

**TABLE OF CONTENTS**

4.1	OPENING	3
4.2	PRESENT	3
4.2.1	LEAVE OF ABSENCE	3
4.2.2	APOLOGIES	3
4.3	QUESTION TIME	3
4.4	DISCLOSURE OF INTEREST	4
4.5	CONFIRMATION OF MINUTES	4
4.5.1	CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 16 <sup>th</sup> MARCH 2018	4
4.5.2	BUSINESS ARISING FROM MINUTES	4
4.6	RECEIVAL OF MINUTES	4
4.7	WORKS & ENGINEERING REPORT	4
4.7.1	KALBARRI – RED BLUFF ROAD BEACH	4
	BEACH ACCESS FROM RAINBOW JUNGLE PARKING BAY (ITEM 7.1.1)	4
4.7.2	KALBARRI – HACKNEY STREET – RESERVE 38533 - COIN OPERATED LAUNDROMAT - WESFARMERS KLEENHEAT GAS REQUEST FOR USE OF RESERVE (ITEM 7.1.2)	5
4.8	FINANCE REPORT	5
4.8.1	ACCOUNTS FOR PAYMENT (ITEM 7.4.1)	5
4.8.2	MONTHLY FINANCIAL STATEMENTS – MARCH 2018 (ITEM 7.4.2)	6
4.8.3	BUDGET SUBMISSIONS 2018-2019 (ITEM 7.4.3)	6
4.9	ADMINISTRATION & CORPORATE REPORT	7
4.9.1	FISHING BOAT “SANTA BARBARA” (ITEM 7.5.3)	7
4.9.2	REVIEW OF DELEGATIONS AND POLICIES (ITEM 7.5.1)	8
4.9.3	PROPOSED LEASE OF PORTION OF RESERVE 52436 – M GROVE (ITEM 7.5.4)	11
4.9.4	REVIEW OF STRATEGIC COMMUNITY PLAN (ITEM 7.5.2)	11
4.9.6	ECO FLORA WATER BORE AND PIPELINE ACCESS (ITEM 7.5.5)	13
4.9.7	REVIEW OF CORPORATE BUSINESS PLAN AND LONG-TERM FINANCIAL PLAN (ITEM 7.5.6)	14
4.9.8	REVITALISING AGRICULTURAL REGION FREIGHT (ITEM 7.5.7)	14
4.10	SHIRE PRESIDENT’S REPORT	15
4.11	DEPUTY SHIRE PRESIDENT’S REPORT	15
4.12	COUNCILLORS’ REPORTS	16

---

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on  
20<sup>th</sup> April 2018**

---

4.1.2.1	CR HAY	16
4.1.2.2	CR SMITH	16
4.1.2.3	CR STEWART	16
4.1.3	INFORMATION BULLETIN	16
4.1.4	NEW ITEMS OF BUSINESS	16
4.1.5	NEXT MEETING OF COUNCIL	17
4.1.6	CLOSURE	17

**4.1 OPENING**

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

**4.2 PRESENT**

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr Stock-Standen		Northampton Ward
Cr T Carson		Northampton Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr P Stewart		Kalbarri Ward
Cr S Smith		Kalbarri Ward
Mr Garry Keefe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works	
Mrs Deb Carson	Planning Officer	

**4.2.1 LEAVE OF ABSENCE**

Cr Pike

**4.2.2 APOLOGIES**

Nil

**4.3 QUESTION TIME**

Mr Mark Grove addressed Council and asked why at question time he can ask a question, but he doesn't get that opportunity during the Council Meeting and during the relevant Agenda Item.

The President advised Mr Grove that this is the correct process of Council and applies to all members of the gallery and is not case specific.

**4.4 DISCLOSURE OF INTEREST**

Cr Krakouer declared a financial interest in item 7.5.4 as he has a financial interest in a business of a similar nature and may incur a gain or loss from the decision of Council.

**4.5 CONFIRMATION OF MINUTES**

**4.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 16<sup>th</sup> MARCH 2018**

Moved Cr Suckling seconded Cr Krakouer

That the minutes of the Ordinary Meeting of Council held on the 16<sup>th</sup> March 2018 be confirmed as a true and correct record subject to the following changes:

- Item 3.2.2. Councillor Stock-Standen submitted her apologies for the March meeting, which was not notated.

CARRIED 8/0

**4.5.2 BUSINESS ARISING FROM MINUTES**

Nil

**4.6 RECEIVAL OF MINUTES**

Nil

**4.7 WORKS & ENGINEERING REPORT**

**4.7.1 KALBARRI – RED BLUFF ROAD BEACH  
BEACH ACCESS FROM RAINBOW JUNGLE PARKING BAY (ITEM 7.1.1)**

Moved Cr HAY, seconded Cr STEWART

That Council direct staff to seek quotes for the installation of post and panel steps for beach access from the Rainbow Jungle Parking Bay, for further consideration within the draft 2018/19 Budget.

CARRIED 7/1

4.7.2 KALBARRI – HACKNEY STREET – RESERVE 38533 - COIN OPERATED  
LAUNDROMAT - WESFARMERS KLEENHEAT GAS REQUEST FOR USE  
OF RESERVE (ITEM 7.1.2)

Moved Cr SUCKLING, seconded Cr HAY

That Council not approve the installation of traffic bollards within the area of Reserve 38533 for private infrastructure protection, as per the request from Wesfarmers Kleenheat Pty Ltd dated 22<sup>nd</sup> March 2018.

TIED VOTE 4/4

Being a tied vote, the President Cr Simkin exercised his casting vote and voted against the motion.

MOTION LOST 4/5

Moved Cr STOCK-STANDEN, seconded Cr KRAKOUER

That Council approves the request of the applicant to install four bollards within the area of the Reserve 38533, with the bollard type to be as per the specifications required by Kleenheat Gas for the protection of the gas bottles.

CARRIED 8/0

Mr Neil Broadhurst departed the meeting at 1.29pm.

#### **4.8 FINANCE REPORT**

4.8.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr STOCK-STANDEN, seconded Cr SIMKIN

That Municipal Fund Cheques 21410 to 21425 inclusive totalling \$63,329.22, Municipal EFT payments numbered EFT17631 to EFT17742 inclusive totalling \$768,965.91, Trust Fund Cheques 2314 to 2320, totalling \$2,456.25, Direct Debit payments numbered GJ0903 to GJ0910 inclusive totalling \$239,572.39 be passed for payment and the items therein be declared authorised expenditure

CARRIED BY AN ABSOLUTE MAJORITY 8/0

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on**  
**20<sup>th</sup> April 2018**

---

4.8.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2018 (ITEM 7.4.2)

Moved Cr STEWART, seconded Cr CARSON

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

CARRIED 8/0

4.8.3 BUDGET SUBMISSIONS 2018-2019 (ITEM 7.4.3)

Moved Cr STOCK STANDEN, seconded Cr CARSON

That Council list the St John Ambulance Northampton request for \$2,750, being for defibrillator pads and batteries, for further consideration within the draft 2018/19 Budget.

MOTION LOST 3/5

Moved Cr CARSON, seconded Cr KRAKOUER

Based upon the quotes received, that Council not list the solar panel project, being for the Kalbarri Sport and Rec building, within the draft 2018/19 Budget.

CARRIED 7/1

Cr Smith voted against the motion

Moved Cr SIMKIN, seconded Cr HAY

That Council defers a decision regarding the RSL Hall budget request, and direct Shire staff to source further quotes for guttering and tree removal, for further consideration at the May Ordinary Meeting of Council.

CARRIED 8/0

Moved Cr STEWART, seconded CR SUCKLING

That Council does not support the request from Veterans of WA for \$1,000-\$2,000, and therefore does not list the project for further consideration within the draft 2018/19 Budget.

CARRIED 8/0

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on**  
**20<sup>th</sup> April 2018**

---

Moved Cr SMITH, seconded Cr STEWART

That Council list the following for further consideration within the draft 2018/19 Budget:

- Kalbarri Visitor Centre - \$35,000 operating grant
- Kalbarri Visitor Centre (specified area rate) - \$30,000 for Nature's Playground promotions and marketing
- Abri Vossos Olhos - \$10,000 to be used towards production of a doco-fictional film featuring Kalbarri and Northampton
- Northampton Lions Club - \$10,000 purchase of 20 mobile alerts
- Northampton Botanic Line - \$1,500 – establishment of an avenue of trees
- Northampton Community Centre - \$28,000 – being for a 4-year loan for gym equipment

CARRIED 8/0

Mr Grant Middleton departed the meeting at 2.02pm, returning at 2.03pm.

Mrs Hayley Williams entered the meeting at 2.03pm.

<b>4.9 ADMINISTRATION &amp; CORPORATE REPORT</b>
--

4.9.1 FISHING BOAT "SANTA BARBARA" (ITEM 7.5.3)
---

Moved Cr CARSON, seconded Cr STEWART

That Council:

1. Not approve the refurbishment of the boat on the Kalbarri Foreshore/Council land and that these refurbishments to be undertaken in the Light Industrial Area only;
2. Requires that when the boat is removed that it is taken immediately to the Light Industrial Area;
3. Does not support the proposed location at the Kalbarri Northern Boat Ramp;
4. Undertakes a site inspection of potential locations at the June Council meeting; and
5. Undertakes the preparation of a Local Structure Plan for the Anchorage A1 Precinct.

CARRIED 8/0

Mrs Hayley Williams departed the meeting at 2.22pm

---

4.9.2 REVIEW OF DELEGATIONS AND POLICIES (ITEM 7.5.1)
---

Moved Cr SUCKLING, seconded Cr STEWART

1. That all current delegations as reviewed to remain in force.
2. That delegation W05 – Licence to Deposit Materials on or Excavate Adjacent to a Street, be deleted as the Local Government Act (Miscellaneous Provision) 1960 relating to this subject has been repealed.
3. That Policy 2.3 Purchasing Policy and Tender Guide Purchasing Policy be amended as per the following:
  - i) To include the following table in regard to what limit certain officers can purchase goods: Up to \$5,000 Administration Officer Up to \$20,000 Mechanic & Leading Hands Up to \$50,000 CEO, Deputy CEO, Manager for Works, Planner & Principal EHO/Building Surveyor Up to \$150,000 CEO, Deputy CEO & Manager for Works
  - ii) That the existing policy for goods to be purchased between the values of \$20,000 to \$149,999 be amended to require two written quotes and not three due to the difficulty in obtaining three quotes for certain works within the shire.
4. That Policy 4.15, Employee Long Service Recognition be amended to include payments for 25 years' service of \$700 and for 35 years' service of \$1,200 and that designated Senior Staff (including the Environmental Health Officer) not be entitled to the payment as they receive other benefits as part of their salary package.
5. That Policy's 7.1 Attendance at Bush Fire Advisory Meetings, 10.5 Kalbarri Marquee and 10.8 Residential Verge Side Rubbish Collection be deleted as are now obsolete.
6. That the new policy for the recovery of Rate and Sundry Debtors recovery as per the following wording be adopted:

To assist in the timely and effective collection of debts the following shall be the process for the recovery of monies owing to the Shire of Northampton.



**POLICY STATEMENT/S:**

**RATES**

**1. Rate Notices**

Rate Notices shall be sent out to all ratepayers as soon as possible after the budget has been set, or in the case of interim rates, as soon as possible after a revaluation has been received. Instalment Notices are to be sent at the specified dates.

**2. Issue Final Notice – 14 Days After Due Date**

A Final Notice is to be issued for all rates/charges remaining outstanding 14 days after the due date, (apart from those ratepayers who have opted to pay by instalments or special arrangement). Letter-advising ratepayers of applicable interest charges on the outstanding amounts should be issued in lieu of a final notice.

**3. 14 Days after Final Notice – Notice of Intent to Summons**

If payment not received within 14 days of final notice being issued, (allowing for postal delays), a Notice of Intent to Summons is to be issued, allowing 14 days for payment of the account, prior to commencement of legal action. Debtors who have made an arrangement to pay - A Notice of Intent to Summons is to be issued 14 days after the default of an arrangement to pay.

**4. Authority to Undertake Legal Action**

The Chief Executive Officer is authorised to undertake legal action for the recovery of all current and arrears rates and charges remaining outstanding 14 days after the date of issue of the Notice of Intent to Summons (in note 4 above). Discretion is to be exercised on the amount owed and/or term outstanding when initiating such legal action.

**5. Form of Legal Action**

Legal Action for debts may be either through the Local Court, by Council Solicitors or any Commercial Debt Collection Agencies with the CEO's approval.

**6. Sale of Land**

The Chief Executive Officer is to bring to the Council's attention, any rates which remain unpaid for a period of three years for: -

- i) A determination on taking possession, or
- ii) Selling the land for the recovery of rates in accordance with the provisions of the Local Government Act 1995.
- iii) Or alternatively, placing a caveat against the land to secure Council's interest.

**7. Other Considerations**

The Council would need to consider the following issues when determining whether to sell land for outstanding rates: -

- i) Whether the cost to recover the rates or transfer the land outweighs the amount outstanding,
- ii) Whether it would be more cost effective to caveat the land rather than take possession.

**SUNDRY DEBTORS**

**1. Initial Invoice**

An invoice should be sent as soon as possible after the debt has been incurred.

**2. Statement Issued at End of Month**

Statements for all amounts outstanding should be issued at the end of each month.

**3. After One Month - Second Statement and Letter of Demand**

Sundry debtors should be sent a first statement at month's end, then a final account one month later. The second account is to be accompanied by a letter pointing out that if money is not paid, or reasons given why it cannot be paid within 14 days, legal action will be proceeded with in accordance with sections 4, 5 and 6 of the Rate Collection Policy.

Exceptions are employees who have arranged to have payments deducted from wages or salaries.

7. That all current policies as reviewed remain in force.

CARRIED 8/0

---

4.9.3	PROPOSED LEASE OF PORTION OF RESERVE 52436 – M GROVE (ITEM 7.5.4)
-------	--

Cr Krakouer departed the meeting at 2.33pm.

Moved Cr SUCKLING, seconded Cr STEWART

That Council:

1. Approves of the lease area as per survey plan contained within the Agenda Item 7.5.4;
2. Adopts an annual rent of \$12,500 (exclusive of GST) for lease of 628m<sup>2</sup> of portion of Reserve 52436 and advertise the proposal as per the requirements of the Local Government Act 1995 and associated Regulations; and
3. If no submissions are received, then the CEO be directed to progress with entering into a lease agreement with the proponent, Mr Grove.

CARRIED 7/0

Cr Krakouer returned to the meeting at 2.38pm

4.9.4	REVIEW OF STRATEGIC COMMUNITY PLAN (ITEM 7.5.2)
-------	---

Moved Cr STEWART, seconded Cr SMITH

That Council amends the 2016-2026 Community Strategic Plan as per the following:

**ACTIONS FOR DELETION**

Strategy - Economy & Marketing

1. Delete Action 1.3.1 – advocate for TAFE courses at regional centres as no requests have been made from the community. TAFE will primarily run courses at their Geraldton premises.

Strategy - Environment

2. Delete Action 2.2.2 - "no go zones" in coastal areas as none received and does not seem to be a community priority. Individual requests can be considered by the Council on its merit.
3. Delete Action 2.2.6 – Development of camping areas at Lucky Bay, as this has now been achieved.
4. Delete Action 2.3.3 – Promote environmentally friendly building initiatives, as this is now legislated under the Building Act of Australia.

Strategy - Infrastructure

5. Delete Action 3.2.3 – Implement a framework to prioritise road works, Council's current practice to list priority road works within the Corporate Business Plan is considered to be effective in maintaining and improving our road network.
6. Delete Action 3.2.4 – Increase parking capacity throughout towns. The Corporate Business Plan has identified car parks that are to be further developed.
7. Amend Action 3.3.3 - Examine the viability to establish alternative marine facilities - incorporate Boat Launching facilities.
8. Delete Action 3.4.1 – Advocate for power requirements, with the Kalbarri micro grid now being progressed by the State Government consider this action has been achieved.
9. Delete 3.5.1 – Develop sporting assets register and plan for the next 20 years. Council has undertaken extensive improvements to key sporting facilities and infrastructure and future projects are included in Council's Corporate Business Plan.

Social and Community

10. Delete Action 4.2.1 – Support Visitor Centres and volunteer groups to stage events. Council has existing Policies to support community groups who hold events and this is considered sufficient.

11. Delete Action 4.5.1 – Develop regular forums for community groups. As this has not been a request of Council to any great degree, it is considered that the action no longer be required.

Organisational

12. Delete Action 5.2.3 – Mobile Library Service, survey was undertaken with little interest shown, not called upon by the community and if the call comes at a later date it can be re-implemented.

CARRIED 8/0

ADJOURNMENT

Council adjourned at 2.57pm.

Meeting reconvened at 3:08pm with the following in attendance:

Cr Simkin, Cr Krakouer, Cr Stock-Standen, Cr Carson, Cr Suckling, Cr Hay, Cr Smith, Cr Stewart, Garry Keeffe, Grant Middleton and Debbie Carson.

4.9.6 ECO FLORA WATER BORE AND PIPELINE ACCESS (ITEM 7.5.5)
---

Mr Grant Middleton departed the meeting at 3.13pm, returning at 3.16pm.

Mr Neil Broadhurst entered the meeting at 3.16pm.

Moved Cr STEWART, seconded Cr SUCKLING

That Council:

1. Enter into an “Access Licence Agreement” with Allsage Pty Ltd and Mr Ron Clarke to allow access to Council operated bores and associated pipelines, for the extraction and supply of water to the Eco Flora and Capital Hill parklands.
2. Offer to pay an annual rent of \$500 to each party with agreements.
3. Advise the licensors that Council requires the annual rent to be increased by the CPI (Perth) March quarter, not 4% as requested.

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on  
20<sup>th</sup> April 2018**

---

4. That a ten year term with a ten year renewal option be agreed as requested.
5. Clause 3.2 be amended to include repairs/maintenance to access roads and surrounding land as requested.
6. Clause 5(c)(ii) be amended to include the wording "draw water as per the conditions of the water withdrawing licence as issued by the Department of Water as per the provisions of the *Rights in Water Irrigation Act 1914*."
7. Clauses 11.2, 11.5 be amended with the deletion of notices by facsimile.
8. Clause 12 be amended with all costs associated with the preparation and registration of the access agreement being the responsibility of Council.

CARRIED 8/0

Mr Neil Broadhurst departed the meeting at 3.25pm

4.9.7	REVIEW OF CORPORATE BUSINESS PLAN AND LONG-TERM FINANCIAL PLAN (ITEM 7.5.6)
-------	---

Moved Cr SIMKIN, seconded Cr SMITH

That Council holds a Special Meeting of Council to review the Corporate Business Plan and Long Term Financial Plan on Friday 4th May 2018 commencing at 1.00pm.

CARRIED 8/0

4.9.8	REVITALISING AGRICULTURAL REGION FREIGHT (ITEM 7.5.7)
-------	---

Moved Cr KRAKOUER, seconded Cr STEWART

That Council respond to the Department of Primary Industries & Regional Development as per the following:

Q1 Commodity Supply chains are the grain, stock, mining and general freight industry with the primary route being the North West Coastal Highway with local feeder roads. There are also two off rail CBH facilities that require all transport of grain from these facilities on the NWCH.

Q2 No comment by Council.

---

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on  
20<sup>th</sup> April 2018**

---

- Q3 Main infrastructure constraint is the route through the Northampton townsite, by-pass for heavy vehicles is required.
- Also need for the NWCH and freight route from Northampton to Dongara to be pursued to allow 53.5m road trains to travel from Carnarvon to Muchea (Perth).
- Q4 No comment by Council.
- Q5 The priority for the six objectives for the RARF Project be as per the following:
1. Connected and continuous supply chains
  2. Improved road safety
  3. Improved transport efficiency
  4. Regional economic growth
  5. Optimised infrastructure and policy environment
  6. Seamless modal integration
- Q6 Increase in lime sands as being used in farming production more often than previously.
- Q7 Changes to truck/trailer design progression to allow heavier loads etc.
- Q8 No other opportunities known.
- Q9 No data or publications available.
- Q 10 For all future road improvements both state and federal government to ensure funding is secured for future road projects including the purchase of private land for future routes.

CARRIED 8/0

<b>4.10 SHIRE PRESIDENT'S REPORT</b>
--------------------------------------

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

- 6/4/2018 Joe Hollomby Scholarship Ceremony event  
12/4/2018 Regional Road Group meeting  
12/4/2018 Graduation ceremony of Geraldton Universities Centre

<b>4.11 DEPUTY SHIRE PRESIDENT'S REPORT</b>
---

Nil

---

**4.12 COUNCILLORS' REPORTS**

**4.1.2.1 CR HAY**

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

28/3/2018      Tourism Council Meeting at Edge Resort

**4.1.2.2 CR SMITH**

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

28/3/2018      Tourism Council Meeting at Edge Resort

10/4/2018      Kalbarri Visitor Centre Meeting

11/4/2018      Regional Health meeting in Kalbarri

**4.1.2.3 CR STEWART**

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

23/4/2018      Kalbarri Development Association meeting

28/3/2018      Tourism Council Meeting at Edge Resort

**4.13 INFORMATION BULLETIN**

Noted

**4.14 NEW ITEMS OF BUSINESS**

The Chief Executive Officer questioned Councillors as to whether they would prefer to receive the Information Bulletin items via email, rather than with the Agenda on a monthly basis.

Moved Cr CARSON, seconded Cr SMITH

That Council amend the Agenda to remove the Information Bulletin Item, with staff to send such information to Councillors as it is received.

CARRIED 8/0



**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on  
20<sup>th</sup> April 2018**

---

**4.15 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday the 18<sup>th</sup> May 2018 commencing at 1.00pm at the Council Chambers, Hampton Road, Northampton.

**4.16 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.54pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 16 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 18<sup>TH</sup> MAY 2018

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

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