifying sealed and un-sealed roads, footpaths and improving parking facilities across the Shire;
- Increased recognition of Indigenous and European Heritage; and
- Improved community recreational facilities.

**COMMENT:**

Included as **Appendix 1** of this report is a detailed Schedule of Submissions, which includes all the submissions received along with a discussion for each point made.

The key issues that came out of the public advertising period were:

- Water re-use for irrigation;
- Stormwater drainage;
- Growth projections vary between Water Corporation planning and the Horrocks Beach Local Planning Strategy; and
- A specific recommendation of the Strategy.

Please refer to **Appendix 1** for further discussion relating to each of the above.

The draft DWMS document has been added to Council's Dropbox for their consideration.

**VOTING REQUIREMENT:**

*Absolute Majority Required: No.*

**CONCLUSION:**

It is recommended that Council adopt the draft *Horrocks District Water Management Strategy* together, with therecommended changes discussed within the Schedule of Submissions Table (**Appendix 1**).

<b>OFFICER RECOMMENDATION – ITEM 6.1.1</b>	<b>FINAL ADOPTION</b>
<b>That Council:</b>	
<b>1. Endorses the <i>Horrocks District Water Management Strategy</i> (Final May 2017) subject to therecommended amendments included within the Schedule of SubmissionsTable attached as Appendix 1 to the Town Planning Report 16 February 2018;and</b>	
<b>2. Adopt the <i>Horrocks District Water Management Strategy</i> (Final May 2017) as a LocalPlanning Policy under <i>Local Planning Scheme No. 10</i>.</b>	

**APPENDIX 1. SCHEDULE OF SUBMISSIONS**

Section	Comments – Department of Health 19.09.2017	Response
Water Supply and Wastewater Disposal	<p>The strategy is to require that any developments are to have access to a sufficient supply of potable water that is of the quality specified under the <i>Australian Drinking Water Quality Guidelines 2004</i>.</p> <p>The strategy is required to be consistent with the draft <i>Country Sewerage Policy</i> and highlight that approval is required for any on-site waste water treatment process with such proposals being in accordance with DoH publications which may be referenced and downloaded:</p> <ul style="list-style-type: none"> <li>Recycled Water</li> <li>Water legislations and guidelines</li> <li>Subdivisions and town planning approvals</li> </ul>	It is understood that the development will be required to be compliant with these guidelines and policies and reference to these documents will be added to Section 3.
Medical Entomology	The strategy should ensure that any proposed infrastructure and site works do not create additional mosquito breeding habitat. Changes to topography and constructed water bodies (drainage infrastructure, infiltration basins and swales, settling ponds etc.) must be located, designed and maintained such that they do not create or contribute to mosquito breeding.	A sub-section will be added to the report under 5.0 Stormwater Management Strategy, which will specify that new mosquito breeding conditions will not be created with the development.
Section	Comments – Department of Primary Industries and Regional Development 20.09.2017	Response
	DPIRD suggests that the plan could include the consideration of any excess recycled water of commercial volumes, if available, to be re-used for alternative landuse opportunities such as intensive agriculture including piggeries, poultry or horticulture. Access to good volumes of excess water could be a viable advantage for intensive agricultural production.	It was identified in Section 3.2.2 that water recycling may be economically feasible and if water was treated to the correct standard, to be used for irrigation. Water reuse to support agricultural production would be supported by the development.

Section	Comments – Water Corporation 04.09.2017	Response
<p>Section 3. Water and Wastewater</p>	<p>The expansion areas detailed in the strategy are not currently included in the Corporations:</p> <ol style="list-style-type: none"> <li>1. Water conveyance and source infrastructure planning</li> <li>2. Wastewater conveyance and treatment planning</li> </ol> <p>Initial water and wastewater planning has not envisaged the growth projections (traditionally at 1.5%) posed by the District Water Management Strategy expansion. The predicted total production in 30 years (planning report 2007) was 68.9 ML/year (269 services) ~ under the current licence allocation of 100 ML/year.</p> <p>The Corporation has noted the assessment completed by RPS Consultants and agrees that future substantial water source and wastewater investigations will be required to address the proposed growth within the strategy areas. The report correctly makes reference to general poor water quality in the region and the difficulty in finding water of treatable, potable quality.</p> <p>The Corporation agrees that a further combined alternative set of supply options be investigated to best determine the future supply of potable water. Furthermore, the Corporation can liaise with the Consultants closer to refinement of supply options and development timeframes firming.</p>	<p>Noted.</p>
Section	Comments – Department of Mines, Industry Regulation and Safety	Response
	<p>The Department of Mines, Industry Regulation and Safety has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy and basic raw materials.</p>	<p>Noted</p>

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Section	Comments – Department of Water and Environment Regulation 11.10.2017	Response
Pre-Development Environment - Flooding	There are no major surface water features within the site boundary. The strategy states that the DoW has not produced 1 % AEP floodplain mapping for the Bowes River, which is on the southern boundary of the site and that the main hydrological process is stormwater infiltration (Section 2.9).	RPS agree
Hydrology	No catchment or drainage mapping is provided, and there is no information on the potential impact of proposed land use change on catchment hydrology. The Strategy indicates that details of the drainage design will be provided in subsequent Local Water Management Strategies (LWMSs) and Urban Water Management Plans (UWMPs).	There are no major surface water features across the site. Some minor surface water flow paths have been illustrated in Figure E. However, as discussed in Section 2.9, due to the sandy soil, the main hydrological process is stormwater infiltration, with sheet flow unlikely to be generated in large volumes due to high permeability of the surface soils.  This section is referring to the pre-development condition and future stormwater management principles are outlined in Section 5.0.
Hydrogeology	Groundwater quality data that is provided in the report appears for the deeper aquifer. The Strategy states there may be a contamination issue from a historic landfill site. The nutrient management objective is “to maintain groundwater quality to at least predevelopment concentrations”, however the groundwater quality data that is provided (unclear if this is for the deeper aquifers) indicates very high nutrient levels, particularly for nitrogen (Total Nitrogen concentrations across the site are elevated, ranging from 13.3 mg/L to 21 mg/L). The Strategy should aim to improve pre-development water quality.  The hydrogeology sections within the report has a number of errors in relation to correctly describing the local geology and the validity of testing completed to understand and determine water supply options.	The groundwater quality section of the report (Section 2.7.3) document the groundwater quality data obtained from the on-site investigation that RPS conducted in the superficial aquifer. It is not the deeper aquifer.  The improvement in groundwater quality is very likely post-development.  RPS assumes that this comment is further explained in comments below.
Section 2.7	This section needs to be amended and an accurate understanding and description of the hydrogeology in the area provided as per the following points	Each comment is reviewed individually below.
	Horrocks lies within the northern extent of the Swan Coastal Plain that is bounded by the Northampton Inlier and the	RPS is satisfied to amend any description at the request of DWER. RPS simply used these general descriptions to be

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	Indian Ocean. It is not the Geraldton Hills that is in reference to the Northampton Inlier.	consistent with regional descriptions from previous reports for the project (Planning, Engineering).
	The Geraldton Sandplains is a bioregion that should not be included in a discussion of "geology".	Noted.
	The stated aquifers have been incorrectly identified in the area. There is no: <ul style="list-style-type: none"> <li>- Carnarvon surficial as this is Swan Coastal where the unconfined aquifer is referred to as the Superficial Aquifer and comprises coastal sediments including the Safety Bay Sand and Tamala Limestone</li> <li>- The Superficial Aquifer is mentioned under Section 2.8 but not described under Section 2.7 Groundwater</li> <li>- Carnarvon Sedimentary as this is in reference to the Tumblagooda</li> <li>- Carnarvon Sandstone as this is in reference to the Tumblagooda Sandstone</li> </ul>	Section 2.7.1 is simply a reflection of the four potential aquifer as described by DWER to be within the Kalbarri/Eurardy sub-area of the Gascoyne Groundwater Area.  The details of the hydrogeology are then further explained in Section 2.7.1 (Page 9). This page details the Superficial aquifer (Kwinana Aquifer as described by Water Corp) and the Tumblagooda Sandstone aquifer.  RPS agrees with the DWER comments to the left and the document does reflect those details.
	There is no Kwinana Group and no Kwinana Aquifer. While Moncrief in an unpublished 1990 report (HR 1990/14) refers to this aquifer, more accurate descriptions based upon modern data and reports (Kern, 1995 and Koombri, 1995) have superseded this terminology.	RPS understands there are some duplication in terminology in this area. However, RPS has used the <i>Horrocks Beach Water Reserve Drinking Water Source Protection Assessment (2004)</i> as our final agreed hydrogeological setting document as it was jointly authored by the Water Corporation and the then Department of Environment (Water Source Protection Branch).  The DWMS is appropriate regardless of the aquifer terminology.
	The Physio-chemical parameters in Table 2 portraying Superficial Aquifer (unconfined) quality which will be brackish.	RPS agree with the comment. No change required to the DWMS
	The superficial salinity profiling carried out is not conducive for water source planning as it has previously been noted that the Horrocks Borefield is abstracting groundwater from the Tumblagooda Sandstone at a depth of about 108 m below ground level (bgl).	RPS agree with this statement.  The findings of the on-site investigation are still valid, which is what is documented in this section of the report.  No change required to the DWMS
Section 2.8	The aquifer characteristics as provided are not considered accurate or representative. This includes infiltration/recharge rates and slug test results.	The data acquired during the site investigations are representative and are sufficiently precise to provide input to preliminary drainage design.  The DWMS is a preliminary design document. Further site investigations and assessment will be required to support

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		detailed drainage design which will be further documented in subsequent LWMS/UWMPs.
	Methodology for measurement of the characteristics is not provided.	Brief methodologies are all provided in Section 2.8.
	Slug testing is recognised as an inaccurate method for determination of characteristics.	RPS agrees with the comment and acknowledges the limited value of the method but slug tests were conducted as pumping tests were not feasible at the time of investigation.  Slug testing results have not been used to determine any specific stormwater management design criteria.  This comment is immaterial to the outcome of the stormwater management aspect of the DWMS.
Post-development Water Management	<p>There is only a small section on Stormwater management, is quite high level and includes reference to our criteria for stormwater management. The main issue to be determined will be that sufficient land is set aside for stormwater management and flood conveyance. The DWMS should identify land areas required for water management and provide an arterial drainage plan which identifies 100 year flow paths and levels, peak flow rates and storage requirements, however this information has not been provided. A conceptual design of this site drainage management needs to be included.</p> <p>Mechanisms need to be put into place to secure the land required for water management at this stage. Refer to the <i>Guidelines for district water management strategies</i> (DoW 2013). The guidelines include requiring an indicative post-development water balance and estimating or determining the land requirements for water management</p>	<p>The Horrocks Expansion Area Strategy is provided in Figure B of the DWMS. It can be seen from this outline plan that the current level of planning and design is at a concept stage.</p> <p>What the DWMS articulates is the stormwater management principles that will be applied to this entire proposed expansion area. No detail on an arterial drainage plan, or the 100 year flow paths has yet been determined due to the lack of provisional road layout, preliminary engineering design or preliminary earthworks design.</p> <p>RPS believe the concept drainage / stormwater management design has been provided which includes bio-retention of the first 15 mm on lots and in road reserves or bio-retention basins (Section 5.2), and detention of the 18% AEP event up to and including the 1% AEP event (Section 5.3). The existing environment section (Section 2) suggest that the site is predominantly underlain by sand with good infiltration capacity and, therefore, the concept drainage design of on-site infiltration and conveyance toward the lower lying areas (towards ocean and river) is appropriate.</p> <p>Therefore, the stormwater management does not present a fatal flaw to development and the expansion strategy.</p> <p>RPS understand that the DWMS does not define the areas required for water management. However, the concept nature of the expansion strategy, the lack of preliminary earthwork plans to guide hydrological design, and the diverse land ownership does not allow for meaningful determination of</p>



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		<p>drainage land requirements.</p> <p>During the subsequent structure planning process and following more detailed assessment of engineering and developable areas then hydrological estimates of drainage areas can be meaningfully determined. However, given the planning stage for this rural site, the current conceptual design is sufficient support the proposed expansion strategy given the drainage principles do not present a fatal flaw or significant design risk.</p>
Water Source Protection	<p>The proposed expansion areas are outside of the existing Horrocks Beach Water Resource Area.</p> <p>If additional water requirements will need to come from another groundwater source, it needs to be specified, as this area would need to be protected via a drinking water source protection plan, and if the supplier is going to be the Shire or a private company they would need an ERA licence (or exemption) and approval from Department of Health.</p> <p>There is a lot of detail in the report about some monitoring bores that were drilled in the townsite area. It is not clear if they are considering using these bores for drinking water supply and/or reverse osmosis. If they are unconfined this will be a major issue for water source protection. It is not considered good practice to abstract drinking water from an unconfined source with so many potential land use contamination risks as would be present in a townsite.</p>	<p>RPS agree with these sentiments.</p> <p>The groundwater monitoring bores installed are not proposed to be used for groundwater abstraction for drinking water supply and/or reverse osmosis.</p> <p>No change required to the DWMS</p>
Water Services and Efficiency Initiatives	<p>It is recognised that the groundwater quality in the upper Tumblagooda Sandstone is of poor quality with a salinity around 1000 mg/L. Recommendations for increasing the supply are not considered realistic. The recommendation to evaluate the Tumblagooda Sandstone nearer the recharge area “<i>further north-north east</i>” will not enable understanding the recharge to this unit.</p> <p>The Tumblagooda forms the basal formation underlying the coastal sediments to the north beyond Kalbarri and the Murchison River. Comments regarding access to water from the Allanooka Borefield doesn’t take into consideration</p>	<p>RPS acknowledges these comments.</p> <p>The Water Supply Feasibility Study simple presents several options to both the Shire and DWER. The outcome of the study is that there are several viable options to development and water supply is not a fatal flaw to development or the DWMS approval.</p> <p>Currently, the most feasible option would appear to be the expansion of the current Water Corporation borefield and the increase in the currently approved water allocation (from the</p>

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	<p>the current use of this water, lack of supply and cost of a pipeline to Horrocks.</p> <p>The Water Supply Feasibility report doesn't deliver a clear recommendation. It concludes that all possible raw water sources around Horrocks have been investigated and they are either too saline or if they are fresh enough, they don't have enough capacity. It identifies some future source options but then says they need further investigation (section 3.3.6).</p> <p>The report describes a reverse osmosis treatment plant for groundwater. However it is not clear from the report if this groundwater is going to come from the existing Water Corporation (WC) public drinking water supply bores (they have a 100,000kL allocation but usually only use around 60,000kL per year), or if the water is going to come from another groundwater source.</p>	<p>current 100,000 kL/yr). Some previous studies have suggested that groundwater quantity is not a major issue in this area but rather groundwater quality and particularly the salinity of the groundwater abstracted has presented a constraint.</p> <p>What the feasibility study has suggested is that there are modular reverse osmosis water treatment units that could be employed (at a relatively low cost – capital and maintenance) to treat the water to a sufficient standard so that it can be used as a potable water supply for the expansion area. Thereby indicating that water supply is not a fatal flaw to development.</p> <p>RPS acknowledges that the expansion of the borefield and any increase in the allocation volume from the Tumblagooda Sandstone aquifer would require further studies, and hydrogeological assessment in line with the RIWI Act. These studies and assessment can be undertaken during subsequent stages of development.</p> <p>No change required to the DWMS</p>
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**6.1.2 DRAFT LOCAL PLANNING STRATEGY – CONSENT TO ADVERTISE**

<b>FILE REFERENCE:</b>	<b>10.4.2</b>
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Debbie Carson/Hayley R. Williams</b>
<b>APPENDICES:</b>	
1.	<b>Draft Local Planning Strategy (attached under a separate cover)</b>

**AUTHORITY / DISCRETION:**

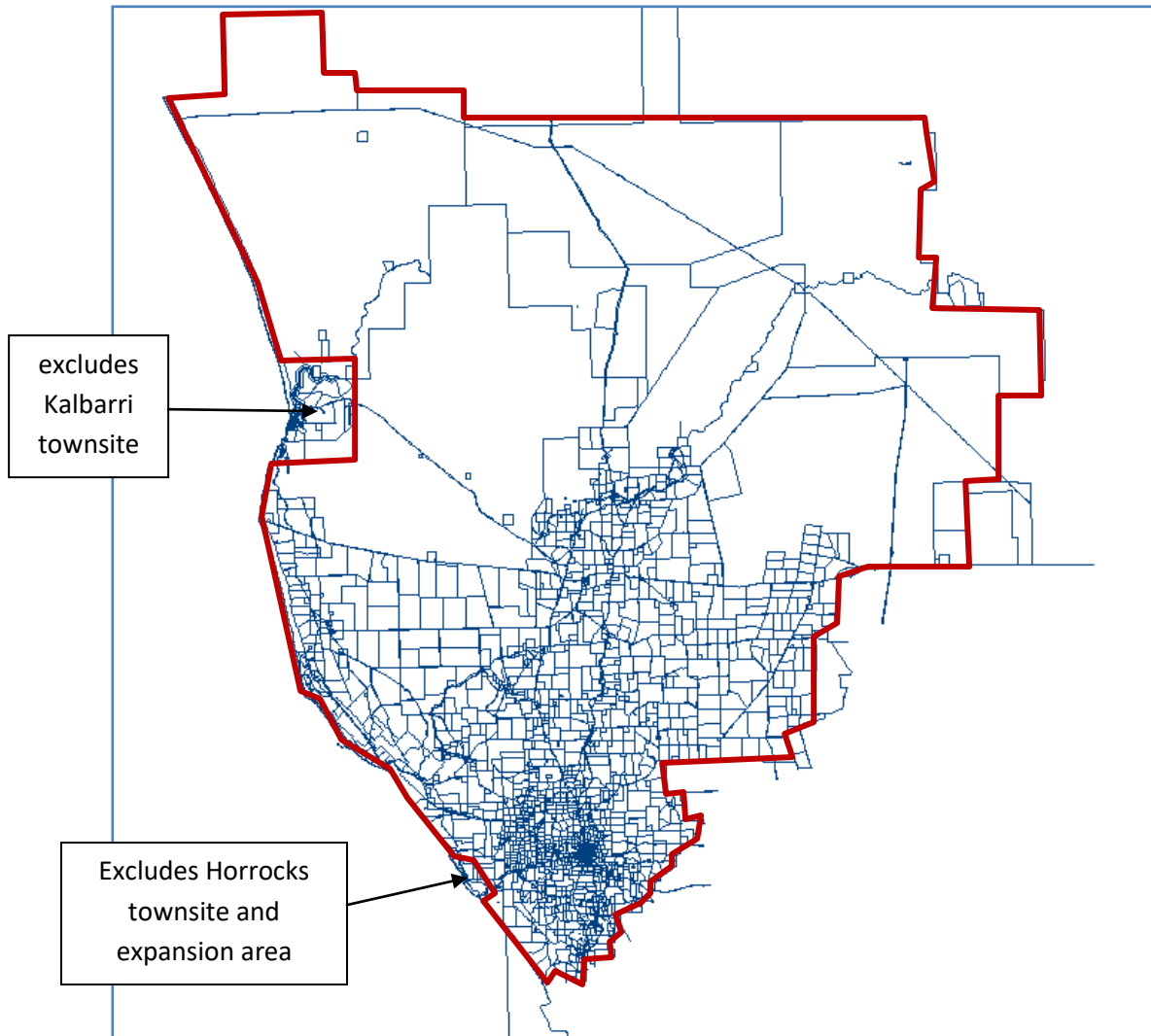
**Legislative**                      *when Council makes and reviews the legislation it requires performing its function as Local Government. For example, adopting local laws, town planning schemes & policies.*

**SUMMARY:**

A Draft version of the Local Planning Strategy has recently been prepared and this report recommends Council adopts the Strategy and that it be forwarded to the Western Australian Planning Commission for approval to advertise for public comment.

**LOCALITY PLAN:**

**Figure 1. Local Planning Strategy catchment area**



**BACKGROUND:**

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

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

Council at their meeting held on 16 September, 2016 resolved to engage the services of Larry Smith Planning to undertake the review of the Local Planning Strategy.

Following a period of public consultation, the draft Strategy report has now been completed and is presented to Council for their consideration.

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

**COMMUNITY & GOVERNMENT CONSULTATION:**

To date, the consulting firm has conducted a Community Workshop which was held on 24 November 2016.

Should the *Draft Local Planning Strategy* be endorsed by Council, the Draft Scheme will be firstly referred to the WAPC for certification and consent to advertise.

**"12. Certification of draft local planning strategy**

- (1) *Before advertising a draft local planning strategy under regulation 13 the local government must provide a copy of the strategy to the Commission.*
- (2) *On receipt of a copy of a draft local planning strategy the Commission must, as soon as reasonably practicable, assess the strategy for compliance with regulation 11(2).*

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

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

### **13. Advertising and notifying local planning strategy**

- (1) *A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows-*
  - a) *publish a notice of the local planning strategy in a newspaper circulating in the area to which the strategy relates, giving details of-*
    - (i) *where the strategy may be inspected; and*
    - (ii) *to whom, in what form and during what period submissions may be made;*
  - (b) *display a copy of the notice in the offices of the local government for the period for making submissions set out in the notice;*
  - (c) *give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;*
  - (d) *publish a copy of the notice and the strategy on the website of the local government;*
  - (e) *advertise the strategy as directed by the Commission and in any other way the local government considers appropriate.*

- (2) *The local government must ensure that arrangements are in place for the local planning strategy to be made available for inspection by the public during office hours —*
  - (a) *at the office of the local government; and*
  - (b) *at the office of the Commission.*
- (3) *The period for making submissions in relation to a local planning strategy must not be less than a period of 21 days commencing on the day on which the notice of the strategy is published under subregulation (1)(a).*
- (4) *Notice of a local planning strategy as required under subregulation (1) may be given in conjunction with the notice to be given under regulation 20(1) for the scheme to which it relates.*

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

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

During the 2016/17 financial year, \$5,000 of that amount was expended, and the amount of \$20,000 was carried forward into the 2017/18 budget.

#### **COMMENT & CONCLUSION:**

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

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

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

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

**VOTING REQUIREMENT:**

*Absolute Majority Required:* No.

**OFFICER RECOMMENDATION – ITEM 6.1.2**

**CONSENT TO ADVERTISE**

**That Council resolve to:**

- 1) Adopt the Draft Northampton Local Planning Strategy dated December 2017 for public comment purposes and forward; and**
- 2) Forward the draft Strategy to the Western Australian Planning Commission seeking consent to advertise in accordance with the regulation 13 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.**



**6.1.3 NORTHAMPTON MAIN STREET URBAN DESIGN STUDY - CONCLUSION OF PUBLIC ADVERTISING & FINAL ADOPTION**

<b>FILE REFERENCE:</b>	<b>10.4.5.1</b>
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Hayley R. Williams</b>
<b>APPENDICES:</b>	
1.	<b>Schedule of Submissions</b>
2.	<b>Revised Draft Main Street Urban Design Study (provided under a separate cover)</b>

**AUTHORITY / DISCRETION:**

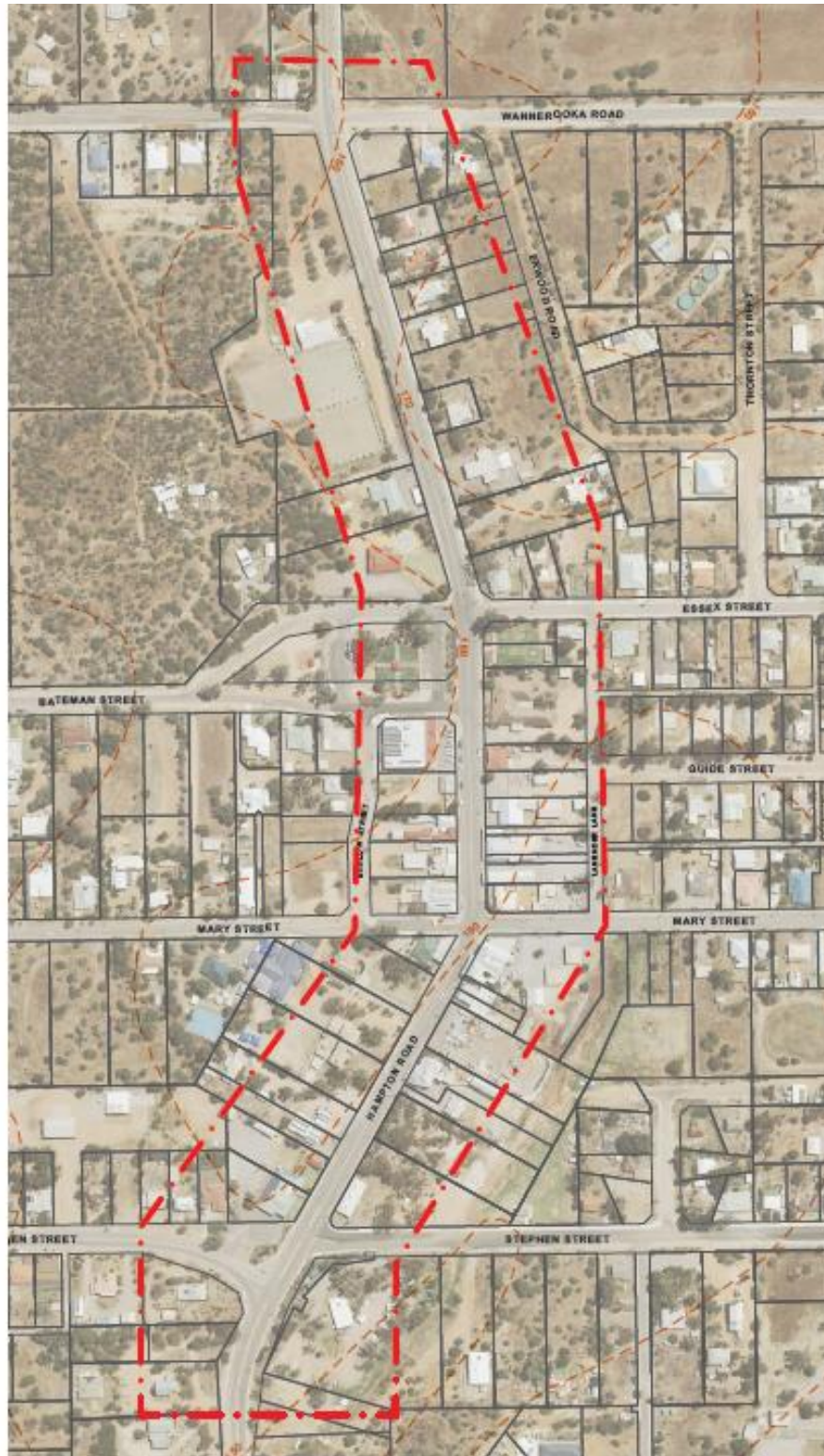
**Legislative**                      *when Council makes and reviews the legislation it requires performing its function as Local Government. For example, adopting local laws, town planning schemes & policies.*

**SUMMARY:**

The draft *Main Street Urban Design Study* for the Northampton town centre was recently prepared and endorsed by Council for public advertising. The Study has subsequently been publicly advertised from Friday 27 October, 2017 until Friday 8 December, 2017, being a period of six weeks (42 days). At the conclusion of advertising a total of 11 submissions were received.

This report recommends that Council adopt the *Main Street Urban Design Study* including the recommendations made in **Appendix 1 – Schedule of Submissions** and that it be formally adopted as a Local Planning Policy under Local Planning Scheme No. 10.

**LOCALITY PLANS:**



## **BACKGROUND:**

In May 2015 the *Northampton Revitalisation Plan* was finalised, with the plan identifying that the development of a Main Street Urban Design Study was of a high priority to the community. Subsequently, the Study has been undertaken and at its 20 October 2017 Ordinary Meeting of Council, Council resolved:

*"That Council endorse the Draft Northampton Main Street Revitalisation Plan for advertising purposes only."*

The Study has subsequently been advertised, and a total of ten (10) submissions received. The Study has since been updated to reflect some of the recommendations and comments that came out of the consultation process, and a copy of the *Draft Northampton Main Street Urban Design Study* is provided to Councillors via dropbox.

It is also noted that the title of the document has been modified to distinguish it from the revitalisation plan previously adopted by Council.

## **COMMUNITY & GOVERNMENT CONSULTATION:**

The draft Urban Design Study was advertised for public comment for six weeks commencing Friday 27 October, 2017 until Friday 8 December, 2017, being a period of six weeks (42 days).

A notice was placed in the local newspaper and copies of the draft Plan were placed at the Northampton and Kalbarri Offices. The Plan was also available on the Shire's website.

As part of the formal advertising period, Government and service agencies as well as a number of other stakeholders (including community groups) were sent letters, requesting their consideration and comment. These parties included:

- Tanya Henkel (Heritage Advisor);
- Monsignor Hawes Committee;
- Department of Planning, Lands and Heritage;
- The Water Corporation;
- Western Power;
- Fire and Emergency Services Authority of WA;
- Department for Regional Development and Lands;
- Yamatji Marlpa Aboriginal Corporation;

- Telstra;
- State Heritage Office;
- Main Roads WA;
- Department of Transport;
- Tourism WA Planning Department;
- Northampton Historical Society;
- Northampton Friends of the Railway;
- Northampton Catholic Parish;
- Northampton Anglican Parish;
- Northampton Old School Community Initiative;
- Northampton Tourist Association;
- Northampton Creative Obsessions;
- Northampton RSL;
- Northampton Shire gardener;
- Northampton Botanic Line;
- Northampton Environmental Group;
- Northampton Police Station;
- Northampton Red Cross;
- Northampton St John Ambulance;
- St Mary's Primary School;
- Country Women's Association - Northampton Branch;
- Northampton Lions Club;
- Northampton Bowling Club;
- Northampton Community News;
- Hampton Lodge - Northampton Freemasons;
- Northampton Active Seniors;
- Northampton BP; and
- A number of local business persons and owners of commercial properties within the Study area.

The attached Schedule (refer **Appendix 1**) addresses the submissions in the context of issues raised by the respondents, and the Comments section of this report provides a summary of the key issues raised during the public advertising period.

Comments have also been provided by the Shire of Northampton Gardener – Ms Sue Koppensteiner regarding appropriate plant and tree species along with her observations on potential parking impacts by some of the proposed enhancements.

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

The *Main Street Revitalisation Project* was allocated a provision of \$33,000.00 in the 2016/17 Financial Year, with an amount of \$27,180 carried over into the 2017/18 Financial Year for this project. It is anticipated that the total project will be completed for less than the budgeted amount given the reduction in work.

The last invoice provided for work up until 31<sup>st</sup> January was \$7967.50 which brings the total cost of the project to \$26,319.23, well under the \$33,000.00 originally budgeted for.

### **STATUTORY IMPLICATIONS:**

State: *Planning and Development Act 2005*

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

The subject area is zoned predominantly “Town Centre” under *Local Planning Scheme No. 10*. The majority of land considered within this Revitalisation Plan is also contained with a Special Control Area – Town Centre Conservation Precinct.

### **POLICY IMPLICATIONS:**

Local: *Shire of Northampton Local Planning Strategy (2009)*

*Shire of Northampton Northampton Revitalisation Plan (2015)*

#### Shire of Northampton Local Planning Strategy 2009

The aim of the Northampton Townsite as defined by the Local Planning Strategy is:

*"To function as the administrative centre of the Shire and service centre for the surrounding rural hinterland."*

The *Shire of Northampton Local Planning Strategy* includes the following strategies and actions.

Economy:

<p>Promote opportunities for economic development.</p>	<ul style="list-style-type: none"> <li>• Rationalise zones and zoning controls to encourage the establishment of a greater mix of urban land uses, such as home office/business, cottage industries and the like.</li> <li>• Ensure that all development of tourist services resulting from the re-alignment of the North West Coastal Highway around Northampton is focused on the town and within the community.</li> </ul>
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Infrastructure:

<p>Provide a strategic transport network to ensure a safe and efficient road system.</p>	<ul style="list-style-type: none"> <li>• Protect the established freight bypass route by appropriate zoning and local planning scheme provisions.</li> </ul>
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Shire of Northampton Revitalisation Plan 2015

A high priority project identified within the Northampton Revitalisation Plan is the completion of a Main Street Revitalisation Project for the purpose of developing the main street into:

*"a more pedestrian friendly street environment, inclusive of street trees, continuous footpath treatments, on-street parking, civic and community spaces following the completion of the bypass road"*

and including interim measures aimed at enhancing the attractiveness and functionality of the main street, without compromising the goals of the holistic main street revitalisation. Recommended actions of the Plan include Northampton themed signage, infill street tree planting, underground power, intersection upgrades and improvements, planter box or hanging baskets, façade improvements, infill footpath improvements and gateway signage and banner treatments.

The Northampton Revitalisation Plan identifies the following strategies:

- *To provide for interim measures to revitalise the main street of Northampton prior to the Bypass project proceeding while still planning for the complete revitalisation of the Main Street once the Bypass project is committed.*
- *Prepare an overarching Revitalisation Plan for the complete upgrade of the main street in anticipation of the Bypass project proceeding.*

### **STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Planning for the Future 2013-2023*

A key imperative of the strategic plan is the development of a heavy haulage route around Northampton.

Other relevant strategies include:

<i>Economic</i>	<i>Increased support of tourism across the region.</i>
<i>Infrastructure</i>	<i>Improved foot and cycle paths in towns across the Shire.</i>
<i>Social/Community</i>	<i>Increased celebration and promotion of local heritage. A safer community.</i>

### **COMMENTS:**

Included as **Appendix 1** of this report is a detailed Schedule of Submissions, which includes all the submissions received along with a discussion for each point made.

The key issues that came out of the public advertising period were:

- Northampton Bypass;
- Parking legibility;
- Prohibitive pedestrian environment;
- Necessity for increased shade; and
- Upgrading shop facades, not simply reference to “Heritage” but integrating old with new.

An updated *Main Street Urban Design Study* for the Northampton town centre will be added to Council's Dropbox for their consideration as soon as final modifications have been made by the consultant. The final draft will also be uploaded to the Shire's website as soon as it becomes available to Council.

### **VOTING REQUIREMENT:**

*Absolute Majority Required: No.*

**CONCLUSION:**

It is recommended that Council adopt the recommended changes discussed within the Schedule of Submissions Table (**Appendix 1**) and adopt the Northampton Mainstreet Urban Design Study as presented.

<b>OFFICER RECOMMENDATION – ITEM 6.1.3</b>	<b>FINAL ADOPTION</b>
<b>That Council:</b>	
<b>1. Endorses the <i>Northampton Mainstreet Urban Design Study</i> (Final January 2018) subject to therecommended amendments included within the Schedule of SubmissionsTable as Appendix 1 to the Town Planning Report 16 February 2018;and</b>	
<b>2. Adopt the <i>Northampton Mainstreet Urban Design Study</i> (Final January 2018) as a LocalPlanning Policy under Local Planning Scheme No. 10.</b>	



**Shire of Northampton**  
**DRAFT NORTHAMPTON MAINSTREET URBAN DESIGN STUDY**

**SCHEDULE OF SUBMISSIONS**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	30/11/2017	Department of Planning, Lands and Heritage – Aboriginal Heritage Directorate PO Box 3153 East Perth, WA 6892	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- The Aboriginal Heritage Directorate (AHD) of the Department of Planning, Lands and Heritage (DPLH) advises there are no reported Aboriginal sites or heritage places within the area of the proposal.</li> <li>- AHD recommends that developers undertaking activities take into consideration the DPLH’s Aboriginal Heritage Due Diligence Guidelines when planning specific developments.</li> </ul>	<ul style="list-style-type: none"> <li>- Noted.</li> </ul>
2.	30/11/2017	Department of Planning, Lands and Heritage (Heritage Development PO Box 7479 Cloisters Square, WA 6850	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- As the main street contains five (5) State Registered Places within the study area as well as places on the Heritage Council’s assessment program, it would be appropriate for heritage issues to be considered in plan. Issues that might be considered for inclusion are: <ul style="list-style-type: none"> <li>- Numbers and location of State Registered Places;</li> <li>- Contribution of heritage places to the town’s history and built fabric;</li> <li>- Heritage Council requirements for proposed development to places on the State Register and Assessment Program and places adjacent to registered places;</li> <li>- Inclusion of State Registered Places in 3.2 Special Places.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- NMUDS amended to include section 2.5 relating to Heritage Considerations. This section highlights the importance of heritage buildings within the study area and shows the location of places on both the State Registered Places and on the Shire’s statutory Heritage List.</li> <li>- A note has been included in section 2.5 outlining the requirement for development approvals and referrals.</li> <li>- It is acknowledged that State Registered Places contribute significantly to the built form and streetscape, however, the “Special Places” referred to in this section specifically relate to areas for urban design intervention. Heritage places have been identified in section 2.5.</li> </ul>
3.	28/11/2017	Main roads Western Australia	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- The Shire of Northampton must obtain approval from Main Roads for any works proposed within the North West Coastal Highway Road Reserve.</li> </ul>	<ul style="list-style-type: none"> <li>- Noted.</li> </ul>

**Shire of Northampton**  
**DRAFT NORTHAMPTON MAINSTREET URBAN DESIGN STUDY**

**SCHEDULE OF SUBMISSIONS**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
4.	27/11/2017	C Teakle PO Box 3 Northampton WA 6535	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- 4.0/5.0 Footpath improvement plan. In favour of painted pedestrian zone at the safest points within the main street.</li> <li>- Preference for existing concrete planter boxes rather than timber or plastic boxes and more of them.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted. The NMUDS incorporates painted interventions to promote pedestrian safety.</li> <li>• Noted. The NMUDS identifies potential wooden planter boxes as a flexible approach to provide temporary interventions to improve the amenity of the streetscape. Alternative materials may be used by the Shire, depending on cost, availability, structural requirements and other considerations.</li> </ul>
5.	16/11/2017	R Taylor PO Box 382 Northampton WA 6535	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- The use of murals to advertise historical significance of town. Using the wall along side of café near IGA car park.</li> <li>- The Northampton Bypass is a priority.</li> <li>- No caravan parking in main street between family store and IGA.</li> <li>- Implement and install street lights replicating the original gas lights that were here originally.</li> <li>- Relocate some of the old aged buildings to a designated site within the townsite. Alma Hall for example.</li> <li>- Replicate the original National Bank. Horse stables, black smiths shop, miners cottage, model of a mine site, some continuation and repairs to Horrocks stone wall.</li> <li>- Have store owners within main street replicate at least one room back to the original style, such as the bakery.</li> <li>- Retain original buildings in main street, no modern structures.</li> <li>- Greater emphasis needed to promote our historical significance.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted. It is recommended that Section 4.12 be updated to include this as a potential strategy to be employed by landowners.</li> <li>• Noted.</li> <li>• Noted. The opportunity to provide additional caravan parking within the Main Street is constrained by Main Roads design requirements for the road. It is noted however that the overarching Northampton Revitalisation Plan identifies an opportunity to provide additional caravan parking within Lions Park.</li> <li>• A strategy to install street lights replicating the original gas lights could be a potentially costly exercise. Other heritage strategies such as conservation and restoration of existing heritage buildings should be prioritised over this lighting strategy.</li> <li>• As set out in the Burra Charter the relocation of a building is generally unacceptable as the physical location of a place is part of its history and significance. The relocation of old buildings to the Town Centre may confuse the history of the place and centre. It is not a recommended strategy unless it is the sole practical means of ensuring a places survival.</li> <li>• It is not possible to require owners to reconstruct former buildings. Replicating the original National Bank building is not a feasible proposition given a building has relatively recently (1994) been constructed on the site. The reconstruction of other elements within the Town Centre is not advisable unless a specific need and purpose has been identified for such structures.</li> <li>• It is not possible to require store owners to replicate rooms to the original style, however it is noted that the NMUDS does promote the use of underutilised tenancy spaces for additional activation / commercial outcomes.</li> <li>• Noted. It is considered however that where the opportunity exists, new buildings could be permitted that are sympathetic to the historical</li> </ul>

**Shire of Northampton**  
**DRAFT NORTHAMPTON MAINSTREET URBAN DESIGN STUDY**

**SCHEDULE OF SUBMISSIONS**

				<p>context of the main street.</p> <ul style="list-style-type: none"> <li>Noted. Various strategies have been included in the NMUDS to better promote the historical significance of the Town.</li> </ul>
6.	16/11/2017	Water Corporation PO Box 100 Leederville WA 6902	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>General information concerning funding of development being one of user pays.</li> <li>Contribution for water, sewerage and drainage headworks may be required.</li> <li>Developer may be required to fund new works or the upgrading of existing works and protection of all works.</li> </ul>	<ul style="list-style-type: none"> <li>General information is noted.</li> </ul>
7.	21/11/2017	Tourism WA GPO Box X2261 Perth WA 6847	<p><b>Support</b></p> <ul style="list-style-type: none"> <li>Tourism WA is very supportive of the initiatives outlined within the Northampton Main Street Revitalisation Plan.</li> <li>Currently Northampton's main street is not considered easy to negotiate by visitors ie. major visitor infrastructure such as hotels/restaurants are at either end of the main street and because of the poor pedestrian access, these locations are not considered welcoming (with some very notable exceptions of the centrally located Northampton Convent and neighbouring St Mary's Church).</li> <li>The ideas outlined within the plan, will in our opinion provide the main street with elements that may make more visitors want to stop and explore the Town, providing the potential spin-off of greater expenditure in shops. Tourism WA is also of the opinion that the initiative explained as the Ewe Turn, is imaginative, and if it created a response that was seen with a similar initiative in Cowaramup WA, it</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> <li>Noted. Wayfinding and pedestrian linkage improvement strategies are included within the NMUDS to assist in addressing this issue.</li> <li>Noted.</li> </ul>

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**DRAFT NORTHAMPTON MAINSTREET URBAN DESIGN STUDY**

**SCHEDULE OF SUBMISSIONS**

			could be very influential by increasing visitor interest especially from family's and Asian visitors.	
8.	09/11/2017	S Den exter 225 Hampton Road, Northampton WA 6535	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- The proposal is very impressive and I am sure it will serve to boost the town enormously should it be implemented.</li> <li>- Right now the main street area looks very tired and uninteresting, especially as some of the buildings really are unkempt and in need of serious attention. It is all very well to advertise "Heritage" town, but it does not have to be looking so shabby to achieve this. Towns in western Victoria have done a fine job of marrying the old with the new.</li> <li>- Strongly against the proposal for the opening of other eateries. The turnover of the existing establishments hinges tremendously on the seasonal movement of the tourists, which is approximately 6 months of the year. Flooding the town with more of the same will only serve to end up with untenanted buildings.</li> <li>- What would be more viable and attractive is to allow "pop up" shops during this time offering different and varied wares for sale. Maybe to keep this pop ups longer than the trading season, offer a reduced rental for this extra period.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted.</li> <li>• Noted. A number of the strategies contained within the NMUDS aim to improve the visual appeal of the Main Street to address this issue.</li> <li>• Noted. The Strategy does not specifically propose the opening of additional eateries however does promote the use of underutilised tenancy space to assist in activating the Main Street. Any such opportunity would need to be considered on its merit.</li> <li>• The opportunity for seasonal "pop up" tenancies is discussed under Section 4.6.</li> </ul>

**Shire of Northampton**  
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**SCHEDULE OF SUBMISSIONS**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
9.	06/11/2017	T Henkel – Shire of Northampton Heritage Advisor	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- An interesting document with some good ideas on how to activate dead spaces and enhance the usability of the area for locals. I particularly like the suggestions of clearly identifying pedestrian access ways across crossovers as well as incentives for property owners to upgrade the front facades of buildings within the study area. I also think the provision of shade is important – whether via plantings or other structural forms.</li> <li>- The quality of some images is not wonderful.</li> <li>- Section 1.3 Project Context section note that parking is an issue within the town given it features in the actions. Note mix of local and tourist parking requirements (trailers, boats and caravans).</li> <li>- Table Actions dot point 2, consider adding “small rail wagons” after sheep troughs. Reflects the rich rail heritage of the town and surrounding district.</li> <li>- Table Actions dot point 3, consider including street and lot number with Wren’s Place Cade as place/business name can change. Same applies to Family Store in dot point 4.</li> <li>- Table Actions dot point 10, suggest directional way finding to Mary Street Railway Station and any other relevant key town places.</li> <li>- Section 2.4 Built Form Considerations – Variety of Forms: 2<sup>nd</sup> Paragraph. In my opinion this shows one main cluster of “traditional shop front buildings” at the heart of the town centre as opposed to “a number of clusters”. posted awnings – they are either verandahs or balconies (2 stories) which have posts. Awnings usually refer to cantilevered structures or canvas clad structures. However, there are examples of box awnings along Hampton Road (newsagency/Shearing Shed café) which do not have posts.</li> </ul>	<ul style="list-style-type: none"> <li>- Noted.</li> <li>- Noted. This will be addressed as required.</li> <li>- Noted, it is recommended that an additional point be inserted into section 1.3 to address this point.</li> <li>- Noted. This table has been extracted from the Northampton Revitalisation Plan and is not able to be modified within this document.</li> <li>- Noted. This table has been extracted from the Northampton Revitalisation Plan and is not able to be modified within this document.</li> <li>- Noted. This table has been extracted from the Northampton Revitalisation Plan and is not able to be modified within this document.</li> </ul>

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**DRAFT NORTHAMPTON MAINSTREET URBAN DESIGN STUDY**

**SCHEDULE OF SUBMISSIONS**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
9.	06/11/2017 (continued)	T Henkel – Shire of Northampton Heritage Advisor	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- Section 3.0 Concept Plan General Principles dot point 10, not just State Registered Places, need to be inclusive of RSL Hall etc. however, presumably this would apply mostly to the RC Church and Covent given setbacks from footpath and garden setting.</li> <li>- Section 4.1 Verandah Enhancements – Design Brief dot point 1, heritage considerations need to be taken into account however on initial reflection this would appear to be a fairly unobtrusive solution.</li> <li>- Section 4.6 Mary Street Piazza, given the link and proximity to the Mary Street Railway Station this would be an ideal location to feature some railway relics/features or interpretation here to not only highlight the significance of the railways to the history of the town but also to encourage visitation to the railway station which is due east.</li> <li>- Section 4.8 Framing of Kings Park, dot point 2, given the history of the site there is an opportunity to reflect past use of the lot in public art of other creative form</li> <li>- Various suggested textual changes.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted. No action required.</li> <li>• Noted. No action required.</li> <li>• Noted. It is recommended that this strategy be incorporated within Section 4.6.</li> <li>• Noted. It is recommended that this strategy be incorporated within Section 4.8.</li> <li>• Noted with amendments as necessary to correct textual errors.</li> </ul>

**Shire of Northampton**  
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**SCHEDULE OF SUBMISSIONS**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
10.	04/12/2017	M Boyland PO Box 352 Northampton WA 6535	<p><b>No objection</b></p> <ul style="list-style-type: none"> <li>- Generally liked the suggestions proposed to enhance the main street scape</li> <li>- Overwhelming agreement that the town needs more shade. Shade sails provided to children’s playgrounds a necessity.</li> <li>- Shade on main street is needed.</li> <li>- Shade sails installed over the area beside the Family Store and alongside Wren’s Café.</li> <li>- Area beside Wren’s café, it would be beneficial to employ a professional artist to paint the walls around the area. Suggest Kyle Hughe-Ogders (Merriden Silos).</li> <li>- Create the illusion of separation from the road, possibly palettes to create a living wall, making it a welcoming place for locals and visitors to sit.</li> <li>- Visitors, the Ewe Turn committee have plans to create a map indicating the locations of the decorated ewes and other features, railway precinct, botanic line NEG environment hut.</li> <li>- Street furniture, to continue the Ewe Turn theme wooden wool packing cases decorated with local farm branding could be constructed to encase existing rubbish bins.</li> <li>- Water park or feature needed in town, encourage visitors to stay.</li> <li>- Encourage shop owners to maintain the facades of their buildings, dirty and in need of painting.</li> <li>- Rethink restrictions on paint colour, opening up colour palette.</li> <li>- People love the mystic of laneways and the area at the rear of the Family Store</li> </ul>	<ul style="list-style-type: none"> <li>• Noted. No action required.</li> <li>• Noted. No action required.</li> <li>• Noted. No action required.</li> <li>• Noted. It is recommended that the potential opportunity for a shade sail or other structure be incorporated into Section 4.2.</li> <li>• Noted. The strategy to include temporary landscape treatments and planter boxes would achieve the separation to the road.</li> <li>• Noted. Such an opportunity could be pursued separately to this document.</li> <li>• Noted with respect to the Ewe Turn committee. No action required.</li> <li>• Noted. No action required.</li> <li>• Water park or feature would be separate to this study. It is noted that there is opportunity for a natural water feature to be incorporated within Lions Park.</li> <li>• Noted. It is noted that the Northampton Revitalisation Plan identifies the potential for a Façade Improvement Scheme subject to funding.</li> <li>• Noted. This may be explored in more detail as a separate investigation.</li> <li>• Noted. The NMUDS includes strategies to better utilise tenancies at key intersections and laneways.</li> </ul>

**Shire of Northampton**  
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**SCHEDULE OF SUBMISSIONS**

			and subsequent four shop on the north side could be made into a fascinating and profitable area.	
11.	08/02/2018	S Koppensteiner – Shire Gardener	<p><b>Support</b></p> <ul style="list-style-type: none"> <li>- The review of some tree and plant species needs to occur as some are not considered appropriate for the climate and/or location proposed.</li> <li>- Planter box locations need to be examined in terms of impact on street parking, particularly outside Elders and BP.</li> <li>- A more immediate impact might be a structure such as a trellis or arched covering in some sections of the street, whereby creepers could grow up and over structure.</li> </ul>	<ul style="list-style-type: none"> <li>- List of appropriate species will be provided to Consultant for inclusion within the study.</li> <li>- Consultant will review the location of these planter boxes.</li> <li>- This type of structure will need to be examined in more detail, however, the scope of works could include the examination of a range of options to create shade within the footpath area, subject to approval from Main Roads WA. Consultant to include this as an option, particularly for parts of streetscape that need immediate enhancement and shade intervention.</li> </ul>



**6.1.4 DRAFT LOCAL PLANNING POLICY - REPURPOSED AND SECOND-HAND DWELLINGS**

<b>LOCATION:</b>	Whole of Shire
<b>FILE REFERENCE:</b>	10.4.11
<b>APPLICANT:</b>	Shire of Northampton
<b>DATE OF REPORT:</b>	18 January 2018
<b>REPORTING OFFICER:</b>	Hayley Williams - Principal Planner
<b>APPENDICES:</b>	
<b>1.</b>	<b>Proposed Local Planning Policy</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:**

A review of the Shire of Northampton's Local Planning Policies, in light of recent amendments to the Local Planning Schemes has highlighted the need amend the existing suite of Local Planning Policies to specifically target the issues being raised by the development of repurposed and second-hand dwellings.

This report recommends the initiation of draft Local Planning Policy 'Repurposed and Second-Hand Dwellings' for public comment and advertise it for a period of 21 days pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A copy of draft *Local Planning Policy 'Repurposed and Second-Hand Dwellings'* is included as **Appendix 1** to this report for Council's information.

**BACKGROUND:**

In August 2015, the State Government introduced new regulations in the form of the *Planning and Development (Local Planning Schemes) Regulations 2015*, with the new regulations taking effect in October 2015. The new regulations allowed for the development of single houses and ancillary dwellings that were in compliance with the *State Planning Policy 3.1 - Residential Design Codes (R-Codes)* provisions, without the requirement for local government development approval.

As a result of the new deemed provisions, sections of the Shire of Northampton's *Local Planning Scheme No. 10 and Town Planning Scheme No. 9 - Kalbarri Townsite* relating to transportable, prefabricated and relocated buildings were superseded by the higher level regulations.

As a result, new provisions were introduced within the *Local Planning Scheme No. 11 - Kalbarri* during the Scheme review and a Scheme Amendment (Amendment 4) was progressed to update *Local Planning Schemes No.10* relating to Repurposed Dwellings.

With the approval of the new Scheme provisions, the application of (and information within) some of the Shire of Northampton's Local Planning Policies are of limited value, and therefore a new Local Planning Policy for 'Repurposed and Second-Hand Dwellings' is proposed to Council with the purpose of superseding existing Policies 'Construction of Barnstyle Sheds and Prefabricated Shed Structures' and 'Relocated Dwellings and Second-hand Cladding Materials'.

This report recommends the initiation of draft Local Planning Policy 'Repurposed and Second-Hand Dwellings' for public comment and advertise it for a period of 21 days pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A copy of draft Local Planning Policy 'Repurposed and Second-Hand Dwellings' is included as **Appendix 1** to this report for Council's information.

#### **COMMUNITY & GOVERNMENT CONSULTATION:**

Schedule 2 - Deemed Provisions, Part 2, cl 4 details the minimum advertising requirements for the initiation of a Local Planning Policy being no less than 21 days. It is recommended that that advertising period include the following actions in accordance with part 2, cl 4, of the "Deemed Provisions" of the LPS Regulations:

- Write to the following government agencies
  - Department of Planning
- A newspaper advert published in the Geraldton Guardian;
- Notices displayed at both the Northampton and Kalbarri Offices; &
- Notice made available on Northampton website.

### **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*

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

*Local: Shire of Northampton Local Planning Scheme No. 10 (Northampton District)*

*Shire of Northampton Local Planning Scheme No. 11 (Kalbarri Townsite)*

The *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) outlines the procedure for adopting Local Planning Policies. These provisions are 'Deemed Provisions' and replace existing clauses contained with the Shire of Northampton Planning Schemes.

The definition of a repurposed dwelling means a building or structure not previously used as a single house, which has been repurposed for use as a dwelling. This is considered to encompass prefabricated shed structures given their original use is an outbuilding and is being repurposed as a dwelling.

A secondhand dwelling means a dwelling that has been in a different location, and has been dismantled and transported to another location (in whole or in parts) for habitable purposes, but does not include a new modular or transportable dwelling.

### **POLICY IMPLICATIONS:**

This draft Policy has been placed before Council for its consideration so as to update the Local Planning Policies so as to reflect the changes within the Shire's Local Planning Schemes.

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that

sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

The establishment of Local Planning Policies aid in guiding the type and standard of development the Council views as appropriate within particular areas of the Shire. Policies provide a consistent approach to approving land use and development, therefore, as a general rule it is important the Council not waiver from an adopted policy position without specific justification being provided and planning merit being identified.

**STRATEGIC IMPLICATIONS:**

Local Planning Policies are formulated and aligned within a strategic planning direction as set by Council and guide the type and standard of development Council views as appropriate within particular areas of the Shire. Policies also provide a consistent approach to approving land use and development.

**COMMENT:**

The draft Local Planning Policy includes a number of minimum general requirements for repurposed and second-hand dwellings.

The objectives of the Policy are to ensure that any development proposing to use a repurposed or second hand building meets acceptable aesthetic and amenity requirements in the locality for which it is proposed, to ensure that any repurposed or second-hand dwelling does not detract from an existing streetscape, and to enable Council to retain a bond to ensure the desired standard of development is achieved.

**VOTING REQUIREMENT:**

*Absolute Majority Required:*      No

**CONCLUSION:**

That Council initiate advertising for the proposed draft Local Planning Policy.


**OFFICER RECOMMENDATION – ITEM 6.1.4**

**APPROVAL**

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

- 1 Adopt draft Local Planning Policy ‘Repurposed and Second-hand Dwellings’ for public comment and advertise it for a period of 21 days;**
- 2 Should no written, author-identified objections be received during the 21 day advertising period, then adopt for final approval Local Planning Policy ‘Repurposed and Second-hand Dwellings’ and proceed to publish a notice to this effect in the local newspaper; and**
- 3 Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report.**

**APPENDIX 1 – DRAFT LOCAL PLANNING POLICY**

		<h2 style="margin: 0;">Repurposed &amp; Second-hand Dwellings</h2> <h3 style="margin: 0;">Local Planning Policy</h3>
Version 2		
<p><b>Scheme Provisions:</b> LPS #11 3.1 Zoning and Development Table 4.8.20 Repurposed Dwellings LPS #10 4.1 Zoning and Development Table 5.11.3 Repurposed or Second Hand Dwelling</p>	<p><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</p>	<p><b>Special procedural considerations:</b> The Council at its discretion may advertise the proposed repurposed or second-hand dwelling within a designated locality to ascertain the views of the neighbouring and nearby residents prior to the application being considered.</p>
<p><b>1.0 PURPOSE</b></p> <p>Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.</p> <p>The use of transportable or modular dwellings is a necessary and acceptable part of the State's housing product, and there should be no controls in planning schemes that seek to prohibit this form of development. However, it is reasonable for local governments to control the repurposing of buildings where they haven't been previously used as a house, particularly for former mine site 'dongas', shipping containers or sheds.</p> <p>It is not intended that a policy be applied rigidly, but each application be examined on its merits, with the objectives and intent of the policy the key for assessment. However, it should not be assumed that the local government, in exercising its planning discretion, be limited to the policy provisions and that mere compliance will result in an approval.</p> <p>The Shire encourages applicants to produce innovative ways of achieving the stated objectives and acknowledges that these may sit outside the more traditional planning and architectural approaches. In these instances the local government is open to considering (and encourages) well-presented cases, during pre-application consultation, having due regard to the outcome of any public consultation undertaken and the orderly and proper planning of the locality.</p> <p><b>2.0 SCOPE</b></p> <p>A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.</p> <p><b>3.0 OBJECTIVES</b></p>		

3.1 To ensure that any development proposing to use a repurposed or second hand building meets acceptable aesthetic and amenity requirements in the locality for which it is proposed.

3.2 To ensure that any repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape.

3.3 To enable the local government to retain such monies (bonds) to ensure the desired standard of development is achieved.

#### **4.0 DEFINITIONS**

**Repurposed Dwelling:** means a building or structure not previously used as a single house, which has been repurposed for use as a dwelling.

**Second-Hand Dwelling:** means a dwelling that has been in a different location, and has been dismantled and transported to another location, but does not include a new modular or transportable dwelling.

#### **5.0 POLICY MEASURES**

##### **5.1 Conditions**

Buildings that are repurposed for residential use or are second-hand dwellings are, in some instances, of poor condition and as such the local government may impose conditions to ensure the building presentation is of an acceptable standard to enhance the streetscape appearance. Such conditions may include (but are not limited to) the following:

- a) Need for additional setbacks over and above the prescribed minimum and the need for screening via landscaping and/or boundary fencing;
- b) A bond/bank guarantee and legal agreement to ensure the external appearance of the repurposed or second-hand dwelling has been completed to the approval of the local government;
- c) The space between the ground level and the floor level being suitably enclosed;
- d) Upgrading, alterations or additional design features that will enhance the elevations and architectural detail of the proposed development (ie. roof pitch, eaves, colours/materials and external treatments);
- e) The roof and / or walls being clad of non-reflective materials and be consistent or complimentary in colour with the surrounding natural landscape features or desired streetscape; and
- f) Require landscaping and constructed vehicle access to be established within a specified timeframe and thereafter maintained.

##### **5.2 Development Guidelines**

All repurposed and second-hand dwellings shall adequately address the following development standards:

###### **5.2.1 Verandahs, balconies etc on frontages**

In order to ensure that the repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape, the proposed development is required to provide verandahs, awnings, balconies, porches, porticos or other architectural relief on the elevations that are viewed from the street.

### 5.2.2 Materials

The use of 'Zincalume' or light coloured 'Colorbond' roof sheeting is permitted for dwellings under this Policy. However, care must be taken to ensure the location of the dwelling and the roof pitch used does not produce glare nuisance to surrounding properties or passing traffic.

The use of most types of wall cladding for dwellings is supported in the spirit of allowing architectural choice. Steel wall cladding is to be pre-painted 'Colorbond' custom orb type. 'Trimdeck' profile wall sheeting is not permitted. The use of unpainted 'Zincalume' wall sheeting is not permitted, unless used as an architectural feature on no more than 10% of the surface area of a facade.

Where appropriate the use of varied building materials is encouraged to provide architectural relief.

### 5.2.3 Roof Design

Roof design can utilise gable, hipped or skillion design. Flat roofs are only permitted where the design of the building has been extensively enhanced by other external treatments and is an integral part of the modern profile of the dwelling.

### 5.2.4 External Treatments

Notwithstanding the requirement of Clause 5.2.1 above, in order to achieve high standard of dwelling construction and an appropriate level of amenity repurposed and second-hand dwellings will be required to address their external facades with additional windows or larger openings, the use of verandahs, decking or other architectural relief to side and rear elevations.

It is also recommended that alternative materials be sought for window treatments (ie wooden French and bi-fold doors).

### 5.2.5 Landscaping

In order to not detract from an existing (or reasonably desired) streetscape the proposed development is required to lodge and implement a landscape plan.

## 5.3 **Application Requirements**

5.3.1 Photographs will need to be submitted that clearly illustrate the in-situ condition and appearance of the entire building (all sides and roof).

5.3.2 An inspection of a proposed second-hand building, in-situ, will be carried out and an inspection report furnished to Council. Where it is not practicable for the Shire Building Surveyor to carry out the inspection it will be done by the Building Surveyor for the area in which it is located or by such other person that is acceptable to Council. All cost for a building inspection will be borne by the applicant.

5.3.3 Clear concise details of proposed works to be undertaken to ensure the repurposed or second-hand dwelling's presentation is of an acceptable standard to that of the locality. This will generally include elevations of the proposed finished works.

5.3.4 It may be sufficient to demonstrate that the proposed development will be isolated from the view of neighbours or significant roads to make consideration of aesthetics and amenity



irrelevant to the application.

5.3.5 A clear timeframe for the completion of the above works, with such time frame to be as short as practicable and a maximum of 12 months.

5.3.6 Any other additional information required to demonstrate that the repurposed or second-hand dwelling will be aesthetically acceptable, contribute positively to the desired streetscape and comply with the objectives of this policy.

#### 5.4 Bond / Bank Guarantees

5.4.1 Prior to the issue of any building permit for a repurposed or second-hand dwelling the local government shall require the lodging of:

- (a) A bond amount equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard, with a minimum amount of \$5,000.00;
- (b) A statutory declaration, signed by the applicant(s) and appropriately witnessed, indicating that the bond will be forfeited to Council if:
  - (i) The approved works are not carried out within the approved timeframe; or
  - (iii) Any notice duly served upon the builder is not promptly complied with.

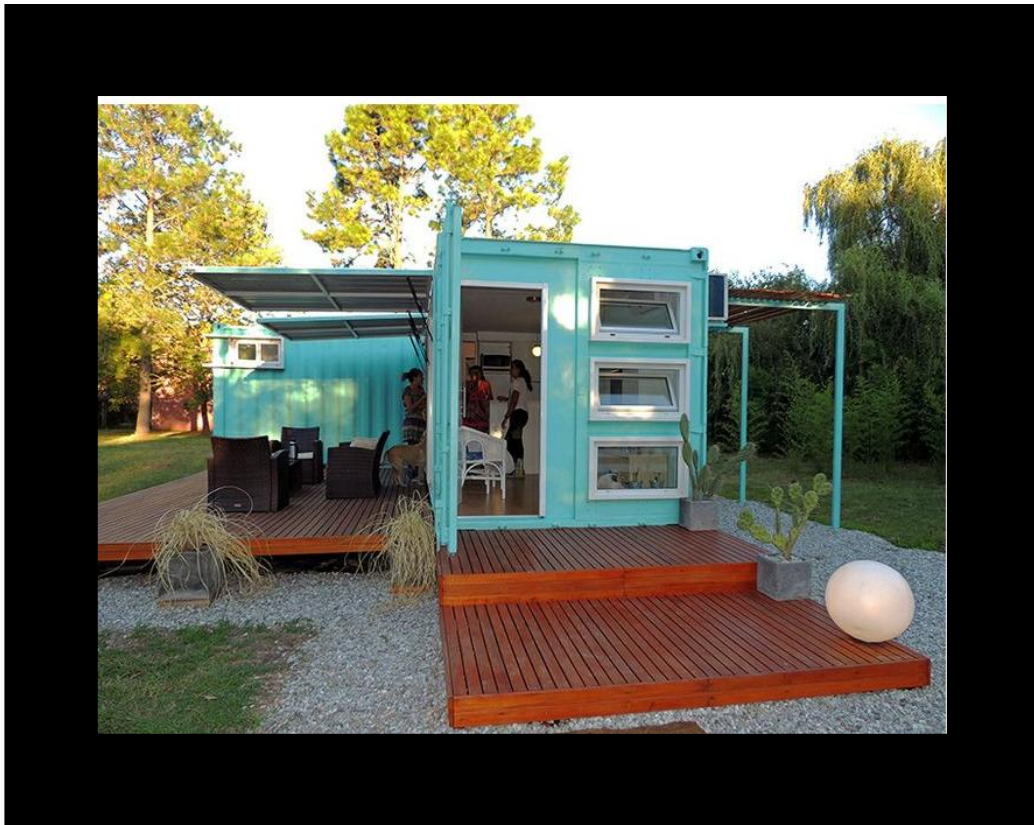
5.4.2 Bond moneys will only be refunded (if not forfeited) after works required to prevent forfeiture have been carried out to the approval of the Building Surveyor.

5.4.3 In addition to plans and specifications normally required for any building application the Building Surveyor may, at his/her discretion, require such reports by others to satisfy him/herself that the repurposed/second-hand dwelling will meet the requirements of the Building Code. This requirement is most likely to be exercised where original plans for a structure cannot be sourced or where they are not of an acceptable standard.

	The Principal Planner/Chief Executive Officer as per the Delegations Policy and Register/		
<b>6.0 ADOPTION</b>	16 June 2005	Advertising	Minute 6.9.2
	21 July 2005	Final Approval	Minute 7.11.3
	V2 16 June 2014	Advertising / Final Approval	(Minutes 6.8.1)
	16 February 2018	Advertising / Final Approval	



<b>EXAMPLE 1</b>			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage		√	The repurposed dwelling is not considered to positively contribute to streetscape. There is no defined access (pedestrian or vehicular) or landscaping. The small and limited number of openings continues to create the appearance of a “shipping container”.
Materials		√	Use of same materials with no additional features.
Roof Design		√	Flat roof not considered appropriate without other external treatments
External Treatments		√	No external treatments.
Landscaping		√	No landscaping.
<b>Overall comment:</b>			
Typical shipping container with no external treatments, small and limited openings and no variation in materials to break up the facade. <u>Overall Poor Design.</u>			
<u>Overall Poor Design.</u>			



<b>EXAMPLE 2</b>			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Use of decking, variation of materials and openings assist in the frontage positively contributing to the streetscape.
Materials	√		Use of varied materials with some additional features.
Roof Design		√	Flat roof could use some further enhancement to soften appearance of the shipping container.
External Treatments	√		Verandah and deck used to soften the appearance of shipping container and create useable space external to the dwelling.
Landscaping		√	Limited landscaping.
<b>Overall comment:</b>			
The use of external treatments, varied materials and a range of openings assists in softening the appearance of the typical shipping container enabling the frontage to contribute positively to the streetscape. The dwelling could be further enhanced by addressing roof design. <u>Overall Good Design which could have some further enhancement.</u>			



<b>EXAMPLE 3</b>			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Balcony and deck treatment is considered to soften front elevation, along with the, use of varied materials and extensive windows contributing positively to the streetscape.
Materials	√		Use of varied materials, re-cladding of parts of shipping container with wood and the use of steel and glass.
Roof Design	√		Flat roof considered appropriate given the range of external treatments.
External Treatments	√		Balcony, deck and extensive use of windows.
Landscaping		√	No landscaping.
<b>Overall comment:</b>			
The extensive use of external treatments, varied materials and a range of openings assists in softening the appearance of a typical shipping container enabling the frontage to contribute positively to the streetscape. <u>Overall Good Design.</u>			



<b>EXAMPLE 1</b>			
	<b>GOOD DESIGN</b>	<b>POOR DESIGN</b>	<b>COMMENT</b>
Frontage		√	The second-hand dwelling is not considered to positively contribute to the streetscape. There are no external treatments, the small and uniform openings continues to create the appearance of a “second-hand donga”.
Materials		√	Use of same materials with no additional features.
Roof Design		√	Slight pitch to roof, however, given lack of other external features not considered appropriate.
External Treatments		√	No external treatments although floor to ground level is suitably enclosed.
Landscaping		√	No landscaping.
<b>Overall comment:</b>			
Although the condition of the second-hand dwelling is satisfactory, the limited use of external treatments and variation in materials does not positively contribute to the streetscape or the development context <u>Overall Poor Design.</u>			



<b>EXAMPLE 2</b>			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage		√	The dwelling is not considered to positively contribute to the streetscape. There is no defined access (pedestrian or vehicular) or landscaping. Small uniform windows continues to create the appearance of a “transportable donga”.
Materials		√	Use of same materials with no additional features.
Roof Design		√	Flat roof not considered appropriate without other external treatments.
External Treatments		√	No external treatments.
Landscaping		√	No landscaping.
<p>Overall comment:</p> <p>A typical transportable donga containing no external treatments, small uniform windows and use of same materials. The lack of these elements along with no landscaping or defined access is not considered to positively contribute to streetscape. <u>Overall Poor Design.</u></p>			



<b>EXAMPLE 3</b>			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Raised deck and innovative use roof covering along with extensive landscaping is considered to positively contribute to streetscape.
Materials	√		Varied materials and colours, use of modern external cladding, wood, steel and glass all contribute to good design.
Roof Design	√		Flat roof considered appropriate given the range of external treatments and modern profile.
External Treatments	√		Deck and undercover alfresco area, use of additional roof line, large windows and bi-fold doors
Landscaping	√		Excellent use of landscaping.
<p>Overall comment:</p> <p>This is considered to be an excellent example of how a second-hand/repurposed dwelling can be treated to contribute positively to the streetscape. The use of alternative materials and colour softens the external appearance. Landscaping also contributes in a positive manner. <u>Overall Good Design.</u></p>			

**6.1.5 CONCEPT PROPOSAL - HORROCKS CARAVAN PARK – LOT 101 GLANCE STREET, HORROCKS**

<b>LOCATION:</b>	<b>Lot 101 Glance Street, Horrocks</b>
<b>FILE REFERENCE:</b>	<b>9.1.4 / A4967</b>
<b>DATE OF REPORT:</b>	<b>29 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Hayley Williams – Principal Planner</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Garry Keefe – Chief Executive Officer</b>
<b>APPENDICES:</b>	
1.	Concept Plan

**AUTHORITY / DISCRETION:**

**Executive** *the substantial direction setting and oversight role of the Council. For example, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*

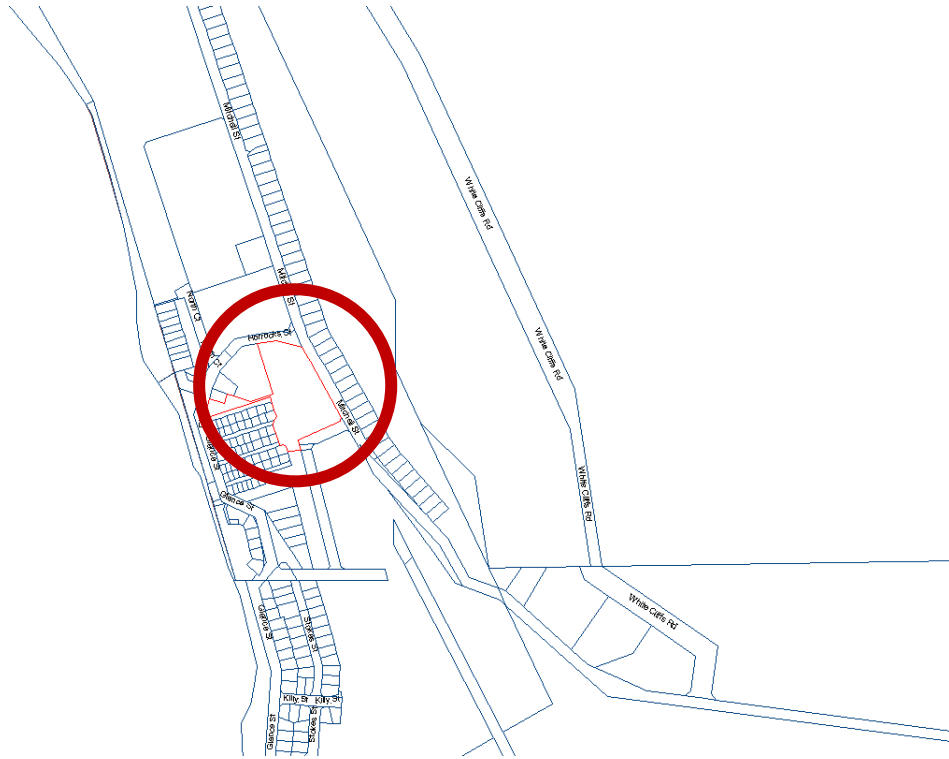
**SUMMARY:**

Correspondence has been received from Halsall and Associates on behalf of Summerstar Pty Ltd presenting a proposed concept plan for caravan, camping and chalets on Lot 101 Glance Street, Horrocks.

The proposed concept plan is submitted to Council for consideration in order to provide an understanding of conditions that would be applicable to the preferred development and its likely cost to the proponent.



**LOCALITY PLANS:**



**BACKGROUND:**

Council at its February 2017 meeting resolved to accept an expression of interest from Summerstar Pty Ltd for the lease of portion of Lot 101 Mitchell Street Horrocks as per the above plan.

A lease agreement has been prepared by Councils legal advisors and negotiations with the lessee have occurred to the point that a lease is now ready to be endorsed

The proponent has requested that before proceeding with the lease, that a preferred concept plan be submitted to Council in order to ascertain costs associated with the development.

A copy of the Concept Plan and Report is included in **Appendix 1**. The report prepared by Halsall and Associates is available to Councilors via dropbox and will also be tabled at the meeting.

It is noted that a full assessment of the proposed development has not been undertaken given that the plans do not provide any detailed design work. There is a notable absence of a contour plan that provides the existing and proposed levels of the site including specific detail regarding stormwater drainage.

**COMMUNITY & GOVERNMENT CONSULTATION:**

An Application for Development Approval would be advertised for public comment to affected landowners and Government agencies in accordance with the requirements of the *Shire of Northampton Local Planning Policy – Consultation on Planning Proposals* (Consultation Level C).

**FINANCIAL & BUDGET IMPLICATIONS:**

In terms of planning associated costs, the Application for Development Approval will incur costs associated with statutory Planning Services Fees.

**STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

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

Lot 101 is zoned “Town Centre” under *Local Planning Scheme No. 10*. The objective of the Town Centre zone is to accommodate a range of mixed uses in order to foster a sense of community and strong local identity.

Under the zoning table of the Scheme a number of uses are permitted within the Town Centre zone including a variety of tourist accommodation uses and other predominantly commercial uses.

With respect to setbacks the front/street setbacks are nil with the rear setback assessed as if it was residential development under the Residential Design Codes. Further, open space and landscaping of the site is required to be at 10%. Plot ratio is one and this may be increased by 50% subject to certain matters being assessed.

Table 2 – Car Parking Requirements:

Use Class	Requirement	Proposed
Caravan Park	1/ caravan site + 1 visitor bay/ 5 caravan sites  24 + 4.8 visitor bays	24 + 5
Chalet	2/ chalet  8 Chalets = 16	16

**POLICY IMPLICATIONS:**

*Local: Horrocks Beach Local Planning Strategy (2015)*

The *Horrocks Beach Local Planning Strategy (LPS)* document was adopted by the WAPC on the 22nd October, 2015 for the purpose of being a guide for future growth and development of Horrocks and expansion area to the south and east of the existing town site. The LPS makes specific reference to the area of land the subject of lease being utilised for caravan and chalet park.

**STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Planning for the Future 2013-2023*

**COMMENT:**

The concept plan for the development of subject lot for caravan, camping and chalet development is considered to comply with the objectives and development requirements set out by *Local Planning Scheme No. 10* and the *Horrocks Beach Local Planning Strategy*.

As previously noted the plans submitted to date do not include any detailed design work and therefore conditions that are likely to be applied to an Application for Development Approval are as follows but may be subject to variation:

1. *A legal agreement to be formed between Summerstar Pty Ltd and the Shire of Northampton to ensure that when reticulated sewer is directly available at the property that Summerstar Pty Ltd will, at their expense, connect the site to the reticulated sewerage system. This agreement is to be at the cost of Summerstar Pty Ltd and to the specifications of the Local Government;*
2. *All stormwater and drainage is to be disposed of to the specifications and approval of the local government. **On application for a building permit a detailed design of stormwater collection and disposal system of developed areas is to be supplied to the local government;***
3. *The crossover to the caravan park, the internal access roads and car parking areas are to be paved/sealed, kerbed, line marked, drained and thereafter maintained to the satisfaction of the local government;*
4. *Detailed plans of the proposed cross over, road construction and parking areas is required to be submitted to the local government prior to commencing work onsite;*
5. *Repair or reinstatement to the road pavement, road network, access way, kerbing, verge and dual use pathway to the requirements and approval of the local government;*
6. *Any soils disturbed or deposited on site shall be stabilised to the approval of the Local Government;*
7. *The applicant is to implement the requirements of the Bushfire Management Plan dated [INSERT DATE] to the approval of the Department of Fire & Emergency Services and the local government;*
8. *All loading and unloading to take place within the boundaries of the premises and undertaken in a manner so as to cause minimum interference with other vehicular traffic;*
9. *No additional signs are to be erected on the lot without the local government's approval;*

10. *Any lighting device is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries or cause any glare nuisance to any nearby residents or passing motorists;*
11. *Rubbish storage areas are to be screened where they are visible from the street to the satisfaction of the local government;*
12. *The ablution facilities are required to comply with the specifications of the Caravan and Camping Regulations 1997 to the satisfaction of the local government;*
13. *Prior to commencement of the development/land use, the landowner/proponent shall enter into a legal agreement prepared by the local government's solicitors at the landowner/proponents cost with the local government, to ensure that the tourist accommodation shall only be used for short-stay accommodation purposes, with a maximum stay of 3 months occupancy per annum by any single tenant. The legal agreement shall charge the land and authorise the local government to lodge an absolute caveat to ensure that successors in title are likewise required to enter into a legal agreement in the same terms; and*
14. *A materials and colour schedule being submitted at the time of application for a building permit with such colours and materials to be to the approval of the local government.*

**VOTING REQUIREMENT:**

*Absolute Majority Required:* No.

**CONCLUSION:**

The concept plan for the development of Lot 101 Glance Street, Horrocks is supported subject to the application of standard planning conditions.

<b>OFFICER RECOMMENDATION – ITEM 6.1.5</b>	<b>SUPPORT</b>
<b>That Council</b>	
<b>1. Support in principle the concept plan for the development of Lot 101 Glance Street, Horrocks for 8 chalets and 24 ensuite sites for caravan/camping subject to the following conditions being applied to a Development Application when submitted and approved:</b>	

- a. ***A legal agreement to be formed between Summerstar Pty Ltd and the Shire of Northampton to ensure that when reticulated sewer is directly available at the property that Summerstar Pty Ltd will, at their expense, connect the site to the reticulated sewerage system. This agreement is to be at the cost of Summerstar Pty Ltd and to the specifications of the Local Government;***
- b. ***All stormwater and drainage is to be disposed of to the specifications and approval of the local government. On application for a building permit a detailed design of stormwater collection and disposal system of developed areas is to be supplied to the local government;***
- c. ***The crossover to the caravan park, the internal access roads and car parking areas are to be paved/sealed, kerbed, line marked, drained and thereafter maintained to the satisfaction of the local government;***
- d. ***Detailed plans of the proposed cross over, road construction and parking areas is required to be submitted to the local government prior to commencing work onsite;***
- e. ***Repair or reinstatement to the road pavement, road network, access way, kerbing, verge and dual use pathway to the requirements and approval of the local government;***
- f. ***Any soils disturbed or deposited on site shall be stabilised to the approval of the Local Government;***
- g. ***The applicant is to implement the requirements of the Bushfire Management Plan dated [INSERT DATE] to the approval of the Department of Fire & Emergency Services and the local government;***
- h. ***All loading and unloading to take place within the boundaries of the premises and undertaken in a manner so as to cause minimum interference with other vehicular traffic;***
- i. ***No additional signs are to be erected on the lot without the local government's approval;***
- j. ***Any lighting device is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries or cause any glare nuisance to any nearby residents or passing motorists;***
- k. ***Rubbish storage areas are to be screened where they are visible from the street to the satisfaction of the local government;***
- l. ***The ablution facilities are required to comply with the specifications of the Caravan and Camping Regulations 1997 to the satisfaction of the local government;***
- m. ***Prior to commencement of the development/land use, the landowner/proponent shall enter into a legal agreement prepared by the local government's solicitors at the landowner/proponents cost with the local government, to ensure that the tourist accommodation shall only be used for short-stay accommodation purposes, with a maximum stay of 3 months occupancy per annum by any single tenant. The legal agreement shall charge the land and authorise the local***

- government to lodge an absolute caveat to ensure that successors in title are likewise required to enter into a legal agreement in the same terms; and*
- n. A materials and colour schedule being submitted at the time of application for a building permit with such colours and materials to be to the approval of the local government.**
  
  - 2. The proponent is advised that the proposed conditions are based upon the information submitted by Halsall and Associates in the Concept Plan/Report received 23 January 2018, noting there is no information pertaining to existing/proposed site levels, retaining, stormwater drainage or lighting.**
  
  - 3. The proponent is advised that the proposed development is also required to provide a slop hopper/cleaner's sink within the laundry facility as per the requirements of the *Caravan Park and Camping Grounds Regulations 1997*;**
  
  - 4. The proponent is further advised that the proposal not to connect the development to reticulated sewerage is to be referred to the relevant Government Departments/Agencies for their comment and support, including Department of Health and Water Corporation.**

APPENDIX 1 – CONCEPT PLAN



This contract has been prepared for the purpose of meeting client specifications. This drawing does not constitute an invitation, agreement or contract for any part thereof of any kind whatsoever.

Although care has been taken in the compilation of this document by Friends Landscapes Drafting, all parties associated with the proposed property development disclaim any responsibility for any errors or omissions. The right is reserved to change the plan at any time.

Liability is expressly disclaimed by Friends Landscapes Drafting for any loss or damage which may be incurred by any person acting on any visual impression gained from this drawing.

**GENERAL NOTES**

CHALETS INDICATIVE FOR PLANNING PURPOSES ONLY

ENTIRE SITE FENCED AS PER SHIRE REQUIREMENTS

ALL DIMENSIONS AND AREAS SUBJECT TO DETAILED SURVEY DETERMINATION OF ON GROUND CONDITIONS

GARDEN LAYOUT & TREES INDICATIVE ONLY FOR PLANNING PURPOSES SUBJECT TO DESIGN & DETAIL PHASE

SUBJECT TO FIRE PLANNING



**6.1.6 RECONSIDERATION REQUEST - PROPOSED SUBDIVISION OF MULTIPLE GENERAL RURAL LOTS, PORT GREGORY ROAD, SANDY GULLY**

<b>LOCATION:</b>	Lots 104, 6705, 6728, 7577, 7578, 7874, 7875, 9293, 10063 and 10201 Port Gregory Road, Sandy Gully
<b>FILE REFERENCE:</b>	10.9.2/A2263
<b>DATE OF REPORT:</b>	6 February 2018
<b>REPORTING OFFICER:</b>	Hayley Williams – Principal Planner
<b>APPENDICES:</b>	<ol style="list-style-type: none"> <li>1. Letter – Reconsideration Request, Additional Information – A Bennett</li> <li>2. Proposed Subdivision Plan</li> </ol>

**AUTHORITY / DISCRETION:**

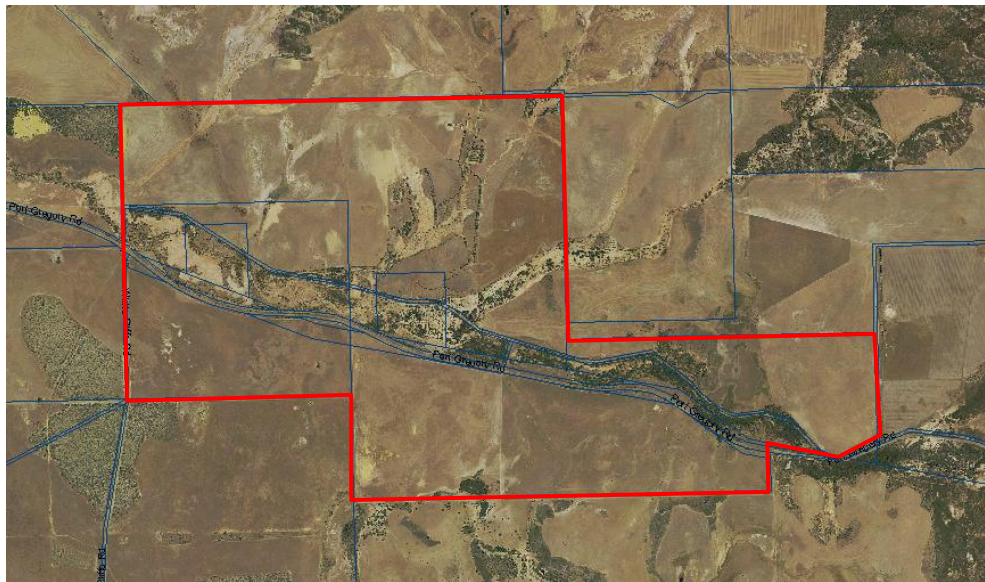
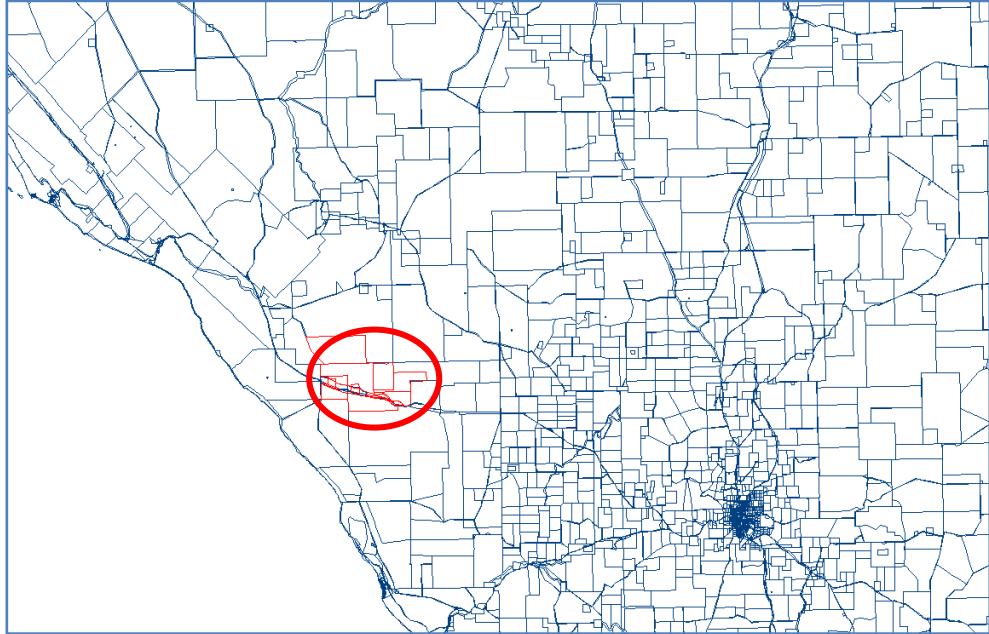
*Quasi-Judicial when Council determines an application within a clearly defined statutory framework, abiding by the principles of natural justice, acting only with discretion afforded it under law, and giving full consideration to Council policies and strategies relevant to the matter at hand. These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

**SUMMARY:**

The Landowner of Lots 104, 6705, 6728, 7577, 7578, 7874, 7875, 9293, 10063 and 10201 Port Gregory Road, Sandy Gully has written to Council requesting that the proposal to subdivide their property into 10 lots with the Western Australian Planning Commission ('WAPC') be reconsidered.

This report recommends Council advise the landowner that any additional information regarding their reconsideration request needs to be lodged with the WAPC and that Council can only provide comment when they have received a formal referral.

**LOCALITY PLANS:**



## BACKGROUND:

Council at their meeting held on 20 October 2017 considered the proposed subdivision and resolved:

*“That Council not support the Subdivision Application No. 155721 on the basis that the proposed lot configuration is not supported under the current Shire of Northampton Local Planning Strategy, or the State Planning Policy 2.5 relating to Rural Planning.”*

On the 20<sup>th</sup> December 2017 the Western Australian Planning Commission (WAPC) resolved to refuse the application and the Applicant/Landowner was notified in writing. Included within this correspondence was a list of reasons for refusal. Subsequently, the Applicant lodged a Form 3A with the WAPC with a written request for reconsideration. The landowner has provided additional information directly to the Shire of Northampton justifying why the decision should be reconsidered. This correspondence is included in **Appendix 1**. It is noted that the Landowner has provided an additional environmental report that was submitted as part of the original application, however, was not made available to the Shire of Northampton in the referral process.

## The Proposal:

The Landowner is seeking a reconsideration of the original subdivision layout, with no amendments or reduction in the total number of lots. It is proposed that the boundaries of the existing ten lots will be rationalised so as to create eight new lots as per below:

Existing lot	Size	New Lot	Proposed size
104	12.15ha	1	422ha
6705	348ha	2	107ha
6728	65.5ha	3	51ha
7577	15.5ha	4	51ha
7578	19.2ha	5	46ha
7874	190.35ha	6	49ha
7875	83.2ha	7	45ha
9293	82.8ha	8	45ha
10063	18.3ha		
10201	17.75ha		

A copy of the subdivision plan is included in **Appendix 2**.

**FINANCIAL & BUDGET IMPLICATIONS:**

Nil.

**STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*State Planning Policy 2.5 - Rural Planning*

*Development Control Policy 3.4: Subdivision of rural land*

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

**State Planning Policy 2.5 - Rural Planning and Development Control Policy 3.4 - Subdivision of Rural Land**

The objectives of the State Planning Policy for Rural Planning are to:

- "(a) support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;*
- (b) provide investment security for existing, expanded and future primary production and promote economic growth and regional development on rural land for rural land uses;*
- (c) outside of the Perth and Peel planning regions, secure significant basic raw material resources and provide for their extraction;*
- (d) provide a planning framework that comprehensively considers rural land and land uses, and facilitates consistent and timely decision-making;*
- (e) avoid and minimise land use conflicts;*
- (f) promote sustainable settlement in, and adjacent to, existing urban areas; and*
- (g) protect and sustainably manage environmental, landscape and water resource assets."*

Under the Policy, the WAPC seek to protect rural land by:

- "(a) requiring that land use change from rural to all other uses be planned and provided for in a planning strategy or scheme;*
- (b) retaining land identified as priority agricultural land in a planning strategy or scheme for that purpose;*

- (c) *ensuring retention and protection of rural land for biodiversity protection, natural resource management and protection of valued landscapes and views;*
- (d) *protecting land, resources and/or primary production activities through the State's land use planning framework;*
- (e) *creating new rural lots only in accordance with the circumstances under which rural subdivision is intended in Development Control Policy 3.4: Subdivision of rural land;*
- (f) *preventing the creation of new or smaller rural lots on an unplanned or ad-hoc basis, particularly for intensive or emerging primary production land uses;*
- (g) *comprehensively planning for the introduction of sensitive land uses that may compromise existing, future and potential primary production on rural land; and*
- (h) *accepting the impacts of well-managed primary production on rural amenity."*

Further, the Development Control Policy explains that the State Planning Policy seeks to apply the following measures such that rural land uses are the highest and best use of rural zoned land:

- "(a) the creation of new or smaller lots will be by exception;*
- (b) proposals will be considered against strategies and schemes;*
- (c) adequate buffer distances for sensitive and/or incompatible land uses can be achieved; and*
- (d) proposals will be assessed against any relevant State planning policies and/or operational policies."*

When considering applications, the WAPC will consider rural subdivision in the following exceptional circumstances:

- "(a) to realign lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses;*
- (b) to protect and actively conserve places of cultural and natural heritage;*
- (c) to allow for the efficient provision of utilities and infrastructure and/or for access to natural resources;*
- (d) in the Homestead lot policy area, to allow for the continued occupation of existing homesteads when they are no longer used as part of a farming operation; and*
- (e) for other unusual or unanticipated purposes which, in the opinion of the WAPC, do not conflict with this and other relevant policies and are necessary to the public interest."*

With regard to the rationalisation of property boundaries, the Policy identifies that multiple lots in one ownership may be rationalised provided that:

- "(a) there is no increase in the number of lots;*
- (b) the new boundaries achieve improved environmental and land management practices and minimise adverse impacts on rural land use;*
- (c) no new roads are created, unless supported by the local government;*
- (d) new vehicle access points on State roads are minimised; and*
- (e) rural living sized lots (1-40 hectares), created as a result of the rationalisation, have appropriate buffer from adjoining farming uses and water resources, and may have notifications placed on title advising that the lot is in a rural area"*

#### **Shire of Northampton Local Planning Scheme No. 10**

The subject area is zoned "General Rural" under *Local Planning Scheme No. 10*.

The objective of the General Rural zone is:

*"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."*

Permitted uses within the General Rural zone include a Single House, Extensive Agriculture, Animal Establishments and Rural Pursuits. Other uses such as Intensive Agriculture, Agroforestry, Animal Husbandry and Farmstays are discretionary uses under the Scheme (i.e. they require consideration and approval by Council).

#### **POLICY IMPLICATIONS:**

*Local: Shire of Northampton Local Planning Strategy (2009)*

#### **Shire of Northampton Local Planning Strategy**

A key issue identified within the Local Planning Strategy, and relating to the economy and employment, is that:

*"The protection of quality agricultural land is important to cater for the long term sustainability of agricultural land use as an important*

*economic and employment base for the locality within its regional context."*

The Strategy continues by emphasising the importance of the industry to the Shire:

*"The Shire of Northampton has an extremely rich natural environment, with its unique rural landforms and coastal environments providing a wealth of opportunities for sustainable economic development, tourism and high quality alternative lifestyles in close proximity to the Mid West's regional centre, Geraldton."*

The Local Planning Strategy states the following with regard to the subdivision of rural land as below:

*"The rural hinterland is recognised as a finite resource providing for diverse and sustainable rural activities. The ability of rural land to sustain its primary function and utility can be threatened where rural land is seen as a resource for subdivision. The fragmentation of rural land undermines the resource in terms of its ability to sustain changing agriculture and other rural uses. It is acknowledged that rural landowners require subdivision as part of the rural economic cycle, and it is considered that the size of the prevailing lots has proven to be suitable over a long period of time, and therefore provides the basis for rural subdivision."*

*The WA Planning Commission maintains a general presumption against subdivision of rural land unless it is specifically provided for in a Local Planning Scheme or an endorsed Local Planning Strategy or Local Rural Strategy. Criteria for minimum lot sizes for agricultural areas has therefore been included to guide both Council and the WA Planning Commission with regard to applications for rural subdivision."*

Some of the subject lots fall within the Coastal Planning Precinct (proposed lots 7 and 8, and a section of proposed lots 1 and 6) and some within the Northampton Planning Precinct (proposed lots 2, 3, 4 and 5 and a section of proposed lots 1 and 6).

The Coastal Planning Precinct (relevant to proposed lots 1, 6, 7 and 8) aims to:

*"Safeguard a major natural asset that accommodates a range of activities including housing, tourism and recreation, while sustaining or*

*enhancing coastal resources, environmental quality and heritage needs."*

The Northampton Planning Precinct (relevant to proposed lots 1, 2, 3, 4, 5 and 6) aims to:

*"Enable diversified rural pursuits and incidental tourist developments that compliment the sustainable use of agricultural resources..."*

The Strategy identifies the minimum lot sizes for the above as per the following:

Coastal Planning Precinct

400 ha for Extensive Agriculture

80 ha for Intensive Agriculture (where lots can demonstrate suitability of land for the intended use)

Northampton Planning Precinct

250 ha for Extensive Agriculture

80 ha for Intensive Agriculture (where lots can demonstrate suitability of land for the intended use)

The Strategy goes further to state:

*"Subdivision based on the lot sizes specified in this Strategy will only be considered where the subject land holding is clearly traversed by the planning precinct boundary. For land holdings that are clearly contained within a single planning precinct, subdivision will only be supported in accordance with the relevant action for that precinct."*

**COMMENT:**

Overview of Previous Decision of Council

The following information was previously supplied to Council within the 20 October 2017 Agenda and is the information on which their decision to not support the proposed subdivision was based.

The existing lots comprise a variety of sizes, ranging from 12.15ha to 348ha. The proposal would see the existing ten lots re-subdivided to form eight lots ranging in size from 45ha to 422ha, with six of those lots being in the size range of 45ha -51ha, one lot being 107ha and the remaining lot at 422ha. The Shire of Northampton's *Local Planning Strategy* defines the minimum lot size



for extensive agriculture and intensive agriculture in the given location as 250-400ha and 80ha respectively with which only two of the lots might comply (subject to meeting further provisions for Intensive Agriculture). The other six lots are more akin to Rural Smallholding lot sizes, where a 'Rural Smallholding' zoning would allow lot sizes in the vicinity of 4 to 80ha. However, the Strategy does not identify these lots for future 'Rural Smallholding' zoning, whereby the permitted and discretionary uses of the land under that zoning would be different from that of the existing General Rural zone.

Further, the Applicant has indicated in the Subdivision application that there will be a reduction in the number of lots from ten to eight. Whilst there are technically ten existing lots, three of those lots are smaller, fragmented lots which were created as a result of the development of the Port Gregory Road. Therefore it is considered that there are only seven major lots existing (discounting those three fragment lots), and the proposal intends to create eight major lots, therefore it is argued that the proposal actually increases the number of major lots. With the State Planning Policy 2.5 (and Development Control Policy 3.4) stating that rural subdivision may be allowable where there is a realignment of lot boundaries "with no increase in the number of lots" it is considered that the proposal to create eight lots (predominantly with sizes ranging from 45-51ha) does not meet the purpose of the State Planning Policy, and Local Planning Strategy, for the protection of rural lots.

The reasons to not support the proposed subdivision are still considered to be valid regardless of the additional information supplied to Council.

#### Additional Information Submitted to Council

The additional information supplied to Council is contained within Appendix 1. This includes a statement by the landowner that there are 10 existing titles to the subject land which would enable him to sell them in their current configuration. In response to this statement it is noted that whilst there may be 10 titles, they do not necessarily provide developable or useable land. When examining the permitted uses that can occur within the General Rural zone it is noted that a Single House is required to achieve certain setbacks from not only main roads, such as Port Gregory Road (the lots front setback), however, adequate setbacks would also need to be achieved where the tributary of the Hutt River traverses the land. For example a front/street setback in the "General Rural" zone is required to be 20 metres and setbacks to watercourses are determined on a range of factors, however, generally 40 metres is provided as a minimum.

Without undertaking detailed land capability assessment over the landholdings it is difficult to determine whether or not existing lots impacted by the tributary could achieve appropriate setbacks and therefore be considered developable lots.

The landowner has also provided the justification that moving four titles to the south side of the road will improve the environmental management of the tributary, by only including it within two larger lots (proposed lots 1 and 2). Again whilst there is merit in rationalising boundaries for the purposes of achieving improved environmental and land management practices, there are a number of other objectives of the Statement of Planning Policy that are being disregarded as a result. These are namely:

- (e) *avoid and minimise land use conflicts;*
- (f) *promote sustainable settlement in, and adjacent to, existing urban areas; and*

The removal of lot entitlements to the north of Port Gregory Road at the expense of increased “rural smallholding” sized land parcels to the south is not considered to avoid or minimise land use conflicts and is likely to constrain existing and future rural land use. Regardless of whether or not this matter may be addressed through a measure such as a notification on a title, the lot configuration is not considered to promote sustainable settlement in accordance with the Local Planning Strategy and is considered to be contrary to orderly and proper planning.

The other matter that needs to be adequately addressed by the Applicant/Landowner in their reconsideration request is the number of vehicle access points created along the south side of Port Gregory Road. During the original referral process Main Roads WA expressed concern with the lot configuration in this location and this is included within their reasons for refusal.

#### Process for Reconsideration

The Western Australian Planning Commission (‘WAPC’) is the decision making authority for the subdivision of land. As part of the original application Council were given the opportunity to either support or not support the proposed subdivision. Based upon the information that was provided to Council, the decision to not support the proposed subdivision was forwarded to the WAPC. As a result of this response and other responses from Government Agencies, including Main Roads WA, the WAPC resolved to refuse the application.

Whilst the additional information provided directly to Council is acknowledged due process requires that this information must be forwarded to the Western Australian Planning Commission for their determination first.

It therefore would be considered premature of Council to provide any additional comment or support the proposed subdivision until such time as the reconsideration request is formally referred to the Shire of Northampton for comment.

**VOTING REQUIREMENT:**

*Absolute Majority Required:* No

**OFFICER RECOMMENDATION – ITEM 6.1.6**

**It is recommended that Council advise the Applicant and Landowner that:**

- 1) A reconsideration request needs to be accompanied by supporting additional information that specifically addresses the reasons of the Western Australian Planning Commission's notice of refusal; and**
- 2) Until such time as Council receives a formal referral from the WAPC for reconsideration, Council is unable to re-determine the application or provide additional comment**

## APPENDIX 1. – Correspondence – A Bennett

From: Adrian Bennett [<mailto:apb462@gmail.com>]  
Sent: Monday, 5 February 2018 10:33 AM  
To: Brad Collard <[brad@htds.com.au](mailto:brad@htds.com.au)>  
Subject: Proposal for Northampton shire council meeting

[↑ Next](#) [↩ Last](#)

To Garry Keeffe CEO Shire of Northampton shire  
Dear Garry

Could you please present to council for their consideration at the next shire meeting on February 16th.

Reconsideration of the subdivision proposal on Port Gregory road, Sandy Gully.

I'm seeking council support on this, as I supply further information on my original application

My application is about realigning titles and increasing the minimum size to better fit the environment and shire policies.

The area currently consists of 10 titles including 2 road titles and 3 small titles of 15.5ha, 17.75ha and 19.9ha. These 3 small titles and a 65.5ha title all exist over a very eroded water course that feeds the Hutt River. These lots were once serviced by the old Port Gregory road (now closed). Access to these 4 titles and their habitable areas is all through the water course which is up to 200m in width.

My proposal moves these 4 titles to the higher south side of the Port Gregory road and removes the 2 road titles. The area of water course is then merged with 2 larger titles allowing for fencing and the continuing revegetation.

The end result is 2 larger titles to the north side of Port Gregory road and 6 titles south of the Port Gregory road, including the 3 small titles, all of which are now over 45ha.

I hope upon your consideration I've managed to show my proposal to be far superior than the existing title layout. Moving the titles can only occur while they are all under the same ownership.

The plan is to carry on farming as one unit, but infrastructure needs to be built (fences, water and trees) so these will portray the title lots.

Regards Adrian Bennett

Protecting and enhancing a major tributary of the Hutt River within the property “Currong” which is approximately twenty two kilometres West North West of Northampton

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**The Aim:** To implement measures to achieve the above taking into account the importance of protecting the environment.

#### ***Location of Tributary***

The Tributary commences approximately fourteen kilometres West North West of Northampton and close to the junction of Swamp Road and Port Gregory Kalbarri Northampton Road. It flows to the west and enters the Hutt River near the Hutt Bridge on the Port Gregory Kalbarri Northampton Road. The catchment is moderately steep breakaway with gullies running into sand gravel clay soils flowing into a well defined waterway protected by natural vegetation. Within the property “Currong” and downstream to the west are natural trees. The catchment has a rapid discharge because of its close proximity to the lowest reaches of the Hutt. There are four and a half kilometres in length of the tributary in Currong between the old Port Gregory Road and the new Northampton Kalbarri Road.

The Hutt River drains a large area to inland of Port Gregory and eastward to its origin East of the North West Coastal Highway between Binu and Northampton. The intermittent flow of water is mainly dependant on springs, winter rains and occasional summer thunderstorms. It cuts through a substantial limestone range to enter the Indian Ocean near the Linton Convict settlement. The condition of its tributaries as with most tributaries affect the quality of water held in lower reaches. The Hutt and its tributaries provide a natural draining system for farming.

#### ***Historically***

The Hutt and its tributaries were of major significance for early Western Australian history. The site of the convict settlement and hiring station of the 1850’s on the banks of the Hutt and the access to the Indian Ocean via the Hutt at Port Gregory for export of lead, whale products and wool provide a colourful past. The area is still a significant producer of grains and livestock as well as harvesting algae for the production of beta-carotene and the mining of garnet.

#### ***Flora and Fauna***

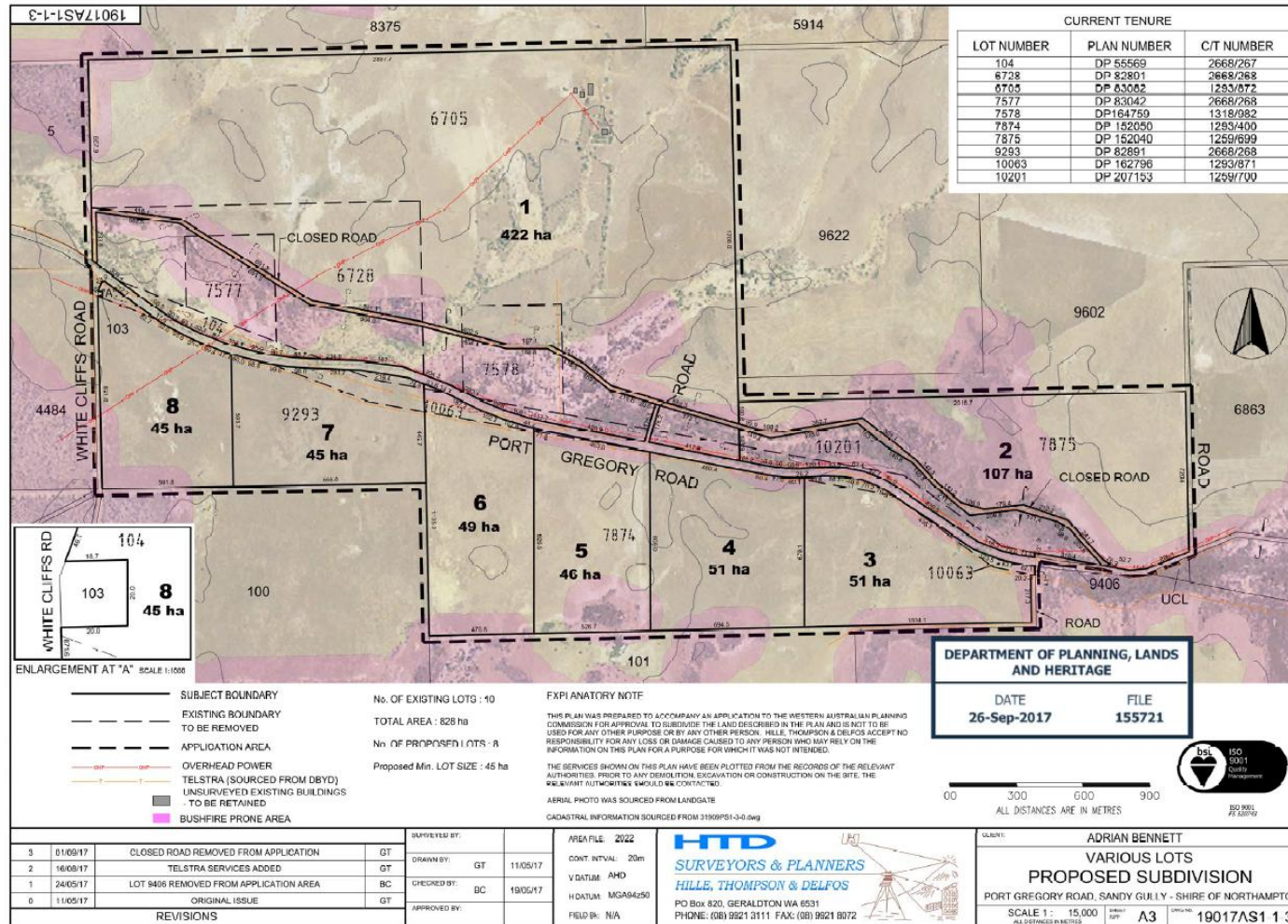
The river and its tributaries contribute to a diverse range of flora and fauna including wild flowers, banksias, kangaroo paws, the endangered Carnaby Cockatoo, pythons, kangaroos, emus, echidnas, a range of raptors as well as numerous other kinds of wild life.

#### ***Aquatically***

The Hutt and its tributaries is the most northern habitat for marron to which water quality is so important and bream inhabit the larger pools near the old convict settlement. Frogs and marron frequent the springs and water holes of this tributary. The Hutt and its tributaries contribute to increased tourism and quality of life for local residents.

SHIRE OF NORTHAMPTON  
TOWN PLANNING REPORT – 16 FEBRUARY 2018

**APPENDIX 2 – PROPOSED SUBDIVISION PLAN**



6.2.1	ACCOUNTS FOR PAYMENT	2
6.2.2	MONTHLY FINANCIAL STATEMENTS – DECEMBER 2017	19
6.2.3	MONTHLY FINANCIAL STATEMENTS – JANUARY 2018	39

**6.2.1 ACCOUNTS FOR PAYMENT**

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>6 February 2018</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 16<sup>th</sup> February 2018, 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 6.2.1**

**That Municipal Fund Cheques 21356 to 21392 inclusive totalling \$138,742.86, Municipal EFT payments numbered EFT17316 to EFT17518 inclusive totalling \$903,584.01, Trust Fund Cheques 2247 to 2303, totalling \$27,506.92, Direct Debit payments numbered GJ0605 to GJ0713 inclusive totalling \$456,898.82 be passed for payment and the items therein be declared authorised expenditure.**



**SHIRE OF NORTHAMPTON**  
**FINANCE REPORT – 16 FEBRUARY 2018**

<b>Chq #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
21356	06/12/2017	TELSTRA	TELEPHONE CHARGES	376.62
21357	07/12/2017	MAUREEN DRAGE	30 YRS SERVICE	1000.00
21358	07/12/2017	NORMAN REYNOLDS	35 YEARS SERVICE	1200.00
21359	07/12/2017	BRETT BAIN	20 YEARS SERVICE	500.00
21360	11/12/2017	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	188.00
21361	11/12/2017	WATER CORPORATION	WATER USE & SERVICE CHARGES	13312.71
21362	12/12/2017	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	8608.50
21363	12/12/2017	GARRY DUNGATE	GWALLA CEMETERY WORKS/VARIOUS	11775.00
21364	12/12/2017	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	390.20
21365	12/12/2017	IVEY CONTRACTING	KALBARRI RD - SHOULDER GRADE	1650.00
21366	15/12/2017	TERRY CARSON	COUNCILLOR FEES	2515.28
21367	15/12/2017	SANDRA STOCK-STANDEN	COUNCILLOR FEES	1376.00
21368	15/12/2017	CRAIG SIMKIN	COUNCILLOR FEES	15934.04
21369	15/12/2017	STEWART SMITH	COUNCILLOR FEES	1424.00
21370	15/12/2017	PETER STEWART	COUNCILLOR FEES	1016.00
21371	20/12/2017	AUSTRALIA POST	POSTAGE	649.09
21372	20/12/2017	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	2599.30
21373	20/12/2017	TIM & MARLO ELSUM-BEAUMONT	SPORTS SCHOLARSHIP RORY	1000.00
21374	20/12/2017	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	1191.20
21375	20/12/2017	SYNERGY	ELECTRICITY CHARGES	12428.90
21376	20/12/2017	SHIRE OF NORTHAMPTON	DOT VEHICLE LICENSE	404.30
21377	20/12/2017	TELSTRA	TELEPHONE CHARGES	1974.63
21378	20/12/2017	WATER CORPORATION	WATER USE & SERVICE CHARGES	322.06
21379	04/01/2018	SYNERGY	ELECTRICITY CHARGES	3899.25
21380	04/01/2018	TELSTRA	TELEPHONE CHARGES	1162.89

SHIRE OF NORTHAMPTON  
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Chq #	Date	Name	Description	Amount
21381	09/01/2018	RIGHT 4 THE ROAD	VEHICLE INSPECTION	100.00
21382	10/01/2018	PETTY CASH - KALBARRI	PETTY CASH RECOUP	89.70
21383	12/01/2018	TELSTRA	TELEPHONE CHARGES SMS	389.99
21384	19/01/2018	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	185.75
21385	19/01/2018	WAYNE STANLEY HALL & ANGELA JANE HUDSON	RATE REFUND	1425.15
21386	24/01/2018	SYNERGY	ELECTRICITY CHARGES	23434.72
21387	24/01/2018	TELSTRA	TELEPHONE CHARGES	2969.06
21388	25/01/2018	ALINTA ENERGY	GAS	160.75
21389	25/01/2018	AUSTRALIA POST	POSTAGE	562.97
21390	25/01/2018	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	22239.90
21391	25/01/2018	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	31.90
21392	31/01/2018	SHIRE OF NORTHAMPTON	DOT LICENCE NR 9771	255.00
				<b>\$ 138,742.86</b>

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 16 FEBRUARY 2018

**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

EFT #	Date	Name	Description	Amount
EFT17316	04/12/2017	PURCHER INTERNATIONAL	PLANT SERVICE	1177.72
EFT17317	06/12/2017	URACAST PTY LTD	EWETURN BRONZE SHEARER, SHEEP	3366.00
EFT17318	06/12/2017	MIDWEST TREE SERVICES	TREE LOPPING	4273.50
EFT17319	12/12/2017	AERODROME MANAGEMENT SERVICES	AERODROME REPORTING OFFICER TRAINING	2400.00
EFT17320	12/12/2017	KALBARRI IGA	GOODS	306.50
EFT17321	12/12/2017	AUSTRAL MERCANTILE COLLECTIONS	LEGAL EXPENSES	3627.64
EFT17322	12/12/2017	AUTO ELITE	VEHICLE SERVICE	22534.70
EFT17323	12/12/2017	AXIS AUTOS	SPARE TYRE CARRIER	29.60
EFT17324	12/12/2017	BATAVIA FENCING	NTON OVAL BOUNDARY FENCE EAST SIDE	18430.00
EFT17325	12/12/2017	BW & MJ BRIDGEMAN	CROSSOVER REIMBURSEMENT	500.00
EFT17326	12/12/2017	BUNNINGS BUILDING SUPPLIES	HARDWARE	68.63
EFT17327	12/12/2017	CATWEST PTY LTD	EMULSION	858.00
EFT17328	12/12/2017	CENTRAL WEST PEST CONTROL	NCCA PEST CONTROL	120.00
EFT17329	12/12/2017	CHAPMAN ANIMAL HOSPITAL	STERILISATION SUBSIDY	20.00
EFT17330	12/12/2017	CLARKSON FREIGHTLINES	FREIGHT	175.07
EFT17331	12/12/2017	COATES HIRE OPERATIONS PTY LIMITED	WHITECLIFFS RD VIBE ROLLER HIRE	12952.30
EFT17332	12/12/2017	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	71.12
EFT17333	12/12/2017	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	817.30
EFT17334	12/12/2017	COURIER AUSTRALIA	FREIGHT	357.56
EFT17335	12/12/2017	COVS PARTS PTY LTD	RAGS, CRC, CLEANER, OIL	772.51
EFT17336	12/12/2017	EVOLVEPLUS PTY LTD	LIBRARY AMLIB DATA EXTRACTION	3575.00
EFT17337	12/12/2017	FREEMANS LIQUID WASTE PTY LTD	PUMP OUT SEPTIC TANK/LEACH DRAINS	1820.50
EFT17338	12/12/2017	GERALDTON LOCK & KEY SPECIALISTS	PADLOCKS	334.00
EFT17339	12/12/2017	GERALDTON TROPHY CENTRE	POLO SHIRTS/EMBROIDERY	165.25

**SHIRE OF NORTHAMPTON**  
**FINANCE REPORT – 16 FEBRUARY 2018**

<b>EFT #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT17340	12/12/2017	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	730.42
EFT17341	12/12/2017	GPC EARTHMOVING	WHITCLIFFS RD GRADER/ROLLER HIRE	12320.00
EFT17342	12/12/2017	HASLEBYS HARDWARE SUPPLIES	LAWN SEED, PAINT, KILLRUST, SPRINKLERS	4160.24
EFT17343	12/12/2017	C + J HANSON PLUMBING CONTRACTORS	PLUMBING	587.88
EFT17344	12/12/2017	HOLLOMBY FOUNDATION	2018 SCHOLARSHIP - GUC	2000.00
EFT17345	12/12/2017	JASON SIGNMAKERS	SIGNS	1564.97
EFT17346	12/12/2017	KALBARRI HARDWARE & BUILDING SUPPLIES	DRILL SET, GALMET	202.05
EFT17347	12/12/2017	KALBARRI MOTOR HOTEL	NTON CONST CREW MEALS	928.00
EFT17348	12/12/2017	KALBARRI EXPRESS FREIGHT	FREIGHT	123.50
EFT17349	12/12/2017	KALBARRI SUPERMARKET	NTON CONST CREW GOODS	223.80
EFT17350	12/12/2017	KALBARRI B P SERVICE STATION	FUEL	275.86
EFT17351	12/12/2017	KALBARRI WAREHOUSE	BOOTS, GLOVES	833.40
EFT17352	12/12/2017	KALBARRI LAWNMOWING SERVICE	LAWN MOWING	670.00
EFT17353	12/12/2017	KALBARRI NEWSAGENCY	STATIONERY	17.40
EFT17354	12/12/2017	KALBARRI AUTO ELECTRICS	PLANT MAINTENANCE/REPAIRS	620.80
EFT17355	12/12/2017	KALBARRI REFRIGERATION	SERVICE AIRCONS, SUPPLY/INSTALL AIRCON	2254.45
EFT17356	12/12/2017	KALBARRI SIGNS	SIGNS	66.00
EFT17357	12/12/2017	NORTHAMPTON TOWING	TOWING ABANDONED CARS	165.00
EFT17358	12/12/2017	LIMITLESS PROMOTIONS	2020 DOG TAGS	95.00
EFT17359	12/12/2017	MARKETFORCE	ADVERTISING	1066.53
EFT17360	12/12/2017	LGRCEU	PAYROLL DEDUCTIONS	97.00
EFT17361	12/12/2017	MIDWEST MULCHING MOWING	KALBARRI RD ROADSIDE MULCHING	16472.50
EFT17362	12/12/2017	MOORE STEPHENS	AUDIT COMMITTEE MEETING	440.00
EFT17363	12/12/2017	THE WORKWEAR GROUP PTY LTD	UNIFORMS	187.00
EFT17364	12/12/2017	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS, GOODS	561.49

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EFT #	Date	Name	Description	Amount
EFT17365	12/12/2017	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	556.45
EFT17366	12/12/2017	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL/BATTERY	2412.80
EFT17367	12/12/2017	NORTHAMPTON TOURIST ASSOCIATION INC.	2018 AUSTRALIA DAY BREAKFAST	500.00
EFT17368	12/12/2017	NORTHAMPTON FAMILY STORE	UNIFORMS	157.51
EFT17369	12/12/2017	NORTHAMPTON COMMUNITY NEWS INC	NCCA ADVERTISING	85.00
EFT17370	12/12/2017	KALBARRI PALM RESORT	NTON CONST CREW ACCOMMODATION	1501.00
EFT17371	12/12/2017	HOLCIM AUSTRALIA PTY LTD	WHITECLIFFS /CHILIMONY RD AGG	48933.47
EFT17372	12/12/2017	REECE PTY LTD	PLUMBING PARTS	460.58
EFT17373	12/12/2017	ROAD RUNNER MECHANICAL SERVICES	FILTERS	81.51
EFT17374	12/12/2017	MIDWEST SWEEPING CONTRACTORS	KALB RESEAL PRELIM WKS SWEEPING	3837.57
EFT17375	12/12/2017	SUN CITY PRINT & DESIGN	LUCKY BAY STATIONERY	276.00
EFT17376	12/12/2017	STAR TRACK EXPRESS	FREIGHT	246.92
EFT17377	12/12/2017	STEWART & HEATON CLOTHING CO PTY LTD	BFB PPE	3224.90
EFT17378	12/12/2017	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	NCCA SERVICE KITS	235.23
EFT17379	12/12/2017	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	STOCKPILE GRAVEL	26862.00
EFT17380	12/12/2017	2V NET IT SOLUTIONS	COMPTER MTCE	299.00
EFT17381	12/12/2017	TOX FREE AUSTRALIA PTY LTD	RES/COMM REFUSE COLLECT, SITE MTCEs	40585.17
EFT17382	12/12/2017	THE PLANNING GROUP WA PTY LTD	TPS EMERGE ASSOCIATES	1958.00
EFT17383	12/12/2017	LANDGATE	VALUATION EXPENSES	459.57
EFT17384	12/12/2017	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES	7033.62
EFT17385	12/12/2017	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1616.20
EFT17386	12/12/2017	WOODCOCK CT & L	FIREFIGHTING FOAM, NOZZLE, DUST MASK	3777.85
EFT17387	12/12/2017	DOWNER EDI WORKS PTY LTD	COLDMIX	1804.11
EFT17388	12/12/2017	WREN OIL	OIL WASTE DISPOSAL	82.50

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<b>EFT #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT17389	15/12/2017	SHANE KRAKOUER	COUNCILLOR FEES	5073.60
EFT17390	15/12/2017	DESMOND PIKE	COUNCILLOR FEES	1830.00
EFT17391	15/12/2017	ROSLYN SUCKLING	COUNCILLOR FEES	2129.18
EFT17392	14/12/2017	HAYLEY BAIKIE	NCCA REIMBURSEMENTS	354.75
EFT17393	14/12/2017	GLENN BANGAY	REIMB WESTNET	67.72
EFT17394	14/12/2017	NEIL BROADHURST	REIMB FUEL	75.38
EFT17395	14/12/2017	LARRI ELLISS	NCCA REIMB NEWSAGENCY	70.17
EFT17396	14/12/2017	LB & BJ RYAN	REIMB GLASSES	300.00
EFT17397	14/12/2017	M SPARLING	AIRPORT TRAINING REIMB MEALS	146.95
EFT17398	14/12/2017	REBECCA TRAVIS	NCCA REIMB CLEANING GOODS IGA	19.11
EFT17399	20/12/2017	AFGRI EQUIPMENT AUST PTY LTD	PARTS	339.48
EFT17400	20/12/2017	AIRPORT LIGHTING SPECIALISTS PTY LTD	PAL LIGHTS	1072.50
EFT17401	20/12/2017	BATAVIA COAST TRIMMERS	NCC SHADE SAILS	7908.00
EFT17402	20/12/2017	BOSTON CONTRACTING	WHITECLIFFS RD WATER TRUCK HIRE	24087.26
EFT17403	20/12/2017	BROADVIEW VENTURES P/L	NBG HOURS WORKED, REIMBURSEMENTS	4204.14
EFT17404	20/12/2017	BUNNINGS BUILDING SUPPLIES	HARDWARE	35.15
EFT17405	20/12/2017	CENTRAL WEST PUMP SERVICE	SERVICE BORE PUMP, FIT NEW PUMP	3323.37
EFT17406	20/12/2017	COLAS WESTERN AUSTRALIA PTY LTD	VARIOUS BITUMEN SEALING	100651.54
EFT17407	20/12/2017	COURIER AUSTRALIA	FREIGHT	122.08
EFT17408	20/12/2017	COVS PARTS PTY LTD	PPE, HARDWARE	732.14
EFT17409	20/12/2017	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER MTCE	850.87
EFT17410	20/12/2017	GERALDTON AUTO WHOLESALERS	NEW ISUZU/DMAX 4X4 SPACE CAB	37851.90
EFT17411	20/12/2017	GHS SOLUTIONS	HORROCKS JETTY REPAIR WORKS	825.00
EFT17412	20/12/2017	GREAT SOUTHERN FUEL SUPPLY	FUEL PURCHASES DEPOTS & FUEL CARDS	33622.19
EFT17413	20/12/2017	C + J HANSON PLUMBING CONTRACTORS	KAL AGED HOMES PLUMBING REPAIRS	2731.67
EFT17414	20/12/2017	HEARING & AUDIOLOGY	HEARING TEST	255.00
EFT17415	20/12/2017	HELENORE FARMS PTY LTD	NBG BAITING TABLES	12320.00

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EFT #	Date	Name	Description	Amount
EFT17416	20/12/2017	HILLE, THOMPSON & DELFOS	SUBDIV LOT 6603 NWCH BINNU	495.00
EFT17417	20/12/2017	HITACHI	FILTERS, MIRROR,	980.28
EFT17418	20/12/2017	KALBARRI EXPRESS FREIGHT	FREIGHT	252.99
EFT17419	20/12/2017	KALBARRI PEST CONTROL	VISUAL TERMITE/GENERAL URBAN PEST	680.00
EFT17420	20/12/2017	LANDWEST	PROP SUBDIV LOT 1 PLAN 10073 WBINNU	880.00
EFT17421	20/12/2017	RAJ MAVATH PTY LTD	AUDIT LIONS PARK REDEVELOPMENT	660.00
EFT17422	20/12/2017	LGRCEU	PAYROLL DEDUCTIONS	97.00
EFT17423	20/12/2017	MODERN TEACHING AIDS PTY LTD	NCCA GOODS	250.88
EFT17424	20/12/2017	THE WORKWEAR GROUP PTY LTD	UNIFORM	416.75
EFT17425	20/12/2017	NORTHAMPTON BOWLING CLUB	2017 XMAS FUNCTION	3871.00
EFT17426	20/12/2017	NORTHAMPTON COMMUNITY NEWS INC	NBG NOV & DEC ADVERTISING	200.00
EFT17427	20/12/2017	CLEANPAK TOTAL SOLUTIONS	CLEANING PRODUCTS	1926.42
EFT17428	20/12/2017	HOLCIM AUSTRALIA PTY LTD	WHITECLIFFS RD AGGREGATE	13522.71
EFT17429	20/12/2017	STAR TRACK EXPRESS	FREIGHT	204.33
EFT17430	20/12/2017	TOTAL TOILETS	LIQUID WASTE REMOVAL	1545.29
EFT17431	20/12/2017	YANDI PASTORAL COMPANY	NGB PERMITS/PHONE/EMAILS	572.00
EFT17432	21/12/2017	JOHN ROGERS	STERILISATION SUBSIDY	20.00
EFT17433	21/12/2017	AUSTRALIAN TAXATION OFFICE	BAS NOVEMBER 2017	39252.00
EFT17434	11/01/2018	SEAN BOYCE	REIMB LH MOBILE	50.00
EFT17435	11/01/2018	KALBARRI OUTBACK ACTION	RELIEF CLEANING	700.00
EFT17436	11/01/2018	OWEN SIMKIN	REIMB FUEL	21.06
EFT17437	11/01/2018	STEWART & HEATON CLOTHING CO PTY LTD	PPE FIRE BRIGADES	411.18
EFT17438	11/01/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 153	23874.14
EFT17439	24/01/2018	AUSTRALIAN TAXATION OFFICE	DEC 2017 BAS	34830.00
EFT17440	24/01/2018	GERALDTON AUTO WHOLESALERS	NEW DMAX SPACE CAB 4X4 AUTO	49030.90

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<b>EFT #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT17441	24/01/2018	GERALDTON INDEPENDENT BUILDING SUPPLIES PTY LTD (GIBS)	SOLID DOOR	152.90
EFT17442	24/01/2018	URACAST PTY LTD	EWETURN MERINO RAM, SHEEP	4350.50
EFT17443	25/01/2018	GLENN BANGAY	REIMB BUNNINGS - KAL REC WHEELCHAIR	240.12
EFT17444	25/01/2018	RIC DAVEY	ANIMAL EUTHANASIA	300.00
EFT17445	25/01/2018	ABROLHOS ELECTRICS	ELECTRICAL REPAIRS	1882.98
EFT17446	25/01/2018	AFGRI EQUIPMENT AUST PTY LTD	PARTS	69.73
EFT17447	25/01/2018	KALBARRI IGA	NTON CREW SUNDRY GOODS	31.26
EFT17448	25/01/2018	AUSTRAL MERCANTILE COLLECTIONS	LEGAL EXPENSES	1586.20
EFT17449	25/01/2018	AUSSIE SHEDS	FINAL INSTALMENT SHED KIT	1000.00
EFT17450	25/01/2018	BLUESTAR EARTHMOVING	NCCA SUPPLY AND CART SAND, BOBCAT	3000.00
EFT17451	25/01/2018	B P ROADHOUSE NORTHAMPTON	REFRESHMENTS, FUEL	762.00
EFT17452	25/01/2018	JEFFREY & JUDITH BROCKWELL	CROSSOVER REIMB	500.00
EFT17453	25/01/2018	A REYNOLDS	CARPET CLEANING	715.00
EFT17454	25/01/2018	CLARKSON FREIGHTLINES	FREIGHT	276.58
EFT17455	25/01/2018	COASTAL PLUMBING & GAS FITTING	KAL AGED HOMES PLUMBING REPAIRS	1276.00
EFT17456	25/01/2018	COLAS WESTERN AUSTRALIA PTY LTD	CAR PARK /WHITECLIFF RD BITUMEN	69008.72
EFT17457	25/01/2018	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	92.71
EFT17458	25/01/2018	COOK'S TOURS	KVC ADVERTISING	1080.00
EFT17459	25/01/2018	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	240.43
EFT17460	25/01/2018	COURIER AUSTRALIA	FREIGHT	81.06
EFT17461	25/01/2018	COVS PARTS PTY LTD	PARTS	3561.21
EFT17462	25/01/2018	D-TRANS	TRUCK REPAIR TIPPING BALLS/SOCKETS	1831.80
EFT17463	25/01/2018	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	MTCE GRADING	1320.00
EFT17464	25/01/2018	EXTERIA	TOILET DOOR CLOSER	156.20
EFT17465	25/01/2018	FENN PLUMBING & GAS	PLUMBING REPAIRS	242.00



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<b>EFT #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT17466	25/01/2018	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER MTCE	209.70
EFT17467	25/01/2018	FORPARK AUSTRALIA	SHELL PARK PLAYGROUND PARTS	263.34
EFT17468	25/01/2018	GANTHEAUME BAY ELECTRICAL	EXCAVATOR DRY HIRE	250.00
EFT17469	25/01/2018	GERALDTON BUILDING SERVICES/CABINETS	NCC REPAIR CRACKED DOOR WINDOW	529.98
EFT17470	25/01/2018	ATOM SUPPLY	BOOTS	140.39
EFT17471	25/01/2018	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM - QUARTER	771.40
EFT17472	25/01/2018	GREAT NORTHERN RURAL SERVICES	REPLACE RETIC CONTROLLER	860.42
EFT17473	25/01/2018	GPC EARTHMOVING	WHITECLIFFS RD GRADER & ROLLER HIRE	5995.00
EFT17474	25/01/2018	GREAT SOUTHERN FUEL SUPPLY	FUEL PURCHASES DEPOTS & FUEL CARDS	23939.75
EFT17475	25/01/2018	HASLEBYS HARDWARE SUPPLIES	BROOMS, CHAIN, SHOVEL, PAINT, TAPE	1219.27
EFT17476	25/01/2018	C + J HANSON PLUMBING CONTRACTORS	PLUMBING REPAIRS	1050.85
EFT17477	25/01/2018	JCB CONSTRUCTION EQUIPMENT AUST	ROLLER EXPANSION TANK, CAP, ARM	1144.65
EFT17478	25/01/2018	KALBARRI HARDWARE & BUILDING SUPPLIES	RAPIDSET	29.59
EFT17479	25/01/2018	KALBARRI MOTOR HOTEL	REFRESHMENTS KVF	336.74
EFT17480	25/01/2018	KALBARRI EXPRESS FREIGHT	FREIGHT	350.11
EFT17481	25/01/2018	KALBARRI CRASH	THOMPSON HILUX REPAIRS	660.00
EFT17482	25/01/2018	KALBARRI B P SERVICE STATION	FUEL	256.45
EFT17483	25/01/2018	KALBARRI WAREHOUSE	BOOTS, WATER COOLER	405.15
EFT17484	25/01/2018	KALBARRI LAWNMOWING SERVICE	LAWNMOWING	445.00
EFT17485	25/01/2018	KALBARRI AUTO ELECTRICS	RADIO/BEACON SETUP	1510.45
EFT17486	25/01/2018	KALBARRI PEST CONTROL	VISUAL TERMITE/GEN URBAN PEST CONTROL	1850.00
EFT17487	25/01/2018	KINGS BODYWORKS	MINI REPAIRS LHS DOOR	2536.69
EFT17488	25/01/2018	MACH 1 AUTO ONE	DASHMAT	175.76
EFT17489	25/01/2018	LGRCEU	PAYROLL DEDUCTIONS	291.00

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EFT #	Date	Name	Description	Amount
EFT17490	25/01/2018	MIDWEST KERBING & CONCRETE	KAL SPORT & REC CONC KERBING	9128.63
EFT17491	25/01/2018	M L COMMUNICATIONS	VHF MOBILE AERIALS	135.04
EFT17492	25/01/2018	MOOREVIEW PLANTS & TREES	PLANTS	385.47
EFT17493	25/01/2018	THE WORKWEAR GROUP PTY LTD	UNIFORM	462.80
EFT17494	25/01/2018	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS/GOODS	458.58
EFT17495	25/01/2018	NORTHAMPTON NEWSAGENCY	STATIONERY, PAPERS	147.21
EFT17496	25/01/2018	NORTHAMPTON AUTO ELECTRICS	FIT SAFETY LIGHTS, RADIOS	2182.90
EFT17497	25/01/2018	CLEANPAK TOTAL SOLUTIONS	GOODS	330.53
EFT17498	25/01/2018	PORT GREGORY CARAVAN PARK	FUEL FIRE TRUCK	78.04
EFT17499	25/01/2018	PROTECTOR FIRE SERVICES	SERVICE FIRE EQUIP/REPLACEMENTS	5508.25
EFT17500	25/01/2018	HOLCIM AUSTRALIA PTY LTD	NTON DEPOT CRACKER DUST	1067.27
EFT17501	25/01/2018	MIDWEST SWEEPING CONTRACTORS	STREET SWEEPING PRE XMAS	6666.33
EFT17502	25/01/2018	SAI GLOBAL LIMITED	ANNUAL SUBS NCC AUST STANDARDS	2690.60
EFT17503	25/01/2018	SUN CITY PRINT & DESIGN	STATIONERY	1041.70
EFT17504	25/01/2018	SPALDING ELECTRICAL SERVICES	ELECTRICAL REPAIRS	283.80
EFT17505	25/01/2018	STAR TRACK EXPRESS	FREIGHT	85.62
EFT17506	25/01/2018	ST JOHN AMBULANCE NORTHAMPTON	OFFROAD FIRST AID KIT	285.00
EFT17507	25/01/2018	TINT-A-CAR GERALDTON	NEW MOWER TINT	608.42
EFT17508	25/01/2018	2V NET IT SOLUTIONS	COMPTER MTCE	299.00
EFT17509	25/01/2018	TOTALLY WORKWEAR - GERALDTON	PPE	14.88
EFT17510	25/01/2018	TOX FREE AUSTRALIA PTY LTD	RES/COMM 240 LTR COLLEC, SITE MTCE	38827.83
EFT17511	25/01/2018	LANDGATE	VALUATION EXPENSES	217.30
EFT17512	25/01/2018	WESTRAC EQUIPMENT PTY LTD	PARTS	1226.56
EFT17513	25/01/2018	WA LOCAL GOVERNMENT ASSOCIATION	DRAFTING FORM	132.00
EFT17514	25/01/2018	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	239.44
EFT17515	25/01/2018	NORTHAMPTON TYRES	6 TYRES, PUNCTURE REPAIR, ROTATION	1488.00
EFT17516	25/01/2018	WILLIAMS & HUGHES	PROF FEESLEASE AREA BINNU TENNIS	897.69

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EFT #	Date	Name	Description	Amount
EFT17517	25/01/2018	WOODCOCK CT & L	RETIC, RAPIDSET, HARDWARE	1069.80
EFT17518	25/01/2018	LESLEY MOOCHER	NCCA ADV FUNDS	500.00
				<b>\$ 903,584.01</b>

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**TRUST FUND CHEQUES**

<b>Chq #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
2247	04/12/2017	DEPARTMENT OF COMMERCE	BRB PAYMENT NOVEMBER 2017	1063.79
2248	04/12/2017	SHIRE OF NORTHAMPTON	BRB COMMISSION NOVEMBER 2017	45.00
2249	04/12/2017	BUILDING & CONSTRUCTION INDUSTRY	BCITF PAYMENT NOVEMBER 2017	1375.68
2250	04/12/2017	SHIRE OF NORTHAMPTON	BCITF COMMISSION NOVEMBER 2017	33.00
2251	06/12/2017	RAILWAYS JUNIOR BASKETBALL CLUB	KISPORT - INV KS015205	305.00
2252	12/12/2017	HEATHER KAYE SIMKIN	REFUND COMMUNITY BUS BOND	200.00
2253	13/12/2017	DEPARTMENT FOR PLANNING INFRAST	SPECIAL SERIES PLATES 096NR	200.00
2254	08/01/2018	MARK GROVE & BELINDA FORREST	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2255	08/01/2018	T & R HOMES WA	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2256	08/01/2018	LE NAIRN PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2257	08/01/2018	LE NAIRN PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2258	08/01/2018	LE NAIRN PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2259	08/01/2018	SK & RP RUTTER	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2260	08/01/2018	LE NAIRN PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2261	08/01/2018	RICKY JAMES CLARKE	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2262	08/01/2018	SIMON RONALD TARASEK	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2263	08/01/2018	GRANT PETER WARD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2264	08/01/2018	ROBERT ALAN KILVINGTON	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2265	08/01/2018	MT & HM BARNDEN	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2266	08/01/2018	Q & D WILLIS	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2267	08/01/2018	KALBARRI SEAFRONT VILLAS	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2268	08/01/2018	A TRENT	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2269	08/01/2018	T & R HOMES WA PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00

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Chq #	Date	Name	Description	Amount
2270	08/01/2018	JC SCHLEICHER & F GRAHAM	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2271	08/01/2018	RUSSELL ASPLUND & HELEN O'CONNOR	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2272	08/01/2018	CORAL COAST HOMES (WA) PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2273	08/01/2018	NICHOLAS MARK TARCHINI	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2274	08/01/2018	D, J & M, C, M, W POLETTI	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2275	08/01/2018	GREG MCCALLUM-ROWE	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2276	08/01/2018	AK HOMES CONSTRUCTION PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2277	08/01/2017	JODY ARNOLD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2278	08/01/2018	REDINK HOMES MIDWEST PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2279	22/12/2017	AFGRI EQUIPMENT	REFUND COMMUNITY BUS BOND	200.00
2280	04/01/2018	DEPARTMENT OF MINES, INDUSTRY REGULATION	BRB DEC 2017	639.45
2281	04/01/2018	SHIRE OF NORTHAMPTON	BRB COMMISSION DEC 2017	25.00
2282	04/01/2018	SHIRE OF NORTHAMPTON	BCTF COMMISSION DEC 2017	16.50
2283	04/01/2018	BUILDING AND CONSTRUCTION INDUSTRY	BCTF DEC 2017	683.50
2284	05/01/2018	BW & JN CANE	REFUND TRANSPORTABLE BUILDING BOND	3775.00
2285	08/01/2018	DEPARTMENT FOR PLANNING INFRAS	SPECIAL SERIES PLATES 1993NR	200.00
2286	09/01/2018	CRAIG HASLEBY	REFUND COMMUNITY BUS BOND	200.00
2287	09/01/2018	LIONS CLUB OF NORTHAMPTON (INC)	REFUND COMMUNITY BUS BOND	400.00
2288	09/01/2018	MINGENEW PRIMARY SCHOOL	REFUND COMMUNITY BUS BOND	200.00
2289	09/01/2018	WA COUNTRY BUILDERS	REFUND COMMUNITY BUS BOND	200.00
2290	09/01/2018	ST MARY'S PRIMARY SCHOOL	REFUND COMMUNITY BUS BOND	400.00
2291	09/01/2018	NORTHERN AGRI GROUP	REFUND COMMUNITY BUS BOND	200.00
2292	09/01/2018	THOMAS POWELL	REFUND COMMUNITY BUS BOND	200.00
2293	09/01/2018	GEORGE D'ARCY	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2294	09/01/2018	LEONARD JOHN SIMMONS	REFUND KERB DEPOSIT BUILDING PERMIT	500.00

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 16 FEBRUARY 2018

Chq #	Date	Name	Description	Amount
2295	09/01/2018	TY & ANNE HINDMARSH	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2296	09/01/2018	PETER JENKINS	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2297	09/01/2018	BEN & JACKIE SIMKIN	REFUND COMMUNITY BUS BOND	200.00
2298	09/01/2018	NORTHAMPTON BOWLING CLUB (INC)	REFUND COMMUNITY BUS BOND	200.00
2299	09/01/2018	KALBARRI ARTS & CRAFT GROUP INC	REFUND COMMUNITY BUS BOND	200.00
2300	09/01/2018	MILFORD HOMES PTY LTD	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2301	09/01/2018	DANIEL MICHAEL BOWLER	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2302	09/01/2018	WEST STEEL SHEDS	REFUND KERB DEPOSIT BUILDING PERMIT	500.00
2303	25/01/2018	GERALDTON LITTLE ATHLETICS CENTRE	KIDSPORT - INV KS015310	345.00
				<b>\$ 27,506.92</b>

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 16 FEBRUARY 2018

**DIRECT DEBITS**

Jnl #	Date	Name	Description	Amount
	14/12/2017	PAYROLL	FN/E 13/12/17	94295.00
	15/12/2017	CLICKSUPER	SUPERANNUATION FN/E 13/12/2017	21720.79
	21/12/2017	PAYROLL	FN/E 27/12/2017	99555.01
	22/12/2017	CLICKSUPER	SUPERANNUATION FN/E 27/12/2017	19506.20
GJ0605	31/12/2017	NAB BANK FEES	BANK FEES/MERCHANT FEES	931.60
GJ0606	31/12/2017	BPOINT	FEES	127.91
GJ0607	31/12/2017	BPAY	FEES	133.76
GJ0609	31/12/2017	CEO CORPORATE CARD	BANK CHARGES	9.00
			NR 1 FUEL	25.00
			MEMBER CONFERENCE EXP	380.01
			KAL AIRPORT TRAINING	903.50
GJ0610	31/12/2017	DCEO CORPORATE CARD	BANK FEES	9.00
			CPA TRAINING	325.00
			FUEL P274	34.79
			PUMP - BLUE DIAMOND	1,220.00
	11/01/2018	PAYROLL	FN/E 10/01/18	87483.00
	12/01/2018	CLICKSUPER	SUPERANNUATION FN/E 10/01/2018	18278.76
	25/01/2018	PAYROLL	FN/E 24/01/2018	87476.00
	29/01/2018	CLICKSUPER	SUPERANNUATION FN/E 24/01/2018	18869.54
GJ0707	31/01/2018	NAB BANK FEES	BANK FEES/MERCHANT FEES	316.46
GJ0708	31/01/2018	BPOINT	FEES	183.11
GJ0709	31/01/2018	BPAY	FEES	68.64

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 16 FEBRUARY 2018

Jnl #	Date	Name	Description	Amount
GJ0710	31/01/2018	CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	413.50
			MEMBERS EXPENSES	455.00
			KALBARRI AIRPORT TRAINING ACCOMM	451.75
			NCCA HARVEY NORMAN	525.00
			OFFICE EXPENSES	105.00
				<u>1959.25</u>
GJ0711	31/01/2018	DCEO CORPORATE CARD	BANK FEES	9.00
			COMPUTER EXPENSES	10.00
			OFFICE MTCE - SHELVING	869.00
			TP FEES - WA PLANNING	593.40
			OFFICE EXP - CPA	1,090.00
			NCCA IINET	202.39
			KALBARRI CHILD CARE IINET	133.90
			OFFICE EXP - GPS LOGBOOKS	178.20
				<u>3085.89</u>
GJ0713	31/01/2018	ROUNDING	ROUNDING DEC/JAN	1.60
				<u><u><b>\$456,898.82</b></u></u>



**6.2.2 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2017**

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>29 January 2018</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 December 2017</b>

**SUMMARY**

Council to adopt the draft monthly financial reports as presented.

**BACKGROUND:**

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

The Draft Monthly Statements of Financial Activity for the period ending 31 December 2017 are attached, and include:

Compilation Report

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 annually)
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:**

Total operating revenue at 31<sup>st</sup> December 2017 has a positive variance of \$444,523 which is largely due to receipt of the \$200,000 unbudgeted Feral Eradication grant and the overpayment of the Direct Roads grant. While operating expenditure has a negative variance of \$251,193 which is mainly associated with the non cash write off of the old Kalbarri Bowling Green which has been replaced with a new surface.

Investing and Financing variances will reconcile as the year progresses

The brought forward position at 30 June 2017 has been adjusted from the budgeted position of \$649,494 to \$593,148 as per the audited Annual Financial Statement's, the variance will be incorporated into the March budget review.

### **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 6.2.2**

**That Council adopts the Monthly Financial Report for the period ending 31 December 2017.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 December 2017**

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

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

SHIRE OF NORTHAMPTON  
Information Summary  
For the Period Ended 31 December 2017

## 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 on page 6 and shows a surplus as at 31 December 2017 of \$4,904,762.

### Items of Significance

The material variance adopted by the Shire of Northampton for the 2017/18 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 ▲ \$ 290,519 White Cliffs Road construction part completed

### Capital Revenue

Non-operating Grants, Subsidies and Contributions ▲ \$372,260 White Cliffs grant funding

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
DUP - Pathways Kalbarri Foreshore Redevelopment	19%	\$ 255,000	\$ 255,000	\$ 49,207
Car Park Construction Kalbarri Sport & Rec	33%	\$ 182,835	\$ 182,820	\$ 60,007
Road Construction	40%	\$ 2,984,104	\$ 1,492,002	\$ 1,201,483
Footpath Construction	31%	\$ 114,465	\$ 57,216	\$ 35,890
Replace EHO Vehicle	99%	\$ 30,000	\$ 30,000	\$ 29,658
Pig Trailer	0%	\$ 85,000	\$ 42,498	\$ -
Kalbarri Leading Hand Utility	79%	\$ 48,000	\$ 48,000	\$ 37,896
Northampton Leading Hand Utility	0%	\$ 48,000	\$ 48,000	\$ -
Kalbarri Foreshore Mower	0%	\$ 53,000	\$ 52,998	\$ -
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	88%	\$ 850,521	\$ 466,256	\$ 745,668
Non-operating Grants, Subsidies and Contributions	92%	\$ 2,805,289	\$ 2,218,367	\$ 2,590,627
	91%	\$ 3,655,810	\$ 2,684,623	\$ 3,336,295
Rates Levied	100%	\$ 4,335,996	\$ 4,316,255	\$ 4,335,373

% Compares current ytd actuals to annual budget

Financial Position		Closing Balance 30 June 2017	Current Year 31 Dec 2017
Adjusted Net Current Assets	755%	\$ 649,494	\$ 4,904,763
Cash and Equivalent - Unrestricted	528%	\$ 717,159	\$ 3,788,774
Cash and Equivalent - Restricted	37%	\$ 3,017,835	\$ 1,116,632
Receivables - Rates	298%	\$ 270,016	\$ 803,785
Receivables - Other	30%	\$ 250,076	\$ 75,450
Payables	7%	\$ 695,899	\$ 51,493

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

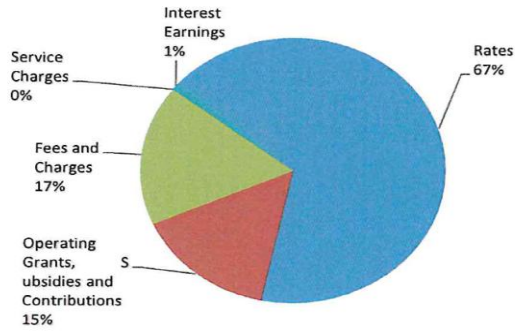
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

## Preparation

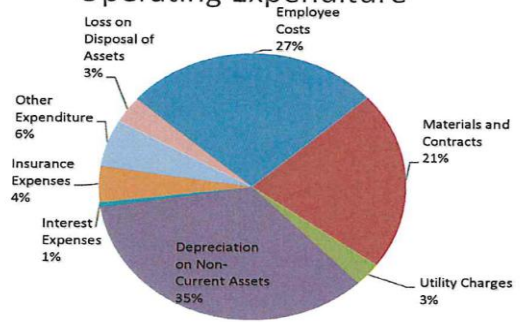
Prepared by: Grant Middleton/Leanne Rowe  
Date prepared: 29/01/2018

SHIRE OF NORTHAMPTON  
Information Summary  
For the Period Ended 31 December 2017

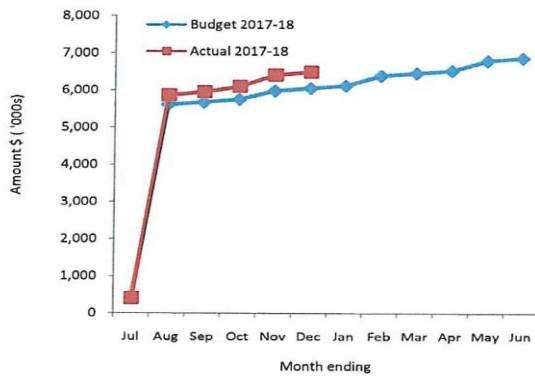
Operating Revenue



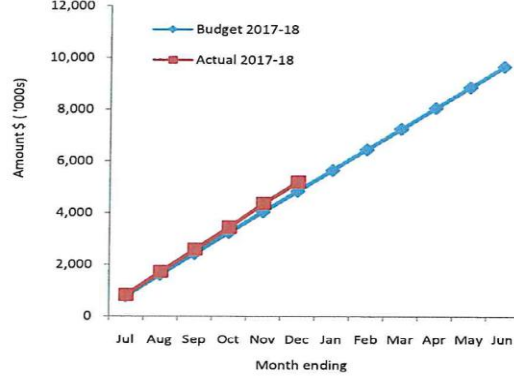
Operating Expenditure



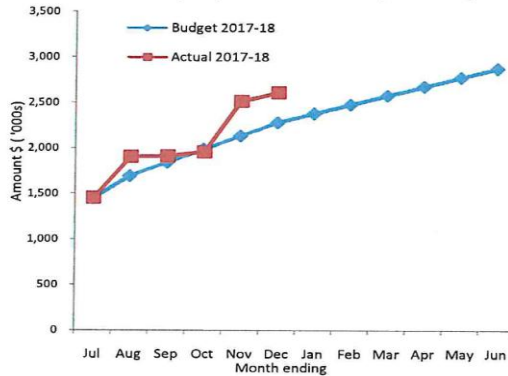
Budget Operating Revenues -v- Actual (Refer Note 2)



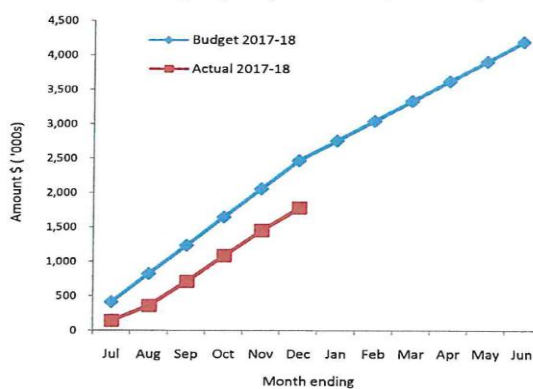
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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



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



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

SHIRE OF NORTHAMPTON  
STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 31 December 2017

	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	649,494	649,494	593,148	(56,346)	(9%)	
<b>Revenue from operating activities</b>							
Governance		40,370	20,172	39,050	18,878	94%	▲
General Purpose Funding	9	5,133,939	4,745,211	4,734,445	(10,766)	(0%)	▼
Law, Order and Public Safety		86,513	43,230	232,778	189,548	438%	▲
Health		48,403	24,186	19,650	(4,536)	(19%)	▼
Education and Welfare		204,322	108,240	123,110	14,870	14%	▲
Housing		39,936	19,962	20,029	67	0%	▲
Community Amenities		837,697	793,058	806,596	13,538	2%	▲
Recreation and Culture		32,087	16,008	31,202	15,194	95%	▲
Transport		88,210	85,096	166,185	81,089	95%	▲
Economic Services		199,128	126,707	195,652	68,945	54%	▲
Other Property and Services		128,760	64,356	122,052	57,696	90%	▲
		<b>6,839,365</b>	<b>6,046,226</b>	<b>6,490,749</b>			
<b>Expenditure from operating activities</b>							
Governance		(862,407)	(437,366)	(479,399)	(42,033)	(10%)	▼
General Purpose Funding		(237,955)	(118,950)	(113,989)	4,961	4%	▲
Law, Order and Public Safety		(396,906)	(198,336)	(246,100)	(47,764)	(24%)	▼
Health		(207,173)	(101,544)	(103,950)	(2,406)	(2%)	▼
Education and Welfare		(374,010)	(224,946)	(222,836)	2,110	1%	▲
Housing		(119,310)	(59,538)	(46,682)	12,856	22%	▲
Community Amenities		(1,503,911)	(751,668)	(683,063)	68,605	9%	▲
Recreation and Culture		(1,630,297)	(814,680)	(888,157)	(73,477)	(9%)	▼
Transport		(4,042,222)	(2,024,766)	(2,006,952)	17,814	1%	▲
Economic Services		(417,270)	(208,554)	(266,127)	(57,573)	(28%)	▼
Other Property and Services		(33,761)	(16,824)	(151,111)	(134,287)	(798%)	▼
		<b>(9,825,222)</b>	<b>(4,957,172)</b>	<b>(5,208,365)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		3,631,550	1,815,756	1,808,828	(6,928)	(0%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	168,027	164,523	4695%	▲
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>649,193</b>	<b>2,908,314</b>	<b>3,259,239</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	2,805,289	2,218,367	2,590,627	372,260	17%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	15,545	(3,451)	(18%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(103,848)	(151,958)	(48,110)	(46%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(1,492,002)	(1,201,483)	290,519	19%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(246,654)	(204,554)	42,100	17%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(495,036)	(145,443)	349,593	71%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(221,496)	(67,554)	153,942	70%	▲
Furniture and Equipment	13	(22,200)	(11,100)	(9,198)	1,902	17%	▲
		<b>(1,418,715)</b>	<b>(332,773)</b>	<b>825,983</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	16,584	18,034	1,450	9%	▲
Transfer from Reserves	7	351,443	175,722	351,444	175,722	100%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(98,568)	(97,316)	1,252	1%	▲
Transfer to Reserves	7	(67,467)	(33,734)	(45,770)	(12,036)	(36%)	▼
<b>Amount attributable to financing activities</b>		<b>120,028</b>	<b>60,004</b>	<b>226,392</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>3,285,039</b>	<b>4,904,762</b>	<b>1,619,723</b>	<b>49%</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 FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 31 December 2017

	Note	Amended Annual Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Opening Funding Surplus (Deficit)</b>	3	\$ 649,494	\$ 649,494	\$ 593,148	\$ (56,346)	% (9%)	▼
<b>Revenue from operating activities</b>							
Rates	9	4,335,996	4,316,255	4,335,373	19,118	0%	▲
Operating Grants, Subsidies and Contributions	11	1,199,004	646,508	981,925	335,417	52%	▲
Fees and Charges		1,191,265	996,925	1,111,047	114,122	11%	▲
Interest Earnings		113,100	86,538	62,405	(24,134)	(28%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	0	0	577			
		<b>6,839,365</b>	<b>6,046,226</b>	<b>6,491,325</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(2,855,051)	(1,427,196)	(1,401,401)	25,795	2%	▲
Materials and Contracts		(2,306,052)	(1,190,436)	(1,123,714)	66,722	6%	▲
Utility Charges		(354,175)	(176,958)	(149,588)	27,370	15%	▲
Depreciation on Non-Current Assets		(3,631,550)	(1,815,756)	(1,808,828)	6,928	0%	▲
Interest Expenses		(70,683)	(35,328)	(33,077)	2,251	6%	▲
Insurance Expenses		(210,845)	(105,198)	(224,747)	(119,549)	(114%)	▼
Other Expenditure		(393,366)	(202,796)	(298,982)	(96,186)	(47%)	▼
Loss on Disposal of Assets	8	(3,500)	(3,504)	(168,604)			
		<b>(9,825,222)</b>	<b>(4,957,172)</b>	<b>(5,208,941)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		3,631,550	1,815,756	1,808,828	(6,928)	(0%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	168,027	164,523	4695%	▲
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>649,193</b>	<b>2,908,314</b>	<b>3,259,240</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	2,805,289	2,218,367	2,590,627	372,260	17%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	15,545	(3,451)	(18%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(103,848)	(151,958)	(48,110)	(46%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(1,492,002)	(1,201,483)	290,519	19%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(246,654)	(204,554)	42,100	17%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(495,036)	(145,443)	349,593	71%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(221,496)	(67,554)	153,942	70%	▲
Furniture and Equipment	13	(22,200)	(11,100)	(9,198)	1,902	17%	▲
<b>Amount attributable to investing activities</b>		<b>(1,418,715)</b>	<b>(332,773)</b>	<b>825,983</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	16,584	18,034	1,450	9%	
Transfer from Reserves	7	351,443	175,722	351,444	175,722	100%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(98,568)	(97,316)	1,252	1%	▲
Transfer to Reserves	7	(67,467)	(33,734)	(45,770)	(12,036)	(36%)	▼
<b>Amount attributable to financing activities</b>		<b>120,028</b>	<b>60,004</b>	<b>226,392</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(0)</b>	<b>3,285,039</b>	<b>4,904,762</b>	<b>1,619,723</b>	<b>49%</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.

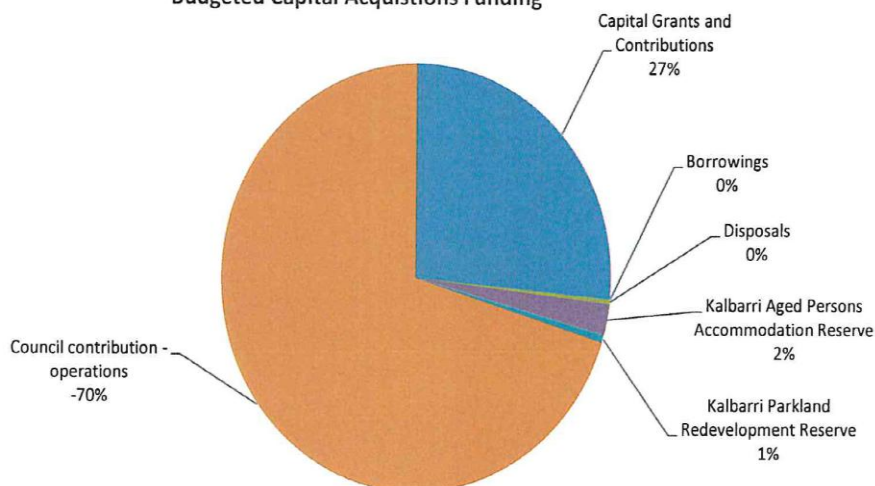
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NORTHAMPTON  
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 31 December 2017

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	-85,158	-64,750	-103,848	-180,125	-149,908	-46,060
Infrastructure Assets - Roads	13	-2,050	-1,201,483	-1,492,002	-2,984,104	-1,203,533	288,469
Infrastructure Assets - Parks & Ovals	13	-86,775	-117,780	-246,654	-261,275	-204,554	42,100
Infrastructure Assets - Footpaths	13	-145,443	0	-495,036	-552,300	-145,443	349,593
Plant and Equipment	13	-29,658	-37,896	-221,496	-264,000	-67,554	153,942
<b>Capital Expenditure Totals</b>		<b>-349,084</b>	<b>-1,431,106</b>	<b>-2,570,136</b>	<b>-4,264,004</b>	<b>-1,780,190</b>	<b>789,946</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				2,218,367	2,805,289	2,590,627	
Borrowings				0	0	0	
Disposals				18,996	40,000	15,545	
Council contribution - Cash Backed Reserves							
Kalbarri Aged Persons Accommodation Reserve				122,941	245,882	-245,883	
Kalbarri Parkland Redevelopment Reserve				29,598	59,196	-59,195	
Council contribution - operations				-4,960,038	-7,414,371	-4,081,284	
<b>Capital Funding Total</b>				<b>-2,570,136</b>	<b>-4,264,004</b>	<b>-1,780,190</b>	

Budgeted Capital Acquisitions Funding





SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

**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 2017/18 year is \$5,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	18,878	94%	▲	Timing	Actuals and budget will converge as year progresses
General Purpose Funding	(10,766)	(0%)	▼	Timing	Var largely due to legal charges revenue
Law, Order and Public Safety	189,548	438%	▲	Timing	Var includes Feral Eradication grant \$200k
Education and Welfare	14,870	14%	▲	Permanent	Variance due to NCCA revenue
Community Amenities	13,538	2%	▲	Timing	Additional planning fees compared to budget profile
Recreation and Culture	15,194	95%	▲	Timing	Alma school grant and misc lease/reserve revenue
Transport	81,089	95%	▲	Timing	Var due to overpayment of Direct Roads grant
Economic Services	68,945	54%	▲	Timing	Var due to lease revenue budget profiles
Other Property and Services	57,696	90%	▲	Timing	Actuals and budget will converge as year progresses
<b>Operating Expense</b>					
Governance	(42,033)	(10%)	▼	Timing	Var due to subscriptions & donations budget profile
Law, Order and Public Safety	(47,764)	(24%)	▼	Timing	Actuals and budget will converge as year progresses
Housing	12,856	22%	▲	Timing	Var due to reduced depreciation from reval process
Community Amenities	68,605	9%	▲	Timing	Actuals and budget will converge as year progresses
Recreation and Culture	(73,477)	(9%)	▼	Timing	Actuals and budget will converge as year progresses
Transport	17,814	1%	▲	Timing	Actuals and budget will converge as year progresses
Economic Services	(57,573)	(28%)	▼	Timing	Var due to Visitor Centre contributions and Lucky Bay exp
Other Property and Services	(134,287)	(798%)	▼	Permanent	Var includes disposal cost of old Kal'b bowling green
<b>Capital Revenues</b>					
Non-operating Grants, Subsidies and Contributions	372,260	17%	▲	Permanent	White Cliffs grant funding
<b>Capital Expenses</b>					
Land and Buildings	(48,110)	(46%)	▼	Timing	Projects ongoing
Infrastructure Assets - Roads	290,519	19%	▲	Timing	White Cliffs Road construction part completed
Infrastructure Assets - Parks and Gardens	42,100	17%	▲	Timing	Projects ongoing
Infrastructure Assets - Footpaths	349,593	71%	▲	Timing	Projects ongoing
Plant and Equipment	153,942	70%	▲	Timing	Plant to be purchase in coming months

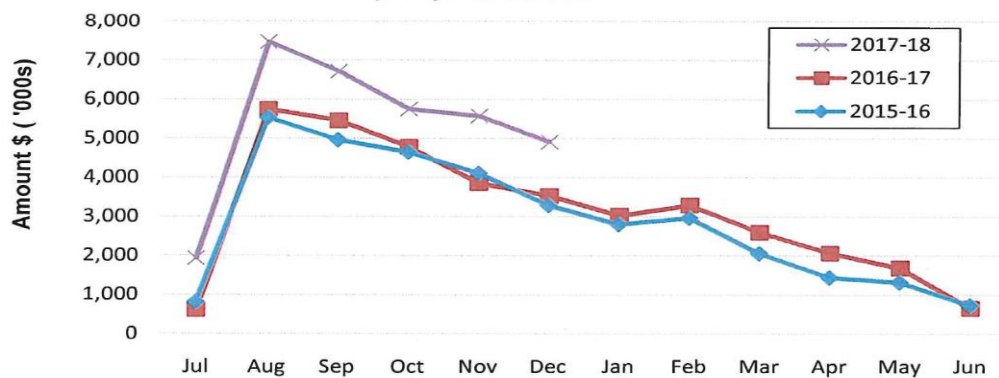
SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Note	Last Years (Audited) Closing 30 June 2017	Current 31 Dec 2017
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	4	783,615	3,788,774
Cash Restricted	4	3,017,835	1,116,632
Receivables - Rates	6	263,223	803,785
Receivables - Other	6	266,764	75,450
Receivables - Rubbish		45,034	80,620
Emergency Services Levy		60,500	64,070
ATO Receivable		0	0
Inventories		8,196	148,258
Accruals/Adjustment		0	7,786
		<u>4,445,167</u>	<u>6,085,376</u>
<b>Less: Current Liabilities</b>			
Payables		(762,355)	(51,493)
Income Received in Advance		(1,994,045)	(398,515)
Provisions/Accruals		(71,829)	(12,489)
		<u>(2,828,229)</u>	<u>(462,497)</u>
Less: Cash Reserves	7	(1,023,790)	(718,116)
<b>Net Current Funding Position</b>		<b>593,148</b>	<b>4,904,763</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

Note 4: Cash and Investments

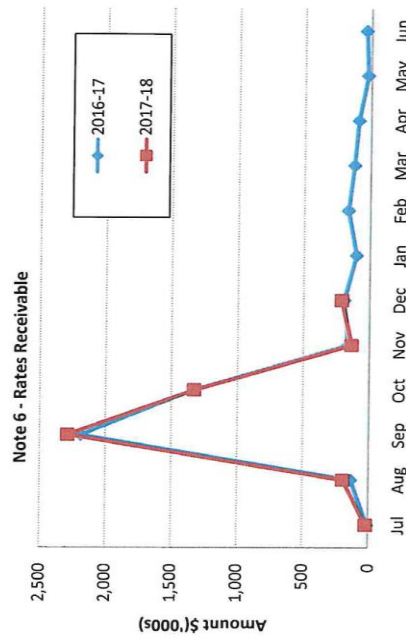
	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	782,708			782,708	National	-	At Call
Trust Bank Account			155,276	155,276	National	-	At Call
OCDF - Horrocks				0	WATC	1.45%	N/A
OCDF - Binnu/White Cliffs		398,515		398,515	WATC	1.45%	N/A
Cash On Hand	1,450			1,450	N/A	Nil	On Hand
<b>(b) Term Deposits - Municipal</b>							
TD 31-056-****	1,004,616			1,004,616	National	2.34%	15-Dec-17
TD 31-032****	500,000			500,000	National	2.53%	15-Feb-18
TD 35-623-****	1,000,000			1,000,000	National	2.55%	13-Mar-18
TD 31-067-****	500,000			500,000	National	2.45%	16-Apr-18
<b>(c) Term Deposits - Reserves</b>							
TD 16-236-****		681,991		681,991	National	2.50%	14-Feb-18
TD 88-610-****		36,126		36,126	National	2.45%	14-Feb-18
<b>Total</b>	<b>3,788,774</b>	<b>1,116,632</b>	<b>155,276</b>	<b>5,060,682</b>			

Comments/Notes - Investments

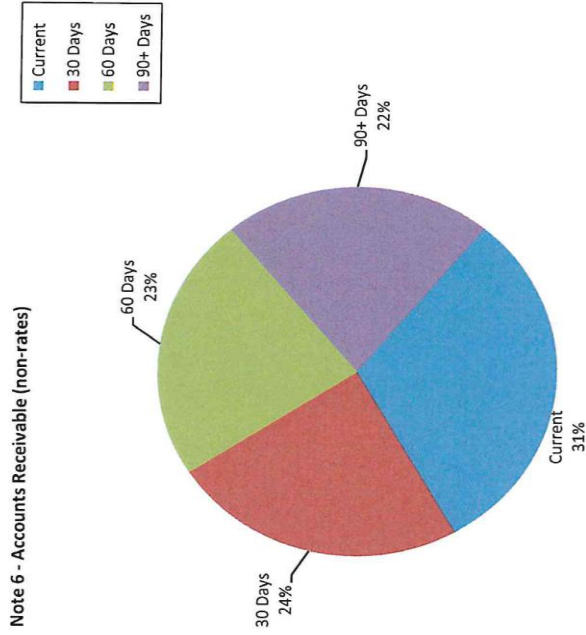
SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

	31 Dec 2017	30 June 2017	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
<b>Note 6: Receivables</b>								
<b>Receivables - Rates Receivable</b>								
Opening Arrears Previous period	\$ 263,223	\$ 229,706	Receivables - General	\$ 23,299	\$ 18,134	\$ 17,457	\$ 16,560	\$ 75,450
Levied this year	4,335,373	4,208,328	Balance per Trial Balance					
Less Collections to date	(3,794,811)	(4,174,812)	Sundry Debtors					75,450
Equals Current Outstanding	803,785	263,223	Receivables - Other					0
<b>Net Rates Collectable</b>	803,785	263,223	<b>Total Receivables General Outstanding</b>					<b>75,450</b>
% Collected	82.52%	94.07%						

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

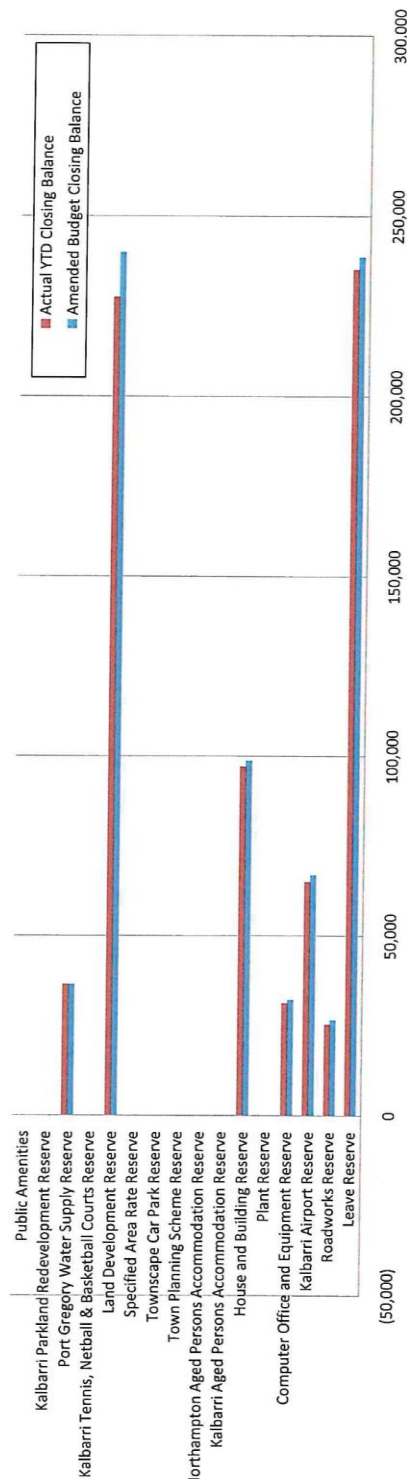


SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 228,314	\$ 5,440	\$ 1,950	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 0	\$ 238,754	\$ 235,264
Roadworks Reserve	49,940	2,000	735	0	0	0	(25,310)	(25,310)	26,630	25,365
Kalbarri Airport Reserve	44,922	200	120	21,827	20,000	0	0	0	66,949	65,042
Computer Office and Equipment Reserve	30,725	1,500	550	0	0	0	(7,319)	(7,319)	32,225	31,275
Plant Reserve	7,319	0	0	0	0	0	0	0	98,752	0
House and Building Reserve	86,252	2,500	855	10,000	10,000	0	0	0	0	0
Kalbarri Aged Persons Accommodation Reserve	245,882	0	0	0	0	0	(245,882)	(245,882)	0	(0)
Northampton Aged Persons Accommodation Reserve	5,024	0	0	0	0	0	(5,024)	(5,024)	0	(1)
Town Planning Scheme Reserve	3,596	0	0	0	0	0	(3,596)	(3,596)	0	(0)
Townscape Car Park Reserve	0	0	0	0	0	0	0	0	0	0
Specified Area Rate Reserve	5,038.00	0.00	0.04	0.00	0.00	0.00	(5,038.00)	(5,038.51)	0.00	(0)
Land Development Reserve	221,004	19,000	6,560	0	0	0	(78)	(78)	240,004	227,564
Kalbarri Tennis, Netball & Basketball Courts Reserve	78	0	0	0	0	0	0	0	0	0
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	0	36,500	36,500
Kalbarri Parkland Redevelopment Reserve	59,196	0	0	0	0	0	(59,196)	(59,195)	0	1
Public Amenities	0	0	0	0	0	0	0	0	0	0
	<b>1,023,790</b>	<b>30,640</b>	<b>10,770</b>	<b>36,827</b>	<b>35,000</b>	<b>(351,443)</b>	<b>(351,443)</b>	<b>(351,444)</b>	<b>739,814</b>	<b>718,116</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 31 December 2017

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>						
P257	Toyota Aurion (Health)	10,456	9,091	(1,365)	11,000	15,000	4,000
P184	Pig Trailer				11,000	10,000	(1,000)
P210	Kalbarri Mover				6,500	9,000	2,500
P211	Kalbarri Leading Hand Utility	5,878	6,455	577	6,000	2,000	(4,000)
P222	Northampton Leading Hand Utility				9,000	4,000	(5,000)
A-80117	Disposal of Old Kalbarri Bowling Green	167,239	0	(167,239)	0	0	
		<b>183,573</b>	<b>15,545</b>	<b>577</b>	<b>43,500</b>	<b>40,000</b>	<b>6,500</b>
				<b>(168,604)</b>			<b>(10,000)</b>

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

RATE TYPE	Number of Properties	Rate in \$	YTD Actual			Amended Budget						
			Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Interim Rate \$	Back Rate \$	Total Revenue \$		
<b>Differential General Rate</b>												
General GRV	1,610	0.080220	13,687,966	1,619,949	840	1,620,789	1,615,931	0	0	0	1,615,931	
General UV	450	0.012717	177,399,858	2,283,377		2,283,377	2,284,349	0	0	0	2,284,349	
<b>Sub-Totals</b>	<b>2,060</b>		<b>191,087,824</b>	<b>3,903,326</b>	<b>0</b>	<b>3,904,166</b>	<b>3,900,280</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,900,280</b>	
<b>Minimum Payment</b>												
General GRV	968	\$ 535.00	6,455,747	522,695		522,695	517,880	0	0	0	517,880	
General UV	53	\$ 535.00	655,079	23,005		23,005	28,355	0	0	0	28,355	
<b>Sub-Totals</b>	<b>1,021</b>		<b>7,110,826</b>	<b>545,700</b>	<b>0</b>	<b>545,700</b>	<b>546,235</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>546,235</b>	
Discounts/Concession	3,081		198,198,650	4,449,026	0	4,449,866	4,446,515	0	0	0	4,446,515	
<b>Amount from General Rates</b>						(153,514)					(150,000)	
Ex-Gratia Rates						4,296,352					4,296,515	
Specified Area Rates						0					0	
<b>Totals</b>						<b>39,021</b>	<b>39,481</b>				<b>39,481</b>	
						<b>4,335,373</b>	<b>4,335,996</b>				<b>4,335,996</b>	

Comments - Rating Information

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

**Note 10: Information on Borrowings**  
(a) Debenture Repayments

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
	01 Jul 2017	31 Dec 2017	Actual	Budget	Actual	Budget	Actual	Budget
<b>Recreation and Culture</b>			\$	\$	\$	\$	\$	\$
Loan 148A - Kalbarri Library Extension	52,405		12,706	25,672	39,699	26,733	1,072	2,180
<b>Transport</b>								
Loan 149 - Plant Purchases	68,156		33,470	68,156	34,686	0	2,474	4,284
Loan 153 - Plant Purchases	252,322		18,802	37,983	233,520	214,339	5,072	11,336
<b>Other Property and Services</b>								
Loan 154 - Staff Housing	288,775		15,937	32,134	272,838	256,641	4,721	11,043
<b>Self Supporting Loans</b>								
Loan 147 - Kalbarri Bowling Club	0		0	0	0	0	0	0
Loan 151 - Kalbarri Bowling Club	10,875		1,683	3,416	9,192	7,459	322	670
Loan 152 - Staff Housing	345,268		8,058	16,327	337,210	328,941	11,516	22,760
Loan 155 - Pioneer Lodge	400,000		6,658	13,448	393,342	386,552	7,900	18,410
	1,417,801	0	97,316	197,136	1,320,485	1,220,665	33,077	70,683

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 2017/2018



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

Note 11: Grants

Grant Provider	Type	Opening Balance (a)	Amended Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected Revenue (d)+(e)	YTD Actual Revenue (Expended) (c)	Unspent Grant (a)+(b)-(c)	
		\$	\$	\$	\$	\$		\$	\$	\$	
<b>General Purpose Funding</b>											
Grants Commission - General	Operating	0	383,734	0	191,868	383,734		383,734	191,867	0	
Grants Commission - Roads	Operating	0	318,224	0	159,112	318,224		318,224	159,112	0	
<b>Law, Order and Public Safety</b>											
FESA Grant - Operating Bush Fire Brigade	Operating	0	34,030	0	16,832	34,030		34,030	11,023	(3,036)	
Grant FESA - SES	Operating	0	32,533	0	16,444	32,533		32,533	10,768	(17,895)	
Grant Feral Eradication	Operating	0	0	0	0	0		0	200,000	(50,716)	
<b>Education and Welfare</b>											
NCAA Fundraising	Non-operating	0	0	0	0	0		0	0	0	
Pioneer Lodge	Non-operating	0	0	0	0	0		0	3,769	0	
<b>Community Amenities</b>											
<b>Recreation and Culture</b>											
Finger Jetty	Non-operating	0	0	0	0	0		0	0	(4,479)	
Kalbarri Tennis, Netball & Basketball	Non-operating	0	0	30,156	30,156	30,156		30,156	78,206	1,366	
Kalbarri Tennis, Netball & Basketball	Non-operating	0	0	22,668	22,668	22,668		22,668	0	0	
Kalbarri Bowling Club	Non-operating	0	0	9,360	9,360	9,360		9,360	0	(3,855)	
Kalbarri Bowling Club	Non-operating	0	0	15,000	15,000	15,000		15,000	0	0	
Lions Park Re-development	Non-operating	0	0	4,590	4,590	4,590		4,590	96,205	50,963	
Lions Park Re-development	Non-operating	0	0	96,205	96,205	96,205		96,205	0	0	
Seniors Week	Operating	0	0	0	0	0		0	1,216	0	
<b>Transport</b>											
RRG Grants - Capital Projects	Non-operating	0	0	257,900	128,946	257,900		257,900	194,933	(50,215)	
Grey St/Red Bluff Road Corner	Non-operating	0	0	265,300	132,648	265,300		265,300	116,732	0	
White Cliffs	Non-operating	0	0	1,300,000	1,300,000	1,300,000		1,300,000	1,454,273	(83,457)	
RFR - Binu West	Non-operating	0	0	650,630	325,314	650,630		650,630	498,624	(254,464)	
DUP - Footpath Grant (Stephen Street)	Non-operating	0	0	0	0	0		0	0	0	
MRWA Maintenance Grants	Operating	0	82,000	0	82,000	82,000		82,000	163,862	0	
WA Road Safety Commission	Non-operating	0	0	0	0	0		0	0	0	
<b>Economic Services</b>											
Lucky Bay	Non-operating	0	0	138,480	138,480	138,480		138,480	0	(35,812)	
Lucky Bay	Non-operating	0	0	15,000	15,000	15,000		15,000	147,895	0	
<b>TOTALS</b>		<b>0</b>	<b>850,521</b>	<b>2,805,289</b>	<b>2,684,623</b>	<b>3,655,810</b>	<b>0</b>	<b>3,655,810</b>	<b>3,336,295</b>	<b>(1,310,599)</b>	<b>1,381,674</b>
<b>SUMMARY</b>											
Operating		0	850,521	0	466,256	850,521	0	850,521	745,668	(101,646)	0
Operating - Tied		0	0	0	0	0	0	0	0	0	0
Non-operating		0	0	2,805,289	2,218,367	2,805,289	0	2,805,289	2,590,627	(1,208,953)	1,381,674
<b>TOTALS</b>		<b>0</b>	<b>850,521</b>	<b>2,805,289</b>	<b>2,684,623</b>	<b>3,655,810</b>	<b>0</b>	<b>3,655,810</b>	<b>3,336,295</b>	<b>(1,310,599)</b>	<b>1,381,674</b>

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

**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	Amount	Amount	Closing Balance
	Balance			Received
	01 Jul 2017			
	\$	\$	\$	\$
Town Planning - Security Bonds	0			0
Galena Donations	0		0	0
Transportable Housing Bond	26,275			26,275
Footpath Deposits	30,820	1,000	0	31,820
Horrocks Retention Fee - Parking/Stage 2	0		0	0
Retentions - Subdivisions	30,683		0	30,683
Building Levies (BCITF & BRB)	182	1,364		1,546
Community Bus Bond	6,400	800	(600)	6,600
Safer WA Funds	0			0
Northampton Cemetery Funds	0			0
Unclaimed Monies - Rates	4,338	0	(295)	4,043
Nomination Deposits	0	480		480
DOLA - Parks & Gardens Development	0			0
Aged Unit Bond	0	0		0
Council Housing Bonds	520	0	0	520
BROC - Management Funds	1			1
Kalbarri Youth Space Project Funds	0		0	0
Burning Off Fees	0		0	0
RSL Hall Key Bond	650	230	(460)	420
Peet Park Donations	0			0
Willa Guthurra	0			0
Special Series Plates	1,430	620	(400)	1,650
Auction	0			0
Kidsport	2,937	2,500	(5,316)	121
Public Open Space	0			0
ReDone (Kalbarri Park/Beach Shelters)	0		0	0
Northampton Child Care Association	59,305	0	(11,821)	47,484
Horrocks Memorial Wall	765	250	(495)	520
One Life	3,513	0	(400)	3,113
Conservation Incentives	0	0	0	0
Kalbarri Camp School	0	0	0	0
	<b>167,819</b>	<b>7,244</b>	<b>(19,787)</b>	<b>155,276</b>

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

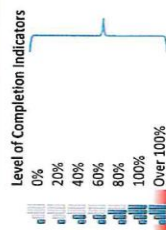
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Government</b>								
Replace N'hampton photo-copier	101340	0	(9,198)	(9,198)	(9,200)	(4,600)	(4,598)	
Replace N'hampton phone system	101340	0	0	0	(13,000)	(6,500)	6,500	
<b>Government Total</b>		0	(9,198)	(9,198)	(22,200)	(11,100)	1,902	
<b>Education and Welfare</b>								
Pioneer Lodge (Car Park)	130520	(338)	0	(338)	0	0	(338)	
<b>Education and Welfare Total</b>		(338)	0	(338)	0	0	(338)	
<b>Health</b>								
Replace EHO Vehicle	113240	(29,658)	0	(29,658)	(30,000)	(30,000)	342	
<b>Health Total</b>		(29,658)	0	(29,658)	(30,000)	(30,000)	342	
<b>Communities Amenities</b>								
Develop Binnu Refuse site	133050	(8,318)	0	(8,318)	(30,600)	(15,300)	6,982	
<b>Communities Amenities Total</b>		(8,318)	0	(8,318)	(30,600)	(15,300)	6,982	
<b>Recreation And Culture</b>								
DUP - Pathways Kalbarri Foreshore Redevelopment	136940	(49,207)	0	(49,207)	(255,000)	(255,000)	205,793	
Kalbarri Tennis, Netball & Basketball Courts	137140	(76,840)	0	(76,840)	(60,000)	(30,000)	(46,840)	
Car Park Construction Kalbarri Sport & Rec	138840	(60,007)	0	(60,007)	(182,835)	(182,820)	122,813	
Lions Park - Equipment etc	137160	(50,963)	0	(50,963)	(50,330)	(50,327)	(636)	
Wanneroo Water Storage Tanks/Pipeline	137160	0	(113,924)	(113,924)	(181,740)	(181,729)	67,805	
Kalbarri Bowling Green Replacement	137540	0	(3,855)	(3,855)	(26,205)	(13,098)	9,243	
Binnu Tennis Courts - Resurfacing	137440	0	(64,750)	(64,750)	(27,600)	(27,600)	(37,150)	
<b>Recreation And Culture Total</b>		(237,018)	(182,530)	(419,547)	(783,710)	(740,574)	321,027	
<b>Transport</b>								
Road Construction	Various	0	(1,201,483)	(1,201,483)	(2,984,104)	(1,492,002)	290,519	
Footpath Construction	150900	(35,890)	0	(35,890)	(114,465)	(57,216)	21,326	
Land Purchase Binnu Road	150900	(2,050)	0	(2,050)	(25,310)	(12,654)	10,604	
Pig Trailer	142140	0	0	0	(85,000)	(42,498)	42,498	
Kalbarri Leading Hand Utility	142240	0	(37,896)	(37,896)	(48,000)	(48,000)	10,104	
Northampton Leading Hand Utility	142240	0	0	0	(48,000)	(48,000)	48,000	
Kalbarri Foreshore Mower	142540	0	0	0	(53,000)	(52,998)	52,998	
Kalbarri Depot Ramp	151300	0	0	0	(16,615)	(8,301)	8,301	
Bus Shelter - Kalbarri Depot	151300	0	0	0	(20,000)	(9,993)	9,993	
<b>Transport Total</b>		(37,940)	(1,239,378)	(1,277,318)	(3,394,494)	(1,771,662)	494,344	

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2017

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>Economic Services/Other Property and Services</b>								
Lucky Bay Camp Grounds - Signage	150160	(35,812)	0	(35,812)	(3,000)	(1,500)	(34,312)	
		(35,812)	0	(35,812)	(3,000)	(1,500)	(34,312)	
<b>Other Property and Services Total</b>		(349,084)	(1,431,106)	(1,780,190)	(4,264,004)	(2,570,136)	789,946	
<b>Capital Expenditure by Program Total</b>								
<b>Capital Expenditure By Class</b>								
Land Held for Resale	Various	0	0	0	0	0	0	
Land and Buildings	Various	(85,158)	(64,750)	(149,908)	(180,125)	(103,848)	(48,110)	
Infrastructure Assets - Roads	Various	(2,050)	(1,201,483)	(1,203,533)	(2,984,104)	(1,492,002)	288,469	
Infrastructure Assets - Footpaths	Various	(145,443)	0	(145,443)	(552,300)	(495,036)	349,593	
Infrastructure Assets - Parks and Ovals	Various	(86,775)	(117,780)	(204,554)	(261,275)	(246,654)	42,100	
Plant and Equipment	Various	(29,658)	(37,895)	(67,554)	(264,000)	(221,496)	153,942	
Furniture and Equipment	Various	0	(9,198)	(9,198)	(22,200)	(11,100)	1,902	
<b>Capital Expenditure Total by Class</b>		(349,084)	(1,431,106)	(1,780,190)	(4,264,004)	(2,570,136)	787,896	



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

**6.2.3 MONTHLY FINANCIAL STATEMENTS – JANUARY 2018**

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>6 February 2018</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>REPORTING OFFICER:</b>	<b>Grant Middleton/Leanne Rowe</b>
<b>APPENDICES:</b>	<b>Monthly Financial Report for January 2018</b>

**SUMMARY**

Council to adopt the draft monthly financial reports as presented.

**BACKGROUND:**

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

The Draft Monthly Statements of Financial Activity for the period ending 31 January 2018 are attached, and include:

Compilation Report

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 annually)
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:**

Total operating revenue at 31<sup>st</sup> January 2018 has a positive variance of \$556,198 which is largely due to receipt of the \$200,000 unbudgeted Feral Eradication grant and the overpayment of the Direct Roads grant. While operating expenditure has a negative variance of \$127,075 which is mainly associated with the non cash write off of the old Kalbarri Bowling Green which has been replaced with a new surface.

Investing and Financing variances will reconcile as the year progresses

The brought forward position at 30 June 2017 has been adjusted from the budgeted position of \$649,494 to \$593,148 as per the audited Annual Financial Statement's, the variance will be incorporated into the March budget review.

### **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 6.2.3**

**That Council adopts the Monthly Financial Report for the period ending 31 January 2018.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 January 2018**

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

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SHIRE OF NORTHAMPTON  
Information Summary  
For the Period Ended 31 January 2018

**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 on page 6 and shows a surplus as at 31 January 2018 of \$4,565,553.

**Items of Significance**

The material variance adopted by the Shire of Northampton for the 2017/18 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 ▲ \$ 469,931 White Cliffs Road construction part completed

**Capital Revenue**

Non-operating Grants, Subsidies and Contributions ▲ \$329,040 White Cliffs grant funding

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
DUP - Pathways Kalbarri Foreshore Redevelopment	19%	\$ 255,000	\$ 255,000	\$ 49,207
Car Park Construction Kalbarri Sport & Rec	41%	\$ 182,835	\$ 182,820	\$ 75,860
Road Construction	43%	\$ 2,984,104	\$ 1,740,669	\$ 1,270,738
Footpath Construction	66%	\$ 114,465	\$ 66,752	\$ 75,906
Replace EHO Vehicle	99%	\$ 30,000	\$ 30,000	\$ 29,658
Pig Trailer	0%	\$ 85,000	\$ 49,581	\$ -
Kalbarri Leading Hand Utility	175%	\$ 48,000	\$ 48,000	\$ 83,783
Northampton Leading Hand Utility	0%	\$ 48,000	\$ 48,000	\$ -
Kalbarri Foreshore Mower	1%	\$ 53,000	\$ 52,998	\$ 553
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	97%	\$ 850,521	\$ 471,802	\$ 821,173
Non-operating Grants, Subsidies and Contributions	94%	\$ 2,805,289	\$ 2,316,185	\$ 2,645,225
	95%	\$ 3,655,810	\$ 2,787,987	\$ 3,466,398
Rates Levied	100%	\$ 4,335,996	\$ 4,319,545	\$ 4,335,500

% Compares current ytd actuals to annual budget

Financial Position		Closing Balance 30 June 2018	Current Year 31 Jan 2018
Adjusted Net Current Assets	703%	\$ 649,494	\$ 4,565,553
Cash and Equivalent - Unrestricted	488%	\$ 717,159	\$ 3,497,414
Cash and Equivalent - Restricted	37%	\$ 3,017,835	\$ 1,117,123
Receivables - Rates	265%	\$ 270,016	\$ 715,493
Receivables - Other	49%	\$ 250,076	\$ 123,224
Payables	13%	\$ 695,899	\$ 91,961

% 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**

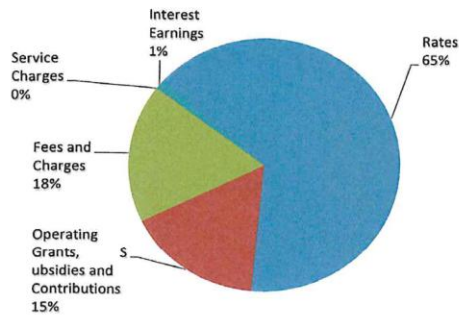
Prepared by: Grant Middleton/Leanne Rowe

Date prepared: 06/02/2018

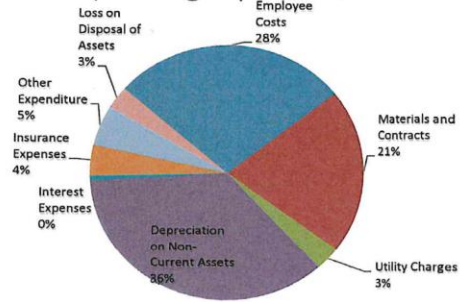


SHIRE OF NORTHAMPTON  
Information Summary  
For the Period Ended 31 January 2018

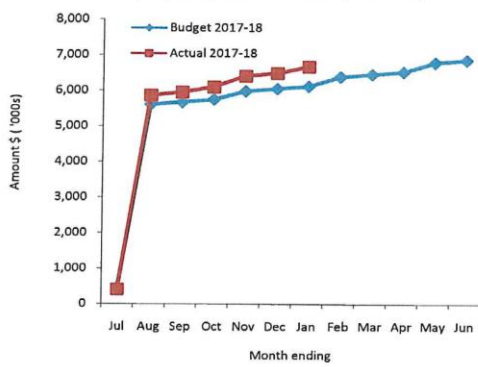
Operating Revenue



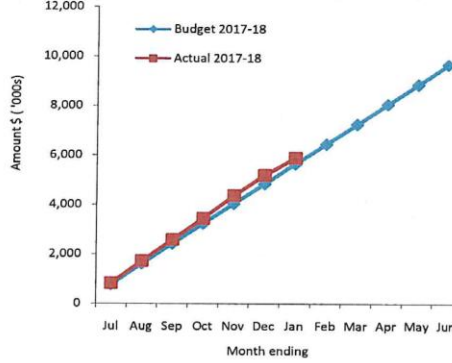
Operating Expenditure



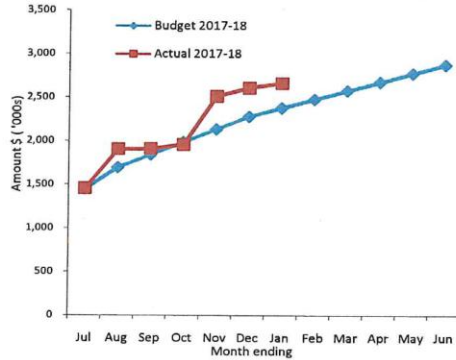
Budget Operating Revenues -v- Actual (Refer Note 2)



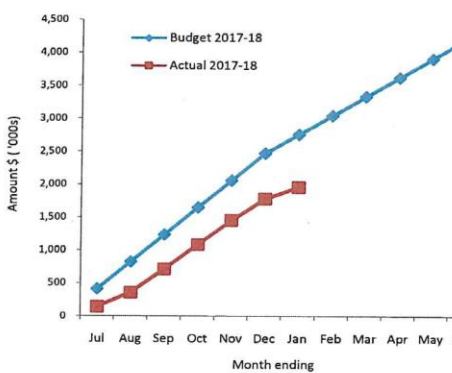
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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



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



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

SHIRE OF NORTHAMPTON  
STATEMENT OF FINANCIAL ACTIVITY  
(Statutory Reporting Program)  
For the Period Ended 31 January 2018

	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	\$ 649,494	\$ 649,494	\$ 593,148	\$ (56,346)	% (9%)	
<b>Revenue from operating activities</b>							
Governance		40,370	23,534	52,954	29,420	125%	▲
General Purpose Funding	9	5,133,939	4,751,497	4,746,547	(4,950)	(0%)	
Law, Order and Public Safety		86,513	50,435	308,780	258,345	512%	▲
Health		48,403	28,217	25,845	(2,372)	(8%)	
Education and Welfare		204,322	124,247	140,593	16,346	13%	▲
Housing		39,936	23,289	23,002	(287)	(1%)	
Community Amenities		837,697	800,491	813,258	12,767	2%	▲
Recreation and Culture		32,087	18,676	32,379	13,703	73%	▲
Transport		88,210	85,612	166,212	80,600	94%	▲
Economic Services		199,128	138,772	206,240	67,468	49%	▲
Other Property and Services		128,760	75,082	160,241	85,159	113%	▲
		<b>6,839,365</b>	<b>6,119,852</b>	<b>6,676,050</b>			
<b>Expenditure from operating activities</b>							
Governance		(862,407)	(508,299)	(527,068)	(18,769)	(4%)	▼
General Purpose Funding		(237,955)	(138,775)	(126,349)	12,426	9%	▲
Law, Order and Public Safety		(396,906)	(237,364)	(265,539)	(28,175)	(12%)	▼
Health		(207,173)	(119,134)	(117,093)	2,041	2%	▲
Education and Welfare		(374,010)	(249,771)	(239,809)	9,962	4%	▲
Housing		(119,310)	(69,461)	(51,735)	17,726	26%	▲
Community Amenities		(1,503,911)	(876,946)	(803,454)	73,492	8%	▲
Recreation and Culture		(1,630,297)	(950,460)	(987,366)	(36,906)	(4%)	▼
Transport		(4,042,222)	(2,360,977)	(2,324,362)	36,615	2%	▲
Economic Services		(417,270)	(243,313)	(295,124)	(51,811)	(21%)	▼
Other Property and Services		(33,761)	(19,628)	(163,304)	(143,676)	(732%)	▼
		<b>(9,825,222)</b>	<b>(5,774,128)</b>	<b>(5,901,203)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		3,631,550	2,118,382	2,115,569	(2,813)	(0%)	
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	168,027	164,523	4695%	▲
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>649,193</b>	<b>2,467,610</b>	<b>3,058,443</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	2,805,289	2,316,185	2,645,225	329,040	14%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	15,545	(3,451)	(18%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(116,556)	(152,551)	(35,995)	(31%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(1,740,669)	(1,270,738)	469,931	27%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(249,087)	(206,227)	42,860	17%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(504,572)	(201,312)	303,260	60%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(228,579)	(113,994)	114,585	50%	▲
Furniture and Equipment	13	(22,200)	(12,950)	(9,198)	3,752	29%	▲
		<b>(1,418,715)</b>	<b>(517,232)</b>	<b>706,750</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	19,348	18,034	(1,314)	(7%)	
Transfer from Reserves	7	351,443	205,008	351,444	146,435	71%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(114,996)	(116,496)	(1,500)	(1%)	
Transfer to Reserves	7	(67,467)	(39,356)	(45,770)	(6,414)	(16%)	▼
<b>Amount attributable to financing activities</b>		<b>120,028</b>	<b>70,005</b>	<b>207,212</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>2,669,877</b>	<b>4,565,553</b>	<b>1,895,676</b>	<b>71%</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 FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 31 January 2018

	Note	Amended Annual Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	649,494	649,494	593,148	(56,346)	(9%)	▼
<b>Revenue from operating activities</b>							
Rates	9	4,335,996	4,319,545	4,335,500	15,955	0%	▲
Operating Grants, Subsidies and Contributions	11	1,199,004	680,063	1,089,292	409,229	60%	▲
Fees and Charges		1,191,265	1,029,283	1,178,279	148,996	14%	▲
Interest Earnings		113,100	90,961	72,979	(17,982)	(20%)	▼
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	0	0	577			
		<b>6,839,365</b>	<b>6,119,852</b>	<b>6,676,627</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(2,855,051)	(1,665,062)	(1,641,549)	23,513	1%	▲
Materials and Contracts		(2,306,052)	(1,382,148)	(1,234,034)	148,114	11%	▲
Utility Charges		(354,175)	(206,451)	(179,077)	27,374	13%	▲
Depreciation on Non-Current Assets		(3,631,550)	(2,118,382)	(2,115,569)	2,813	0%	▲
Interest Expenses		(70,683)	(41,216)	(37,771)	3,445	8%	▲
Insurance Expenses		(210,845)	(122,731)	(224,747)	(102,016)	(83%)	▼
Other Expenditure		(393,366)	(234,634)	(300,429)	(65,795)	(28%)	▼
Loss on Disposal of Assets	8	(3,500)	(3,504)	(168,604)			
		<b>(9,825,222)</b>	<b>(5,774,128)</b>	<b>(5,901,780)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		3,631,550	2,118,382	2,115,569	(2,813)	(0%)	
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	168,027	164,523	4695%	▲
Adjust Provisions and Accruals			0	0	0		
<b>Amount attributable to operating activities</b>		<b>649,193</b>	<b>2,467,610</b>	<b>3,058,443</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	2,805,289	2,316,185	2,645,225	329,040	14%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	15,545	(3,451)	(18%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(116,556)	(152,551)	(35,995)	(31%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(1,740,669)	(1,270,738)	469,931	27%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(249,087)	(206,227)	42,860	17%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(504,572)	(201,312)	303,260	60%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(228,579)	(113,994)	114,585	50%	▲
Furniture and Equipment	13	(22,200)	(12,950)	(9,198)	3,752	29%	▲
<b>Amount attributable to investing activities</b>		<b>(1,418,715)</b>	<b>(517,232)</b>	<b>706,750</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	19,348	18,034	(1,314)	(7%)	
Transfer from Reserves	7	351,443	205,008	351,444	146,435	71%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(114,996)	(116,496)	(1,500)	(1%)	
Transfer to Reserves	7	(67,467)	(39,356)	(45,770)	(6,414)	(16%)	▼
<b>Amount attributable to financing activities</b>		<b>120,028</b>	<b>70,005</b>	<b>207,212</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(0)</b>	<b>2,669,877</b>	<b>4,565,553</b>	<b>1,895,676</b>	<b>71%</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.

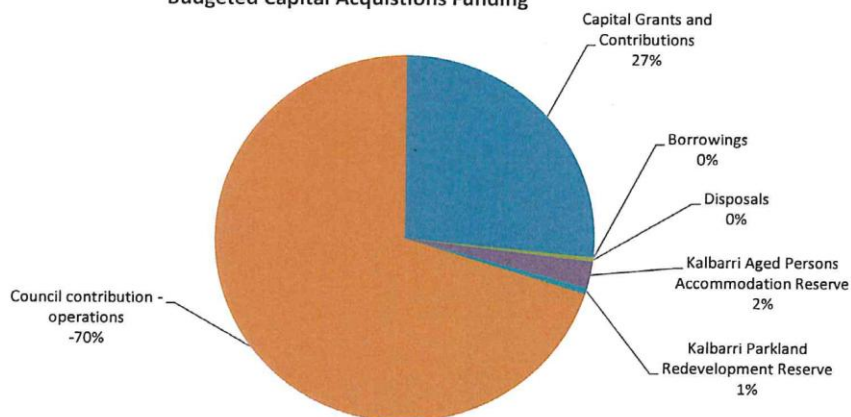
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NORTHAMPTON  
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 31 January 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
Land and Buildings	13	\$ -85,158	\$ -64,750	\$ -116,556	\$ -180,125	\$ -149,908	\$ -33,352
Infrastructure Assets - Roads	13	-2,643	-1,270,738	-1,740,669	-2,984,104	-1,273,382	467,287
Infrastructure Assets - Parks & Ovals	13	-88,447	-117,780	-249,087	-261,275	-206,227	42,860
Infrastructure Assets - Footpaths	13	-201,312	0	-504,572	-552,300	-201,312	303,260
Plant and Equipment	13	-29,658	-84,336	-228,579	-264,000	-113,994	114,585
<b>Capital Expenditure Totals</b>		<b>-407,219</b>	<b>-1,546,802</b>	<b>-2,852,413</b>	<b>-4,264,004</b>	<b>-1,954,020</b>	<b>898,393</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				2,316,185	2,805,289	2,645,225	
Borrowings				0	0	0	
Disposals				18,996	40,000	15,545	
Council contribution - Cash Backed Reserves							
Kalbarri Aged Persons Accommodation Reserve				143,431	245,882	-245,883	
Kalbarri Parkland Redevelopment Reserve				34,531	59,196	-59,195	
Council contribution - operations				-5,365,556	-7,414,371	-4,309,713	
<b>Capital Funding Total</b>				<b>-2,852,413</b>	<b>-4,264,004</b>	<b>-1,954,020</b>	

Budgeted Capital Acquisitions Funding



SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

**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 2017/18 year is \$5,000.

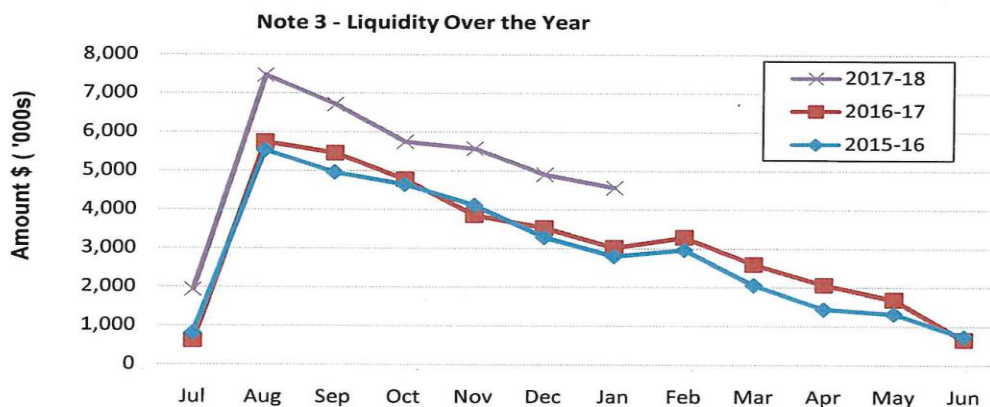
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	29,420	125%	▲	Timing	Actuals and budget will converge as year progresses
Law, Order and Public Safety	258,345	512%	▲	Permanent	Var includes Feral Eradication grant \$200k
Education and Welfare	16,346	13%	▲	Permanent	Variance due to NCCA revenue
Community Amenities	12,767	2%	▲	Timing	Add Planning fees & budget profile commercial refuse
Recreation and Culture	13,703	73%	▲	Timing	Alma school grant and misc lease/reserve revenue
Transport	80,600	94%	▲	Timing	Var due to overpayment of Direct Roads grant
Economic Services	67,468	49%	▲	Timing	Var due to lease budget profiles & Ewe Turn project
Other Property and Services	85,159	113%	▲	Permanent	Var due add sale of scrap and plant hire revenue
<b>Operating Expense</b>					
Governance	(18,769)	-4%	▼	Timing	Var due to subscriptions & donations budget profile
General Purpose Funding	12,426	9%	▲	Timing	Actuals and budget will converge as year progresses
Law, Order and Public Safety	(28,175)	-12%	▼	Permanent	Var due to Feral Eradication grant expenditure
Education and Welfare	9,962	4%	▲	Permanent	Variance due to NCCA and Pioneer Lodge expenditure
Housing	17,726	26%	▲	Timing	Var due to reduced depreciation from reval process
Community Amenities	73,492	8%	▲	Timing	Actuals and budget will converge as year progresses
Recreation and Culture	(36,906)	-4%	▼	Timing	Actuals and budget will converge as year progresses
Transport	36,615	2%	▲	Permanent	Var due to reduced depreciation from reval process
Economic Services	(51,811)	-21%	▼	Timing	Visitor Centre budget profile and add Lucky Bay exp
Other Property and Services	(143,676)	-732%	▼	Permanent	Var includes disposal cost of old Kal'b bowling green
<b>Capital Revenues</b>					
Non-operating Grants, Subsidies and Contributions	329,040	14%	▲	Permanent	White Cliffs grant funding
<b>Capital Expenses</b>					
Land and Buildings	(35,995)	-31%	▼	Timing	Projects ongoing
Infrastructure Assets - Roads	469,931	27%	▲	Timing	White Cliffs Road construction part completed
Infrastructure Assets - Parks and Gardens	42,860	17%	▲	Timing	Projects ongoing
Infrastructure Assets - Footpaths	303,260	60%	▲	Timing	Projects ongoing
Plant and Equipment	114,585	50%	▲	Timing	Plant items to be purchased in coming months
Furniture and Equipment	3,752	29%	▲	Timing	Phone system replacement delayed to 18/19

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Note	Last Years (Audited) Closing 30 June 2018	Current 31 Jan 2018
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	4	783,615	3,497,414
Cash Restricted	4	3,017,835	1,117,123
Receivables - Rates	6	263,223	715,493
Receivables - Other	6	266,764	123,224
Receivables - Rubbish		45,034	71,968
Emergency Services Levy		60,500	58,862
ATO Receivable		0	28,666
Inventories		8,196	166,963
Accruals/Adjustment		0	7,413
		<b>4,445,167</b>	<b>5,787,125</b>
<b>Less: Current Liabilities</b>			
Payables		(762,355)	(91,961)
Income Received in Advance		(1,994,045)	(399,006)
Provisions/Accruals		(71,829)	(12,489)
		<b>(2,828,229)</b>	<b>(503,456)</b>
Less: Cash Reserves	7	(1,023,790)	(718,116)
<b>Net Current Funding Position</b>		<b>593,148</b>	<b>4,565,553</b>



Comments - Net Current Funding Position

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

Note 4: Cash and Investments

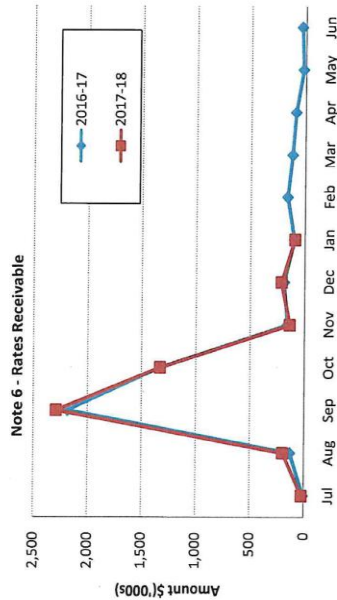
	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,492,436			1,492,436	National	-	At Call
Trust Bank Account			128,563	128,563	National	-	At Call
OCDF - Horrocks				0	WATC	1.45%	N/A
OCDF - Binnu/White Cliffs		399,006		399,006	WATC	1.45%	N/A
Cash On Hand	1,450			1,450	N/A	Nil	On Hand
(b) Term Deposits - Municipal							
TD 31-056-****				0	National	2.34%	15-Dec-17
TD 31-032-****	500,000			500,000	National	2.53%	15-Feb-18
TD 35-623-****	1,000,000			1,000,000	National	2.55%	13-Mar-18
TD 31-067-****	503,527			503,527	National	2.45%	16-Apr-18
(c) Term Deposits - Reserves							
TD 16-236-****		681,991		681,991	National	2.50%	14-Feb-18
TD 88-610-****		36,126		36,126	National	2.45%	14-Feb-18
<b>Total</b>	<b>3,497,414</b>	<b>1,117,123</b>	<b>128,563</b>	<b>4,743,100</b>			

Comments/Notes - Investments

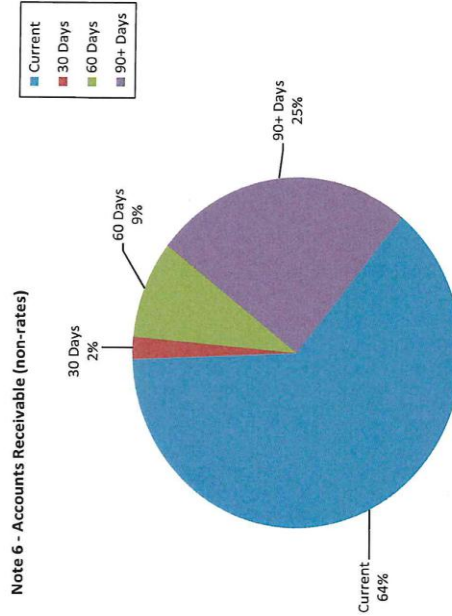
SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

	31 Jan 2018	30 June 2017		Current	30 Days	60 Days	90+ Days	Total
<b>Note 6: Receivables</b>								
<b>Receivables - Rates Receivable</b>								
Opening Arrears Previous period	\$ 263,223	\$ 229,706						
Levied this year	4,335,500	4,208,328						
Less Collections to date	(3,883,230)	(4,174,812)						
Equals Current Outstanding	715,493	263,223						
<b>Net Rates Collectable</b>	<b>715,493</b>	<b>263,223</b>						
% Collected	84.44%	94.07%						
				\$ 78,271	\$ 2,524	\$ 11,068	\$ 31,360	\$ 123,224
								123,224
								123,224
								0
								<b>123,224</b>

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates



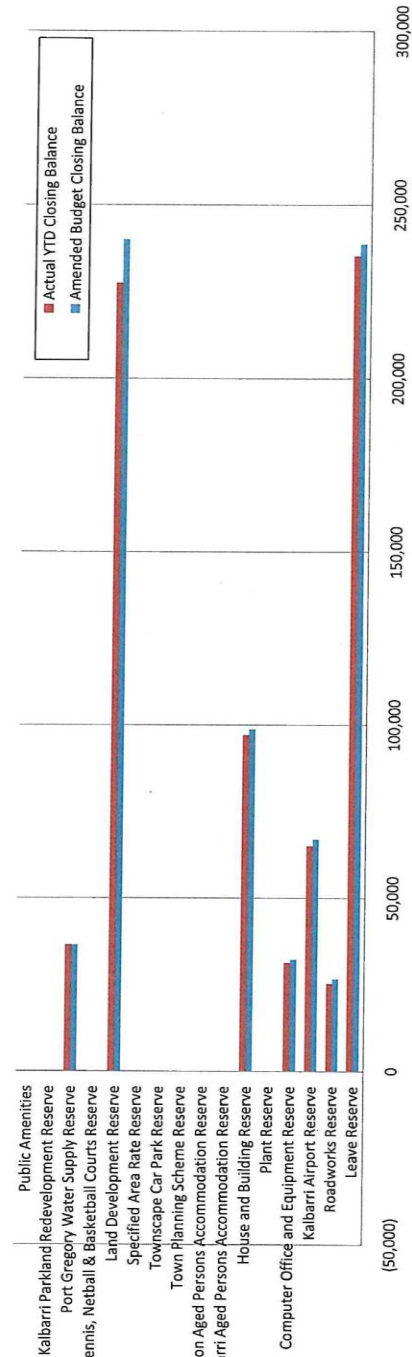


SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

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	\$ 228,314	\$ 5,440	\$ 1,950	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 238,754	\$ 235,264
Roadworks Reserve	49,940	2,000	735	0	0	(25,310)	(25,310)	26,630	25,365
Kalbarri Airport Reserve	44,922	200	120	21,827	20,000	0	0	66,949	65,042
Computer Office and Equipment Reserve	30,725	1,500	550	0	0	0	0	32,225	31,275
Plant Reserve	7,319	0	0	0	0	(7,319)	(7,319)	0	(0)
House and Building Reserve	86,252	2,500	855	10,000	10,000	0	0	98,752	97,107
Kalbarri Aged Persons Accommodation Reserve	245,882	0	0	0	0	(245,883)	(245,883)	0	(1)
Northampton Aged Persons Accommodation Reserve	5,024	0	0	0	0	(5,024)	(5,024)	0	(0)
Town Planning Scheme Reserve	3,596	0	0	0	0	(3,596)	(3,596)	0	0
Townscape Car Park Reserve	0	0	0	0	0	0	0	0	0
Specified Area Rate Reserve	5,038.00	0.00	0.04	0.00	0.00	(5,038.00)	(5,038.51)	0.00	(0)
Land Development Reserve	221,004	19,000	6,560	0	0	0	0	240,004	227,564
Kalbarri Tennis, Netball & Basketball Courts Reserve	78	0	0	0	0	(78)	(78)	0	0
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Kalbarri Parkland Redevelopment Reserve	59,196	0	0	0	0	(59,196)	(59,195)	0	1
Public Amenities	0	0	0	0	0	0	0	0	0
	<b>1,023,790</b>	<b>30,640</b>	<b>10,770</b>	<b>36,827</b>	<b>35,000</b>	<b>(351,443)</b>	<b>(351,444)</b>	<b>739,814</b>	<b>718,116</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 31 January 2018

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>						
P257	Toyota Aurion (Health)	10,456	9,091	(1,365)	11,000	15,000	4,000
P184	Pig Trailer				11,000	10,000	(1,000)
P210	Kalbarri Mover				6,500	9,000	2,500
P211	Kalbarri Leading Hand Utility	5,878	6,455	577	6,000	2,000	(4,000)
P222	Northampton Leading Hand Utility				9,000	4,000	(5,000)
A-80117	Disposal of Old Kalbarri Bowling Green	167,239	0	(167,239)	0	0	
		<b>183,573</b>	<b>15,545</b>	<b>577</b>	<b>43,500</b>	<b>40,000</b>	<b>6,500</b>
				<b>(168,604)</b>			<b>(10,000)</b>

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

RATE TYPE	Number of Properties	Rate in \$	Rateable Value \$	YTD Actual			Amended Budget				
				Rate Revenue \$	Interim Rates \$	Back Rates \$	Rate Revenue \$	Interim Rate \$	Back Rate \$		
Differential General Rate											
General GRV	1,610	0.080220	13,687,966	1,620,295	839	1,621,134	1,615,931	0	0	1,615,931	
General UV	450	0.012717	177,399,858	2,283,159		2,283,159	2,284,349	0	0	2,284,349	
<b>Sub-Totals</b>	<b>2,060</b>		<b>191,087,824</b>	<b>3,903,454</b>	<b>0</b>	<b>3,904,293</b>	<b>3,900,280</b>	<b>0</b>	<b>0</b>	<b>3,900,280</b>	
Minimum Payment											
General GRV	968	\$ 535.00	6,455,747	522,695		522,695	517,880	0	0	517,880	
General UV	53	535.00	655,079	23,005		23,005	28,355	0	0	28,355	
<b>Sub-Totals</b>	<b>1,021</b>		<b>7,110,826</b>	<b>545,700</b>	<b>0</b>	<b>545,700</b>	<b>546,235</b>	<b>0</b>	<b>0</b>	<b>546,235</b>	
Discounts/Concession	3,081		198,198,650	4,449,154	0	4,449,993	4,446,515	0	0	4,446,515	
Amount from General Rates					839	(153,514)				(150,000)	
Ex-Gratia Rates						4,296,479				4,296,515	
Specified Area Rates						0				0	
<b>Totals</b>						<b>39,021</b>	<b>39,021</b>	<b>0</b>	<b>0</b>	<b>39,481</b>	
						<b>4,335,500</b>	<b>4,335,500</b>	<b>0</b>	<b>0</b>	<b>4,335,996</b>	

Comments - Rating Information

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

**Note 10: Information on Borrowings**  
(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Loans	Actual	Budget	Actual	Budget	Actual	Budget	
<b>Recreation and Culture</b>			\$	\$				\$	\$
Loan 148A - Kalbarri Library Extension	52,405	12,706	25,672	39,699	26,733	1,072	2,180		
<b>Transport</b>									
Loan 149 - Plant Purchases	68,156	33,470	68,156	34,686	0	2,474	4,284		
Loan 153 - Plant Purchases	252,322	37,983	37,983	214,339	214,339	9,765	11,336		
<b>Other Property and Services</b>									
Loan 154 - Staff Housing	288,775	15,937	32,134	272,838	256,641	4,721	11,043		
<b>Self Supporting Loans</b>									
Loan 147 - Kalbarri Bowling Club	0	0	0	0	0	0	0		
Loan 151 - Kalbarri Bowling Club	10,875	1,683	3,416	9,192	7,459	322	670		
Loan 152 - Staff Housing	345,268	8,058	16,327	337,210	328,941	11,516	22,760		
Loan 155 - Pioneer Lodge	400,000	6,658	13,448	393,342	386,552	7,900	18,410		
	1,417,801	116,496	197,136	1,301,305	1,220,665	37,771	70,683		

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 2017/2018

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

Note 11: Grants

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (Expended) (c)	Unspent Grant (a)+(b)+(c)
			\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Purpose Funding</b>											
Grants Commission - General	WALGGC	Operating	0	383,734	0	191,868	383,734	0	383,734	191,867	0
Grants Commission - Roads	WALGGC	Operating	0	318,224	0	159,112	318,224	0	318,224	159,112	0
<b>Law, Order and Public Safety</b>											
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	34,030	0	19,638	34,030	0	34,030	19,630	(34,515)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating	0	32,533	0	19,184	32,533	0	32,533	19,176	(17,895)
Grant Feral Eradication	Operating	Operating	0	0	0	0	0	0	0	258,490	(58,845)
<b>Education and Welfare</b>											
NCAA Fundraising	Dept of Primary Industries & Regional Dev	Non-operating	0	0	0	0	0	0	0	0	0
Pioneer Lodge	Non-operating	Non-operating	0	0	0	0	0	0	0	3,769	0
<b>Community Amenities</b>											
<b>Recreation and Culture</b>											
Finger Jetty	Department of Transport	Non-operating	0	0	0	0	0	0	0	0	(5,388)
Kalbarri Tennis, Netball & Basketball	CSRRF	Non-operating	0	0	30,156	30,156	30,156	0	30,156	78,206	(76,840)
Royalties for Regions	Royalties for Regions	Non-operating	0	0	22,668	22,668	22,668	0	22,668	0	1,366
Kalbarri Bowling Club	R4R Grant	Non-operating	0	0	9,360	9,360	9,360	0	9,360	0	(3,855)
Kalbarri Bowling Club	CSRRF	Non-operating	0	0	15,000	15,000	15,000	0	15,000	0	(3,855)
Lions Park Re-development	Royalties for Regions	Non-operating	0	0	4,590	4,590	4,590	0	4,590	100,803	51,623
Lions Park Re-development	Lottery West	Non-operating	0	0	96,205	96,205	96,205	0	96,205	0	152,426
Seniors Week	Seniors WA	Operating	0	0	0	0	0	0	0	1,216	0
<b>Transport</b>											
RRC Grants - Capital Projects	Regional Road Group	Non-operating	0	0	257,900	150,437	257,900	0	257,900	194,933	(50,835)
Grey St/Red Bluff Road Corner	State Government	Non-operating	0	0	265,300	154,756	265,300	0	265,300	116,732	116,732
White Cliff's	State Government (R4R)	Non-operating	0	0	1,300,000	1,300,000	1,300,000	0	1,300,000	1,454,273	(948,053)
RFR - Binmu West	Federal Government (R2R)	Non-operating	0	0	650,630	379,533	650,630	0	650,630	498,624	(256,940)
DUP - Footpath Grant (Stephen Street)	Dept. of Transport	Non-operating	0	0	0	0	0	0	0	0	0
MRWA Maintenance Grants	Main Roads WA	Operating	0	0	82,000	82,000	82,000	0	82,000	163,862	0
WA Road Safety Commission	Kalbarri Roadwise	Non-operating	0	0	0	0	0	0	0	0	0
<b>Economic Services</b>											
Lucky Bay	Tourism WA Coastal Nodes Grant	Non-operating	0	0	138,480	138,480	138,480	0	138,480	0	(36,824)
Lucky Bay	Royalties for Regions Funding - 16/17	Non-operating	0	0	15,000	15,000	15,000	0	15,000	197,885	197,885
<b>TOTALS</b>			0	850,521	2,805,289	2,787,987	3,655,810	0	3,655,810	3,466,398	(1,389,159)
<b>SUMMARY</b>											
Operating	Operating Grants, Subsidies and Contributions		0	850,521	0	471,802	850,521	0	850,521	821,173	(111,254)
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	2,805,289	2,316,185	2,805,289	0	2,805,289	2,645,225	(1,777,905)
<b>TOTALS</b>			0	850,521	2,805,289	2,787,987	3,655,810	0	3,655,810	3,466,398	(1,389,159)

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

**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 2017	Amount Received	Amount Paid	Closing Balance 31 Jan 2018
	\$	\$	\$	\$
Town Planning - Security Bonds	0			0
Galena Donations	0		0	0
Transportable Housing Bond	26,275		(6,775)	19,500
Footpath Deposits	30,820		(15,000)	15,820
Horrocks Retention Fee - Parking/Stage 2	0		0	0
Retentions - Subdivisions	30,683		0	30,683
Building Levies (BCITF & BRB)	182	62		244
Community Bus Bond	6,400	800	(3,000)	4,200
Safer WA Funds	0			0
Northampton Cemetery Funds	0			0
Unclaimed Monies - Rates	4,338	0	(295)	4,043
Nomination Deposits	0	480		480
DOLA - Parks & Gardens Development	0			0
Aged Unit Bond	0	0		0
Council Housing Bonds	520	0	0	520
BROC - Management Funds	1			1
Kalbarri Youth Space Project Funds	0		0	0
Burning Off Fees	0		0	0
RSL Hall Key Bond	650	230	(460)	420
Peet Park Donations	0			0
Willa Guthurra	0			0
Special Series Plates	1,430	930	(600)	1,760
Auction	0			0
Kidsport	2,937	2,500	(5,661)	(224)
Public Open Space	0			0
ReDone (Kalbarri Park/Beach Shelters)	0		0	0
Northampton Child Care Association	59,305	0	(11,821)	47,484
Horrocks Memorial Wall	765	250	(495)	520
One Life	3,513	0	(400)	3,113
Conservation Incentives	0	0	0	0
Kalbarri Camp School	0	0	0	0
	<b>167,819</b>	<b>5,252</b>	<b>(44,507)</b>	<b>128,564</b>

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

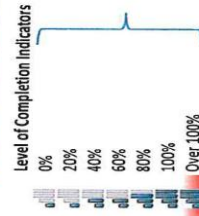
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Government</b>								
Replace N'hampton photo-copier	101340	0	(9,198)	(9,198)	(9,200)	(5,367)	(3,831)	
Replace N'hampton phone system	101340	0	0	0	(13,000)	(7,583)	7,583	
<b>Government Total</b>		0	(9,198)	(9,198)	(22,200)	(12,950)	3,752	
<b>Education and Welfare</b>								
Pioneer Lodge (Car Park)	130520	(338)	0	(338)	0	0	(338)	
<b>Education and Welfare Total</b>		(338)	0	(338)	0	0	(338)	
<b>Health</b>								
Replace EHO Vehicle	113240	(29,658)	0	(29,658)	(30,000)	(30,000)	342	
<b>Health Total</b>		(29,658)	0	(29,658)	(30,000)	(30,000)	342	
<b>Communities Amenities</b>								
Develop Binnu Refuse site	133050	(8,318)	0	(8,318)	(30,600)	(17,850)	9,532	
<b>Communities Amenities Total</b>		(8,318)	0	(8,318)	(30,600)	(17,850)	9,532	
<b>Recreation And Culture</b>								
DUP - Pathways Kalbarri Foreshore Redevelopment	136940	(49,207)	0	(49,207)	(255,000)	(255,000)	205,793	
Kalbarri Tennis, Netball & Basketball Courts	137140	(76,840)	0	(76,840)	(60,000)	(35,000)	(41,840)	
Car Park Construction Kalbarri Sport & Rec	138840	(75,860)	0	(75,860)	(182,835)	(182,820)	106,960	
Lions Park - Equipment etc	137160	(51,623)	0	(51,623)	(50,330)	(50,327)	(1,296)	
Wannerooka Water Storage Tanks/Pipeline	137160	0	(113,924)	(113,924)	(181,740)	(181,729)	67,805	
Kalbarri Bowling Green Replacement	137540	0	(3,855)	(3,855)	(26,205)	(15,281)	11,426	
Binnu Tennis Courts - Resurfacing	137440	0	(64,750)	(64,750)	(27,600)	(27,600)	(37,150)	
<b>Recreation And Culture Total</b>		(253,531)	(182,530)	(436,060)	(783,710)	(747,757)	311,697	
<b>Transport</b>								
Road Construction	Various	0	(1,270,738)	(1,270,738)	(2,984,104)	(1,740,669)	469,931	
Footpath Construction	150900	(75,906)	0	(75,906)	(114,465)	(66,752)	(9,154)	
Land Purchase Binnu Road	150900	(2,643)	0	(2,643)	(25,310)	(14,763)	12,120	
Pig Trailer	142140	0	0	0	(85,000)	(49,581)	49,581	
Kalbarri Leading Hand Utility	142240	0	(83,783)	(83,783)	(48,000)	(48,000)	(35,783)	
Northampton Leading Hand Utility	142240	0	0	0	(48,000)	(48,000)	48,000	
Kalbarri Foreshore Mower	142540	0	(553)	(553)	(53,000)	(52,998)	52,445	
Kalbarri Depot Ramp	151300	0	0	0	(16,615)	(9,685)	9,685	
Bus Shelter - Kalbarri Depot	151300	0	0	0	(20,000)	(11,658)	11,658	
<b>Transport Total</b>		(78,549)	(1,355,074)	(1,433,623)	(3,394,494)	(2,042,106)	608,483	

SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2018

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>Economic Services</b>								
Other Property and Services								
Lucky Bay Camp Grounds - Signage	150160	(36,824)	0	(36,824)	(3,000)	(1,750)	(35,074)	
<b>Other Property and Services Total</b>		<b>(36,824)</b>	<b>0</b>	<b>(36,824)</b>	<b>(3,000)</b>	<b>(1,750)</b>	<b>(35,074)</b>	
<b>Capital Expenditure by Program Total</b>		<b>(407,219)</b>	<b>(1,546,802)</b>	<b>(1,954,020)</b>	<b>(4,264,004)</b>	<b>(2,852,413)</b>	<b>898,393</b>	
<b>Capital Expenditure By Class</b>								
Land Held for Resale	Various	0	0	0	0	0	0	
Land and Buildings	Various	(85,158)	(64,750)	(149,908)	(180,125)	(116,556)	(35,995)	
Infrastructure Assets - Roads	Various	(2,643)	(1,270,738)	(1,273,382)	(2,984,104)	(1,740,669)	467,287	
Infrastructure Assets - Footpaths	Various	(201,312)	0	(201,312)	(552,300)	(504,572)	303,260	
Infrastructure Assets - Parks and Ovals	Various	(88,447)	(117,780)	(206,227)	(261,275)	(249,087)	42,860	
Plant and Equipment	Various	(29,658)	(84,336)	(113,994)	(264,000)	(228,579)	114,585	
Furniture and Equipment	Various	0	(9,198)	(9,198)	(22,200)	(12,950)	3,752	
<b>Capital Expenditure Total by Class</b>		<b>(407,219)</b>	<b>(1,546,802)</b>	<b>(1,954,020)</b>	<b>(4,264,004)</b>	<b>(2,852,413)</b>	<b>895,749</b>	





**ADMINISTRATION & CORPORATE REPORT**

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<b>6.3.1</b>	<b>REVIEW OF CORPORATE BUSINESS PLAN INCLUDING ASSET MANAGEMENT PLANS AND LONG TERM FINANCIAL PLAN</b>								
	<table> <tr> <td><b>FILE REFERENCE:</b></td> <td><b>4.2.4</b></td> </tr> <tr> <td><b>DATE OF REPORT:</b></td> <td><b>18 January 2018</b></td> </tr> <tr> <td><b>REPORTING OFFICER:</b></td> <td><b>Garry Keeffe</b></td> </tr> <tr> <td><b>APPENDICES:</b></td> <td><b>1. Draft publication for community</b></td> </tr> </table>	<b>FILE REFERENCE:</b>	<b>4.2.4</b>	<b>DATE OF REPORT:</b>	<b>18 January 2018</b>	<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>	<b>APPENDICES:</b>	<b>1. Draft publication for community</b>
<b>FILE REFERENCE:</b>	<b>4.2.4</b>								
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>								
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>								
<b>APPENDICES:</b>	<b>1. Draft publication for community</b>								

**SUMMARY:**

Council to approve of a publication to be forwarded to all residents through a letter box drop seeking community input into the review of the Corporate Business Plan (CBP).

**BACKGROUND:**

Each year in April/May the Council reviews the CBP. Prior to the review advertising is undertaken seeking input from the community for both CBP and future budgets. Unfortunately little response is received. It is a requirement as part of the review to seek community input.

To encourage residents to know what is currently within the CBP and to provide input, the CEO has developed the attached information pamphlet that is proposed to be forwarded to all resident letter boxes.

This pamphlet provides a summary of proposed infrastructure renewal and new to inform the community the direction the Council is taking in the provision of maintaining and providing new services and hopefully will encourage community input. It may occur that some community members are not in favour of certain projects which will again provide direction to the Council.

**FINANCIAL & BUDGET IMPLICATIONS:**

Due to the number of pamphlets required, being 1,200, it is proposed to have the pamphlet printed by professional printers in gloss format. The estimated cost for this is \$756 (exclusive of GST) and this can be accommodated within the current budget provisions under Administration Office Expenses General.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Requirement for review of CBP as part of the Integrated Planning Process as prescribed by regulation.*

**STRATEGIC IMPLICATIONS:**

Corporate Business Plan – Annual review of plan

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.1**

**That Council produces 1,200 information pamphlets as presented and amended (if any) to be posted out to all residents seeking community input in the review of the Council's Corporate Business Plan.**

**APPENDICES 1 – Information Pamphlet, Corporate Business Plan**



**Notice to Residents**

**Corporate Business Plan and  
Long Term Financial Plan**

**\*Community input sought\***

## Notice to Residents

### Corporate Business Plan and Long Term Financial Plan

Each year Council invites residents and community groups through general advertising to submit projects for consideration in current and future budgets. Community input into future projects is vital as provides the Council with a direction and further more assists in the provision of services that the community is seeking.

Some of the projects are deemed large scale or capital projects which need to be planned in future years if they cannot occur within a current financial year. These projects are listed in the asset management sections of the Shires Corporate Business Plan (CBP) and provide a direction for future budgets.

Many projects require grant funding and if such funding is not received then the project is unlikely to proceed or is deferred until adequate financial resources are secured.

An important factor in determining the Plan is that each year the projects must be approved within the annual Council budget and unfortunately many do not get approved due to financial constraints and other projects take priority. Where a project is not approved in the annual budget it is re-listed for consideration in the following year's budgets and CBP's.

The CBP does not include general maintenance works as this forms part of the Councils overall maintenance budget for buildings, parks, roads etc.

So what is in the asset management section of the CBP now?

The asset management section is split into operational sections and the proposed projects for each section for future years are as per the following:

#### New Buildings/Infrastructure

2018/19	New Ablution at Blue Holes	\$90
	RSL Hall Redevelopment – incl display room/toilets/visitors centre (subject to grant application)	\$520
	Pink Lake viewing platforms/walkways, excl car park works	\$140
2019/20	Ablution at Jakes Point	\$90
	Pink Lake viewing platforms/walkways, excl car park works	\$140
2020/21	Northampton Bowling Club Relocation - one synthetic green	\$300

#### Major Building Upgrades

2020/21	Refurbish Kings Park Ablutions	\$70
2021/22	Refurbish Kalbarri Commercial Jetty Ablutions	\$90

**Recreational Facilities Upgrades & New**

2019/20	Kalbarri Foreshore Parkland Redevelopment	Stage 2 – construct pathway (subject to grant funding)	\$343,500
	Horrocks Community Centre	Playground shelter	\$23,000
2020/21	Port Gregory Foreshore	Shelters in the car park area (2)	\$12,000
	Port Gregory Foreshore	Shelters on the beach (6)	\$36,000
	Kalbarri Foreshore Parkland Redevelopment	Stage 3 – Shelters, BBQ's etc as per plan	278,200
	Parkland Shelters - Horrocks		\$11,000
	Access Steps from oval to Horrocks Community Centre		\$7,500
2022/23	Guide Park	Skate park upgrade	\$50,000

**Road Projects**

Where an asterisk appears near a road name this indicates that grant funding is either received or is to be applied for to assist with the project. All other costs must come from Councils resources.

**2018/2019**

Road/Street	Works Description	Est Cost
Lauder St (Binnu)	Construct and seal from NWCH to Binnu School	\$ 30,000
Bateman Street	Construct and seal 210m	\$ 42,000
Atkinson Cres	Reseal	\$ 23,000
Fifth Avenue	Reseal (0.20 - 0.57 slk)	\$ 14,000
Forrest Street	Reseal (0.42- 1.37 slk)	\$ 35,000
Fourth Avenue	Reseal (0.19 - 0.35 slk)	\$ 6,000
Gantheaume Crescent	Reseal (0 - 0.14 slk)	\$ 5,500
Gantheaume Crescent	Reseal (0.14- 0.71 slk).	\$ 23,000
* Chilimony Road	Reseal stage 3	\$ 97,000
* George Grey Drive	Reseal (0 - 2.77 slk)	\$ 121,000
* Kalbarri Road	Shoulder Recondition - Stage 3 (13-23 SLK)	\$ 295,000
Stiles Road	Reseal (0 - 1.62 slk)	\$ 62,000
Stephen Street	Reseal (1.416 - 1.96 slk)	\$ 18,500
(east)	Reseal (0.54 - 1.16 slk)	\$ 26,000
Glance Street	Reseal	\$ 22,000
Onslow Street	Reseal (0 - 1.32 slk)	\$ 50,000
Porter Street	Reseal (0.74 - 1.81 slk)	\$ 65,000
Stephen Street	Reseal (1.16 - 2.10 slk)	\$ 35,000
Sutherland Street	Reseal (0 - 0.33 slk)	\$ 13,000
Waikiri Parade	Reseal Asphalt (00 - 0.44 slk)	\$ 82,000
Walker Street	Reseal (00 - 0.82 slk)	\$ 32,000
* White Cliffs	Stage 2- seal last 5km and reseal entire road	\$ 430,000
Binnu West Road	Realign corner at Chilimony road	\$ 413,112
Hatch Road	Gravel Sheet	\$ 125,000

**2019/2020**

Road/Street	Works Description	Est Cost
Fifth Avenue	Construct & Seal 230m	\$ 44,000
Browne Boulevard	Reseal	\$ 16,500
Castaway Street	Reseal	\$ 15,000
Gantheaume Crescent	Reseal Asphalt (0.71- 0.83 slk)	\$ 33,000
Mortimer Street	Reconstruct and Drainage from Auger to Woods St	\$ 66,000
Porter Street	Reseal Asphalt (00 - 0.18 slk)	\$ 33,000
Patrick Crescent	Reseal (0 - 0.37 slk)	\$ 12,500
Ralph Street	Reseal (0 - 0.53 slk)	\$ 18,000
Smith Street	Asphalt to some sections	\$ 52,500
*Kalbarri Road	Shoulder recondition - 10km Stage 4	\$ 390,000
*Binnu East Road	Reseal (0 - 14.4 slk)	\$ 420,000

**2020/21**

Road/Street	Works Description	Est Cost
Brook Street	Reseal	\$ 26,000
Charlton Loop	Reseal	\$ 25,000
Jacques Boulevard	Reseal (0 - 0.72 slk)	\$ 29,000
Nanda Drive	Reseal (1.58 - 2.14 slk)	\$ 21,000
Smith Street	Reseal (0 - 0.77 slk)	\$ 34,500
*Binnu East Road	Reseal (26 - 32.5 slk)	\$ 262,000
*Kalbarri Road	Reseal (18 - 28 slk)	\$ 343,500

At this stage no programme has been formulated for road projects after 2020/21. This will be undertaken within the next twelve months and the community input into required road work improvements is appreciated.

**Car Park Development**

The Council has identified the need to re-develop a number of car parks within the Shire and plans the following works.

Car Park	Works	2018/19	2019/20	2020/21	2021/22	Beyond 2022
<u>Northampton</u>						
Lions Park	asphalt seal	\$102,000				
<u>Kalbarri</u>						
Allen Centre	bus & long vehicle parking		\$234,000			
Back Beach	Seal access road & car park				\$ 50,000	
Blue Holes	Seal access road & car park	\$121,500				
Jakes Beach	Seal access road & car park			187,000		
Siphons	Seal access road & car park					\$ 15,000
Red Bluff Road (opp Rainbow Jungle)	Seal access road & car park					\$ 64,000

**Footpath Development**

The Council developed a footpath plan in 2005 and remains in place. The main criteria for a pathway to be considered for construction are that it must link to shopping areas, medical services, schools etc. Not all streets in the various townsites require footpaths due to low traffic volumes.

A copy of the entire footpath plan can be provided upon request.

The proposed footpath works for the next four years are as follows. Costs are estimated based on 2m wide concrete paths.

Street	Works	2018/19	2019/20	2020/21	2021/22	Beyond 2022
<b>Northampton Townsite</b>						
Essex Street	Robinson to Onslow	\$42,000				
Hampton Rd	Replace path from Stephen St to Railway Tavern	\$27,000				\$ 38,000
<b>Kalbarri Townsite</b>						
Auger Street	Smith to Mallard			\$ 49,000	\$50,000	
Clotworthy Street	Grey to Smith (240m) From Red Bluff Road to Red Bluff car park		\$50,000		\$53,000	
Red Bluff Road						
Sequita Way	Gallant to Gantheaume (180m)					\$ 64,000
Callion Way	Waikiri to Gantheaume (230m)					\$ 52,000
Gantheaume Crescent	Construct Dual Use Pathway Waikiri to Sequita (192m)					\$ 43,000
George Grey Drive	Red Bluff to Eco Flora			\$107,000		
Glass Street	Red Bluff to Rushton (190m)	\$34,000				
Grey Street	Replace section at Allen Centre	\$43,000				
Hasleby Street	Construct Dual Use Pathway end of existing to Golf Club					\$ 38,000
Kaiber Street	Whole Street, east side					\$ 42,000
Nanda Drive	Red Bluff to Pederick (950m)					\$210,000
Nanda Drive & Porter St	Porter Street to Sun River Chalets					\$ 75,000
Orabanda Close	Batavia to Gantheaume (120m)					\$ 27,000
Ralph Street	Gantheaume to Walker via Harvey (600m)					\$124,000



**The Future**

When the Corporate Business Plan and Long Term Financial Plan are revised and adopted by Council each year, advertising of their renewal takes place and unfortunately we receive little to no response. It is for this reason that the Council now presents this advice in the hope that residents will take the time to view the projects and make comment or suggestions for the future.

If you or your group have a project that you want Council to consider then please lodge a submission to the CEO before 30 March 2018 either in writing or email to [ceo@northampton.wa.gov.au](mailto:ceo@northampton.wa.gov.au)

**CR CRAIG SIMKIN  
SHIRE PRESIDENT**







For more information please contact the Shire of Northampton office

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**6.3.2 OUTSTANDING RATES & SERVICE CHARGES**

<b>LOCATION:</b>	<b>Lot 7 Hampton Road, Northampton</b>
<b>FILE REFERENCE:</b>	<b>3.1.8</b>
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keefe</b>

Due to the confidentiality of this matter a report is provided under separate cover.

**OFFICER RECOMMENDATION – ITEM 6.3.2**

**For Council determination.**

**6.3.3 INDICATIVE REGIONAL ROAD GROUP FUNDING 2018/19**

<b>FILE REFERENCE:</b>	<b>12.1.7</b>
<b>CORRESPONDENT:</b>	<b>Main Roads WA</b>
<b>DATE OF REPORT:</b>	<b>18 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Advice of indicative funding that Council may receive for 2018/19 road works funded by Regional Road Group Grant.

**BACKGROUND:**

Each year Management submits grant applications for funding under the Regional Road Group Programme for works on roads that have been classified as Roads of Regional Significance.

The roads of Regional Significance for this shire are Northampton Nabawa, Binu East, Binu West, Port Gregory (section from George Grey Drive intersection through to Gregory), George Grey Drive (section from Stiles Road to Red Bluff Road, Kalbarri, Horrocks, Balla Whellarra and White Cliffs Roads.

For 2018/19 works, the following projects were submitted which formed part of the Councils Road Asset Management Plan within the Corporate Business Plan.

Funding for the projects is two thirds state government and one third Council.

Kalbarri Road

Reconstruct shoulders from SLK 13 to 23	cost	\$296,000
	grant	\$197,333

George Grey Drive

Bitumen reseal section from Stiles Road to Red Bluff intersection 2.77km	cost	\$121,000
	grant	\$ 80,667

Recent advice from MRWA has indicated that due to a decrease in the overall pool funding for the Mid West Region, from \$7,008,575 to \$6,826,698, that the George Grey Drive project will not be funded in 2018/19 unless there is an increase in funding provided or a road project that has been approved does not progress.

The Kalbarri Road project has been approved with no change to the grant requested.

**COMMENT:**

As stated the advice provided is indicative funding only and could change following the state governments budget adoption.

However to assist in the review of the Road Asset Plan and 2018/19 Budget, the George Grey Drive project will be listed for further consideration with Council to be responsible for all costs.

**FINANCIAL & BUDGET IMPLICATIONS:**

May have implications on future budget/s if works for George Grey Drive are deferred.

**STRATEGIC IMPLICATIONS:**

Corporate Business Plan – the resealing of this section of George Grey Drive is listed within the CBP to occur in 2018/19.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.3**

**For Council information.**

**6.3.4 8 KNOT ZONE – LUCKY BAY**

<b>LOCATION:</b>	Lucky Bay
<b>FILE REFERENCE:</b>	10.9.5
<b>CORRESPONDENT:</b>	Department of Transport
<b>DATE OF REPORT:</b>	22 January 2018
<b>REPORTING OFFICER:</b>	Garry Keefe

**SUMMARY:**

Council to provide comment on proposed 8 knot speed zone area for water craft at Lucky Bay.

**BACKGROUND:**

At the April 2017 meeting it was raised by Cr Simkin that he had received some concerns from users that in busy periods at Lucky Bay that the mix of fast water craft for skiing etc was a safety concern for bathers and those snorkeling.

The Council resolved the following:

*Moved Cr SIMKIN, seconded Cr KRAKOUER*

*That the Chief Executive Officer write a letter to the Department of Transport to clarify the marine speed limit in the Lucky Bay area and to make the suggestion that jet skis be allowed to be ridden south of the gap and be signposted accordingly.*

CARRIED 7/0

Advice has now been received from the DoT that they support the establishment of an 8 knot zone in the northern area at Lucky Bay however, at this stage they do not support the southern bay being gazetted as a ski area.

While the southern portion of the bay may be large enough to accommodate a ski area, they believe that the entirety of Lucky Bay is not sufficiently large enough to accommodate all types of water activities (i.e. PWC, swimming / diving, canoeing / kayaking). The focus of the review is to make the bay safer for all water users, and DoT believe that the best way to achieve this is by speed restricting the northern portion of the bay, where the majority of water activities (other than vessel related) occur.

Refer the following plan for the designated 8 knot zone.

---

**Navigable Water Regulation Areas**  
**8 Knot Speed Restriction Area**

December 2017

The area known as the northern part of Lucky Bay (approximately 21 kilometres north-north-west of Port Gregory) bounded by (i) the reef on its western side, (ii) the beach on its eastern side running south from where the beach meets the reef, and (iii) latitude 28°0.980'S in the south. Coordinates based on GDA 94.



0 250 500 m

SCALE 1:10,000

DATE OF SKETCH: 18-12-2017



**DRAFT**



**COMMENT:**

When discussing this with the DoT their reason why they are not designating it as a ski area is if they did, they have to undertake depth surveys etc, by having a 8 knot zone in the northern part of the bay does not restrict any use only that they can't go faster than 8 knots, if they want to then they go to the southern part.

It is considered that the proposed zone is going to affect most of the bay and question if this was the Council's intent. In addition there are no doubt many occasions where use of fast craft in the area can be safely operated as no other persons are using the bay at the time and therefore the 8 knot speed restriction affects this use.

One of the issues that was also discussed for DoT was policing of a speed limit. For them it will be very difficult due to its isolation and they will likely only police it if they are in the area or have received a complaint.

Council is to provide advice if they still support the 8 knot zone as being recommended or DoT be requested to consider an alternative revised zone area.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.4**

**For Council determination.**

**6.3.5 HELICOPTER USE – CANOE & CRAY CARNIVAL**

<b>LOCATION:</b>	<b>Kalbarri Foreshore Parkland</b>
<b>FILE REFERENCE:</b>	<b>11.1.7</b>
<b>CORRESPONDENT:</b>	<b>West Coast Heli Scene</b>
<b>DATE OF REPORT:</b>	<b>19 February 2019</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to approve the use of a helicopter to operate from the Kalbarri parkland foreshore area for joy rides during the Canoe & Cray Carnival.

**BACKGROUND:**

The correspondent is again requesting the operation of a helicopter for joy rides during the Kalbarri Canoe and Cray Carnival.

Approval was granted in 2017 for the use subject to the following conditions:

1. All re-fuelling must be undertaken at the Kalbarri Airport and not on the foreshore.
2. Operational site to be manned at all times.
3. Helicopter not to be stored on parklands overnight and is to be re-located to Kalbarri Aerodrome.
4. Operational site to be roped off and marshaled.
5. Site to be maintained in a clean and tidy state during operation and upon vacating the site.
6. Compliance with all CASA requirements.

**COMMENT:**

It is recommended that the Council again approve the helicopter joy ride use from the foreshore parkland area as per the above conditions. However the operator has requested if consideration can be given to allow re-fuelling of the helicopter on the foreshore parkland operational site.

They claim that by re-fuelling at the Kalbarri aerodrome was problematic when they had a large number of waiting passengers and the helicopter had to return to the airstrip to refuel taking approximately 20-30 minutes at a time.

The operators are still prepared to re-fuel at the aerodrome if that is Councils decision.

Fire Extinguishers are placed conveniently during re-fueling and a Spill Kit is onsite at all times.

Not knowing the operational procedures in re-fuelling a helicopter it is difficult for management to provide an opinion but the main aspect will be public safety and environmental damage should an accident in refueling occur. Another aspect is public perception witnessing such a practice on the foreshore.

All public liability insurance certificates for the helicopter operation and operating personal have been provided by the operator.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.5**

**That Council approves the use of a helicopter for joy rides from the Kalbarri foreshore parkland area for the Canoe and Cray Carnival subject to the following conditions:**

- 1. All re-fuelling must be undertaken at the Kalbarri Airport and not on the foreshore.**
- 2. Operational site to be manned at all times.**
- 3. Helicopter not to be stored on parklands overnight and is to be re-located to Kalbarri Aerodrome.**
- 4. Operational site to be roped off and marshaled.**
- 5. Site to be maintained in a clean and tidy state during operation and upon vacating the site.**
- 6. Compliance with all CASA requirements.**

**6.3.6 PUBLIC SEATING – ALLEN CENTRE LAWN AREA**

<b>LOCATION:</b>	<b>Grey Street, Kalbarri</b>
<b>FILE REFERENCE:</b>	<b>11.1.7</b>
<b>CORRESPONDENT:</b>	<b>Kalbarri Visitors Centre</b>
<b>DATE OF REPORT:</b>	<b>25 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Quotes for seating</b>

**SUMMARY:**

Council to approve the placement of public seating on the front lawn areas of the Allen Centre for use by the general public/visitors.

**LOCALITY PLANS:**



**BACKGROUND:**

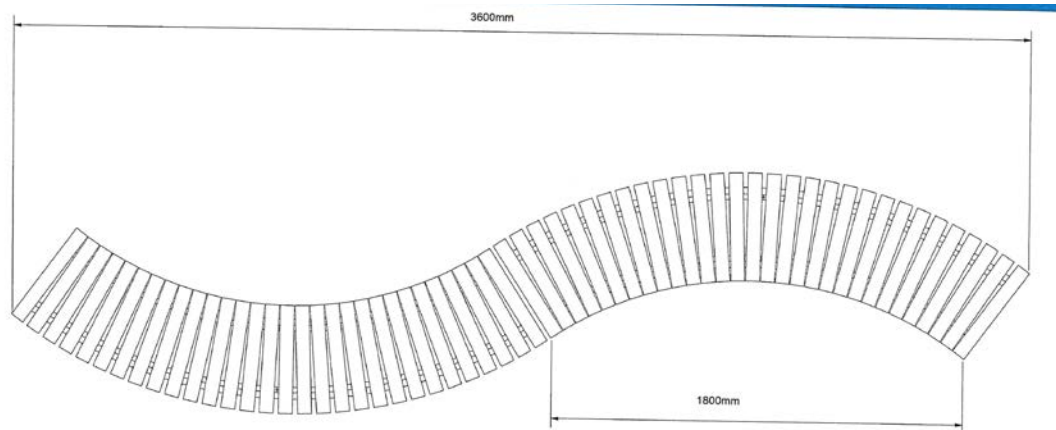
The Kalbarri Visitors Centre (KVC) is seeking Council approval to place public seating on the lawn area in front of the Allen Centre car park for use by the general public as seeing an increase in use of this area due to the KVC providing free wifi. All costs for the seating are being met by the KVC.

The seats proposed are three in a curved design with each seat being 3.6 meters in length. The KVC has provided three quotes for the seats to be made from either wood materials or recycled plastic materials as per below:

Note that the financial summary below differs from what was supplied by the KVC due to the GST component being removed. As all materials will be purchased through the Council, the GST can be claimed.

Options	Quote	Installation & Freight	KVC Contrib	Balance by SAR
<b>Option 1</b> Replas Plastics supply and deliver recycled plastic seating @ galv frame	\$ 8,732.25	\$ 1,500.00	\$5,500.00	4,732.25
<b>Option 2</b> Kalbarri Men's Shed - timber construct	\$4,518.00	\$ 600.00	\$5,118.00	\$ -
<b>Option 3</b> Kalbarri Men's Shed - recycled plastic and galv frame	\$14,897.65	inclusive	\$5,500.00	\$9,397.65

### Seating design



### COMMENT:

The KVC is to be commended on this initiative and their willingness to financially contribute.

The project is supported by management however are concerned if wood materials are used and not use recycled plastic material, which has a long life period, minimal to no maintenance and retains its appearance for many years.

Also all park land seating within Kalbarri is made from recycled plastic (with the exception of a minor number of wooden benches) and believe this material should be the requirement for all future seating.

It is Managements recommendation that the recycled plastic materials be used, however who is selected to construct the seats is a decision for the KVC.

The KVC has indicated that if the Council wishes for the seats to be made of the recycled plastic, then consideration of utilising the Specified Area Rate for the cost difference be used. This is considered to be within the parameters of the specified area rate as it is for tourism promotion and infrastructure.

If a portion of the specified area rate is used then that will result in the KVC reducing its promotional advertising that they had planned for in 2017/18.

**FINANCIAL & BUDGET IMPLICATIONS:**

As reported above, the total costs for the seats will be the responsibility of the KVC. However if the Council requires the seats to be made from recycled plastic then Council will need to formally approve the use of funds from the Specified Area Rate raised on the Kalbarri ward for tourism promotion and infrastructure as it is changing the purpose of the original use which was just promotion as approved in the 2017/18 Budget.

When the project

**VOTING REQUIREMENT:**

*Absolute Majority required as is changing a budget allocation purpose.*

**OFFICER RECOMMENDATION – ITEM 6.3.6**

**That Council**

- 1. Support the installation of three curved styled seats on the lawn area in front of the Allen Centre car park and the Kalbarri Visitors Centre be advised that the seats are to be constructed from recycled plastic materials which is longer lasting and basically maintenance free and in keeping with all other seating in Kalbarri.**
- 2. That if the KVC do accept Councils recommendation with the use of the recycled plastic material, then funds from the Kalbarri Specified Area Rate raised for tourism promotion and infrastructure be used for the balance of funds required for the seating.**

**APPENDICES – Quotes provided by the Kalbarri Visitors Centre**



**Option 1)**

**Replas Quotation**

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



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

**Quote Date:** 17/01/2018  
**Quote Number:** 17012018-01 KVC

Quote For:

Kalbarri Visitor Centre  
70 Grey St  
Kalbarri 6536

Contact Details:

Phone: 9937 1104  
Email: manager@kalbarri.org.au

**ATT: Tracy Grosvenor**

Qty	Item #	Name	Price (ex GST)	Total
3		Custom made curved seat 3600mm long 450mm wide. Hot dipped Galvanised frame, For in ground installation, Grey, green, blue or brown recycled plastic slats	\$2,910.75	\$8,732.25
<p><b>For every 50 Kilograms of our product purchased, you have saved the Equivalent of 12,500 plastic bags that would have created 0.17 cubic meters of land fill.</b></p>			Freight	
			Discount (%)	
			Sub Total	\$8,732.25
			GST	\$873.23
			<b>Total</b>	<b>\$9,605.48</b>

**Terms and Conditions**

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







Option 3)

Original

**QUOTATION**

4

DATE 15<sup>th</sup> JANUARY, 2018.

FROM KALBARRI MEATS SAHD INC.

TO KALBARRI VISITOR CENTRE,

WE HAVE PLEASURE IN SUBMITTING THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION:

	To SUPPLY 3SETS OF 2 CHAVED SEATS (6)		
	IN STAINLESS STEEL AND REPLAS (PLASTIC)		
	SEAT SECTIONS. AS PER ATTACHED		
	DIAGRAM. (ORIGINAL REQUEST)		
	PRICE INCLUDES SUB CONTRACTING STEEL WORK,		
	ALL FITTINGS AND INSTALLATION		
		\$ 14 897	65

**6.3.7 PROPOSED CLEARING OF VEGETATION - KALBARRI**

<b>LOCATION:</b>	<b>Lot 10792 Red Bluff Road, Kalbarri</b>
<b>FILE REFERENCE:</b>	<b>10.6.1.3</b>
<b>CORRESPONDENT:</b>	<b>Department of Water and Environment Regulation</b>
<b>DATE OF REPORT:</b>	<b>22 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Maps of area to be cleared</b>

**SUMMARY:**

For Council comment on proposed clearing of land in Kalbarri.

**LOCALITY PLANS:**

See Appendices 1.

**BACKGROUND:**

Correspondence has been received from Department of Water and Environment Regulation (advice by email dated 4 January 2018) advising of a proposal by Allsage Pty Ltd to clear 40 hectares of natural vegetation on Lot 10792 for the purpose of horticulture.

In accordance with sub-section 51E(4) of the *Environmental Protection Act 1986* (EP Act), the Chief Executive Officer (CEO) of DWER considers that Council may have a direct interest in the subject matter of the application, and invited comment on the proposal.

They also request that in addition to any environmental issues, they be advised if this proposal is consistent with our local Town Planning Scheme and whether any planning approvals are required.

The Departments CEO will, after having taken into account any comments received and subject to sections 51O and 51P of the EP Act, either grant a clearing permit (including any specified conditions) or refuse to grant a clearing permit.

Comment on the proposal was required within 21 days from the date of their email.

**COMMENT:**

As the comment period expired before the February 2018 Council meeting, the request could not be submitted to Council for consideration.

On Councils behalf, management has responded as per the following as have concerns with the proposal.

*There is currently no Development Approval for "Horticulture" on Lot 10792 George Grey Drive, Kalbarri. The subject lot is zoned "General Rural" under Local Planning Scheme No. 11 - Kalbarri. Horticulture is considered to fall within the Use Class definition of "Agriculture-Intensive" which is a "D" use within the "General Rural" zone. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval.*

*"Agriculture-Intensive" is defined as: premises used for commercial production purposes, including outbuildings and earthworks associated with any of the following –*

- a) The production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;*
- a) The establishment and operation of plant or fruit nurseries;*
- b) The development of land for irrigated fodder production or irrigated pasture (including turf farms); and*
- c) Aquaculture.*

*Without any supporting information regarding the proposed 40ha clearing for horticulture purposes it is difficult to provide any specific advice to the Department of Water and Environment Regulation. It is noted however, that 40ha of clearing in this location could adversely impact the locality through the emission of dust. It is therefore recommended that a Dust Management Plan be required for a clearing of this size.*

*I would have preferred this request to be presented at our next Northampton Shire Council meeting for their consideration however that is not until February 16<sup>th</sup> and outside the time frame to respond. I therefore advise that from a Management perspective we do not support the granting of the clearing application until a Dust Management Plan is received and approved by the Council before any clearing takes place.*

As reported Management does not support the clearing proposal as the issue of dust in the area will be of concern.

At the time of compiling this report no response has been received from the DEWR.

**VOTING REQUIREMENT:**

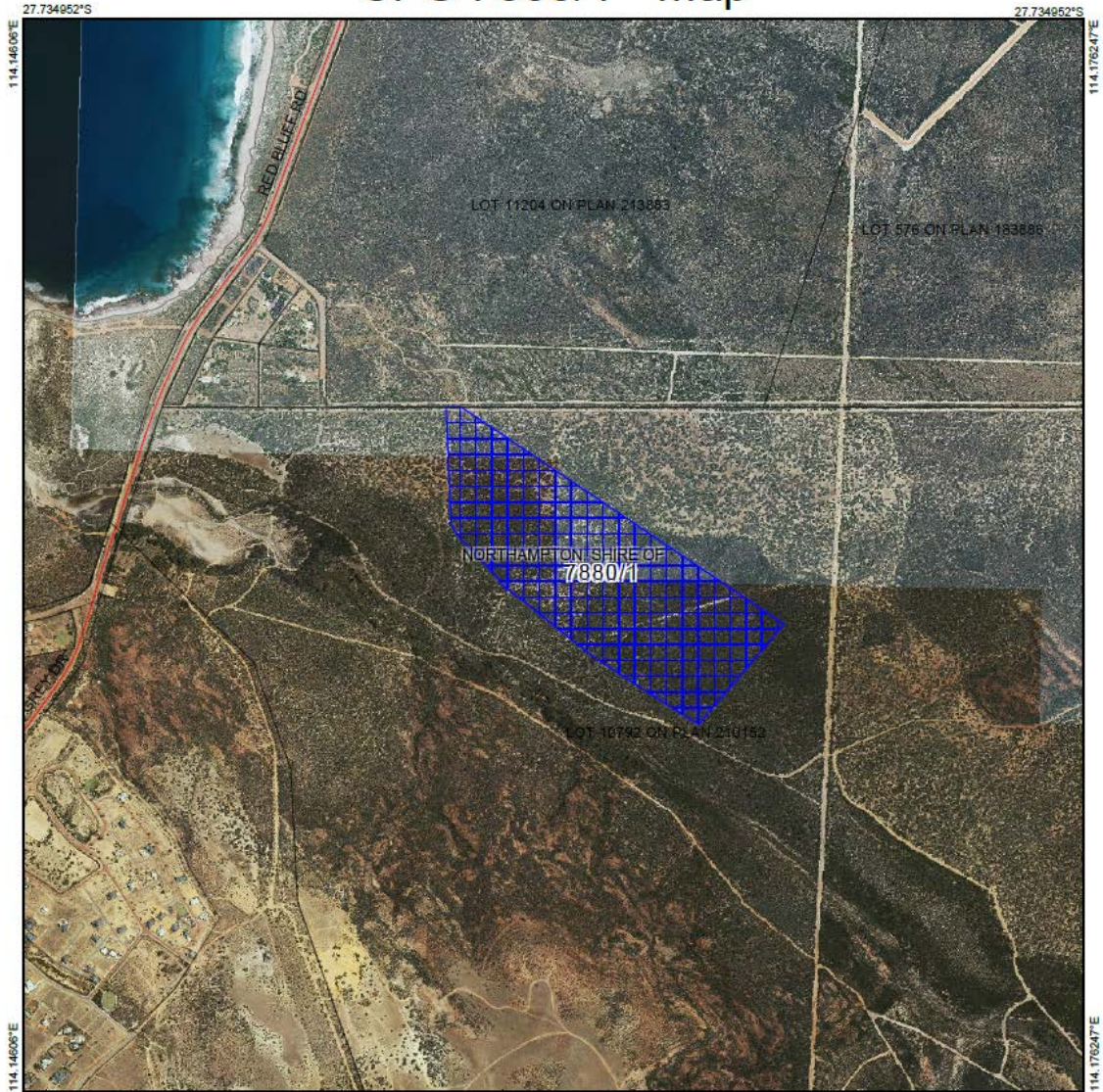
*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.7**

**That Council note the information and endorse Managements response to the Department of Water and Environmental Regulation in not supporting a clearing permit for the clearing of 40 hectares a of natural vegetation on Lot 10792 Red Bluff Road, Kalbarri, until such time a dust management plan is approved by the Council.**

**APPENDICES 1 – Maps of areas to be cleared**

**CPS 7880/1 - Map**



## CPS 7880/1 - Context Map



**6.3.8 PROMOTIONAL SIGNAGE - HORROCKS**

<b>FILE REFERENCE:</b>	<b>13.2.1</b>
<b>CORRESPONDENT:</b>	<b>G Gibbons</b>
<b>DATE OF REPORT:</b>	<b>22 February 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Photographs of Horrocks &amp; Port Gregory 2. Northampton Promotional Signs</b>

**SUMMARY:**

Council to determine if promotional signage is to be pursued for Horrocks and Port Gregory.

**BACKGROUND:**

A suggestion has been received for Graeme Gibbons that on a recent visit to Horrocks by members of his family, they were surprised that there was no promotional signage for Horrocks on George Grey Drive and suggest the Council consider this proposal.

**COMMENT:**

Mr Gibbons is an aerial photographer that provided the image for the Kalbarri promotional sign on North West Coastal Highway (north of the Kalbarri Road intersection) and has again offered his services for the consideration for this suggestion.

If to be pursued the proposal would be for a large picture sign to be placed either side of the Horrocks Road and White Cliffs Road intersections. With Main Roads WA in control of this road, the signage will need to be located on private property as the road reserve is not wide enough to allow such signage as they must be located a minimum of 10m from edge of bitumen.

Land owners consent for the signage will need to be obtained.

If promotional signage is to be considered for Horrocks, then it is also recommended that similar signage be proposed for Port Gregory.

Mr Gibbons has provided sample photographs at Appendices 1 that the Council can purchase and then use on any promotional signage.

Apart from the photographs provided by Mr Gibbons, Kylie Gee (a local photographer) also has a number of Horrocks photos other than aerials which would also be suitable. You can view these on her website Indigo Storm Photography.

Prior to receiving this request, the CEO has established costs for promotional bill board signage for Northampton for consideration in the revision of the Corporate Business Plan.

The proposal is for four signs to be purchased with two to be located on the Great Northern Highway, one on the Northampton-Nabawa Road and one on the Port Gregory Road. The cost of these signs is \$16,780 GST exclusive.

The draft sign designs are at Appendices 2 and can be changed, upgraded to whatever picture or captions the Council wishes.

**FINANCIAL & BUDGET IMPLICATIONS:**

If such promotional signage is to be pursued then it will be for a future budgets consideration.

Quotes will need to be obtained for Horrocks and Port Gregory if the signs are to be considered.

**STRATEGIC IMPLICATIONS:**

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

The Strategic Plan does not state anything specific to the promotion of the area but emphasises on assisting visitor centres for such promotion.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

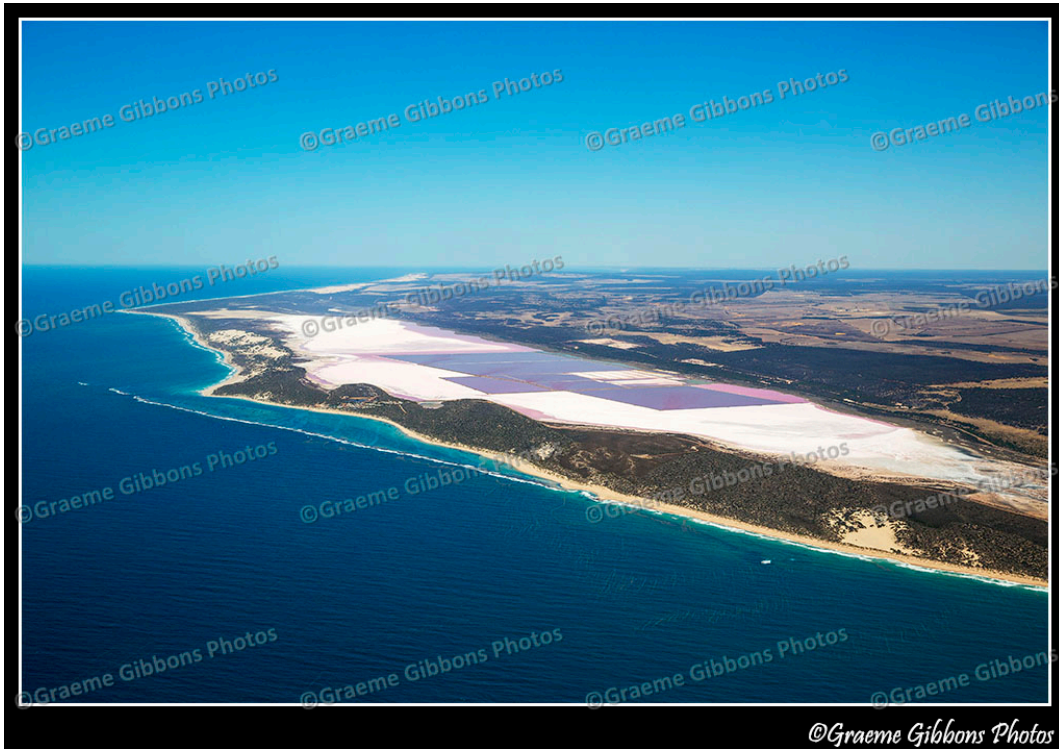
**OFFICER RECOMMENDATION – ITEM 6.3.8**

**That Council supports the proposal for promotional signage for Northampton, Horrocks and Port Gregory and Management have costs obtained for consideration in the 2018/19 Budget.**



**APPENDICES 1 – photo imagery for promotional signage**



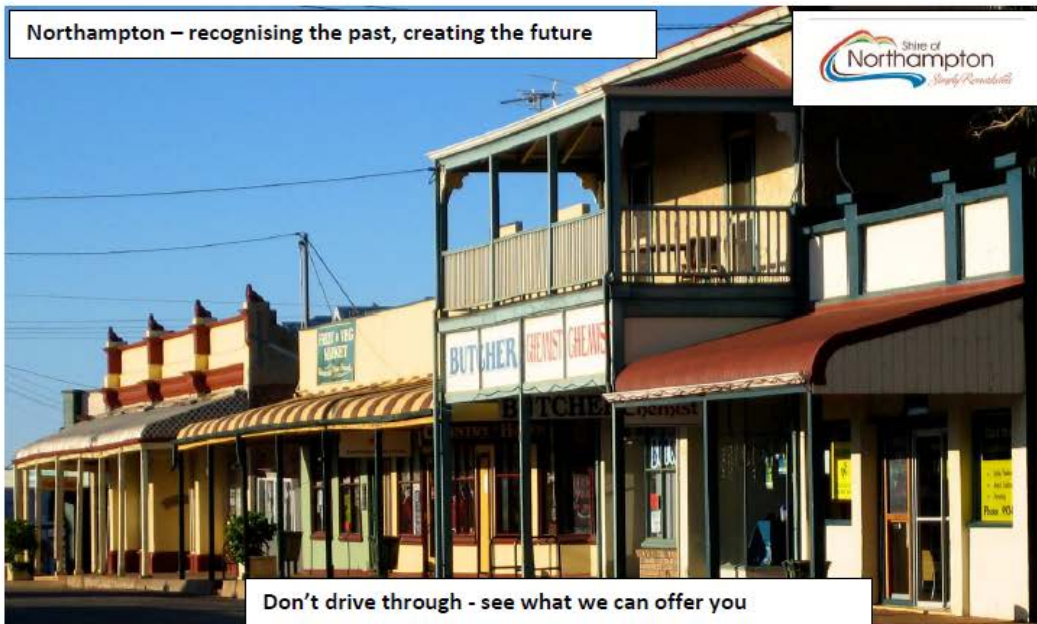






**Alternative signage than aerial photographs**

**APPENDICES 2 – Northampton Promotional Signage**





**6.3.9 REVIEW OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 AND LOCAL GOVERNMENT (AUDIT) REGULATIONS 1996**

<b>FILE REFERENCE:</b>	<b>4.2.8</b>
<b>CORRESPONDENT:</b>	<b>Department of Local Government</b>
<b>DATE OF REPORT:</b>	<b>24 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. A Guide to Local Government Auditing Reforms</b>

**SUMMARY:**

Council to consider proposed amendments to the *Local Government (Financial Management) Regulations 1996* and *Local Government (Audit) Regulations 1996*.

**BACKGROUND:**

Advice has been received from the Department of Local Government on 24 August 2017; amendments to the *Local Government Act 1995* were passed by State Parliament enabling the Auditor General to audit local government finances and performance. The Act received Royal Assent on 1 September 2017.

The amendments to the Act will be supported by changes to the *Local Government (Financial Management) Regulations 1996* and the *Local Government (Audit) Regulations 1996*.

On 19 September 2017, the proposed reforms to the regulations were outlined in the document 'A guide to Local Government Auditing Reforms' which are at Appendices 1.

The Department is seeking Councils views on the proposed amendments to the regulations.

The consultation period closes on 29 March 2018.

**REGULATION CHANGES:**

The following amendments are what are proposed for each of the regulations. Comment from Management is also provided comment on each proposed amendment.

**1. Financial Management Regulations**

**1.1 Regulation 17A (1)**

The regulation is to be amended by:

Inserting a new definition “carrying amount”

1) In this regulation –

“carrying amount”, in relation to an asset, means the carrying amount of the asset determined in accordance with the AAS;

**Management Comment**

Support the Change, no other comment

**1.2 Regulation 17A (4) & (5)**

The current regulations read as per the following:

- (4) A local government must revalue all assets of the local government of the classes specified in column 1 of the Table to this subregulation —
- (a) by the day specified in column 2 of the Table; and
- (b) by the expiry of each 3 yearly interval after that day.

Class of asset	Table	Day
Plant and equipment	30 June 2016	30 June 2016
Land, buildings and infrastructure for which the fair value was shown in the local governments annual financial report for the financial year ending on 30 June 2014		30 June 2017
All other classes of asset		30 June 2018

- (5) A revaluation under subregulation (4) must be based on the value of the asset as at a time that is as close as possible to the day by which the revaluation is due.

The above wording is to be deleted and replaced with:



- (4) A local government must revalue an asset of the local government whenever the local government is of the opinion that the fair value of the asset is likely to be materially different from its carrying amount when it was last valued or revalued.
- (5) A local government must revalue an asset of the local government by the expiry of a period of 3 to 5 years after the day on which the asset was last valued or revalued.
- (6) An asset is to be excluded from the assets of a local government for the purposes of sub regulations (3), (4) and (5) if the fair value of the asset as at the date of acquisition by the local government is under \$5,000.

#### **Management Comment**

The recommended changes are supported however do not believe they are enough.

When CEO's and Manager's reviewed the Act and Regulations in March 2017, it was recommended (and subsequently adopted by Council) that for this regulation:

Asset Revaluations only be required to be undertaken every five years, as is the Queensland requirement.

If five years is not to be considered then an alternative recommendation is that the Salaries Administrative Tribunal bands be used, ie if in Band 4 only require revaluation every "x" amount of years

It is questionable the benefit of valuing assets which cannot be sold and infrastructure of assets. Does not give a true reflection of the Councils financial situation as the value of these assets only inflates the financial position but in reality those assets cannot be sold

It is recommend that Council respond requesting that the above amendments be considered by the Department of Local Government.

#### 1.3 New Regulation 17B.

Regulation 17B - Register of excluded portable and attractive assets

- (1) A CEO must keep a register of all assets that are —

- (a) non-consumable assets that are susceptible to theft or loss due to the assets portable nature and attractiveness for personal use or resale; and
  - (b) excluded from the assets of the local government under regulation 17A(6).
- (2) The register is to be in a form that sets out in relation to each asset, where applicable —
- (a) a description of the asset; and
  - (b) the original cost of the asset, or the fair value of the asset as at the date of acquisition if acquired by the local government at no cost or for a nominal cost; and
  - (c) the date of acquisition; and
  - (d) the manufacturer's identification number; and
  - (e) the agency identification number; and
  - (f) the location.

#### **Management Comment**

Although in principle the new regulation is supported, to what extent must a local authority apply it. The regulation states “non-consumable” but does not provide any other direction of what is required in the register.

Recommend that the Department provide guidelines for this regulation.

## **2. Audit Regulations**

### **2.1 Regulation 9 - Performance Audit**

The current regulation wording is:

- (1) An audit is to be carried out in accordance with the “Auditing Standards” and “Auditing Guidance Statements” adopted from time to time by the Australian Society of Certified Practicing Accountants and The Institute of Chartered Accountants in Australia.

The above wording is to be deleted and replaced with:

- (1) In this regulation —  
  
Australian Accounting Standards means the standards made and amended from time to time by the Australian Accounting Standards
-

Board continued under the Australian Securities and Investments Commission Act 2001 (Commonwealth) section 261.

- (1A) An audit is to be carried out in accordance with the Australian Auditing Standards made or formulated and amended from time to time by the Auditing and Assurance Standards Board Local Government (Audit) Regulations 1996 established by the Australian Securities and Investments Commission Act 2001 (Commonwealth) section 227A.

A new regulation 9A is also proposed, being:

9A. CEO to provide documents to Auditor General carrying out financial audit

(1) In this regulation —  
audit document means any of the following —

- (a) the strategic community plan;
- (b) the corporate business plan;
- (c) any other plan or informing strategy specified by the auditor;

*corporate business plan* has the meaning given in the Local Government (Administration) Regulations 1996 regulation 19BA

*strategic community plan* has the meaning given in the Local Government (Administration) Regulations 1996 regulation 19BA.

- (2) The CEO must provide a copy of an audit document to the Auditor General within 14 days after the Auditor General requests it for the purposes of a financial audit under Part 7 Division 3A of the Act.

#### **Management Comment**

As the changes relate to the Auditor General now undertaking the audit of local governments the above changes are supported.

It is interesting though that they now require the strategic community plan, corporate business plan and other plans if developed.

A concern with these plans is that a local government can formulate them and propose new assets but when subject to grant funding and that grant funding is not received, then the plans are immediately flawed.

Within the March 2017 review, it was of the firm belief that the current requirements for Integrated Planning & Reporting (IPR) are too onerous, specifically for smaller LGAs with limited resources.

The most recent review undertaken by the DLGC has only exacerbated the resource requirements on LGAs to review their IPR.

There must be different levels of requirements placed on LGAs of different sizes & resource capacity. The current IPR set up has resulted in smaller LGAs having to increase rate revenue to obtain external services/consultants to step these LGAs through the process.

Long Term Financial Plans and Asset Management Plans linked to basic Strategic Community Plans is all that should be required.

Corporate Business Plans & Workforce Plans are superfluous.

During the discussion on the above it was noted that it's wasn't the actual legislation but the Department and their one size fits all "guidelines" that are the problem. Guidelines using "banding" to reflect capacity of local governments would be better.

Note that Strategic Community Plans legislation was abolished in Queensland as the plans were considered to be unrealistic and unachievable financially for many rural local governments.

Another concern is that directives from the Department are telling Local Governments what they should do, it is a local government decisions not the Departments in regards to strategic plans etc.

If the Auditor General is to compare all local government against their plans then a standardized format should be developed by the Department.

## 2.2 Regulation 16 – Audit Committee

The current wording is:

16. Audit committee, functions of an audit committee —

- (a) is to provide guidance and assistance to the local government -
  - (i) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and
  - (ii) as to the development of a process to be used to select and appoint a person to be an auditor; and

- (b) may provide guidance and assistance to the local government as to -
  - (i) matters to be audited; and
  - (ii) the scope of audits; and
  - (iii) its functions under Part 6 of the Act; and
  - (iv) the carrying out of its functions relating to other audits and other matters related to financial management; and
  
- (c) is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to —
  - (i) report to the council the results of that review;  
and
  - (ii) give a copy of the CEO's report to the council.

The above is to be deleted and replaced with:

16. Functions of audit committee

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out
  - (i) its functions under Part 6 of the Act; and
  - (ii) its functions relating to other audits and other matters related to financial management;
  
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
  
- (c) to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to -
  - (i) report to the council the results of that review;  
and
  - (ii) give a copy of the CEO's report to the council;
  
- (d) to guide and assist the CEO in —
  - (i) carrying out the CEO's functions in relation to a review under regulation 17(1);  
and
  - (ii) carrying out the CEO's functions in relation to a review under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action which the local government -
  - (i) is required to take by section 7.12A(3); and
  - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
  - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
  - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

**Management Comment**

The role of the Audit Committee was discussed at the March 2017 review where the actual legislative need for an Audit Committee is questioned, what is the reasoning when the whole Council can undertake the same role.

2.3 Regulation 17(2) – CEO to Review Certain Systems and Procedures

Subregulation (2) currently requires the CEO to review the procedures at least once every 2 calendar years. The new change will require the CEO to review procedures not less than once every 3 financial years.

**Management Comment**

The change in the years is welcomed as reduces the cost burden to Council. In the March 2017 review it was recommended that there should be different levels of requirements for different 'bands' of local governments and the Departments expectations need to be amended to allow reviews to be done in house.

**OTHER COMMENT:**

Within the above reference is made to the March 2017 review. As a number of current Councillors were not present when that review was undertaken it is now provided at Appendices 2.

As noted in that report there are many changes to other sectors of the Local Government legislation and hopefully these will be addressed as the review of the Act progresses.

The March 2017 review has been forwarded to the WA Local Government Association for their use in the Acts review.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – and regulations*

**STRATEGIC IMPLICATIONS:**

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

Corporate Business Plan -

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.9**

**That Council responds as per the Management Comments for each proposed legislative amendment.**

**APPENDICES 1 – A Guide to Local Government Auditing Reforms**



Department of  
**Local Government, Sport  
and Cultural Industries**

## **A Guide to Local Government Auditing Reforms**

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## A Guide to Local Government Auditing Reforms

### Introduction

On 24 August 2017, amendments to the *Local Government Act 1995* were passed by State Parliament that will enable the Auditor General to audit council finances and performance. The reforms will result in changes to the way local government audits are conducted.

This guide has been prepared by the Department of Local Government, Sport and Cultural Industries (the Department) to inform local governments and auditors about the changes.

### Major changes

#### **Auditor General will be responsible for financial and supplementary audits**

The reforms expand the Auditor General's scope of powers to undertake and report on local government financial audits and provide for the independent oversight of the local government sector.

The Auditor General will take over responsibility for financial audits on a transitional basis as existing audit contracts expire. From 2020-21, all local governments will be audited by the Auditor General, regardless of whether their auditing contracts have expired.

The Department has received advice that this termination requirement will not expose the State, the Director General, or local governments to any liability if audit contracts are cancelled as a result of the changes.

Following commencement of the legislation, a local government cannot appoint a person to be its auditor.

The Auditor General will be able to contract out some or all of the financial audits but all audits will be done under the supervision of the Auditor General.

As is currently the case, local governments will be responsible for meeting the costs of financial audits. The Auditor General will determine the fees for a financial audit.

During the transition, the Department will publish the status of each local government's audit arrangements. This will provide transparency so that members of the community are aware of whether or not the Auditor General has responsibility for a local government audit or not.

Regional subsidiaries and regional councils will be audited by the Auditor General in the same way as local governments. The Auditor General will have the power to dispense with a financial audit of a local government or regional subsidiary where the Auditor General believes this is appropriate.

The Auditor General must consult with the Minister for Local Government before exercising this power. This could be used, for example, if a regional council has ceased to operate but has not yet been wound up. If this power is exercised, the Auditor General must notify the Parliament's Public Accounts Committee and the Estimates and Financial Operations Committee.

The Auditor General must give the report on the financial audit to the Mayor or President of the local government, the CEO of the local government, and the Minister for Local Government.

#### **New category of audits: performance audits**

The reforms introduce a new category of audits; performance audits. These audits examine the economy, efficiency, and effectiveness of programs and organisations, including compliance with legislative provisions and internal policies.

The new legislation gives the Auditor General the power to conduct such audits, which may focus on a particular issue or theme, such as procurement practices, and may include individual or multiple local governments and related bodies. This is in line with the approach adopted in other jurisdictions and for State Government agencies. Performance audits will be paid for by the State Government.

Performance audit reports will be submitted to both Houses of Parliament for the Public Accounts Committee and the Estimates and Financial Operations Committee. The report is also provided to the relevant local government.

#### **Publication of financial reports**

Commencing with their 2017-18 annual report, local governments will be required to publish the annual report, including audit reports, on the local government's official website within 14 days after the report has been accepted by the local government.

Local governments will be required to publish their annual report online regardless of who undertakes the audit.

#### **Local government duties with respect to audits**

Legislation now requires local governments to examine an audit report it receives and implement appropriate action in respect to the significant matters raised.

Local governments must prepare a report addressing the significant matters identified in the report and state what action the local government has taken or intends to take. This report must be provided to the Minister within three months of receiving the audit

report. Within 14 days after the local government gives the report to the Minister, the CEO must publish a copy of the report on its official website.

#### **Role of the Audit Committee**

Changes to the Local Government (Audit) Regulations 1996 will revise the role and functions of a local government's Audit Committee. These changes are discussed in detail below.

#### **Amendments to the Local Government (Financial Management) Regulations 1996**

The following amendments to the Local Government (Financial Management) Regulations 1996 and Local Government (Audit) Regulations 1996 are being prepared.

##### **Timeframe for review of financial management systems**

Regulation 5 regarding the CEO's duties as to financial management will be amended to require the CEO to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures from no less than once in every four financial years to no less than three financial years. This change in combination with amendments to the provisions in the Audit Regulations related to reviewing auditing systems, will achieve greater consistency.

##### **Assets valued under \$5,000**

Amendments to Regulation 17A will exclude assets in a local government annual financial report valued under \$5,000. In order to ensure effective asset management of low value assets that are susceptible to theft or loss, local governments will be required to maintain a property register of portable and attractive items. This change brings local governments in line with State Government agencies as specified in Treasurer's Instruction 410 Record of Assets.

##### **Timeframe for local governments to revalue assets**

Regulation 17A(4)(b) will be amended to set the timeframe for local governments to revalue their assets to between three and five years, which is consistent with Australian Accounting Standards Board standard 116: Property, Plant and Equipment.

## Amendments to the Local Government (Audit) Regulations 1996

### **Role of the Audit Committee**

With the transfer of auditing to the Auditor General, local government Audit Committees will have a new and important role.

The role of the Audit Committee will be amended so that the Audit Committee will have greater involvement in assisting the CEO to carry out the review under Regulation 17 of the Audit Regulations of systems and procedures concerning risk management, internal control, and legislative compliance.

This will include helping the CEO to formulate recommendations to council to address issues identified in the reviews. The Audit Committee will also support the auditor as required and have functions to oversee:

- the implementation of audit recommendations made by the auditor, which have been accepted by council; and
- accepted recommendations arising from reviews of local government systems and procedures.

These roles reflect the importance of the Audit Committee as a section of council charged with specific responsibilities to scrutinise performance and financial management. The regulations continue to allow for external membership of Audit Committees. Councils are encouraged to consider inviting appropriate people with expertise in financial management and audit to be members of their Audit Committee.

### **Role of the council assisting the auditor**

Local governments will be required to provide the auditor with a copy of their adopted Long Term Financial Plan, Asset Management Plan, Corporate Business Plan and Strategic Community Plan.

### **Timeframe for reviewing audit systems and procedures**

An amendment to Regulation 17(2) will require the CEO to undertake a review of audit systems and procedures no less than once in every three financial years. This change will introduce consistency in CEO responsibilities to review financial management and audit systems and procedures in a timely manner.

**APPENDICES 2 – March 2017 Legislation Review Report**

**ITEMS FOR DISCUSSION**

Item	Description	Comments
1	Part 6 & Financial Management Regs. - Financial Ratios	<p>All Ratios need to be reviewed, specifically the inclusion of FAGS revenue into the ratios.</p> <p>Currently FAGS are not included, which reflects poorly on LGAs. As stated under section 3 of the <i>Local Government (Financial Assistance) Act 1995</i> the Australian Government provides financial assistance for local government purposes by means of grants to the states and self-governing territories for the purpose of improving:</p> <ul style="list-style-type: none"> <li>• <i>The financial capacity of local governing bodies;</i></li> <li>• <i>The capacity of local governing bodies to provide their residents with an equitable level of services;</i></li> <li>• <i>The certainty of funding for the local governing bodies;</i></li> <li>• <i>The efficiency and effectiveness of local governing bodies; and</i></li> <li>• <i>The provision, by local governing bodies, of services to Aboriginal &amp; Torres Strait Islander communities.</i></li> </ul> <p>For the DLGC to determine the FAG revenue should form part of the LGA ongoing recurrent revenue (similar to rates, fees and charges, etc.) is ludicrous and contradicts Commonwealth legislation.</p> <p><b>Recommend that rather than change the ratios, the Financial Health Indicator should take the FAGs into account.</b></p> <p><b>Suggestions for alternative ratios to be considered. In addition the Zones raise it as a concern on the manner in which ratios are calculated</b></p>

	<p>Reg 17A Financial Management Regs</p>	<p><b>17A. Assets, valuation of for financial reports etc.</b></p> <p>(1) <i>In this regulation —</i> <b>fair value</b>, in relation to an asset, means the fair value of the asset measured in accordance with the AAS.</p> <p>(2) <i>Subject to subregulation (3), the value of an asset shown in a local government’s financial reports must be the fair value of the asset.</i></p> <p>(3) <i>A local government must show in each financial report —</i></p> <p>(a) <i>for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and</i></p> <p>(b) <i>for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government —</i></p> <p style="padding-left: 40px;">(i) <i>that are plant and equipment; and</i></p> <p style="padding-left: 40px;">(ii) <i>that are —</i></p> <p style="padding-left: 80px;">(I) <i>land and buildings; or</i></p> <p style="padding-left: 80px;">(II) <i>infrastructure;</i></p> <p style="padding-left: 40px;"><i>and</i></p> <p>(c) <i>for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.</i></p> <p>(4) <i>A local government must revalue all assets of the local government of the classes specified in column 1 of the Table to this subregulation —</i></p> <p style="padding-left: 40px;">(a) <i>by the day specified in column 2 of the Table; and</i></p> <p style="padding-left: 40px;">(b) <i>by the expiry of each 3 yearly interval after that day.</i></p>
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		<b><i>Class of asset</i></b>	<b><i>Day</i></b>
		<i>Plant and equipment</i>	<i>30 June 2016</i>
		<i>Land, buildings and infrastructure for which the fair value was shown in the local government's annual financial report for the financial year ending on 30 June 2014</i>	<i>30 June 2017</i>
		<i>All other classes of asset</i>	<i>30 June 2018</i>
	<p>(5) <i>A revaluation under subregulation (4) must be based on the value of the asset as at a time that is as close as possible to the day by which the revaluation is due.</i></p> <p><i>[Regulation 17A inserted in Gazette 20 Apr 2012 p. 1699-700; amended in Gazette 21 Jun 2013 p. 2451.]</i></p> <p>Asset Revaluations (Fair Value) – Remove the need for assets (i.e. Building; Plant &amp; Infrastructure) to be revalued every three years.</p> <p>In most small LGAs this is an excessive cost to the Rate payers, when values do not vary much (if at all). This also distorts the Financial Statements as values (particularly Infrastructure Assets) can change significantly as this is subject to the individual Valuer.</p> <p><b>Recommend that Asset Revaluations only be required to be undertaken every five years, as is the Queensland requirement.</b></p>		



		<p><b>If five years is not to be considered then an alternative recommendation is that the Salaries Administrative Tribunal bands be used, ie if in Band 4 only require revaluation every “x” amount of years</b></p> <p><b>Recommend that it is questionable the benefit of valuing assets which cannot be sold and infrastructure of assets. Does not give a true reflection of the Councils financial situation as the value of these assets only inflates the financial position but in reality those assets cannot be sold</b></p>
2	<p>Section 2.1, Schedule 2.1; &amp; Constitution Reg. -Provisions about creating, changing the boundaries of, and abolishing districts</p>	<p>Amend legislation to ensure poll option is required for boundary adjustment if required by an affected local government authority.</p> <p>The issue is that Clause 8 of Schedule 2.1 only allows poll provisions for the amalgamation of two or more districts, not for boundary adjustments.</p> <p>The argument is a district(s) could be merged with its neighbour simply by adjusting boundaries and not wholesale amalgamation of two districts.</p> <p>Local Governments have been staked in the past on such boundary adjustment concepts however there is no poll provisions allowed under the legislation in such instances.</p> <p><b>Recommendation is that Schedule 2.1 needs to be amended to ensure any LGA with boundary adjustments being imposed or suggested, that they have the right to poll their constituents as they do with an amalgamation.</b></p>

3	Section 2.1; Schedule 2.2; & Constitution Reg. - Ward Representation	<p>The current State Government position of +/- 10% of Electors to Elected Members is unfair when the rate/revenue contribution of the various area of LG district is not taken into account as well.</p> <p>Unable to determine if the ratio is set by legislation, which sets the +/- 10% ratio and believe this is simple a position of the State Government, probably at the recommendation of Executive Government, which has then been a direction to the Local Government Advisory Board.</p> <p>In the Shire of Somewhere as an example the Electors are approximately 50:50 under the current Ward system, whereas the rate revenue is significantly weighted to the UV areas (i.e. 82% UV – v – 18% GRV).</p> <p>It is being suggested the Rate Revenue only should be the basis of revenue source of an LGA and the WALGGC population ratio linked to FAGS revenue would also need to ne included into the calculations.</p> <p>A combination of a number of criteria needs to be included as part of the Ward Representation ratio rather than just using the Electors – v – Elected members in isolation.</p> <p>Regional &amp; remote LGAs opposed the State at the time they introduced the <i>One Vote – One Value</i> procedure for establishing State Electoral boundaries, yet we did not fight against the same concept for our own Ward Boundary representation, which is based on the same concept.</p> <p><b>Recommend that the appropriate body, be it the DLGC or WALGA investigate the possibility of a criteria being developed to accommodate the above</b></p> <p><b>Note this is not legislated but a directive. In addition the calculating of rate revenue as a basis is not in keeping with the definition of “electors”</b></p>
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4	Section 2.31 – Resignation of Elected Member	<p>Section 2.31 (3) requires</p> <p><i>Written notice of resignation is to be signed and dated by the person who is resigning and delivered to the CEO.</i></p> <p><b>Recommendation that his section be amended to reflect an emailed resignation with undisputed proof the email is from the Elected Member should satisfy the requirements of being a signed &amp; dated resignation delivered to the CEO.</b></p>
5	Division 2– Subdivision1& Functions & General Regs. – Local Laws made under the Act	<p>The Local law process is extremely complex and difficult. This whole area needs to be reviewed to simplify the process of adopting new and/or reviewing existing local laws.</p> <p><b>Recommend that the DLGC undertake a comprehensive review with industry input on the process in reviewing Local Laws. The process needs simplification and an alternative needs to be established and considered by the sector.</b></p>

6	Section 3.53 – Control of certain unvested facilities	<p>Section 3.53(2) states:</p> <p><i>“A local government is responsible for controlling and managing every <u>otherwise unvested facility</u> within its district unless subsection (5) states that this section does not apply.”</i></p> <p>The interpretation of <u>otherwise unvested facility</u> in the Act is:</p> <p><i>“<b>otherwise unvested facility</b> means a thoroughfare, bridge, jetty, drain, or watercourse belonging to the Crown, the responsibility for controlling or managing which is not vested in any person other than under this section.”</i></p> <p>The issue with this legislation is the LGA is responsible for all unallocated crown land (e.g. fire control, removal of abandoned vehicles, etc.)</p> <p><b>Recommend that this section needs to be removed or, if LGAs are to remain responsible for this land then they should be able to either rate the Crown or seek reimbursement of costs from the crown for works that are required.</b></p>
7	Part 4 – Elections & Other Polls (Section 4.62)& Election Regs	<p>If an LGA is conducting a Postal Election or Referendum then the need to man a Polling Place on the day of the Election/Referendum should be removed.</p> <p>It is an added expense to have the WAEC &amp; staff sitting at a Polling Place all day for limited or no votes collected. The Counting of Votes should still be held after 6pm on the election/referendum day.</p> <p><b>Recommend that the requirement to man a polling place when undertaking an election by postal</b></p>

		<b>vote be removed.</b>
8	Subdivision 4 – Electors Meetings	<p>Amend this legislation to allow a LGA to determine if they want (or don't want) to conduct an Electors Meeting.</p> <p>Remove set number of days (i.e. 56) a LGA must hold an Electors meeting after accepting the Annual Report.</p> <p>Remove requirement for Minutes of an Electors meeting having to be presented to the <b>first ordinary meeting after the Electors Meeting</b>. This is not always possible. Perhaps state the minutes need to go to Council no more than three meetings after the Electors meeting being held.</p> <p><b>Recommend that the above changes be undertaken</b></p>
9	Section 5.37 – Senior Employees	<p>Remove section 5.37(2) regarding:</p> <p><i>“...and the council may accept or reject the CEO’s recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.”</i></p> <p>This does not make sense and the CEO should only be required to advise Council of his/her decision to employ/dismiss a Senior Employee.</p> <p>Also remove sections 5.37(3) &amp; (4A) i.e.</p> <p><i>(3)Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the</i></p>

		<p><i>advertisement is to contain such information with respect to the position as is prescribed.</i></p> <p><i>(4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.</i></p> <p>The way the CEO advertises and fills any position (senior or not) should be considered operational and be at the discretion of the CEO.</p> <p><b>Recommend that the above changes be undertaken</b></p>
10	5.38. - Annual review of certain employees' performances	<p><b>Section 5.38 states</b></p> <p><i>The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.</i></p> <p>It is interpreted that this requires all employees to be reviewed annually. In smaller local authorities it appears to be a non sense to have this requirement. Senior staff/supervisors predominantly know the performance of all employees due to their close working relationship with them. Further this legislative requirement is again regulating an operational process and reviews should be at the discretion of the individual LGA.</p> <p>For CEO and Senior Employees, they have performance reviews stipulated in their contracts.</p> <p><b>Recommend that this section be deleted as is an operational matter and should not be legislated.</b></p>

11	5.56. Planning for the future	<p>The current requirements for Integrated Planning &amp; Reporting (IPR) are too onerous, specifically for smaller LGAs with limited resources.</p> <p>The most recent review undertaken by the DLGC has only exacerbated the resource requirements on LGAs to review their IPR.</p> <p>There must be different levels of requirements placed on LGAs of different sizes &amp; resource capacity. The current IPR set up has resulted in smaller LGAs having to increase rate revenue to obtain external services/consultants to step these LGAs through the process.</p> <p>Long Term Financial Plans and Asset Management Plans linked to basic Strategic Community Plans is all that should be required.</p> <p>Corporate Business Plans &amp; Workforce Plans are superfluous.</p> <p><b>Agreed, however it was noted that it is not the actual legislation but the Department and their one size fits all 'guidelines' that are the problem. Guidelines using 'banding' to reflect capacity of local governments would be better. Noted that Strategic Community Plans legislation in Queensland was abolished as the plans were unrealistic and unachievable financially for many rural local governments</b></p> <p><b>Also a concern that directives coming from DLGC are telling LG what they should do. It's a LG decision not the DLGC.</b></p>
12	Division 9 & Rules of Conduct Regs. – Conduct of certain officials	<p>Penalties for breaches (other than a <i>serious breach</i>) under the Act and Code of Conduct need to be harsher as in instances this has not deterred an elected member for continuing a breach.</p>

		<p><b>5.110 Dealing with complaint of minor breach</b></p> <p>(5) If a standards panel finds that a council member has committed a minor breach, the standards panel is required to give the council member an opportunity to make submissions about how the breach should be dealt with under subsection (6).</p> <p>(6) The breach is to be dealt with by —</p> <ul style="list-style-type: none"> <li>(a) dismissing the complaint; or</li> <li>(b) ordering that — <ul style="list-style-type: none"> <li>(i) the person against whom the complaint was made be publicly censured as specified in the order; or</li> <li>(ii) the person against whom the complaint was made apologise publicly as specified in the order; or</li> <li>(iii) the person against whom the complaint was made undertake training as specified in the order;</li> </ul> </li> </ul> <p>or</p> <p>(c) ordering 2 or more of the sanctions described in paragraph (b).</p> <p><b>5.113. <i>Punishment for recurrent breach</i></b></p> <p><i>If, on an allegation under section 5.112, the State Administrative Tribunal finds that a person committed a recurrent breach, it may make any of the orders described in section 5.117</i></p> <p><b>5.117. <i>Punishment for serious breach</i></b></p> <p>(1) If, on an allegation under section 5.116(2), the State Administrative Tribunal finds that a person committed a serious breach, it may —</p> <ul style="list-style-type: none"> <li>(a) order that —</li> </ul>
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		<ul style="list-style-type: none"> <li>(i) the person against whom the allegation was made be publicly censured as specified in the order; or</li> <li>(ii) the person against whom the allegation was made apologise publicly as specified in the order; or</li> <li>(iii) the person against whom the allegation was made undertake training as specified in the order; or</li> <li>(iv) the person against whom the allegation was made is suspended for a period of not more than 6 months specified in the order; or</li> <li>(v) the person against whom the allegation was made is, for a period of not more than 5 years specified in the order, disqualified from holding office as a member of a council;</li> </ul> <p>Current penalties are to weak and lack consequence for inappropriate actions by Elected Members</p> <p><b>Recommend that the DLGC review all penalties for breaches under Rules of Conduct Regulations.</b></p>
13	<p>6.33. Differer</p> <p>6.36. Local government to</p> <p>Financial Management Regs.</p>	<p>Process of advertising and advertising intention to impose differential rates is unwieldy, specifically the timing issues and having to determine a rate in the dollar before the property revaluations are available. These rates are unavailable incorrect as it isn't possible to determine property valuation prior to Landgate releasing these figures, therefore making it necessary to report the rates variations in the Budget.</p> <p>An easier process needs to be introduced.</p>

		<p><b>Recommend that the DLGC undertake a complete review of the WA rating system make it comparable to the methodology of other States.</b></p>
14	Admin Reg. 10 - Revoking or changing decisions (Act s. 5.25(1)(e))	<p><b>Regulation 10 states:</b></p> <p>(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —</p> <p>(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or</p> <p>(b) in any other case, by at least <math>\frac{1}{3}</math> of the number of offices (whether vacant or not) of members of the council or committee,</p> <p>inclusive of the mover.</p> <p>(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least <math>\frac{1}{3}</math> of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.</p> <p>(2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —</p> <p>(a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or</p> <p>(b) in any other case, by an absolute majority.</p> <p>(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.</p> <p><i>[Regulation 10 amended in Gazette 31 Mar 2005 p. 1030.]</i></p>



		<p>if the person ceases to be in instantaneous communication with each other person present at the meeting.</p> <p>(4) In this regulation —</p> <p><b>disability</b> has the meaning given in the <i>Disability Services Act 1993</i> section 3;</p> <p><b>suitable place</b> —</p> <p>(a) in relation to a person with a disability — means a place that the council has approved* as a suitable place for the purpose of this paragraph; and</p> <p>(b) in relation to any other person — means a place that the council has approved* as a suitable place for the purpose of this paragraph and that is located —</p> <p style="padding-left: 40px;">(i) in a townsite or other residential area; and</p> <p style="padding-left: 40px;">(ii) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;</p> <p><b>townsite</b> has the same meaning given to that term in the <i>Land Administration Act 1997</i> section 3(1).</p> <p>With current technology local government should be embracing the opportunity to have Councillors participate, irrespective of distance or type of location (i.e. townsite).</p> <p><b>Recommend that the 150km limit be removed from regulation 14A.</b></p>
16	Admin Reg. 18F - Remuneration and benefits of CEO to be advertised	The purpose of this regulation is questioned due to the remuneration of CEO's are set by the Salaries & Allowances Tribunal.

		<b>Recommend that this section be deleted as serves no purpose in the governance of a LG</b>
17	Audit Reg. 15 - Compliance audit return	<p>Recommend this requirement be removed due to the plethora of other audits required.</p> <p><b>Agreed and question why it is a legislative requirement that it has to go to an Audit Committee</b></p> <p><b>Further the actual legislative need for an Audit Committee is questioned when the whole Council can undertake the same role.</b></p>
18	Audit Reg. 17 - CEO to review certain systems and procedures	<p>The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —</p> <ul style="list-style-type: none"> <li>(a) risk management; and</li> <li>(b) internal control; and</li> <li>(c) legislative compliance.</li> </ul> <p>This is onerous and should be removed or amended. Not sure why this would need to go to the Audit Committee then to Council. If retained then should go directly to Council with the Council then determines if any items raised needs further investigation and then putting this to the Audit Committee.</p> <p>In many instances the process is very onerous on the CEO and therefore external assistance is used which comes at a cost to the Council.</p> <p><b>Recommend that there should be different requirements for different 'bands' of local</b></p>

		<b>governments and DLGC's expectations need to be amended to allow reviews to be done in house.</b>
19	Annual Reports	<p><b>Recommend that there should be different levels of requirements for different 'bands' of local governments</b></p> <p><b>Also question the actual need for them considering little are read by electors.</b></p>
20	Annual Financial Reporting	<p>Currently there is a one size fits all model for the annual financial process and Corporate Business Planning Process. Could a scenario where there is a tiered process that requires a higher level of reporting for larger LG's, similar to the tiered approach that exists with company reporting.</p> <p><b>Recommend that the DLGC develop a "tiered" process on the level of reporting for each LG and on the level of compliance</b></p>
21	Annual Returns	<p>Where a Councillor or designated employer has had no change to their previous Annual Return, they are required to place "No change" "nil" "none" within each box of the return. This does not occur in many cases and Auditors are determining that a Annual Return is not complete due to some boxes in the return have not been marked "none", "nil" or "no change."</p> <p><b>Recommend that the Annual Returns be changed to introduce the ability to declare 'no change from previous year' instead of having to mark every area. This will also assist in the storing of annual returns where only one page needs to be kept on record and not four as is the current case. This does not sound like an issue, however when you have a member that has been on Council for many years, the accumulation of four pages of an annual report does build up.</b></p>

22	Tender Regulations	<p>Operating issues with current regulations, road building materials such as bitumen, asphalt and aggregate should be exempt as are fuel and oils.</p> <p><b>Recommend that road building materials should be exempt from Tender provisions</b></p> <p>Concern that auditors and the DLGC are interpreting the \$150,000 threshold can go over more than two, three or even more financial years which is an issue with the provision of some services, ie tyres from the one firm. Industry belief it only relates to a financial year</p> <p><b>Recommend that the \$150,000 threshold should be per financial year or per project if a project spans more than one financial year.</b></p>
23	Section 3.5.8 Disposal of Property	<p>Issue is that if a LG gets a Real Estate Agent to sell land on its behalf and that land is sold, then the LG still has to go through the advertising process</p> <p><b>Recommend be changed to allow disposal through real estate agent (without having to go through 3.58 advertising provisions, ie be an exemption) as advertising has been undertaken and the public are well informed of the proposal to sell.</b></p>
24	Exemption of rates	<p><b>Recommend be changed to allow Council to decide whether or not to allow exemption to each 'charitable organisation' and any other organisation (eg CBH)</b></p>
25	Financial Workshops	<p>The Department needs to assist local government more rather than being a policeman all the time. One example is where the Department will send you a letter if you forget to supply them with a copy of the annual financials. Instead of waiting for the deadline they could be more helpful and send a reminder prior to the deadline. Most smaller LG's generally rely on one person to undertake this type of function, if they get sick or are on leave there is generally no one to do the role. Also the audit partner could send the annuals document when they advise the Department that the audit</p>

		<p>has been signed off.</p> <p><b>Recommend that the Department should be providing templates for annual reports, budgets etc, instead of Councils having to pay Moore Stephens to attend workshops, receive templates. Generally the Department should have more of a focus on “helping”, not “policing”</b></p>
	<p>General Compliance Requirements</p>	<p><b>Many of the difficulties experienced are as a result of Departmental Guidelines/expectations as opposed to the actual Local Government Act 1995 and Regulations. It is recommended that a tiered approach towards compliance needs to be taken by the Department, and not apply a one size fits all as many smaller local governments do not have the staff or financial resources to ensure the compliance strictly in accordance with the DLGC expectations. It appears that DLGC go over and beyond what the actual legislative requirements are.</b></p>



**6.3.10 PROPOSED LEASE OF PORTION OF CROWN RESERVE 52436**

<b>LOCATION:</b>	<b>Grey Street, Kalbarri</b>
<b>FILE REFERENCE:</b>	<b>9.1.4 &amp; 10.6.7</b>
<b>CORRESPONDENT:</b>	<b>Department of Planning, Heritage &amp; Lands</b>
<b>DATE OF REPORT:</b>	<b>30 January 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keefe</b>

**SUMMARY:**

Advice from the Department of Planning, Heritage & Lands (DPHL) on proposed lease of portion of crown reserve 52436.

**BACKGROUND:**

At the December 2017 meeting, Council considered a proposal from Mr Mark Grove to lease a portion of Reserve 52436 for the development of a cafe (semi-permanent structure).

The Council resolved to:

*“approve the lease of approximately 800m<sup>2</sup> of Crown Reserve No. 52436 to Mark Grove for the purpose of establishing a semi-permanent Cafe/Restaurant, subject to the provision of Section 3.58 of the Local Government Act and associated regulations, with the costs associated with obtaining a survey of the lease area, the preparation and registration of the lease and the valuation report to be met by the proponent.”*

**COMMENT:**

Prior to expenses being incurred for lease area survey and preparation of required lease documents, advice was sought from the DPHL if they would be prepared to approve a lease as proposed. Several issues were required to be clarified before the DPHL would give consent to a lease and these are now provided below as each matter was progressed.

This information is provided to the Council to ensure that Council is fully informed on the processes of leasing this portion of crown reserve.

9 January 2018

DPHL responded to original request seeking their views if they were prepared to lease a portion of Reserve 52436 as proposed.

They advised that they would support the proposal, subject to confirmation of the following:

- The proposed cafe would complement and not compete with similar facilities in the area;
- The proposed café would remain low-key and provide for all users of Reserve 52436; and
- All revenue from the leasing of the land would be applied solely to the upkeep of Reserve 52436.

#### 11 January 2018

Advice to DPHL was, it can be determined that the proposal could be detrimental to other similar business, however could also be an attraction to the area as is offering a new experience and not one that similar businesses in the area provide.

The existing businesses are a café and fish & chip shop. Also there is a food itinerant who operates from the Kalbarri Wharf area selling fresh fish products.

In regards to being low key, again this could be determined in the affirmative or the negative. No doubt the business will bring new customers to the area making it high profile, however with the use of shipping containers within the design this lessens the impact as the scale of the buildings will be relatively small.

I believe the DPHL will need to make that determination if it will be detrimental or not low key.

#### 16 January 2018

DPHL requested confirmation whether all the revenue from the leasing of the portion of reserve is to be applied solely to the upkeep of Reserve 52436.

This request is unusual as has never been requested before. Contact was also made with neighbouring shires who have similar leases on crown reserves and they too have never seen this requirement.

16 - 24 January 2018

Advice was provided to the DPHL that this requirement has not been previously requested so is this a new requirement and if so when did it commence.

Revenue received from leases on crown reserves that have Management Orders drawn in favour of Council are placed in Councils general revenue as untied income to assist with the provision of other services throughout the shire.

If the Department is adamant that the income is to spent on the reserve, which will have very little to no expenditure in its upkeep, as is the case of similar leases, then maybe the DPHL needs to take back control of all such reserves as Council simply cannot adhere to the request.

The DPHL were also requested that in this particular case will the DPHL consider entering into a lease agreement with the proponent, and will the department ensure revenue received will be used to maintain the reserve.

The DPHL response was that in their practise it is usual for a local government authority to be able to provide an audited statement confirming that the gross revenue that has been received has been applied to designated works on the nominated reserve.

In the event that the above is unfeasible for the Shire of Northampton, the DPHL would be prepared to accept an annual statutory declaration from the Chief Executive Officer confirming that the gross revenue from the proposed lease has been applied to works directly associated with the reserve.

Confirmation of investing the revenue raised from the leasing of portion of Reserve 52436 back into the reserve is required and should this not be received then the department would not support the proposal to lease portion of the Reserve for a café.

In questioning the statutory declaration form, DPHL advised that the annual statutory declaration for reserves with Council leases on them is not a general requirement. The DPHL is prepared to accepted such an annual statutory declaration in this case should the Shire of Northampton be unable to provide an audited statement confirming costs. The audited statement being a condition requested by the department due to the commercial nature of this proposal.

They further advised that in responding to our original query, consideration was given to the purpose of Crown Reserve 52436 for 'fishing and tourist industries' and to the commercial nature of the proposal. Due to this inconsistency the department provided support to the proposal on the condition that revenue raised from the proposed lease would be invested back into the reserve.

While this may not have occurred previously with the Shire of Northampton, similar conditions in similar circumstances have been used with other local governments that have provided an audited statement confirming that the gross revenue that has been received has been dutifully applied to designated works on the nominated reserve.

A response to the above was that unless Council can guarantee that the income we receive is spent on that reserve the DPHL will not grant a lease. What happens if no expenditure is needed on the reserve which is often the case?

DPHL final advice is if in the situation that the Shire of Northampton does not expend any monies on Reserve 52436, then the revenue is to be spent on reserve(s) in the locality. This is achievable due to the expenditure that Council incurs on the foreshore reserves and on ablutions etc on Reserve 52436.

Based on the above the DPHL are prepared to approve a lease of portion of Crown Reserve 52436 for the intended purpose of establishing a semi-permanent Cafe/Restaurant.

Management will now have a lease area surveyed and an annual rental valuation requested. Following the receipt of the valuation report it is to be presented to Council for consideration and then, if required, advertising of the proposed lease, as per the requirements of the Local Government Act, including the annual rent, is to occur seeking submissions.

Upon the submitting of the lease documents to the DPHL they still have the power to reject the lease.

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

Costs will be incurred for the lease area survey, valuation report, lease agreement preparation however all costs are the responsibility of the proponent.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Section 3.58 – proposed lease to be advertised.*

As reported on at the December 2017 meeting, the leasing of a portion of land is deemed as a disposal of land, subsection 3 requires:

A local government can dispose of property other than under subsection (2) (being by auction) if, before agreeing to dispose of the property —

- (a) it gives local public notice of the proposed disposition —
  - (i) describing the property concerned; and
  - (ii) giving details of the proposed disposition; and
  - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

Subsection 4 requires that the details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- (a) the names of all other parties concerned; and
- (b) the consideration to be received by the local government for the disposition; and
- (c) the market value of the disposition —
  - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
  - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Regulation 30(3) of the *Local Government (Functions and General) Regulations 1996* also states that a disposition of property other than land is an exempt disposition if —

- (a) its market value is less than \$20 000; or
- (b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.

In this situation the annual rent for the lease on the proposal is considered to be relatively lower than the amounts stated in the regulation and therefore the advertising requirements are unlikely to apply. However this will be dependent upon the valuation once received.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.3.10**

**For Council information.**

**6.3.11 FIXED WIRELESS INTERNET SERVICE**

<b>LOCATION:</b>	<b>Shire of Northampton &amp; Chapman Valley</b>
<b>FILE REFERENCE:</b>	<b>18.1.7</b>
<b>DATE OF REPORT:</b>	<b>8 February 2018</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to consider contributing funds towards the provision of Fixed High Speed Wire Less Internet service to rural areas of the Shire.

**BACKGROUND:**

The Chapman Valley Shire in association with the Yuna Farm Improvement Group have been pursuing the establishment of line-of-sight fixed wireless internet service to the shire. The Shire called for expressions of interest from service providers to assist with only one response being Logic IT.

Their CEO has been working with Logic IT, Mid West Development Commission, Yuna Farm Improvement Group (YFIG) and the Northern Agricultural Group (NAG – Northampton) and has now invited the Shire of Northampton to be involved to support a proposal for submission to assist with funding the establishment of a high speed fixed wireless service to the agricultural areas of both the Shire’s of Chapman Valley and Northampton.

In early 2017 (prior to the March State Election) State Cabinet allocated \$22m to an ‘Ag-Tech Communications Fund’, aimed at kick-starting agricultural initiatives through communications technology beyond mobile phone towers.

The new state government has retained these funds and on the 19<sup>th</sup> January 2018 the Hon. Alannah MacTiernan, Minister for Primary Industry & Regional Development (DPIRD), made the following announcement:

***Connecting the farm: grants to drive 21st century agriculture jobs***

- *Digital Farm \$5 million grants program to support widespread adoption of digital farm technologies*
- *First tranche from the \$22 million Agricultural Telecommunications Infrastructure Improvement fund to help drive 21st century agricultural practices and jobs across regional WA*

*The McGowan Government will invest \$5 million in driving better digital connectivity for agricultural and pastoral businesses in regional Western Australia.*

*The Digital Farm grants program will enable farming businesses to use smart farming technologies such as cloud-based data sharing and decision-making tools to improve their productivity and output.*

*The program aims to provide regional businesses with fast, reliable, affordable and scalable connectivity solutions.*

*Grants of up to \$500,000 will be available on a matching co-contribution basis, to cover capital costs of improving connectivity to multiple farming enterprises and associated stakeholders and targets agricultural and pastoral regions which lie outside the current or planned National Broadband Network fixed wireless and fixed line footprint.*

*The Digital Farm program was developed following input from the Minister's Digital Connectivity Forum held in July 2017, and rollout of the program will be informed by outcomes from the Government's State Telecommunications Infrastructure Audit.*

*More information is available at <http://www.agric.wa.gov.au>. Applications close on April 13, 2018.*

**Comments attributed to Agriculture and Food Minister Alannah MacTiernan:**

*"The lack of fast and reliable connectivity in agricultural and pastoral WA is holding back our farm businesses; it's a roadblock to uptake of 21st century agtech.*

*"The Federal Government's NBN rollout has been a disappointment for the regions, and the State Government is stepping in to prevent WA from being further disadvantaged.*

*"Digitalization is now part of all levels of agricultural production from paddock to plate. It's essential that WA farmers can access the technology available to their interstate and overseas counterparts. WA agriculture is heavily export-oriented and it is critical our farmers can compete globally on price.*

*"This fund will help to kick start investment-ready digital connectivity proposals, allowing for quick and efficient rollout of digital infrastructure to get farm businesses better connected.*



*"Our Government is committed to investing in innovative connectivity solutions to advance telecommunications and technology in the farming sector to drive the jobs of the 21st century across regional WA."*

The State Government guidelines and conditions associated with the grant stipulates only a Carrier/ISP can apply (i.e. local governments are ineligible). However; the guidelines are strong on developed partnerships with Grower Groups (e.g. YFIG & NAR) and local government is integral to any submissions made for funding assistance.

With this Council and the Northern Agri Group to be involved and form a partnership with the Shire of Chapman Valley and the YFIG will strengthen any funding submission to the State.

The alternative to a line-of-sight fixed wireless service is the Satellite NBN (SkyMuster) being advocated by the Commonwealth Government as the internet solution to remote areas of the country. The SkyMuster service is not being portrayed by many Carriers/ISP experts as a satisfactory solution due to high costs to customer, time lags/delays, minimal capacity, capped download/upload speeds and volumes. If a new fixed wireless internet service is established it could complement, or work in conjunction with, the SkyMuster and Mobile 4Gx services.

In regards to asset ownership and ongoing/recurrent maintenance requirements, it has been stipulated by the State Government that their funds can only go to a recognised Carrier/ISP. This results in the asset belonging to the Carrier/ISP and not the local government. Therefore, removing all responsibility for the ongoing/recurrent maintenance requirements being the Carriers/ISP, not the local government.

The fixed wireless system is proven technology is extremely fast with downloads and uploads, better than SkyMuster and the NBN, and can allow a farmer to have their whole property available to the wireless network. However it not only will assist farmers, it can also assist the general public who is travelling the rural areas of the Shire, will assist better internet connection for the Binu, Northampton and Yuna Schools which is considered very important. Note the Northampton School is on SkyMuster as the NBN does not progress this far east in the Northampton townsite.

A large advantage of the fixed wireless system is that it can be added onto to provide additional services to additional areas with relative ease (providing the person requiring it finances that additional service.) It can be operational in a matter of months and not years as the case with the NBN. The company Logic IT

are already advancing to having the system installed with upgrades to the Fairfax transmission tower (just north of Geraldton).

**FINANCIAL & BUDGET IMPLICATIONS:**

Unfortunately we are unable to provide an indicative cost (be in excess of \$1.0m) as it all depends on how many persons commit to having a service which depends on the number of towers and transmitters required.

The feeling from discussions on the new proposed fixed wireless internet service is the application may be more favorably looked at by the Minister if there was a cash contribution made by the Shire and/or a third party(s).

With this service benefitting a wide part of our community it is recommended that Council also assist financially in getting this project started and also commit \$30,000 or an equivalent amount that the Shire of Chapman Valley contribute, to a maximum of \$30,000.

In recent discussion with the Shire of Chapman Valley CEO, they have already committed \$15,000 to kick start this project however he will be seeking a further \$15,000 from his Council. The balance of funds required would then come from users and members of the two agricultural groups as well as other non members.

The State has set the condition of funds provided by the State must be matched 50:50 by the proponent. The proponent's 50% can be made up of cash and/or in-kind. The proponent's contribution can come from other sources (e.g. Shires, Grower Groups, etc.)

With the project now expanded to cover a much larger area (i.e. Shire's of Chapman Valley and Northampton and even spilling into the Greenough area) the costs have significantly increased. The State Government has set a maximum grant of \$500,000 per project, which needs to be matched by the proponent, including any cash and/or in-kind contribution from the Grower Groups and/or local governments.

Unfortunately the current 2017/18 budget is very tight with little to no surplus funds to assist with this project. A review as at 31 January 2018 indicates that a surplus of an estimated \$73,000 is projected based on current financial trends and known budget changes, however this still can change between now and 30 June 2018.

The Council has the option to authorise the contribution to the fixed wireless project and hopefully a savings in other areas of the budget could still occur between now and 30 June 2018.

Another option for Council to consider is to utilise funds currently held in the Land Development Reserve Fund, which currently has a balance of \$227,564 and its purpose is to assist to fund future land subdivisions.

### **STATUTORY IMPLICATIONS**

If Council does resolve to participate in the above project and wishes to utilise funds from the Land Development Reserve Fund then there are legislative requirements to use this reserve.

As these funds are for land redevelopment, the use is different than the reserve purpose and therefore the following legislative requirements apply:

#### *6.11. Reserve accounts*

- (2) *Subject to subsection (3), before a local government —*
- (a) *changes\* the purpose of a reserve account; or*
  - (b) *uses\* the money in a reserve account for another purpose,*

*it must give one month's local public notice of the proposed change of purpose or proposed use.*

*\* Absolute majority required.*

- (3) *A local government is not required to give local public notice under subsection (2) —*
- (a) *where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*
  - (b) *in such other circumstances as are prescribed.*
- (4) *A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*

Subsection 3 refers to other circumstances as prescribed, these are:

- (a) *where the money is to be used to meet expenditure authorised by the mayor or president under section 6.8(1)(c); or*
- (b) *where the total amount to be so used does not exceed \$5 000 in a financial year.*

## **VOTING REQUIREMENTS**

Absolute Majority

### **OFFICER RECOMMENDATION – ITEM 6.3.11**

#### **That Council:**

- 1. Support the High Speed Fixed Wireless Project to service the rural areas of the Shire and commit a contribution equivalent to the financial contribution to be made by the Shire of Chapman Valley to a maximum of \$30,000.**
- 2. That funds from the Land Development Reserve Fund be utilised for the Councils contribution and advertising of the use of these funds as per the requirements of the Local Government Act 1995 be undertaken.**

**WORKS & ENGINEERING REPORT CONTENTS**

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**6.4.1 RESTRICTED ACCESS VEHICLE ROAD REVIEW/S  
OGILVIE WEST ROAD & ROB ROAD**

<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>
<b>DATE OF REPORT:</b>	<b>5 February 2018</b>
<b>APPENDICES:</b>	<b>1. Route determination/assessments Main Roads email dated 12<sup>th</sup> April 2017. 2. Survey Plans (to be tabled)</b>

**BACKGROUND:**

Councilors' and Senior Management had received public interest in upgrading a number of the Shire of Northampton's rural roads in regards to Restricted Vehicle Access primarily for grain and lime sand cartage.

Subsequently a request for Restricted Access Vehicles class 4 (RAV4 – 27.5 metres) was forwarded to Main Roads Western Australia within 2017 for a review to be undertaken on the following road network area/s;

1. Ajana East Road.
2. Ogilvie West Road.
3. Nolba Stock Route.
4. Gill Road.
5. Rob Road.
6. Horrocks Road.
7. Sandy Gully Road.
8. Yallabatharra Road.
9. Swamps Road.

From the above Main Roads WA have undertaken the inspections and forwarded both the initial reports and subsequent responses from Main Roads Heavy Vehicle Section. A summary of their response (Appendix 1) is attached as part of this item.

From this list a combination of works has already been undertaken to upgrade particular roads within Councils general road maintenance budget and 2017/2018 budget roadwork's program. In addition Management have identified particular roads that require more substantial works to satisfy Main Roads WA road grade guidelines. The two roads that Council has identified as needing priority consideration are the Ogilvie West Road and Rob Road.

The additional works in regards to survey information has confirmed the road gradients for the section as identified by Main Roads WA, and further allowed Management to partly estimate the scope of works required in regards to satisfying the road gradient requirements. Information received can identify the approximate length of works required plus the approximate fill requirements only at this stage.

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

Council within the 2017/2018 approved an allocation of \$10,000 to undertake survey works on the two roads to firstly survey and confirm the non conforming sections of each road following Main Roads WA review of the roads, and secondly identify the scope of road works required to upgrade the roads in question.

Anticipated expenditure to date is in the order of \$1,750.00 for the initial survey pickup with approximately \$2,000.00 for additional drawing and data retrieval.

No future budget considerations have been given for any road upgrade works for the Ogilvie West Road or Rob Road areas.

### **SUMMARY:**

The survey undertaken at this stage has identified the road gradient issues of the two roads. Main Roads WA criteria in regards to road gradients allow approval of an unsealed road gradient up to a maximum of 5% and for a sealed road a road gradient up to a maximum of 8%.

The following are areas identified for each road that require works to bring the roads to a RAV4 use status:

#### Ogilvie West Road

(road chainage commences from North West Coastal Highway)

1. Chainage 0.00 - Immediately west sealed access into Ogilvie West Road has a gradient of 6.6%. Significant sight distance issues onto North West Coastal Highway with both directions nonconforming. Alternative access point to north using farm drive access. (Has not been inspected)
2. Chainage 1429 – 1726 at 5% grade (unsealed).  
300 metre construction length at max 1.4m fill.
3. Chainage 4790 – 5167 at 5% grade (unsealed).  
365 metre construction length at max 1.0m fill.
4. Chainage 5350 – 5575 at 5% grade (unsealed).  
225 metre construction length at max 1.4m fill.
5. Chainage 6180 – 6600 at 5% grade (unsealed).  
412 metre construction length at max 4.4m fill.

Ogilvie West Road intersection with North West Coastal Highway has significant problems as highlighted within the Main Roads WA report in regards to the initial grade of the access point and sight distance issues in both directions.

As an alternative access point onto the North West Coastal Highway the driveway to the north has been used and should be considered as a viable option to the existing access point.

The access point from Ogilvie West Road onto Chilimony Road has been accessed by Main Roads WA and has been found to be adequate.

#### Rob Road

(road chainage commences from Chilimony Road)

1. Chainage 970 – 1180 at 5% grade (unsealed).  
205 metre construction length at max 2.4m fill.
2. Chainage 1255 – 1895 at 5% grade (unsealed).  
645 metre construction length at max 9.3m fill.

Chainage 1270 – 1515 at 8% grade (sealed).  
250 metre construction length at max 4.8m fill.

Note – This incline is adjacent to existing one way detour. Current incline of detour at 5.2% with a 5.5m gravel road width. Council are reminded that Main Roads WA review the road in both directions, The use of the detour as a two way road would not be acceptable in its current alignment.

3. Chainage 2830 – 3080 at 5% grade (unsealed).  
250 metre construction length at max 3.4m fill.

Chainage 2830 – 2945 at 8% grade (sealed).  
115 metre construction length at max 1.2m fill.

4. Chainage 6985 – 7315 at 5% grade (unsealed).  
317 metre construction length at max 6.7m fill.

Chainage 7018 – 7160 at 8% grade (sealed).  
150 metre construction length at max 2.7m fill.

5. Chainage 7470 – 7775 at 5% grade (unsealed).  
300 metre construction length at max 3.4m fill.

6. Chainage 10380 – 10985 at 5% grade (unsealed).  
600 metre construction length at max 13.84m fill.

Chainage 10595 – 10970 at 8% grade (sealed).  
372 metre construction length at max 4.7m fill.

Rob Road access onto Chilimony Road has been accessed with no identified improvement or conditions imposed.



Rob Road intersection on to Swamps Road has identified some alignment and vegetation sight distance issues that would require improvements.

**COMMENT:**

Council is requested to consider the information as per above and direct staff as to the options to be further considered in regards to the feasibility of the works required to ensure the sections of road conform to Main Roads WA requirements. It should be noted that any additional works to consider would need to consider the following items.

Items for consideration.

1. Majority of areas are within the restraints of existing 20 metre road reserves. Depending on the existing cross section of the road a maximum of 1-2 metres may only be achievable as a fill exercise.
2. The option of reducing the crest height has not been considered in the initial review. Most locations are rock situations that would without further investigation be a highly expensive works.
3. Land resumption and associated fencing replacement issues to achieve fill requirements.
4. Availability of large volume bulk earthwork requirements.
5. Service relocations.
6. Drainage considerations including new and upgraded works.

Additional survey and design information to accurately determine costs to undertake the required works will be required.

The survey plans showing the gradients will be presented at the meeting as are too large to be included within this report.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 6.4.1**

**For Council direction.**

## Appendices 1 – Main Roads Advice

### Neil Broadhurst

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**From:** HVSrouteassessments [HVSrouteassessments@mainroads.wa.gov.au]  
**Sent:** Wednesday, April 12, 2017 2:01 PM  
**To:** Neil Broadhurst  
**Subject:** Route Determination - Shire of Northampton - MWG - 5130013 5130036 5130051 5130017 5130033 5130218 5130052 5130018 5130012 - RAV Network 4 and Network 7 - Notification to Applicant

Good afternoon Neil

Thank you for your request to have Ajana East Rd, Ogilvie West Rd, Nolba Stock Route, Gill Rd, Rob Rd, Horrocks Rd, Sandy Gully Rd, Yallabatharra Rd and Swamp Rd in the Shire of Northampton assessed for RAV Network 4 and 7 access.

When assessing roads to be included in the RAV Network, the road must comply with the '[Standard Restricted Access Vehicle \(RAV\) Route Assessment Guidelines](#)' available on the Main Roads website.

Please see below outcomes:

#### Ajana East Rd 5130033

Not suitable for RAV 7 access due to;  
Non-compliant swept paths;  
Ajana East Rd westbound turning south on to North West Coastal Hwy.  
Ajana East Rd eastbound turning north on to driveway access at SLK 3.25.  
Driveway access at SLK 3.25 turning west on to Ajana East Rd.  
North West Coastal Hwy southbound turning east on to Ajana East Rd.

Non-compliant sight distance when looking west along Ajana East Rd from farm access at SLK 3.25. Current sight distance is 181m, guideline requirements are 382m. Road alignment is affecting sight distance.

#### Ogilvie West Rd 5130013

Not suitable for RAV 4 access due to;  
Non-compliant gradients at Straight Line Kilometer (SLK) 1.44 with a gradient of 7.3%, SLK 4.96 with a gradient of 7.0% and SLK 5.56 with a gradient of 7.4%. The maximum allowable gradient on a gravel road for a RAV 4 combination is 5%.  
Non-compliant sight distances;  
Looking south along North West Coastal Hwy from Ogilvie West Rd. Current sight distance 220m, guideline requirements are 422m. A crest on the road and vegetation are affecting the sight distance.  
Looking north along North West Coastal Hwy from Ogilvie West Rd. Current sight distance 260m, guideline requirements are 332m. Vegetation is affecting the sight distance.

#### Nolba Stock Route 5130036

Approved for RAV 4 access as a Low Volume Type A road with the below conditions;  
Maximum speed 60km/h  
Headlights must be switched on at all times.  
No operation on unsealed road segment when visibly wet, without road owner's approval.  
When travelling at night, the RAV must travel at a maximum speed of 40km/h and display amber flashing warning light on the prime mover.  
Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40)

#### Gill Rd 5130051

Not suitable for RAV 4 access due to;  
Non-compliant sight distance looking west along Mitchell Rd from Gill Rd. Current sight distance 295m, required sight distance 367m.

Non-compliant sight distance looking east along Mitchell Rd from Gill Rd. Current sight distance 305m, required sight distance 367m.

Non-compliant sight distance looking north along Sandy Gully Rd from Gill Rd. Current sight distance 150m, required sight distance 367m.

Non-compliant sight distance looking south along Sandy Gully Rd from Gill Rd. Current sight distance 270m, required sight distance 367m.

Non-compliant swept paths;

Gill Rd westbound turning south on to Northampton Kalbarri (Port Gregory Rd).

Gill Rd eastbound turning north on to Northampton Kalbarri (Port Gregory Rd).

Gill Rd eastbound turning south on to Sandy Gully Rd.

Sandy Gully Rd southbound turning west on to Gill Rd.

#### **Rob Rd 5130017**

Not suitable for RAV 4 access due to;

Non-compliant sight distance when looking north along Rob Rd from Rob Rd. Current sight distance 90m, required sight distance 367m. Vegetation clearing is required to improve sight distance to minimum requirement.

Non-compliant gradients at SLK 1.00 with a gradient of 7%, SLK 1.09 with a gradient of 14% & 5.2% on detour road, SLK 2.87 with a gradient of 5.5%, SLK 7.04 with a gradient of 6.4%, SLK 12.54 with a gradient of 6.0%. The maximum gradient allowable on an unsealed road is 5%.

#### **Horrocks Rd 5130218**

Not suitable for RAV 4 access due to;

Non-compliant sight distance looking east along Horrocks Rd from Farm driveway at SLK 11.69. Current sight distance 290m, requires a minimum of 367m. Road geometry is affecting the sight distance.

#### **Sandy Gully Rd 5130052**

Not suitable for RAV 4 access due to;

Non-compliant sweep paths

Sandy Gully Rd southbound turning west on to Northampton Kalbarri (Port Gregory Rd).

Northampton Kalbarri (Port Gregory Rd) eastbound turning north on to Sandy Gully Rd.

Gill Rd eastbound turning south on to Sandy Gully Rd.

Sandy Gully Rd southbound turning west on to Gill Rd.

Non-compliant sight distance when looking east along Rob Rd from Sandy Gully Rd. Current sight distance is 182m, required sight distance is 367m. Vegetation clearing is required to improve sight distance to minimum requirement.

#### **Swamp Rd 5130012**

Not suitable for RAV 4 access due to;

Non-compliant gradient of 11.5% at SLK 16.88. %. The maximum gradient allowable on an unsealed road is 5%.

#### **Yallabatharra Rd 5130018**

Not suitable for RAV 4 access due to;

Non-compliant gradients at SLK 8.66 with a 8.0% gradient and SLK 9.05 with a 9.4% gradient. %. The maximum gradient allowable on an unsealed road is 5%.

Please see the link below to the RAV Mapping Tool for Nolba Stock Route.

[HVS Network Map - Mainroads WA](#)

For RAV access to be considered, upgrades would be required to ensure the roads comply with "Guideline" requirements. Should any upgrades be carried out, it is recommended that they are carried out in consultation with Main Roads to ensure it is suitable to accommodate the requested vehicle combination. Any upgrades will then need to be re-assessed on completion to ensure they comply with the requirements.

If you have any queries please contact the Route Assessment Team at Heavy Vehicle Services.