



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 15th June 2018 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

- 11.30am – Council to inspect areas along foreshore for possible location of the boat “Santa Barbara”. Councillors to meet at the Allen Centre.
- 3.00pm – Citizenship Ceremony for Shonna Tai-Berg

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read "Garry L Keeffe".

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

8th June 2018



~ Agenda ~

15th June 2018

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire Council will be held on Friday 15th June 2018, at the Allen Centre, Kalbarri commencing at 1.00pm.

**GARRY KEEFFE
CHIEF EXECUTIVE OFFICER**

8th June 2018

SHIRE OF NORTHAMPTON

DISCLAIMER

No responsibility whatsoever is implied or accepted by the **Shire of Northampton** for any act, omission, statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The **Shire of Northampton** disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council/Committee meetings, discussions or any decision recorded in the unconfirmed minutes of Council or Committee's of Council. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that persons or legal entity's own risk.

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 8th June 2018

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

**AGENDA
ORDINARY MEETING OF COUNCIL
15 June 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.

5. CONFIRMATION OF MINUTES

- 5.1 Ordinary Meeting of Council – 18th May 2018

6. RECEIVAL OF MINUTES

7. REPORTS

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

8. COUNCILLORS & DELEGATES REPORTS

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

9. NEW ITEMS OF BUSINESS FOR DECISION

10. NEXT MEETING

11. CLOSURE

TABLE OF CONTENTS

5.1	OPENING	3
5.2	PRESENT	3
5.2.1	LEAVE OF ABSENCE	3
5.2.2	APOLOGIES	3
5.3	QUESTION TIME	3
5.4	DISCLOSURE OF INTEREST	4
5.5	CONFIRMATION OF MINUTES	4
5.5.1	CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 20 TH APRIL 2018	4
5.5.2	CONFIRMATION OF MINUTES – SPECIAL MEETING OF COUNCIL 4 TH MAY 2018	4
5.5.3	BUSINESS ARISING FROM MINUTES	4
5.6	RECEIVAL OF MINUTES	5
5.6.1	ANNUAL BUSH FIRE ADVISORY COMMITTEE MEETING 18 TH APRIL 2018	5
5.7	WORKS & ENGINEERING REPORT	5
5.7.1	NORTHAMPTON – STORM EVENT 4 TH MARCH 2018 - CLEANUP AND ASSOCIATED WORKS/COSTS (ITEM 7.1.1)	5
5.7.2	KALBARRI – MURCHISON HOUSE ACCESS ROAD – CONDITION OF ROAD (ITEM 7.1.2)	5
5.8	TOWN PLANNING REPORT	6
5.8.1	PROPOSED HOLIDAY HOUSE – LOT 256 (NO. 6) HASLEBY STREET, KALBARRI (ITEM 7.3.1)	6
5.8.2	REVOCAION OF LOCAL PLANNING POLICIES (ITEM 7.3.2)	8
5.9	FINANCE REPORT	9
5.9.1	ACCOUNTS FOR PAYMENT (ITEM 7.4.1)	9
5.9.2	MONTHLY FINANCIAL STATEMENTS – APRIL 2018 (ITEM 7.4.2)	9
4.8.3	BUDGET SUBMISSIONS 2018-2019 (ITEM 7.4.3)	9
5.9	ADMINISTRATION & CORPORATE REPORT	10
5.9.1	CORPORATE BUSINESS PLAN (ITEM 7.5.1)	10
5.9.2	LOCAL GOVERNMENT WEEK CONFERENCE 2018 (ITEM 7.5.2)	10
5.9.3	SALARIES & ALLOWANCES TRIBUNAL REVIEW DECISION (ITEM 7.5.3)	11
5.9.4	NON-PAYMENT OF RATES – LOT 7 HAMPTON ROAD, NORTHAMPTON (ITEM 7.5.4)	11
5.9.5	LEASE RENEWAL – KALBARRI GOLF & BOWLING CLUB (ITEM 7.5.5)	11

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018**

5.9.6	REVISED MARKET ANNUAL RENT – LOT 588 GREY STREET, KALBARRI (ITEM 7.5.6)	12
5.9.7	LOWER KITCHEN USE CHANGE – NORTHAMPTON COMMUNITY CENTRE (ITEM 7.5.7)	12
5.9.8	INVITATION TO PARTICIPATE IN HOLIDAY GUIDE 2019 (ITEM 7.5.8)	12
5.9.9	PROPOSED LEASE OF PORTION OF RESERVE 52436 – M GROVE (ITEM 7.5.9)	12
5.9.10	BUDGET REQUEST – KALBARRI SPORT & RECREATION CLUB (ITEM 7.5.10)	13
5.10	SHIRE PRESIDENT'S REPORT	13
5.11	DEPUTY SHIRE PRESIDENT'S REPORT	13
5.12	COUNCILLORS' REPORTS	14
5.12.1	CR SMITH	14
5.13	NEW ITEMS OF BUSINESS	14
5.14	NEXT MEETING OF COUNCIL	14
5.15	CLOSURE	14

5.1 OPENING

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

5.2 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 S Smith		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works	
Mrs Deb Carson	Planning Officer	

5.2.1 LEAVE OF ABSENCE

Cr Pike

5.2.2 APOLOGIES

Nil

5.3 QUESTION TIME

Mr Adrian Bennett, the owner of multiple land titles along Port Gregory Road, Sandy Gully, whom currently has a subdivision application before the Western Australian Planning Commission, addressed Council. Mr Bennett asked Council whether they would reconsider their decision in relation to the proposed rationalisation of boundaries of his general rural lots. Mr Bennett advised Council that currently there are only 5 lots that are under 20 hectares in size and he wants to create 6 titles that will be over 45 hectares in size each. Mr Bennett suggested that there were omissions in the agenda report that was presented to Council. Mr Garry Keeffe advised that the Council had been guided by the appropriate planning policies in relation to the matter, and Cr Simkin advised that Council had already made a determination, and that Council would now need to wait until they had received formal advice from the WAPC, before making any further decisions on the matter, if required.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

5.4 DISCLOSURE OF INTEREST

Nil

5.5 CONFIRMATION OF MINUTES

5.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 20TH APRIL 2018

Moved Cr SUCKLING, seconded Cr STOCK-STANDEN

That the minutes of the Ordinary Meeting of Council held on the 20th April 2018 be confirmed as a true and correct record.

CARRIED 7/0

5.5.2 CONFIRMATION OF MINUTES – SPECIAL MEETING OF COUNCIL 4TH MAY 2018

Moved Cr HAY, seconded Cr KRAKOUER

That the minutes of the Special Meeting of Council held on the 4th May 2018 be confirmed as a true and correct record.

CARRIED 7/0

5.5.3 BUSINESS ARISING FROM MINUTES

- Minute 4.9.6 - Mr Garry Keeffe advised that Mr B Rourke has provided a response to the proposed lease agreement, requiring that the lease be \$1,000 per year as it is considered to be a community benefit. Council will need to determine if they will agree to the proposed fee of \$1,000 per Access License Agreement.

MOVED Cr CARSON, seconded Cr SMITH

That Council agree to pay the annual rent of \$1,000 per Access License Agreement to 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.

CARRIED 7/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

5.6 RECEIVAL OF MINUTES

5.6.1 ANNUAL BUSH FIRE ADVISORY COMMITTEE MEETING 18TH APRIL 2018

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That the minutes of the Annual Bush Fire Advisory Committee be received.

CARRIED 7/0

Moved Cr SUCKLING, seconded Cr SIMKIN

That the following changes be adopted for 2018/2019 as recommended by the Bush Fire Advisory Committee:

1. Appoint the following:

Mr Len Simmons as Deputy Chief Bush Fire Control Officer – North
Mr Michael Morris as Deputy Chief Bush Fire Control Officer – South

2. Implement the following restricted and prohibited burning times:

Restricted Period	1/09/2018 – 14/10/2018
Prohibited Burning	15/10/2018 – 1/03/2019
Restricted Burning	2/03/2019 – 15/04/2019

CARRIED 7/0

5.7 WORKS & ENGINEERING REPORT

5.7.1 NORTHAMPTON – STORM EVENT 4TH MARCH 2018 - CLEANUP AND ASSOCIATED WORKS/COSTS (ITEM 7.1.1)

Noted

5.7.2 KALBARRI – MURCHISON HOUSE ACCESS ROAD – CONDITION OF ROAD (ITEM 7.1.2)

Moved Cr KRAKOUER seconded Cr SMITH

1. That 1,000m³ of gravel be carted and stockpiled for patching works to the value of \$20,000, and that this be funded from the surplus from the Kalbarri Sport and Recreation Centre carpark project and be declared as authorised expenditure; and

2. That Council list for consideration the upgrade of the remaining 3.45km (less patching works to be done) in the Draft 2018/19 Budget.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Mr Neil Broadhurst departed the meeting at 1.32pm.

5.8 TOWN PLANNING REPORT

5.8.1 PROPOSED HOLIDAY HOUSE – LOT 256 (NO. 6) HASLEBY STREET, KALBARRI (ITEM 7.3.1)

Moved Cr HAY, seconded Cr SUCKLING

That Council grant development approval to the proposed use of a 'Holiday House' upon Lot 256 (No. 6) Hasleby Street, Kalbarri subject to the following conditions:

1. Development/use shall be in accordance with the attached approved plan(s) and documents dated 18 May 2018 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. The "Holiday House" shall be limited to a maximum of 8 guests (excluding infants) at any one time;
4. The overnight parking of vehicles on Lot 256 (No. 6) Hasleby Street, Kalbarri shall be limited to three (3) vehicles, inclusive of boat trailers;
5. All parking of vehicles (including boats and trailers) associated with the guests is to be provided for within the property boundary, and the street verge area is to be kept free of such vehicles;
6. The "Holiday House" is to be used for short stay accommodation only, with a maximum stay of 3 months occupancy per annum by any single tenant.
7. Any lighting installed on the building, yard areas or car parking areas shall be modified such that:

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018**

- (a) all illumination is confined within the boundaries of the property;
and
 - (b) there shall not be any glare nuisance caused to adjoining residents or passing traffic, to the approval of the local government;
8. Screening along the southern portion of the western side of the balcony area, as marked in RED on the attached approved plan(s) dated 18 May 2018 shall be implemented and shall comply with the requirements of the State Planning Policy 3.1 - Residential Design Codes. The screening shall be designed, installed and maintained such that the screening is permanently fixed, and limited to a maximum 50% visual permeability;
9. Only that building identified on the attached approved plan(s), dated 18 May 2018, shall be used for the purpose of providing short-term holiday accommodation, and the approved use shall not extend to any other buildings or land within the lot without further application being made to the local government for consideration and approval;
10. The Applicant shall prepare and implement a Complaints Handling Procedure in accordance with the Holiday Rental Industry Australia's Holiday and Short Term Rental Code of Conduct, and which shall include a Noise Management Procedure, to the approval of the local government. Complaints that are received by the Applicant shall be recorded in a complaints register, with this register to be made available to the local government upon their request.
11. The Applicant shall take reasonable steps to ensure that their contact details are made available to adjacent landowners, to the approval of the local government;
12. The Applicant shall maintain a local point of contact/manager within Kalbarri that can respond to instances where there is a noise or other complaint, with contact of that person being triggered by the approved Complaints and/or Noise Management Procedures;
13. The Applicant shall remove all references to 4 Hasleby Street that is contained within existing guest information, and replace that wording with a blanket trespassing warning that applies to neighbouring properties.
14. The Shire of Northampton reserves the right to revoke this "Holiday House" approval, or require appropriate measures to be taken, in the event that:
- (a) excessive noise or behaviour complaints are received; AND
-

- (b) the local government determines that such complaints have been insufficiently managed or dealt with by the applicant (for example, that the Complaint and Noise Management Plan has not been enacted if a genuine complaint is made to the applicant); and

15. Any domestic rubbish that is in addition to, and exceeds the capacity of, the existing bins outside of collection days, shall be removed and transferred to the Kalbarri Rubbish Tip, to be arranged by the Applicant at their own expense.

Advice Notes

Note 1. With regard to Condition No. 9, the Applicant is advised that no caravans, camper trailers or tents are allowed to accommodate additional guests on-site in excess of the maximum number of guest allowed at Condition No. 3.

Note 2. With regard to Condition No. 6, the Applicant is advised that should the Applicant wish to revert the "Holiday House" use back to permanent residential accommodation, whereby persons can reside for longer than 3 months, they shall be required to lodge an Application for Development Approval with the local government to initiate that change of use.

Note 3. With regard to Condition No.'s 3, 4 and 9, it is advised that these conditions apply only to commercial guest use and does not apply to private use of the property by the owners.

Note 4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED 7/0

5.8.2 REVOCATION OF LOCAL PLANNING POLICIES (ITEM 7.3.2)
--

Moved Cr SMITH, seconded Cr SUCKLING

That Council, pursuant to Schedule 2, Part 2 of the "Deemed Provisions" of the Planning and Development (Local Planning Schemes) Regulations 2015, prepares a Notice of Revocation for the following Local Planning Policies:

- Construction of Barn style Sheds and Prefabricated Structures; and
- Relocated dwellings and Second-hand Cladding Materials.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

With the Notice of Revocation to be published in the Geraldton Guardian in accordance with the Regulations, and also upon the Shire's website and at the Kalbarri and Northampton Offices.

CARRIED 7/0

5.9 FINANCE REPORT

5.9.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr STOCK-STANDEN, seconded Cr CARSON

That Municipal Fund Cheques 21426 to 21448 inclusive totalling \$85,662.42, Municipal EFT payments numbered EFT17743 to EFT17881 inclusive totalling \$544,041.70, Trust Fund Cheques 2321 to 2322, totalling \$400.00, Direct Debit payments numbered GJ1003 to GJ1009 inclusive totalling \$222,567.60 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.9.2 MONTHLY FINANCIAL STATEMENTS – APRIL 2018 (ITEM 7.4.2)
--

Moved Cr KRAKOUER, seconded Cr HAY

That Council adopts the Monthly Financial Report for the period ending 30 April 2018.

CARRIED 7/0

4.8.3 BUDGET SUBMISSIONS 2018-2019 (ITEM 7.4.3)

Moved Cr SUCKLING, seconded Cr SMITH

That Council lists for consideration the following projects within the Draft 2018/19 Budget:

- Northampton Visitor Centre - \$25,000 being for their annual operating grant;
- Northampton Community Centre - \$4,000 being for retiling of downstairs changeroom floor tiles; and

- Northampton Community Centre – 1/3 of the cost of Option 1 (\$13,500) south netball and basketball courts resurfacing (with NCC to be advised that they will be required to lodge a CSRFF grant application and contribute 1/3 of the funds towards the project)

CARRIED 7/0

5.9 ADMINISTRATION & CORPORATE REPORT
--

5.9.1 CORPORATE BUSINESS PLAN (ITEM 7.5.1)

Moved Cr CARSON, seconded Cr HAY

That Council adopts the revised Corporate Business Plan as per the review undertaken 4 May 2018 incorporating the following changes:

1. That the following roadworks be deferred from 2019/20 to 2020/21

Browne Boulevard	reseal	\$16,500
Castaway Street	reseal	\$15,000
Mortimer Street	reconstruct, drainage	\$66,000
George Grey Drive	reseal	\$121,000

2. That the resealing of the Balla Whelarra Road be deferred from 2021/23 to 2022/23.

CARRIED 7/0

5.9.2 LOCAL GOVERNMENT WEEK CONFERENCE 2018 (ITEM 7.5.2)

Moved Cr SUCKLING, seconded Cr SIMKIN

That Cr's Simkin, Krakouer, Hay, Smith and the CEO attend the 2018 WA Local Government Convention.

CARRIED 7/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

5.9.3 SALARIES & ALLOWANCES TRIBUNAL REVIEW DECISION (ITEM 7.5.3)

Moved Cr SUCKLING, seconded Cr KRAKOUER

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

Per meeting fee

Council meetings	\$200
President	\$400

Council committee meetings

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

President Annual Allowance	\$12,000
Deputy President Annual Allowance	\$2,500

CARRIED 7/0

Mr Grant Middleton departed the meeting at 2.20pm, returning at 2.22pm.

5.9.4 NON-PAYMENT OF RATES – LOT 7 HAMPTON ROAD, NORTHAMPTON (ITEM 7.5.4)

Moved Cr SIMKIN, seconded Cr SMITH

1. That Council request Mr Tomelty to provide an update on his approach to his financial institution to fully pay the outstanding rate debt, as previously discussed with Councillors Simkin, Stock-Standen and Suckling; and
2. That the weekly rates repayment be increased to \$300/week and must be paid each week and not fall in arrears, with the situation to be reviewed in 6 months.

CARRIED 7/0

5.9.5 LEASE RENEWAL – KALBARRI GOLF & BOWLING CLUB (ITEM 7.5.5)

Moved Cr SUCKLING, seconded Cr KRAKOUER

That Council renew the existing lease on Reserve 30953 to the Kalbarri Golf and Bowling Club Inc for a further term of 21 years.

CARRIED 7/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

**5.9.6 REVISED MARKET ANNUAL RENT – LOT 588 GREY STREET, KALBARRI
(ITEM 7.5.6)**

Moved Cr CARSON, seconded Cr SUCKLING

That Council adopt the Annual Market Rental Valuation of \$21,440 per annum for Lot 588 Grey Street, Kalbarri.

CARRIED 7/0

**5.9.7 LOWER KITCHEN USE CHANGE – NORTHAMPTON COMMUNITY
CENTRE (ITEM 7.5.7)**

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council approve of the changes to the lower kitchen of the Northampton Community Centre for the use as a storage room for sporting bodies as requested by the Northampton Community Centre Inc.

CARRIED 7/0

5.9.8 INVITATION TO PARTICIPATE IN HOLIDAY GUIDE 2019 (ITEM 7.5.8)

Moved Cr STOCK-STANDEN, seconded Cr SMITH

That Council list for consideration within the 2018/19 Budget a provision of \$3,300 for tourism promotion in the Kalbarri Holiday Guide 2019, and if approved the provision to continue for future budgets.

CARRIED 7/0

**5.9.9 PROPOSED LEASE OF PORTION OF RESERVE 52436 – M GROVE (ITEM
7.5.9)**

Moved Cr CARSON, seconded Cr SMITH

That Council approve:

1. The term of the lease for a portion of Crown Reserve 52436 to Mr Mark Grove to be ten (10) years, with an option to extend for a further ten (10) years; and

2. A clause be included within the lease requiring the lessee to complete his development within twelve months from the date of commencement of development, otherwise the lease is forfeited.

CARRIED 7/0

5.9.10 BUDGET REQUEST – KALBARRI SPORT & RECREATION CLUB (ITEM 7.5.10)

Moved Cr SUCKLING, seconded Cr SIMKIN

That Council not list for consideration the request from the Kalbarri Sport and Recreation Club within the Draft 2018/19 Budget, being for improvements around the half basketball court to an amount of \$2,595, due to Council already having contributed significant finances to the multipurpose courts project.

CARRIED 7/0

ADJOURNMENT

Council adjourned at 2.50pm.

Meeting reconvened at 2.57pm with the following in attendance:

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

5.10 SHIRE PRESIDENT'S REPORT

No report provided.

5.11 DEPUTY SHIRE PRESIDENT'S REPORT

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

27/4/18 Kalbarri Development Association Meeting

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th May 2018

5.12 COUNCILLORS' REPORTS

5.12.1 CR SMITH

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

8/5/18 Kalbarri Visitor Centre meeting

5.13 NEW ITEMS OF BUSINESS

5.13.1 CR SMITH – TOWN PLANNING CONSULTANCY

Cr Smith requested Council review its decision in regards the appointment of the Town Planning Consultant and presented information from the City of Greater Geraldton on a lower rate that what the appointed consultant is going to charge.

CEO commented that the majority of works highlighted within the City of Greater Geraldton correspondence were duties performed by a Planning Officer, not a Town Planner, and that roll is currently undertaken by an existing staff member.

The President, Cr Simkin, advised Cr Smith that the Council has made the decision on this matter and that decision needs to be respected and as per that decision the matter will be reviewed in six months and twelve months' time.

5.14 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday the 15th June 2018 commencing at 1.00pm at the Allen Centre, Grey St, Kalbarri.

5.15 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.15pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 14 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 15TH JUNE 2018

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
-------	--	---

6.1.1 INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM

REPORTING OFFICER: Neil Broadhurst - MWTS
DATE OF REPORT: 7th June 2018

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

Specific Road Works

- Maintenance grading carried out on Yerina Springs, Ajana Back, Brooks, Murphy, Bowes River, White Cliffs, Willow Gully, Parker, Wundi, Eastough, Hulme and Warribanno Chimney Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Balla Whelarra Road.

Maintenance Items

- Northampton Oval – Fertiliser applied.
- Kalbarri Oval – Fertiliser and Insect spray applied, Works surrounding GNFL game undertaken.
- Kalbarri – Canoe and Cray festival works.
- Kalbarri – Assistance given to Kalbarri School Nature Based playground works.
- Kalbarri – Murchison Access Road gravel stockpiled (500m³) pending gravel patching works to be undertaken.
- Electrical Appliance testing (Annual inspection) for all sites completed.

Other Items (Budget)

- Northampton – Works complete at Wannerenooka tank site to remove existing tanks and install new tanks and security fencing.
- Kalbarri – Red Bluff Road/ Grey Street corner and Car park works completed.
- Horrocks – Mitchell Street works completed.
- Rural – Chilimony Road (stage 3) shoulder reconditioning works continuing.
- Rural – Horrocks Road (stage 3) Shoulder reconditioning and drainage works continuing.

Plant Items

- New Pig Trailer – Delivered.

Staff/Personnel Items

- Flu Needles offered to all staff.

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2017/2018)

(June 2018)

2017/2018 Budget Works	Status	Comments
<u>Regional Road Group Projects</u>		
Kalbarri Road Shoulder Reconditioning works 23.00 - 33.00 slk	COMPLETE	Contracted Works awarded to Quadrio Earthmoving Commenced 6th February 2018
Horrocks Road Shoulder Reconditioning works 13.50 - 16.75 slk	Commenced	Commenced verge/vegetation and drainage works
<u>Roads to Recovery</u>		
Chilimony Road Shoulder Reconstruction - Stage 3 (North of North Road)	Commenced	Commenced verge/vegetation works
Chilimony Road Reseal Stage 2	COMPLETE	
Horrocks - Mitchell Street Add kerbing and Slurry/Asphalt seal	COMPLETE	
Wundi Road / Parker Road Gravel Sheeting approx 4.5 - 5 kms	COMPLETE	
<u>Royalties for Regions Funding</u>		
White Cliffs Road Construct and seal - Stage 1 of 2 (Total 12.8kms)	COMPLETE	Pending Reseal . 7.3 km to primerseal stage
<u>Black Spot Funding</u>		
Kalbarri - Grey Street/Red Bluff Road - Chinamans Construct corner and develop car park area etc.	COMPLETE	
Cont.		
2017/2018 Budget Works	Status	Comments

<u>MUNICIPAL FUND CONSTRUCTION</u>		
<i>(Carry over 2016/17)</i>		
Northampton - West Street Upgrade stormwater, Reseal Bateman to Stephen	COMPLETE	
Northampton - Kitson Court Reseal	COMPLETE	
Kalbarri - Gallant Close Reseal	COMPLETE	
Kalbarri - Hackney Street Reseal	COMPLETE	
<u>Kalbarri (New 2017/2018)</u>		
VMR Carpark area Reseal Carpark area	COMPLETE	
<u>Rural (New 2017/2018)</u>		
Sandy Gully Road RAV4 Network upgrade works	COMPLETE	
Swamps Road RAV4 Network upgrade works	COMPLETE	
<u>OTHER WORKS - SHIRE ASSISTED WORKS</u>		
Kalbarri - Sporting complex Tennis, Netball, Basketball Construct and seal carpark area	COMPLETE	
Northampton - Lions Park Redevelopment and install of new playground equipment	COMPLETE	Pending cleanup of creek area when area is sufficiently dried out
Cont.		
2017/2018 Budget Works	Status	Comments
<u>MUNICIPAL FOOTPATHS</u>		

Northampton - Stephen Street Replace DUP from NWCH to West Street		Telstra infrastructure corrections required to lid heights
<u>OTHER WORKS - Depots/Yards etc</u>		
Horrocks Jetty Maintenance works to pier supports	COMPLETE	
Kalbarri - Depot Yard Construct Community bus shed/cover		
Northampton - Wannarenooka Storage Tanks New Tanks x 4 plus barrier fence replacement	COMPLETE	
Northampton - Wheal of May pipeline Replacement of pipeline from site to Wannarenooka Road	COMPLETE	
Northampton - Oval Boundary Fence Replacement of last section of Boundary fence	COMPLETE	
Rural - RAV4 Surveys Survey assessments for road gradient identification.	Ongoing	Road survey approved to be undertaken to identify non conforming areas Additional topographical survey being undertaken to undertake design/costings
Cont.		
2017/2018 Budget Works	Status	Comments
<u>PLANT ITEMS - Major</u>		
Northampton - Tandem axle pig trailer	COMPLETE	Delivered May 2018

Purchase new - trade/sell P184 Tandem axle pig trailer		
Kalbarri - New Large Mower Purchase new - trade/sell P210 Northampton Mower (JD)	COMPLETE	Delivered March 2018
Northampton - Utility - Maint Leading Hand Purchase New - trade/sell P222 - Horrocks utility	COMPLETE	Delivered December 2017
Northampton - Utility - Kalbarri Leading Hand Purchase New - trade/sell P211 - Kalbarri utility	COMPLETE	Delivered December 2017
Northampton - Sedan - EHO vehicle Purchase New - trade/sell P257 - Sedan	COMPLETE	Delivered December 2017
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>		
Northampton - Dia 400mm auger	COMPLETE	
Northampton - Chainsaw	COMPLETE	
Northampton - Plate compactor	COMPLETE	
Northampton - Vertical Ram/compactor	COMPLETE	
Northampton - 4 inch water transfer pump	COMPLETE	
Northampton Gardeners - Blower/Vac	COMPLETE	
Northampton Gardeners - Whipper Snipper	COMPLETE	
Kalbarri - Extendable Chainsaw	COMPLETE	
Kalbarri - Blower/Vac	COMPLETE	
Kalbarri - Post Hole Digger	COMPLETE	
Lucky Bay - Chainsaw and safety equipment	COMPLETE	
<u>OTHER WORKS - SPECIFIC / MAINTENANCE</u>		
Ogilvie East Road - Nolba to Balla Whellarra		
Balla Whellarra Road - 1.1km yellow sand		

HEALTH & BUILDING REPORT

7.2.1	HORROCKS GREEN-WASTE DUMPING STATION	2
7.2.2	BUILDING APPROVALS	6

7.2.1	HORROCKS GREEN-WASTE DUMPING STATION								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">FILE REFERENCE:</td> <td>10.1.1</td> </tr> <tr> <td>DATE OF REPORT:</td> <td>6 JUNE 2018</td> </tr> <tr> <td>REPORTING OFFICER:</td> <td>Glenn Bangay</td> </tr> <tr> <td>APPENDICES:</td> <td>1. Correspondence from Horrocks Community Centre Inc.</td> </tr> </table>		FILE REFERENCE:	10.1.1	DATE OF REPORT:	6 JUNE 2018	REPORTING OFFICER:	Glenn Bangay	APPENDICES:	1. Correspondence from Horrocks Community Centre Inc.
FILE REFERENCE:	10.1.1								
DATE OF REPORT:	6 JUNE 2018								
REPORTING OFFICER:	Glenn Bangay								
APPENDICES:	1. Correspondence from Horrocks Community Centre Inc.								

SUMMARY:

A request has been received from the Horrocks Community Centre Committee to establish a controlled green-waste dumping site near the Horrocks townsite.

BACKGROUND:

Following closure of the Horrocks refuse site some years ago, the residents of Horrocks were required to transport all refuse other than household refuse, that was deposited in a 240 litre MGB, to the Northampton Refuse Site.

COMMENT:

Green-waste is deemed putrescible waste as it is organic and readily biodegradable.

The site would be classified under the Environmental Protection Regulations 1987 as a Category 89 site which can receive between 20 and 5000tonnes per year, this classification would require the site to be registered with the Department of Water and Environmental Regulation (DWER). If the amount of green-waste dumped at the site is below the threshold of 20tonnes per annum no registration or licence is required from DWER.

*"Environmental Protection Regulations 1987
Schedule 1 Prescribed Premises Part 2 Category number 89*

Putrescible landfill site: premises (other than clean fill premises) on which waste of a type permitted for disposal for this category of prescribed premises, in accordance with the Landfill Waste Classification and Waste Definitions 1996, is accepted for burial.

More than 20 but less than 5000tonnes per year"

If a registration or licence is required the following conditions would apply (but not limited too):

- Adequate boundary site fencing;
- Monthly waste cover with a suitable cover material, i.e. sand, gravel etc.;
- Designated tipping area;
- Wind blown litter control and fencing;
- 35m Separation from site boundaries;
- 100m separation from any surface water course;
- Storm-water management;
- Dust suppression;
- Fire control and management procedures, including firebreaks.

However on indications form the HCC it is unlikely there will be more than 20 tonnes of green waste per year however this will need to be monitored.

An area that has been identified is the original refuse site to the North of Mitchell Street as shown in the below plan.



This area currently used by Shire staff (and in cases residents) to dispose of road maintenance and general works materials and is the most obvious option for placement of the proposed green-waste dump site, this area is on a reasonable firm sand track running North off Mitchell Street. The area would require some site works by Council equipment to make the area suitable for public use, but not extensive.

There is a concern that more than green waste could be dumped at the site and if this is the case the HCC have indicated that they will inspect and operate the site on behalf of Council to ensure compliance with the dumping of green waste only.

The Horrocks Community Centre Committee should be commended for this proactive approach to a developing illegal dumping problem in and around the Horrocks Townsite.

STATUTORY IMPLICATIONS:

*State: Environmental Protection Regulations 1987,
Environmental Protection Act 1986,
Environmental Protection (Rural Landfill) Regulations 2002
Landfill Waste Classification and Waste Definitions 1996*

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.2.1

That Council:

- 1. Permit the use of the designated area to the North of Mitchell Street Horrocks to be used as a green-waste only dumping area, by the general public, for a trial period of 6 months.**
- 2. Approve of purchase and erection of appropriate signage for control of the green waste site.**
- 3. Require the Horrocks Community Centre Inc to monitor the site on the behalf of the Council and to ensure only green-waste is dumped on this site by the general public.**
- 4. Require Management to present a report to the February 2019 meeting of Council advising of the effectiveness of the site and recommendations for continued use or closure of the site.**

APPENDICES 1 – HCC Correspondence



HORROCKS COMMUNITY CENTRE INC.
PO BOX 688
NORTHAMPTON WA 6535

President – Murray Criddle (99343040)
Secretary – Michelle Allen (0427174227)

26 May 2018

Garry Keeffe and Councillors
Chief Executive Officer
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

Dear Garry and Councillors,

RE – Disposal of Green Waste at Horrocks

We have been asked to write to the Northampton Shire Council on behalf of the community of Horrocks.

For some time now, the rubbish collection site at Horrocks Beach has been closed with the service at Northampton filling that void. However, the community are requesting that a more practical solution for the disposal of green waste at Horrocks now be considered by Council. This would provide a more practical and manageable service to the growing community and it would minimise the amount of waste being illegally dumped at numerous locations around Horrocks.

In preparing to bring this request to Council, the Horrocks Community Centre Committee (HCC) have considered the following points:-

- Suitable locations at Horrocks for a green waste site
- Options for green waste transfer site only
- Clean green waste only (grass clippings, tree stumps, leaves, weeds)
- Good procedures and policies necessary (including signage and manning requirements - one morning per week/fortnight/week)

The Horrocks Community Centre Committee (HCC) do not present this request lightly and understand the Department of Environment has strict protocols and auditing processes around maintaining green waste sites. HCC are willing to work with Council to facilitate a workable solution for all - the Shire of Northampton and the community of Horrocks.

We look forward to hearing from Council regarding the above matter.

Yours faithfully

Michelle Allen
Secretary

7.2.2 BUILDING APPROVALS

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MAY 2018									
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials 1. Floor 2. Wall 3. Roof	Area m2	Value	Fees 1. App Fee 2. BCITF 3. BRB 4. Other
08/05/2018	1597	Allsage Pty Ltd 7 Bayview Vista BALLAJURA WA 6066	Owner/Builder	Loc 10792 George Grey Drive KALBARRI	Shed	1. Concrete 2. Zinc 3. Zinc	80	\$19,000	1. 97.70 2. 0.00 3. 61.65 4. 0.00
10/05/2018	1601	R Eddy PO Box 616 NORTHAMPTON	Watt Contracting Pty Ltd 3 Acacia Street GERALDTON	36 (Lot 2911) Oakabella Road East OAKABELLA	Retaining Wall and Steps	1. L/Stone 2. n/a 3. n/a	59	\$45,000	1. 144.00 2. 0.00 3. 61.65 4. 0.00
11/05/2018	1598	T Perry PO Box 570 NORTHAMPTON	Abrolhos Landscaping PO Box 1701 GERALDTON	42 (Lot 278) Stone Street NORTHAMPTON	Retaining Wall	1. Concrete 2. n/a 3. n/a	31	\$7,000	1. 97.70 2. 0.00 3. 61.65 4. 0.00
14/05/2018	1588	D Maxted 20 Peak Street DRUMMOND COVE 6532	M Barnden PO Box 184 NORTHAMPTON	2 (Lot 134) Simkin Place PORT GREGORY	Garage	1. Concrete 2. Brick 3. Zinc	50	\$20,000	1. 97.70 2. 0.00 3. 61.65 4. 0.00
14/05/2018	1599	R Blundell PO Box 79 KALBARRI	Owner/Builder	8 (Lot 296) Mallard Street KALBARRI	Carport	1. Gravel 2. n/a 3. C/Bond	25	\$3,200	1. 97.70 2. 0.00 3. 61.65 4. 0.00
21/05/2018	1603	J & L Cripps 25 Lesueur Rise Sorrento WA 6020	C Tuesley 7 Glance Cove HORROCKS WA 6535 WARA 1175	U8/6 (Lot 2) Glance Cove HORROCKS	Demolition	1. n/a 2. n/a 3. n/a	70	\$5,000	1. 97.70 2. 0.00 3. 61.65 4. 0.00
21/05/2018	1602	C Woodcock PO Box 179 NORTHAMPTON	Llewyn Connolly 278 Eliza Shaw Drive WHITE PEAK WA 6532 B/REG 101317	214 (Lot 118) Hampton Road NORTHAMPTON	Warehouse/Showroom	1. Concrete 2. Brick 3. C/Bond	1045	\$800,000	1. 720.00 2. 1600.00 3. 1096.00 4. 0.00

28/05/2018	1600	D & N Parsons PO Box 695 NORTHAMPTON	A & D Wilson PO Box 213 NORTHAMPTON B/REG 10626	142 (Lot 2) Wanneroo Road NORTHAMPTON	Extend & enclose rear verandah for a living room	1. Timber 2. C/Bond 3. C/Bond	27	\$12,000	1. 97.70 2. 0.00 3. 61.65 4. 0.00
28/05/2018	1607	A & M Fullwood 6 Cox Court MIDDLE SWAN WA 6056	Redink Homes Midwest PO Box 85 GERALDTON WA B/REG 12049	10 (Lot 23) Browne Blvd KALBARRI	Dwelling	1. Concrete 2. Brick 3. C/Bond	318	\$304,360	1. 578.29 2. 608.72 3. 416.97 4. 0.00
28/05/2018	1606	A & D Walsh 33 Essex Street NORTHAMPTON	Shoreline Outdoor World PO Box 3223 BLUFF POINT B/REG 101567	33 (Lot 113) Essex St NORTHAMPTON	Patio	1. Concrete 2. n/a 3. C/Bond	46	\$7,077	1. 97.70 2. 0.00 3. 61.65 4. 0.00
28/05/2018	1604	S Reynolds 6 Lands Edge BLUFF POINT	U1 Home Improvements PO Box 1759 GERALDTON	71 (Lot 203) Glance Street HORROCKS	Boatport	1. B/Paving 2. n/a 3. C/Bond	11	\$10,720	1. 97.70 2. 0.00 3. 61.65 4. 0.00
28/05/2018	1608	Y Byers 7 Highfield Rise HILLARYS	WA Country Builders Pty Ltd PO Box 567 GERALDTON	132 (Lot 31) Lawrendia Loop KALBARRI	Dwelling	1. Concrete 2. Brick 3. C/Bond	285	\$336,189	1. 638.76 2. 672.37 3. 460.58 4. 0.00

TOWN PLANNING CONTENTS

7.3.1	LOCAL PLANNING POLICY REVIEW	2
7.3.2	REVIEW OF SHIRE OF NORTHAMPTON LOCAL PLANNING SCHEME NO. 10 HERITAGE LIST & UPDATE OF MUNICIPAL HERITAGE INVENTORY	38
7.3.3	RENEWAL OF AGREEMENT – KALBARRI BOAT HIRE – CANOE SAFARIS	45
7.3.4	APPLICATION FOR DEVELOPMENT APPROVAL AND LICENSE AGREEMENT – PINK LAKE AND LUCKY BAY SIGHT-SEEING TOURS	62
7.3.5	PROPOSED CONDITIONS OF SUBDIVISION OF MULTIPLE GENERAL RURAL LOTS, PORT GREGORY ROAD, SANDY GULLY	67
7.3.6	PROPOSED FRONT BOUNDARY FENCE – LOT 92 (NO. 5) CHARLTON LOOP, KALBARRI	77
7.3.7	SUMMARY OF PLANNING INFORMATION ITEMS	90

7.3.1 LOCAL PLANNING POLICY REVIEW

LOCATION:	Whole of Shire
FILE REFERENCE:	10.4.11
APPLICANT:	Shire of Northampton
DATE OF REPORT:	29 May 2018
REPORTING OFFICER:	Hayley Williams - Consultant Planner
RESPONSIBLE OFFICER:	Garry Keeffe - Chief Executive Officer
APPENDICES:	
1.	Draft Local Planning Policies

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 / BACKGROUND:

A review of the Shire of Northampton's Local Planning Policies has commenced in order to update the range of policies to address provisions and terminology within the newly adopted *Local Planning Scheme No. 11 - Kalbarri, the Planning and Development (Local Planning Schemes) Regulations* and other anomalies.

The Local Planning Policies reviewed to date, for Council consideration are:

- Agroforestry;
- Alfresco Dining;
- Building on Boundary Variation;
- Caravans for Temporary Accommodation;
- Commercial Recreational Tourism on Crown Reserves;
- Compliance and Enforcement; and
- Consultation for Planning Proposals.

This report recommends the initiation of the amended Local Planning Policies for public comment, and advertising of those 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*.

Copies of the amended Local Planning Policies are included as **Appendix 1** to this report for Council's information.

COMMUNITY & GOVERNMENT CONSULTATION:

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

It is recommended that the advertising period be for 21 days and include the following actions in accordance with part 2, cl 4 and 5, of the 'Deemed Provisions' of the LPS Regulations:

- A newspaper advert published in the Geraldton Guardian;
- Notices displayed at both the Northampton and Kalbarri Offices; and
- 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

Shire of Northampton Local Planning Scheme No. 11

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.

POLICY IMPLICATIONS:

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 review of the Local Planning Policies (LPP) has addressed the following matters within each of the Policies:

Agroforestry and Tree Farm LPP

- Update document names and revision dates - Code of Practice and Plantation Fire Protection.
- Requirement for application to generally address the Code of Practice within the DA and include a Fire Management Plan rather than have this as a condition of approval.
- Retention of consultation procedures and delegations.
- Update to reflect new schemes and provisions of *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regs).

Alfresco Dining LPP

- Update to reflect new planning schemes, provisions of the LPS Regs and terminology.
- Amendment to typographical reference.

Residential Design Codes, Building on Boundary Variation LPP

- Inclusion of background and Residential Design Code context.

Caravans for Temporary Accommodation LPP

- Amendment to dates of Caravan and Camping Regulations.
- Update to reflect new planning schemes, provisions of the LPS Regs and terminology.

Commercial, Recreational Tourism Activity LPP

- Update to reflect new planning schemes, provisions of the LPS Regs and terminology.
- Modifications to advertising procedures in accordance with the deemed provisions of the regulations.
- Corrections to reference to Acts.
- Removal of timeframes for lodgment of applications as applications are processed all year round.
- Change reference to Local Law - Shire of Northampton Local Law "Activities in Thoroughfares in Public Places and Trading"
- Review existing licenses and number of permitted equipment.
- Uses that require exclusive use of the reserve and permanent infrastructure should apply for a lease (should the local government have power to lease).
- Review application fee given other local governments are charging \$760 for an application. Council may wish to revise this element of the LPP in line with a review of their statutory fees and charges.

Compliance and Enforcement LPP

- Remove direct reference to infringement notices and specified amounts.

Consultation for Planning Proposals LPP

- Update to reflect new planning schemes, provisions of the LPS Regs and terminology

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

That Council initiate advertising for the proposed amendments to the following Local Planning Policies:

- Agroforestry;
- Alfresco Dining;
- Building on Boundary Variation;
- Caravans for Temporary Accommodation;
- Commercial Recreational Tourism on Crown Reserves;
- Compliance and Enforcement; and
- Consultation for Planning Proposals.

OFFICER RECOMMENDATION – ITEM 7.3.1	APPROVAL
That Council pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> resolve to:	
1. Adopt the amended Local Planning Policies for public comment and advertise them 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 the amended Local Planning Policies 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 POLICIES

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2 style="margin: 0;">Agroforestry and Tree Farms Local Planning Policy</h2>
--	---

Version 3

Scheme Provisions:

LPS #11 3.2 Zoning Table - Tree Farm
LPS #10 4.1 Zoning and Development Table - Agroforestry

Other References:

Shire of Northampton Local Planning Scheme No. 10
Shire of Northampton Local Planning Scheme No. 11
Planning and Development Act 2005
Code of Practice for Timber Plantations in Western Australia (2014)
Guidelines for Plantation Fire Protection (2011)

Special procedural considerations:

The Shire at its discretion may advertise the proposed use within a designated locality to ascertain the views of nearby residents and relevant government departments prior to the application being considered.

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District, and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Agroforestry and Tree Farms local planning policy.

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

2.0 OBJECTIVE

- 2.1 Achieve a consistent, efficient, and equitable system for assessing and approving tree crop applications.
- 2.2 Actively encourage the establishment of tree crops in appropriate locations across the Shire of Northampton.
- 2.3 Actively encourage tree crops in areas subject to land degradation, including areas of high salinity, water logging, and high levels of chemical contamination where there are clear natural resource management benefits.
- 2.4 Tree crops are to be complementary and ancillary to the predominant traditional agricultural land uses of the area.
- 2.5 Consider impacts on local road infrastructure and fire risk/management issues in all applications.
- 2.6 Consider the visual impact of tree crops in close proximity and/or viewing distance to town sites, roads

of local and regional significance, and areas of scenic beauty.

- 2.7 Encourage operators, managers, government and non-government agencies, investors, and land holders to work in partnership wherever possible.
- 2.8 Encourage operators to abide by the Industry Code of Practice, relevant legislation, State Strategy for Plantations and Farm Forestry and this policy.
- 2.9 Outline the matters required to be addressed for assessment to be undertaken under the planning system and other legislation.
- 2.10 The Council recognises that other matters, not listed above, may be raised during assessment of applications, such as submissions by third parties, which will be noted but not necessarily used in determining an application. As such matters may be covered by other legislation, fall under the responsibility of other agencies, or may not be considered relevant or valid planning considerations.

3.0 POLICY STATEMENT

3.1 Definitions

For the purposes of this policy:

'Agroforestry' means land used commercially for tree production and agriculture where trees are planted in blocks of more than one hectare.

'Fire Barrier' comprising a 26m strip, cleared of vegetation to no more than 300mm with a 2m fire break on either side.

'Plantation' has the same meaning as in the *Code of Practice for Timber Plantations in Western Australia (2006)* published by the department of Conservation and Land Management and the Australian Forest Growers.

'Tree Crop' means trees planted under the management of one Applicant with an aggregate area greater than 40 hectares and with the intent of producing commercial products. Commercial products include all wood and non-wood products that can be sold to a third party. Wood products are produced when trees are harvested, such as woodchips or sawlogs, while non-wood products include products such as carbon and potentially environmental services.

'Tree Farm' means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003 section 5.

3.2 Background

This Policy applies to agroforestry, tree farms and tree crops, otherwise termed 'Tree Crops' for the purpose of this Policy, that has the potential to become a prominent land-use across the Shire where landholders and private investors seek to:

- capitalise on emerging opportunities for farm forestry;
- diversify income streams; and
- gain on farm environmental benefits that can be realised from integrated tree crops.

Given the increasing opportunities and interest in tree crop development it is timely for local governments to ensure that these developments where possible are adequately managed to avoid environmental and/or land-use conflict that could potentially arise, and optimise the potential benefits to the community.

These issues now have been addressed in various ways, the most significant being the *Code of Practice for Timber Plantations in Western Australia* by the Australian Forest Growers (WA) group in conjunction with the Department of Conservation and Land Management, and the subsequent review of that document. The code of practice is available from: www.forestindustries.com.au

Therefore, this Policy seeks to clarify the Council's position on the establishment of tree crops.

3.3 General Planning Considerations & Application Requirements

This policy applies to all 'General Rural' zoned land in the *Shire of Northampton Local Planning Scheme No.10 - Northampton District* and 'Rural' zoned land within the *Shire of Northampton Local Planning Scheme No. 11 - Kalbarri Townsite*.

3.3.1 General Planning Considerations

In planning for tree farms consideration should be given to the following:

- a) The provisions of the code of practice.
- b) Impact of high-value land and water resources in areas of agricultural significance.
- c) The environmental, social and economic effects of tree farm development.
- d) The capacity of the regional and local road network to service timber harvesting needs.
- e) The visual landscape, including the need to protect and enhance areas of high scenic quality.
- f) The compatibility of tree farms with adjacent land uses.
- g) The proximity to any land zoned or earmarked for residential development, with the desire to maintain at least a 1 kilometre buffer.
- h) Acceptable separation distances between the tree farm use and any use which may be sensitive to the proposal or the exposure of pesticides (mainly if any aerial spraying is proposed).

3.3.2 Application Requirements

In the absence of more prescriptive details as to what the Council considers to constitute 'agroforestry' and 'tree farms', and recognising there could be a degree of overlap between the respective definitions, for the purpose of this policy in assessing applications, the Shire will require the following:

- a) Completion of an Application for Development Approval Form
NOTE: (1) Please note that an application may be made upon land that is not in the ownership of the applicant where the application form is signed by the owner(s) of the land as specified upon the Certificate of Title AND the applicant(s). (2) An application can cover multiple tree crop developments, which may be on different titles, provided they are under the management of one Applicant (the form is required to be signed by the relevant landowners of each title).
- b) The application is to include or be accompanied by the following;
 - i. Map showing location of trees, access roads, structures and buildings, natural features (including native vegetation and water courses) and other relevant information, such as hazards and significant features (drawn to scale and to a professional standard);
 - ii. A species list (including approximate density and number to be planted) for the proposal;
 - iii. An explanation of how the application complies with the Code of Practice);
 - iv. Information pertaining to the projected volume of water usage;
 - v. A fire management plan which includes details on access, fire barrier, water supplies, separation distance between plantings and setbacks from onsite and off-

site dwellings (*Department of Fire and Emergency Services Guidelines for Plantation Fire Protection (2011)* will be used to assess Fire Management Plans in applications);

- vi. A visual impact assessment may be required where the development site is in close proximity and/or viewing distance from townsite boundaries, roads of regional or local significance, or areas deemed by the Shire to have a high level of scenic or heritage value;
- vii. Provide estimated harvest time(s). It will be a condition of any development approval that a Harvest/Transport Plan be submitted to Council for separate approval 12 months prior to the commencement of harvesting that details expected transport routes, and proposed machinery requirements – refer to notes below; and
- viii. Development application fee, charged as per Item 1(a) of Planning Service Fees.

NOTES:

Additional Approvals

- Proposed new buildings and structures relating to a tree crop development may be subject to additional/other applications and approvals of the Local Government and other agencies.
- Should the application propose the clearing of existing remnant vegetation the applicant is required to liaise with the Department of Water and Environment Regulation to obtain the relevant approvals.

3.3.3 Additional Considerations

Water

The Shire may seek advice from the Department of Water and Environment Regulation to assist in determining the application, with specific reference to ground and surface water impacts. In particular applications will need to have regard for the Department's Water Quality Protection Note 'Vegetation buffers to sensitive water resources'. Should the Department raise significant concerns or objections to the proposal the application may ultimately be refused by the Council.

Harvest and Transport

The Shire recognises the future locations of processing facilities in or near the Mid West region is currently unknown, and it is therefore difficult to prepare a transport plan prior to commencement of tree crop development. Nevertheless, the Shire will require an understanding of expected harvest and transport routes through the Shire at the application stage, with the requirement of a transport plan/strategy to be prepared to the requirements and approval of the Shire and Main Roads WA and that this plan be submitted twelve (12) months prior to the commencement of harvesting depending on scale and nature of harvest.

Where the Shire and/or Main Roads WA considers the existing road infrastructure is not adequate to service the future harvest, the applicant/operator will be required to make suitable and safe access arrangements. If a suitable and safe arrangement cannot be identified and there is likelihood that this cannot be secured or improved, the Council may refuse the application.

3.4 Consultation Requirements

3.4.1 In processing an application for tree crops the Shire may;

- a) publicly advertise the proposal for a minimum of 14 days through writing to adjoining/nearby landowners as deemed appropriate by the Shire (Note: the Chief Executive Officer (CEO) retains the right to extend the length of the advertising period); and / or;
- b) seek comments, as determined by the Shire, from relevant government agencies and other stakeholders or affected parties.

3.4.2 Should there be no objection, and the application accord with the relevant provisions of this Policy as well as the Shire of Northampton Local Planning Schemes and Local Planning Strategies, the proposal may be approved by the Shire's Chief Executive Officer (CEO) under delegated authority afforded by the Shire Council.

3.5 Additional Information on Approval

Should approval be granted the applicant would be required to submit the following information to the satisfaction of the CEO, or in the case of a dispute to the satisfaction of Council, BEFORE planting commences:

- a) Management Plan as per checklist based on the *Code of Practice for Timber Plantations in Western Australia (2014)* inclusive of vermin and pest control strategy and weed control strategy; and
- b) Level of compliance with the specifications and guidelines in the *Code of Practice for Timber Plantations in Western Australia (2014)*.

4.0 RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register		
5.0 ADOPTION	16 December 2011	Advertising	(Minutes 12.8.4)
	14 March 2012	Final Adoption	(Minutes 12.8.4)
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Approval	

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2>Alfresco Dining Local Planning Policy</h2>
--	--

Version 3

Scheme Provisions:

LPS #11
3.2 Zoning and Development Table
LPS #10
4.1 Zoning and Development Table

Other References:

Shire of Northampton Local
Planning Scheme No. 10
Shire of Northampton Local
Planning Scheme No. 11
Planning and Development Act
2005.

Special procedural considerations:

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite ('the Scheme')*. It may be cited as the Alfresco Dining local planning policy.

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

2.0 OBJECTIVE

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

3.0 POLICY STATEMENT

3.1 General

- 3.1.1 Taking advantage of the footpath for trade purposes is a privilege not a right. The community expects traders to keep certain common principles.
- 3.1.2 Alfresco dining should only be approved where they are directly associated with an adjacent food establishment or business.
- 3.1.3 Alfresco dining activities shall not, in the opinion of the local government conflict with, or inconvenience, other adjacent businesses.
- 3.1.4 This policy also applies to use areas in pedestrian arcades and other similar "public" places on

private property.

- 3.1.5 Public liability insurance cover of \$10 million is required.
- 3.1.6 The applicant is solely responsible for all and any associated costs with the removal, alteration, repair, reinstatement or reconstruction (to the approval of the local government) of the street carriageway, footpath or any part thereof arising from the use of the alfresco area.
- 3.1.7 The local government may seek a contribution towards the upgrading and/or construction of a sealed footpath adjacent to alfresco dining areas.

3.2 Site Requirements

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

3.3 Street Furniture

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

3.4 Application Requirements

- 3.4.1 Before placing chairs and tables on public verge areas you are required to obtain firstly a Development Approval (from Planning Services) and subsequently a Permit to Conduct an Outdoor Eating Facility (from Environmental Health).
- 3.4.2 A Development Approval shall only remain valid while the Permit required remains current and valid. On the expiration or earlier termination of the Permit, the Development Approval shall cease to be valid.
- 3.4.3 Applications must be in writing and be accompanied by plans, drawn to scale, which clearly indicate the proposed location of all tables, chairs and any other object(s) and show their relationship to surrounding features such as buildings, kerb line, street furniture, landscaping, services etc. Additionally colour photographs of the tables, chairs and other structures intended to be in the proposed alfresco area are required and such applications must specify proposed days and hours of trading for the alfresco.

4.0 RESPONSIBILITY	<p>The Chief Executive Officer as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer for the following:</p> <ul style="list-style-type: none"> a. Vary site requirements (Clause 3.2). b. Approve street furniture (Clause 3.3). 		
5.0 ADOPTION	23 May 2003	Final Adoption	
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Adoption	

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2>Residential Design Codes – Building on Boundary Variation</h2> <h3>Local Planning Policy</h3>
--	---

Version 3

<p>Scheme Provisions: LPS #11 3.2 Zoning Table 4.1 Residential Design Codes LPS #10 4.1 Zoning and Development Table 5.2 Residential Design Codes</p>	<p>Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Residential Design Codes of Western Australia</p>	<p>Special procedural considerations: The Codes do not specify an acceptable wall height and length for buildings located on lots with Residential Densities lower than R20. Because the Northampton, Kalbarri, Horrocks, Port Gregory, and Binnu townsites all contain lots that are zoned at Residential densities lower than R20, there is a need to provide guidance regarding maximum wall height and length for buildings located on boundaries in these zones.</p>
--	---	---

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Building on Boundary Variation local planning policy.

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

2.0 BACKGROUND

State Planning Policy 3.1 – Residential Design Codes (the R-Codes) includes provisions for decision-makers to prepare local planning policies to alter certain development standards of the R-Codes where a specific local need arises. The R-Codes also acknowledge that applications with proposals which do not satisfy the deemed-to-comply provisions of the R-Codes may need to rely more specifically on local housing requirements and design objectives. This policy provides local housing objectives and varies relevant deemed-to-comply provisions of the R-Codes to assist in their implementation. It should be read in conjunction with the R-Codes.

3.0 OBJECTIVE

3.1 To allow for a regional variation to the Residential Design Codes and provide additional Deemed-to-Comply Criteria for Design Element 5.1.3 Lot Boundary Setback Requirements, specifically Part C3.2 –

Buildings on Boundary.

3.2 To ensure neighbours are informed about proposals for boundary walls.

3.3 To specify the minimum standards for the surface finish of boundary walls.

4.0 POLICY STATEMENT

4.1 In addition to the Deemed-to-Comply Criteria for Part 5.1.3 C3.2 of the Residential Design Codes, the following shall apply:

Residential densities R12.5, R15 & R17.5 – walls not higher than 3 metres with an average of 2.7 metres up to 9 metres in length up to one side boundary only, provided affected neighbour consent is given.

No development application required.

4.2 A development application is required for buildings on boundaries for Residential densities lower than R12.5 and in considering applications, consultation with affected neighbours is required and neighbour consent should preferably be given.

4.3 Where a wall is built on the boundary, the surface finish of the wall facing a neighbour should be to the satisfaction of the adjoining neighbour or, in the case of a dispute, to the satisfaction of the local government.

4.4 For ALL applications involving a boundary wall (either development applications or building permits) consultation with affected neighbours is required and neighbour consent should preferably be given, which includes agreement on the surface treatment and colour of the boundary wall.

4.5 The minimum standard considered acceptable by the local government is a fair faced finish which is defined as:

a. Face finish brickwork with tooled joints;

b. Non face finish brick (ie. commons) to have sand finish render;

c. Concrete panels to have smooth finish;

d. Face finish limestone blocks with tooled joints;

e. Concrete blocks larger than 0.16m² (standard 200mm x 400mm) to have sand finish render; or

f. Face finish concrete block less than 0.16m with tooled joints.

4.6 Sand finish means a finish obtained by floating the final coat of a render with a wooden felt-covered or carpet-covered float.

4.7 This policy DOES NOT apply to masonry boundary fences.

5.0 RESPONSIBILITY

The Chief Executive Officer as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer to approve applications for variations to the Residential Design Codes

6.0 ADOPTION

20 February 2009	Advertising	Minute 1.6.1
17 April 2009	Final Approval	Minute 3.6.3
V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
V3 15 June 2018	Advertising / Final Adoption	

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2>Caravans for Temporary Accommodation Local Planning Policy</h2>
--	---

Version 3

Scheme Provisions:

LPS #11
3.2 Zoning and Development Table
4.8.18 Use of Caravans or
Outbuildings for Temporary
Accommodation
LPS #10
4.1 Zoning and Development Table

Other References:

Shire of Northampton Local
Planning Scheme No. 10
Shire of Northampton Local
Planning Scheme No. 11
Planning and Development Act
2005
Caravan Parks and Camping
Grounds Regulations 1997

Special procedural considerations:

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Caravans for Temporary Accommodation local planning policy.

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

2.0 OBJECTIVE

- 2.1 To provide for and regulate the use of caravans for temporary accommodation purposes whilst building a residence.
- 2.2 To ensure that outbuildings are not used for habitable purposes.
- 2.3 To ensure that this type of temporary accommodation does not compromise the amenity of the area.
- 2.4 To ensure an acceptable standard of development (by way of building and health compliance) is achieved.

3.0 POLICY STATEMENT

3.1 Background

Historically, local governments within regional Western Australia have (as a general practice) supported residential habitation of outbuildings (or sheds) in certain areas through a development approval. Such approvals are usually for periods of between 12 to 18 months to afford landowners the opportunity to temporarily reside on their property whilst constructing a permanent residence, subject to the minimum health and building standards being met.

With increasing concern over a level of non-compliance (i.e. people simply residing in sheds on a permanent basis and not building a residence) legal advice was sought on the legitimacy of using sheds for temporary accommodation purposes.

The advice detailed the status of an outbuilding (or shed) under the National Construction Code series (NCC) as a non-habitable (Class 10) structure and emphasised that even where minimum health and building standards were met these measures are still not adequate to achieve compliance with the standards prescribed by the NCC for a habitable (Class 1) building, such as a house. The advice concluded that a development approval for temporary residential use of a Class 10 building such as a shed would, in effect, amount to an authorisation by the local government for a proponent to breach building legislation.

3.2 Definition

An “Outbuilding” (or shed) is defined in the Residential Design Codes as “an enclosed non-habitable structure that is detached from any dwelling.”

“Non-habitable” means a Class 10 building as defined under the NCC.

3.3 Policy

3.3.1 Based on legal advice, it is not possible for a development approval to be granted for a Class 10 building (such as a shed) to be used for habitable purposes, even on a temporary basis, as it contradicts the NCC.

3.3.2 It is considered that the use of caravans for temporary accommodation purposes in residential areas (even located within an outbuilding) could have a detrimental impact on the amenity of the area and would be contrary to resident’s expectations for development in the locality.

Therefore the use of caravans for temporary accommodation purposes in residential areas should not be approved.

3.3.3 Within Rural Residential and Rural Smallholdings areas the local government may approve the occupation of 1 caravan on-site for up to 12 months pursuant to regulation 11(2)(c) of the *Caravan Parks and Camping Grounds Regulations 1997*, subject to:

a. A building permit having been issued for the construction of the residence on the property with written evidence of a signed building contract with a registered builder for the construction of the residence, and a commitment date that is within 6 months by that builder for the commencement of construction of the residence; or

In the case of an owner builder, a building permit for a residence has been issued by the local government and the applicant shall lodge a bond of \$10,000.00 with the local government and a Statutory Declaration providing a commitment to construct a residence and an accompanying commencement date that is within 6 months;

b. A Statutory Declaration acknowledging the use of a caravan on-site is for temporary accommodation purposes only in accordance with regulation 11(2)(c) of the *Caravan Parks and Camping Grounds Regulations 1997*;

c. Provision of adequate ablution and washing facilities connected to an approved water supply and effluent disposal system to the satisfaction of the local government; and

d. The caravan being located within an outbuilding.

3.3.4	Within Rural areas the local government may approve the occupation of 1 caravan on-site for up to 12 months pursuant to regulation 11(2)(c) of the <i>Caravan Parks and Camping Grounds Regulations 1997</i> , subject to the above requirements (Clause 4.3.3) with the exception that the caravan need not be located within an outbuilding but is to be located in an inconspicuous position (generally to the side or rear of the property).		
4.0 RESPONSIBILITY	The Chief Executive Officer as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer to determine the location of a caravan (Clause 4.3.4).		
5.0 ADOPTION	22 February 2013	Final Adoption	
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Adoption	

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2>Commercial, Recreational Tourism Activity Local Planning Policy</h2>
--	--

Version 3

<p>Scheme Provisions: LPS #11 3.2 Zoning Table LPS #10 4.1 Zoning and Development Table</p>	<p>Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Council Policy - 9.2 Requirements for Licence Agreements to Use Crown Reserves for Commercial, Recreational and Tourism Activities. Shire of Northampton Local Law "Activities in Thoroughfares in Public Places and Trading"</p>	<p>Special procedural considerations:</p>
--	---	--

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the *Commercial, Recreational Tourism Activity local planning policy*.

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

2.0 OBJECTIVE

- 2.1 To ensure that commercial activities on reserves do not diminish the recreational amenity of residents or visitors who are attracted to the Shire for its natural beauty and environment.
- 2.2 To ensure ecologically sustainable use and protection of reserves for the benefit and enjoyment of future generations.
- 2.3 To retain reserves (where appropriate) as places for passive and/or active recreation for residents and visitors.
- 2.4 To regulate the level and intensity of commercial activities on reserves necessary to ensure that it does not destroy the value and nature of the activity and the resource on which it is based.

2.5 To enable appropriate (limited) opportunities for commercial tourism operators to provide services and facilities to the public to enhance their visit to the Shire.

2.6 To provide criteria for assessing and determining applications.

3.0 POLICY STATEMENT

3.1 Background

3.1.1 Local Planning Schemes require that development approval from Council is required PRIOR to the use or commencement or carrying out of development on reserved land within the Shire.

3.1.2 Under the “Activities in Thoroughfares in Public Places and Trading Local Law” approval from Council is required to sell or hire goods and services from reserves and foreshore areas within the jurisdiction of the Shire.

3.1.3 Council has a responsibility to manage the lands entrusted to it for their intrinsic values and for the appreciation and benefit of present and future generations. In doing so, Council recognises that the Shire has a beautiful and diverse natural environment which provides recreational, aesthetic and spiritual as well as material benefits for both residents and visitors alike.

3.1.4 It is recognised that reserves have the capacity to satisfy an important portion of the public demand for outdoor recreation and tourism, and in so doing contribute significantly to the social, physical and economic well-being of the Shire.

3.1.5 With public demand for beaches/ivers and reserves rapidly increasing, Council must take every care to protect them and the safety and comfort of people who use them.

3.2 APPLICATION OF POLICY

3.2.1 This policy applies to all ‘recreational’ Crown reserves and immediate ocean/river foreshore and beach areas within the Shire including Unallocated Crown Land (UCL).

3.2.2 A ‘recreational’ reserve, for the purposes of this Policy, are deemed to be those reserves or UCL areas within the Shire that are predominantly used, or intended to be used for recreation purposes.

3.2.3 The main areas the policy applies to are those commercial tourism operations which received a commercial gain or reward from the use of the reserve or UCL. Examples include guided tours/safaris, active recreational pursuits (sandboarding, off-road vehicles, cycling, horse riding etc.) or the use of reserves or UCL for a hire site (boat, surfboard, snorkel equipment etc.).

3.2.4 Activities are not limited to those taking place wholly on the reserve or UCL but also include activities that involve crossing the reserve or UCL, or transferring people or items on, off or over the reserve or UCL. This includes the embarking or disembarking of people/items from or to water based activities adjoining the reserve or UCL (eg. tour boats, canoeing, river cruises etc.).

3.2.5 Scenic tours that simply traverse a reserve or UCL as part of a longer journey or passive recreational activities are generally exempt from this policy.

3.2.6 Uses that require exclusive use of the reserve and permanent infrastructure should apply for a lease (should the local government have power to lease).

3.3	MATTERS TO BE CONSIDERED IN ASSESSING & DETERMINING APPLICATIONS
3.3.1	General
3.3.1.1	The natural systems should be able to sustain the form of recreation or activity which is proposed.
3.3.1.2	The activity should be compatible with the vesting purpose of the land and with the preservation values of the land, eg. they do not impinge upon rare or fragile ecosystems or impair key features of the landscape, or increase visitor pressure on land to an unacceptable level and do not detract from the reasonable enjoyment of the land by the public.
3.3.1.3	Generally the widest range of activities consistent with the reserve purpose should be allowed. Uses that impair other forms of use to an unreasonable extent or place the safety of others in jeopardy should be controlled or eliminated. In certain instances, for safety reasons, priority use may be allocated to specialised recreation activities at sites that are uniquely suited to those activities (eg. jet ski hire).
3.3.1.4	Sites that are likely to suffer environmental/stability problems from increased human activity or have a high conservation value will be excluded.
3.3.1.5	The Shire will endeavour within the resources available to it to provide an appropriate level of supervision of activities on the reserve or UCL. This is particularly important where natural and cultural values may be impaired. If this cannot be done, the activity should where practicable be restricted, relocated or eliminated.
3.3.1.6	The activity should enhance the appropriate use of, enjoyment, understanding and appreciation of the land.
3.3.1.7	The activity should meet all statutory and industry requirements relevant to the operation including compliance with statutory local planning requirements (ie. zoning provisions, development control, Scheme purposes and objectives) and any relevant strategic planning report recommendations.
3.3.1.8	If an application is received for an existing activity by a previous Agreement holder of that activity and on the same site, Council will give preference to the previous Agreement holder where no recorded breach of any condition has been noted by Council.
3.3.2	Land-Based Activities
3.3.2.1	If Council's roads, car parks or dual use paths are to be used, then the activity will be assessed in terms of whether it will create a danger to other users of the accessway/areas or will create an obstruction to traffic movement or will result in a major loss of carparking spaces.
3.3.2.2	Where appropriate, activities should be located adjacent to constructed public car parking areas and public conveniences (within 100 metres). The applicant may be required to contribute towards the construction of the public facilities. Approved applications may be required to contribute towards the upkeep of the local public infrastructure and facilities if considered necessary as a consequence of that activity.
3.3.2.3	If the beach is to be used then the activity must be determined as compatible with the beach environment.
3.3.2.4	Hire sites adjacent to foreshore areas must be related to the hire of beach-related equipment. A range of complementary operations may be permitted in the same vicinity if

there are sufficient facilities and impacts are minor.

3.3.2.5 Beach site activities are not to damage, or lead to degradation of, coastal or other natural environment. All applications for beach sites are to be assessed to ensure that community demands outweigh commercial demands. Passive and informal recreation use of the beach will be the dominant use.

3.3.2.6 All activities are to demonstrate that they will not create a public nuisance to adjacent residential areas in context of noise, traffic, etc. and not create a conflict with the main beachgoers.

3.3.3 Water-Based Activities

3.3.3.1 Permission will be given to the use of the beach area for guided tours/hiring of water based equipment, provided the applicant is prepared to comply with the terms of any licence of the relevant authority of the water body.

3.3.3.2 The activities are not to dominate the main informal water-based activity, conflict with the designated water based activity or create a public danger.

3.3.3.3 All activities must be located adjacent to constructed public carpark areas and public conveniences.

3.3.3.4 The activity is not to damage, or lead to the degradation of, the coastal or marine environment.

3.3.3.5 All activities are not to create a public nuisance to nearby residents, or affect residential amenity and is not to create public nuisance to other regular water-based activities.

3.3.3.6 In the case of jet ski hire activity and other motorised craft, signage shall give adequate notice of warning that the particular area is not suitable for informal recreation use.

3.3.4 Information from the Applicant

In assessing and determining applications, Council will be guided by the following selection criteria:

- (a) Demonstrated successful experience in the activity to a high professional standard;
- (b) Demonstrated history and experience or environmentally acceptable operations;
- (c) Demonstrated appropriate level of knowledge and understanding of local conditions, natural and cultural history, ecological process and possible constraints;
- (d) Demonstrated experience in meeting Agreement conditions, including the prompt payment of fees;
- (e) Demonstrated ability to provide appropriate safety requirements and duty of care responsibilities;
- (f) Demonstrated capability to promote interpretive and educational information that ensures clients are receiving instructions in minimal impact techniques, environmental protection and ethics of appropriate behaviour; and
- (g) Demonstrated \$20 million public liability insurance cover.
- (h) Public liability insurance cover must be held in Australia.

3.4 SPECIFIC RESTRICTIONS

3.4.1 Signage & Structures

3.4.1.1 Council may permit the use of a maximum of 1 temporary sandwich board sign or similar in the immediate vicinity of an approved activity/hire site for the purposes of marking the location of the activity. All other advertising signs are subject to a separate application for development approval in accordance with the Local Planning Scheme.

3.4.1.2 The use of bunting, fencing, sheds or other similar structures for activities is generally not supported.

3.4.2 Activities & Locations

3.4.2.1 Based on experience of the impacts of previous/similar activities (within or outside the Shire), the fragile nature of certain areas, and/or the dominant public use of certain areas, Council is of the view that certain activities should not be supported in certain areas and also that a restriction on the number of certain activities in certain areas should be prescribed.

3.4.2.2 These restrictions are attached to this policy and are based on knowledge and experience at this time and may be amended from time to time by Council as further knowledge and experience is accumulated.

3.5 APPLICATIONS FOR APPROVAL

3.5.1 All applications shall be in writing on the form prescribed in the Local Planning Scheme and are to be accompanied by the appropriate application fee.

3.5.2 Applicants should address the criteria as outlined in Clause 4.4 and provide Council with the following information:

- (a) Previous relevant experience of the applicant(s);
- (b) Full details of type of service to be operated;
- (c) Preferred location of operation (with alternatives);
- (d) Diagram of layout of service when in operation showing location of equipment, trailers, signs, operators table etc;
- (e) Hours and dates of operation;
- (f) Method of operation, eg. hourly hire, 15 minute rides, day trips, and proposed charges to clients;
- (g) Type and numbers of equipment to be hired/used including details of make, age, special features etc;
- (h) All of the intended safety measures – ie. marker buoys, rescue boats, sign etc;
- (i) A cover note or similar statement from an insurance company indicating a willingness to promote insurance coverage (minimum \$20 million public liability coverage required);
- (j) Any on-site storage requirements (if permitted);
- (k) Intended signage (may require Council's additional separate approval); and
- (l) Any additional information specific to the individual service to be provided.

3.6 PROCESSING OF APPLICATIONS

3.6.1 Where the land is NOT under the care, control and management of the local government, the consent of the owner (ie. the crown via the Department of Planning Lands and Heritage - State Lands) is required to process the application.

3.6.2 All applications will be advertised in accordance with the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* prior to final determination by Council.

3.6.3	Applications will be referred to any relevant statutory authorities as determined by Council.		
3.6.4	All applications will be considered with respect to the matters as are relevant to the site and the proposed activity.		
3.6.5	Successful applicants will be advised in writing that prior to commencement of the activity, they must enter into an Agreement with Council and pay the relevant costs.		
3.7	FEES (GST inclusive)		
3.7.1	Application for Development Approval		
3.7.1.1	\$278	NOTE: If the use has commenced or continued to operate without a current Development Approval and an expired Licence Agreement, then a penalty fee will apply to the Application by way of an additional amount of \$556.00.	
3.7.1.2	This fee <u>excludes</u> advertising costs (eg. advert in newspaper, sign on site etc.) which are charged separately.		
4.0 RESPONSIBILITY	The Chief Executive Officer as per the Delegations Policy and Register.		
5.0 ADOPTION	First Drafted	22 October 2004	
	First Adopted	17 December 2004	Minute 12.9.3
	Last Modified	19 October 2012	
	Last Adopted	19 December 2012	Minute 12.8.2
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Adoption	

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<h2>Compliance and Enforcement of Planning Laws</h2> <h3>Local Planning Policy</h3>
--	---

Version 3

Scheme Provisions:	Other References:	Special procedural considerations:
LPS #11 3.1 Zoning and Development Table "Deemed Provisions" LPS Regulations LPS #10 4.1 Zoning and Development Table Part 11 Enforcement and Administration	Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Enforcement of Planning Laws local planning policy.

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

2.0 OBJECTIVE

- 2.1 To establish a framework for the community to make their concerns known in a constructive and effective manner.
- 2.2 To clearly delineate the process and procedures for dealing with compliance and enforcement issues related to Planning laws.

3.0 POLICY STATEMENT

3.1 Raising a Concern

- 3.1.1 All concerns must be put in writing with the complainant's name, address and phone/email contact included. Written statements are required to ensure that the complainant's concerns are accurately presented.
- 3.1.2 Contact details must be provided in order for the local government to contact complainants, which may be done in the following circumstances:

- (a) If additional information about the matter is required;
- (b) If it is considered desirable to ask the complainant to monitor the situation in order to obtain additional evidence; and
- (c) Should the concern proceed to legal action, the complainant may be requested to appear as a witness at court proceedings.

3.1.3 If a complainant wishes to raise a concern anonymously, then it is treated as a comment and the local government will be unable to advise the complainant of the outcome of the investigation.

3.1.4 All concerns will be treated confidentially where appropriate.

3.1.5 Concerns will not be dealt with if the local government is of the opinion that:

- (a) The matter is not considered to have a sufficient impact upon the person aggrieved; or
- (b) The concern is vexatious or not made in good faith.

3.2 Procedure for the Enforcement of Planning Laws

3.2.1 Once a complaint has been investigated and deemed worthy of enforcement action, the following general procedure will be followed. Ultimately, the manner and extent in which the local government takes enforcement action will depend on the nature of the matter and the seriousness of the contravention.

(a) Written Warning

- (i) The local government will write to the offender setting out the breach and advising the offender that if the breach continues (in the case of an unlawful use or condition breach), or if the breach is not remedied (in the case of unlawful 'brick-on-brick' type development), the local government may commence formal enforcement proceedings. A clear timeframe in which action is required on the part of the offender will be included;
- (ii) If applicable, the written warning will set out the process and timeline in which the offender may apply for retrospective planning approval.

(b) Secondary Warning

- (i) Should the offender not take the prescribed action described in the written warning or apply for retrospective planning approval within the prescribed period, a second written warning shall be issued, informing the offender that should the prescribed action not be completed or application submitted within a clearly defined period, the local government will commence prosecution proceedings without any further notice given.

(c) Formal Enforcement

- (i) Should no action be taken by the end of the prescribed period of the

second written warning, the local government shall have recourse to the enforcement proceedings defined in the *Planning and Development Act 2005* (“Act”), which include giving formal directions pursuant to section 214 of the Act, commencing prosecution proceedings for an offence pursuant to section 218 of the Act and giving infringement notices pursuant to section 228 of the Act.

3.2.2 Section 164 of the Act allows for the local government to grant its approval under a Scheme for development already commenced or carried out. Therefore, where there is discretion under the Scheme to grant retrospective approval for the development, the local government will advise the offender an application for retrospective approval can be made in both the first and second written warnings.

3.2.3 The making of an application for retrospective planning approval will not necessarily preclude the local government from commencing formal enforcement proceedings in relation to the breach.

3.2.4 Where the local government considers a direction pursuant to section 214 of the Act is appropriate enforcement action for the breach, the Chief Executive Officer will issue a direction to be given to the offender.

3.2.5 Where the local government considers an infringement notice is appropriate enforcement action for the breach, a person appointed by the Chief Executive Officer as a designated person for the purposes of section 228 of the Act will issue an infringement notice to the offender.

3.2.6 Where the local government considers prosecution proceedings are an appropriate enforcement action for the breach, the Chief Executive Officer or an employee of the local government authorised by the Chief Executive Officer will commence prosecution proceedings against the offender.

3.3. Discretion as to the Enforcement of Planning Laws

3.3.1 Formal enforcement proceedings for the enforcement of planning laws include the giving of formal directions pursuant to section 214 of the Act, commencing prosecution proceedings for an offence pursuant to section 218 of the Act and the giving of infringement notices pursuant to section 228 of the Act.

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

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

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

- (a) It is in the public interest of the proper and orderly development and use of land that planning law should generally be complied with. It is expected that,

normally, those who carry out development or subdivision, or use land, should comply with the planning legislation and any applicable approval, licence or other authorisation in relation to that activity.

- (b) The impact of the contravention of the Scheme on the affected locality and environment. This includes a consideration of whether the breach complained of is purely technical which would be unnoticeable other than to a person well versed in the relevant law.
- (c) The factual circumstances in which the contravention took place. For example, if the local government had in some way condoned or endorsed the unlawful development, it may not be reasonable for the local government to later attempt to enforce its Scheme in relation to the unlawful development.
- (d) The time which has elapsed since the development was undertaken unlawfully.
- (e) The expense and inconvenience which would be involved in remedying the contravention.
- (f) Whether or not the unlawful development/use in question is dangerous, or potentially dangerous.

3.3.5 In prosecution proceedings, the onus is on the local government to prove all elements of an offence beyond reasonable doubt. Therefore, an additional factor that should be considered when determining whether to initiate prosecution proceedings is the strength of the evidence available; that is, the prospects of the prosecution succeeding.

3.3.6 As an alternative to commencing prosecution proceedings, an offender may be given an infringement notice. An infringement notice is an 'on-the-spot' modified penalty for minor planning offences where the local government considers prosecution proceedings are not warranted. An infringement notice is intended to act as a deterrent and to motivate immediate correction of breaches. An infringement notice will only be given where the breach is minor and can be easily remedied. Payment of the modified penalty for an infringement notice may not prevent further formal enforcement proceedings being taken should the breach not be remedied.

4.0 RESPONSIBILITY

The Chief Executive Officer as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer for giving infringement notices (Clause 4.2.5). Pursuant to section 234 of the Act, the Chief Executive Officer has appointed the following classes of persons to be designated persons for the purposes of giving an infringement notice pursuant to section 228 of the Act:
"Principal Planner"

5.0 ADOPTION

	19 February 2010	Advertising	Minute 2.8.2
	16 April 2010	Final Approval	Minute 4.8.1
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Adoption	



Consultation for Planning Proposals Local Planning Policy

Version 3

Scheme Provisions:

LPS #10

Clause 4.3 of Local Planning Scheme No.10 requires applications for development approval classed as 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the Planning and Development (Local Planning Schemes) Regulations 2015, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause.

LPS # 11

Clause 3.2 of Local Planning Scheme No.11 requires applications for development approval classed as 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the Planning and Development (Local Planning Schemes) Regulations 2015, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause..

Other References:

Shire of Northampton Local Planning Scheme No. 10
Shire of Northampton Town Planning Scheme No. 9
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015

Special procedural considerations:

In any event all applications requiring vehicular access to roads under the control of Main Roads WA (North West Coastal Highway, part Port Gregory Road/George Grey Drive) shall be forwarded to the Main Roads WA seeking comment, prior to the Council determining the proposal.

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ("the Scheme"). It may be cited as the *Consultation for Planning Proposals local planning policy*.

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

2.0 OBJECTIVE

- 2.1 To develop a method by which proposals can be classified according to their likely impact.
- 2.2 To clearly define the different levels of consultation that will be undertaken and advice that will be provided in respect of a range of land use and development proposals, to provide the community with adequate and appropriate opportunities to be kept informed and comment on and respond to issues and proposals.
- 2.3 To detail the requirements for consultation based on the level of impact of the proposal.
- 2.4 To outline the process the local government will use when undertaking consultation and considering submissions.

3.0 POLICY STATEMENT

3.1 Definitions

For the purposes of this policy:

“**Adjoining**” means any land (or owner of land) which abuts an application site or is separated from the site only by a pathway, driveway, right-of-way or similar thoroughfare (excluding a public road reserve).

“**Affected Person**” means a person who owns (or occupies) land that adjoins an application site or the enjoyment of which, may be detrimentally affected by the use or development on an application site.

“**Nearby Land**” means any land (other than adjoining land) which may be adversely affected by a development proposal and, where appropriate, may include owners (or occupiers) within a neighbouring local government.

“**Notify**” means written communication by the local government or the proponent of a development proposal containing relevant information about the development proposal for the purpose of advice or seeking comment.

“**Relevant Information**” means the principle details of a development proposal as determined by the author of any notification to be sufficient to describe the proposal and its potential impacts. Each notification is to provide further information as to where and when full particulars of the development proposal can be inspected during the period during which comments are sought.

“**Submitters**” means those affected persons who have provided written comment on a proposal within the formal comment period, or shortly thereafter at the discretion of the local government.

3.2 General

3.2.1 The over-arching principle of this policy is that the local government will advise and consult with the community about initiatives involving proposed new or extended land uses and developments, in an endeavour to ensure openness and accountability in the decision-making processes and to gauge public opinion.

3.2.2 The need to engage the community will be based on the degree to which the proposals concerned impact upon the site itself, the land immediately surrounding the site, the locality within which the site is situated or, in some cases, the whole of the settlement concerned or the Shire in its totality. The degree to which a given property, area, locality or district will be impacted will vary dependent upon the form of land or development involved. Issues that will be taken into account when assessing degrees of impact will include such aspects as the visual impact, noise or disturbance impact, traffic generation and vehicle movement and distribution, community convenience or inconvenience and community expectation with respect to provision of services.

3.2.3 In relation to complex issues, the local government will exercise flexibility in determining the level of consultation that is required and the best means by which maximum public feedback may be obtained.

3.3 Consultation Category Levels and Methods

3.3.1 The method of consultation used will relate to the likely extent of the impact on the community or the interest likely to be generated by the community with respect to the proposed land use or development and will be selected according to the following categories:

3.3.2	<p><u>Level A – NO CONSULTATION</u> No consultation will occur where the proposal:</p> <ul style="list-style-type: none">a. is determined as having no predictable detrimental impact on the character or amenity of the immediate or general locality;b. is determined by the local government as not being required or is precluded under relevant legislation; orc. has previously occurred, and only minor modifications or modifications that address concerns previously raised are proposed.
3.3.3	<p><u>Level B – CONSULTATION WITH OWNERS/OCCUPIERS OF ADJOINING LAND</u></p> <ul style="list-style-type: none">a. Where, in respect of any proposal, the 'Deemed-to-Comply' Provisions of the Residential Design Codes are not complied with, the owners/occupiers of land adjoining the application site affected by the non-compliance will be consulted unless the proponent has already undertaken the necessary consultation and secured agreement or obtained comment.b. Where (in respect of other proposals) a proposed development will be visible from any road or other public place and/or will be likely to have an impact on the streetscape, visual amenity and ambience of properties in immediate proximity to the site, the owners/occupiers of properties adjoining, and those on the other side of any street immediately opposite the application site, will be consulted.c. Method of Consultation<ul style="list-style-type: none">i. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.ii. Where an affected land owner/occupier is consulted by the proponent of a development proposal, evidence of the acceptability of the proposal should be provided by way of a signed letter of no-objection and endorsement by way of no-objection comment, signature, printed name and full address on a copy of the plan(s) submitted for approval.
3.3.4	<p><u>Level C – CONSULTATION WITH OWNERS/OCCUPIERS OF NEARBY LAND</u> Where a proposed land use or development is determined by the local government as having the potential to impact on not only the use or enjoyment of land adjoining the application site but also other neighbouring land, the owners/occupiers of those neighbouring properties will be consulted.</p> <ul style="list-style-type: none">a. Method of Consultation<ul style="list-style-type: none">i. The owners/occupiers of properties determined as being potentially affected by a development proposal (generally owners of all land within a radius of 60m of the boundary of the application site for land within an urban area or within an existing settlement) will be consulted in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.ii. Dependent upon the level of impact in the area, the local government may also

publish a notice of the development proposal in a newspaper circulating in the area inviting comment within a specified period.

3.3.5 Level D – CONSULTATION WITH OWNERS/OCCUPIERS OF LAND IN THE LOCALITY

Where a proposed land use or development is determined by the local government as having the potential to impact upon the use or enjoyment of land within an area or a settlement but not extending to the whole of the municipality or specific interest groups within that area, the community within that area will be consulted.

a. Method of Consultation

The local government shall:

- i. publish a notice of the development proposal in a newspaper circulating in the area;
- ii. arrange for a sign or signs to be placed in a prominent position(s) on the site;
- iii. consult the owners/occupiers of all land within a radius of 100m of the boundary of the application site for land within an urban area or within an existing settlement, or 500m radius for land within a rural area, except where it is determined by the local government that the proposal will not have any significant impact on certain portions of the area;
- iv. consult with the owners/occupiers of land beyond the foregoing areas where, in the opinion of the local government, there will be an impact along key transportation facilities, tourist routes or view-sheds; and/or
- v. consult as necessary with other affected government agencies or statutory authorities as the case requires,

drawing attention to the form of the development proposal and inviting comment within a period not being less than 21 days or, where appropriate, such longer period as may be necessary to comply with relevant legislation.

3.3.6 Level E – CONSULTATION WITH ENTIRE SHIRE

In certain circumstances, where there is either a statutory or strategic document of Shire wide significance, consultation will be undertaken in accordance with the legislative requirements, the highest level of consultation outlined in this Policy and any other consultation required by Council.

3.4 Form of Submissions

3.4.1 To be considered valid, any submission will be required to be signed by the submitter who must provide contact details including an address for correspondence.

3.4.2 Reasons for any objection to a development proposal should also be included.

3.4.3 A petition will only be considered valid where it:

- is addressed to the Chief Executive Officer;
- is made entirely by electors of the local government;
- states the request/reason(s) on each and every page of the petition;
- contains the names, addresses and signatures of the electors making the request,

and the date each elector signed; and

- states the name of a single person upon whom, and an address at which, notice to the all the petitioners can be given.

3.5 Consultation Matrix

3.5.1 Schedule 1 of this policy outlines the matrix upon which the appropriate level of consultation with affected persons and the community will generally be determined for land use and development proposals.

3.5.2 Where proposals occur that do not clearly fall within the matrix, or where circumstances indicate that the standard level would not be appropriate, the local government shall use its discretion to establish the consultation process required.

3.5.3 Notwithstanding compliance, proposals that are considered to have a substantial impact due to their scale, size or nature may require consultation.

3.6 Consideration of Submissions

3.6.1 While not detracting from the substance of any submission, all submissions received will be summarised when a report is required.

3.6.2 Submissions shall be treated in confidentiality (unless otherwise prescribed by the relevant legislation), however Councillors may request a copy of any/all submissions.

3.6.3 Matters to be taken into account in the consideration of submissions are outlined as follows but must be based on valid planning grounds:

- a. Considerations outlined in the relevant local planning scheme, local government policy or strategy;
- b. Potential for detrimental impact on the enjoyment of nearby properties from such causes as the affect on views to and from the development site, overshadowing, privacy, noise impact, or the scale, height, external appearance and bulk of proposed new developments;
- c. Impact of the proposal on streetscape and the amenity of the locality;
- d. Heritage values or significance;
- e. The adequacy of access, egress, parking and manoeuvring including disabled access;
- f. Traffic generation and probable effect on safety and traffic movement;
- g. Removal of, or increased threat to, natural vegetation;
- h. The assessed fire hazard appropriate to the land and the proposed new land use and development;
- i. Any other environmental consideration including but not limited to potential for soil erosion or land degradation, water quality degradation, or increased environmental risk;
- j. Potential loss of any community service or benefit;

	<p>k. Adequacy of community and public utility services; and</p> <p>l. Any other matter relevant to orderly and proper planning.</p>												
3.6.4	<p>Once a determination of the matter has been made, a letter will be sent to each submitter (or the notice person in the case of a petition):</p> <ul style="list-style-type: none"> • acknowledging receipt of the submission; • advising of the determination of the development proposal concerned, providing reasons for that determination; and • advising the name and position of the officer of the local government from whom further information can be obtained. 												
3.6.5	<p>Where appropriate, in lieu of writing to each submitter, the local government may place an advertisement in the local paper providing public advice as to the outcome of the matter.</p>												
3.6.6	<p>For 'E' level consultations, the method of responding to comments received will be determined as part of the consultation strategy.</p>												
<p><u>3.7 Cost of Consultation</u> The full costs of the consultation requirements specified within this policy are to be met by the applicant.</p>													
4.0 RESPONSIBILITY	<p>Authority is delegated to the Chief Executive Officer for the following:</p> <ol style="list-style-type: none"> a. Accept submissions received shortly after the formal comment period. b. Determine the consultation level. 												
5.0 ADOPTION	<table border="1"> <tr> <td>20 February 2009</td> <td>Advertising</td> <td>(Minutes 1.6.2)</td> </tr> <tr> <td>17 April 2009</td> <td>Final Adoption</td> <td>(Minutes 3.6.3)</td> </tr> <tr> <td>V2 16 June 2014</td> <td>Advertising / Final Adoption</td> <td>(Minutes 6.8.1)</td> </tr> <tr> <td>V3 15 June 2018</td> <td>Advertising / Final Adoption</td> <td></td> </tr> </table>	20 February 2009	Advertising	(Minutes 1.6.2)	17 April 2009	Final Adoption	(Minutes 3.6.3)	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)	V3 15 June 2018	Advertising / Final Adoption	
20 February 2009	Advertising	(Minutes 1.6.2)											
17 April 2009	Final Adoption	(Minutes 3.6.3)											
V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)											
V3 15 June 2018	Advertising / Final Adoption												

 <p>Shire of Northampton <i>Simply Remarkable</i></p>	<p>SCHEDULE 1 – CONSULTATION MATRIX</p>
---	--

Development Proposal Type	Consultation Level
Design Guidelines	D
Local Planning Policies	D
Management Plans (local)	C
Development Applications (permitted uses)	A
Development Applications (discretionary) <ul style="list-style-type: none"> • likely to impact on surrounding owners/occupiers; or • not likely to impact on surrounding owners/occupiers 	B A
Development Applications (discretionary after advertising) <ul style="list-style-type: none"> • impacts are confined to adjoining properties and the immediate vicinity of the proposal; or • impacts affect the broader locality in addition to adjoining properties 	C D
Residential Design Codes Design Principle Assessment	B
Structure Plans	D
Strategic Plans / Documents: <ul style="list-style-type: none"> • impacting on specific sectors / areas of the community • impacting on the entire Shire 	D E
Subdivision Referrals	A
Local Planning Scheme Amendments	D
Townsite Plans / Local Planning Strategies	D
Local Planning Scheme Review	E

A **None**

B **Owners/Occupiers of adjoining land**

C **Owners/Occupiers of nearby land**

- Within radius of 60m.
- May also publish notice in a newspaper.

D **Owners/Occupiers of land in the locality**

- Publish notice in a newspaper.
- Sign or signs to be placed on the site (Scheme Amendments/Structure Plans).
- Within 100m radius for urban area or 500m radius for rural area
- Beyond foregoing areas where impact along key transportation facilities, tourist routes or view-sheds.
- As necessary with government agencies or statutory authorities.

E **Entire Shire Consultation**

**7.3.2 REVIEW OF SHIRE OF NORTHAMPTON LOCAL PLANNING SCHEME NO. 10
HERITAGE LIST & UPDATE OF MUNICIPAL HERITAGE INVENTORY**

LOCATION:	Whole of Shire
FILE REFERENCE:	10.2.2 / 10.8.7
DATE OF REPORT:	30 May 2018
REPORTING OFFICER:	Hayley Williams - Consultant Planner
RESPONSIBLE OFFICER:	Garry Keeffe - Chief Executive Officer

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.*

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 Municipal Heritage Inventory (MHI) and Heritage List under *Local Planning Scheme No. 10* (LPS 10) has commenced, in line with the recommendations of the MHI Review completed in October 2015. The MHI requires a number of small amendments to place records to update place names, lot details and new information. The review of the Heritage List is more complex with the proposal to include both Management Category 1 and 2 places, along with existing entries to the list. It is recommended that Council resolve to initiate the review of the Heritage List, and the updates to the Municipal Heritage Inventory, for the purposes of commencing the consultation process.

BACKGROUND:

The Municipal Heritage Inventory is created and maintained as a requirement of the *Heritage of Western Australia Act 1990*. The Inventory forms the basis of the Shire's Heritage List which is contained within *Local Planning Scheme No. 10 (LPS10)*.

The Municipal Heritage Inventory was last reviewed in October 2015 with a comprehensive review being undertaken for each place (excluding mines). This included the following methodology:

- Consultation
- Site investigations
- Historic Research
- Update Place Record Forms
- Mapping

A key recommendation of the review of the Municipal Heritage Inventory was for this document to be used to inform the preparation of updated Heritage List, protected under the Shire's LPS10.

Purpose of the Municipal Heritage Inventory

The MHI is a resource document prepared to identify and celebrate buildings and places within the Shire of Northampton which are worthy of recognition for their heritage significance.

The Municipal Heritage Inventory is independent of the State Register of Heritage Places maintained by the State Heritage Office, and also independent of lists prepared by other bodies, such as the National Trust.

The MHI contains a full assessment of each listed place by means of a Place Record Form. This provides the justification for inclusion of the place within the inventory.

Although prepared as a requirement of the Heritage Act, the MHI has no statutory force in terms of protection of listed places. It is a resource document providing historical information and other details to celebrate places which are recognised for their heritage significance. However, the MHI has statutory importance to the extent that it contains information and justification to supplement the Heritage List.

Since the finalisation of the last review in 2015, a small number of textual updates have been required to lot numbers and place names. Place Record 1 is also proposed to be updated to reflect new information on an Aboriginal burial site.

Purpose of the Heritage List

The Heritage List has previously been prepared as a requirement of clause 7.1.1 of LPS10. However, more recently, the Heritage List is given effect under Schedule 2 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regs). Under these clauses, the Heritage List has statutory force in relation to constraints on demolition and significant alteration of listed places.

The Heritage List only contains the most worthy places of heritage significance. While the Heritage List identifies those places, it does not include details of the assessment of the listed places. The detailed assessment is contained within the MHI. The Heritage List will not contain a place which is not also included in the MHI.

As part of the review of the Heritage List, it is proposed to include those places classified in the MHI as Management Categories 1 and 2, with those places to form the basis of the Heritage List.

COMMUNITY & GOVERNMENT CONSULTATION:

Municipal Heritage Inventory

It is proposed to undertake "Level D" consultation in accordance with the *Shire of Northampton - Consultation for Planning Proposals Local Planning Policy*. This will include the following measures with an advertising period of 21 days:

- Public notice in the Geraldton Guardian and Shire of Northampton website;
- Direct consultation with affected property owners; and
- Referral to relevant Government Agencies.

Heritage List

Preparation and adoption of the Heritage List will involve preliminary consultation with owners of places proposed to be listed. Following preliminary consultation, the draft document will be advertised and made available for public inspection and comment to the extent required by Schedule 2 - Deemed Provisions, Part 3, cl 8(3)

of the *Planning and Development (Local Planning Schemes) Regulations 2015*, along with any other consultation the local government considers appropriate.

Prior to adopting the Heritage List, the Council will consider any written submissions received during these consultation periods.

FINANCIAL & BUDGET IMPLICATIONS:

Costs associated with public advertising and project management by the Shire's Planning Consultant are covered by the current budget.

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

Shire of Northampton Local Planning Scheme No. 10

Part 7 of the *Shire's Local Planning Scheme No. 10 (LPS10)* includes provisions for Heritage Protection in the form of Heritage Lists and Heritage Areas. The Shire's existing Heritage List contains 25 places within the Northampton Townsite and 20 outside of the Townsite, however, only 31 of these places have a Management Category of 1 or 2.

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* includes Part 3 - Heritage Protection. This part of the Regulations includes the requirement for a local government to establish and maintain a Heritage List. The Regulations also outline the way in which the Heritage List must be set out and how places need to be entered, modified or removed from the list.

POLICY IMPLICATIONS:

*Local: Shire of Northampton Municipal Heritage Inventory 2015
Shire of Northampton Local Planning Policy - Heritage Conservation and
Development 2016*

Shire of Northampton Municipal Heritage Inventory 2015

The Shire of Northampton Municipal Heritage Inventory includes the following management categories:

Category	Level of Significance	Description	Management Recommendation
1	Exceptional Significance	Essential to the heritage of the locality	Conservation of the place is considered essential. Any proposed change should not unduly impact on the significance of the place and be in accordance with either a Conservation Plan or Heritage Impact Statement.
2	Considerable Significance	Very important to the heritage of the locality	Conservation of the place is highly recommended. Any proposed change should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible
3	Moderate Significance	Important to the heritage of the locality	Conservation of the place is recommended. Any proposed change to the place should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible.
4	Some Significance	Contributes to the heritage and/ or historical development of the locality	Conservation of the place is desirable. Any proposed change to the place should be in sympathy with the heritage values of the place.
5	Historic Site	The site has historic significance for its previous use and its role in the historical development of the locality.	Proposed development may need to have regard to possible archaeological evidence remaining on the site. Recognise and interpret the site if feasible. This may be achieved through a variety of methods including, but not limited to, signage, public art, paving treatment and landscaping as well as design treatment of any new development, which reflects the former use of the site.
6	Municipal Inventory Archive	Place was previously included in the Municipal Inventory but has been removed due to demolition or diminished heritage significance	The place does not form part of the relevant local Town Planning Scheme Heritage List. This category is for record keeping purposes only.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Planning for the Future

Strategy: Increased Recognition of Indigenous and European heritage

- Key Actions:
- 4.1.2 Identify and manage significant cultural heritage sites
 - 4.1.3 Recognise key physical features that contribute to the character and amenity of the region
 - 4.1.4 Maintain and review the Municipal Heritage Inventory

COMMENT:

The proposed review of the Heritage List and the updates to the Municipal Heritage Inventory (MHI) are key recommendations of the MHI Review completed in 2015 and are an important key action of the Community Strategic Plan.

Heritage List

A preliminary assessment has been undertaken of all Category 1 and 2 places within the Municipal Heritage Inventory. In the list of Category 1 places there is a total of 33 places. 10 of these places are not accounted for under the current Heritage List within *Local Planning Scheme No. 10*. In the list of Category 2 places there are 29 places not accounted for directly under the Heritage List, however, 2 of these places are within the Special Control Area for Heritage Conservation. The table below illustrates the number of places on the current and amended Heritage List.

	Current List	Amended List	Total
Category 1	23	10 additional places	Cat 1 Places 33
Category 2	8	29 additional places*	Cat 2 Places 37
Total	31	39	70

* Two additional places are contained within Town Centre Heritage Conservation Precinct.

Therefore, there is a total of 39 additional places proposed to be included on the Heritage List.

Municipal Heritage Inventory

Since the completion of the Municipal Heritage Inventory (MHI) in 2015 a small number of textual and typographical errors have been recorded. These include changes to Place Names and lot details. There has also been new information brought to the attention of Shire staff that warrants inclusion into the Place Record for Murchison House Station.

The proposed changes are considered to be minor, however, to ensure amendments are made in an appropriate manner, referral of the proposed amendments will be undertaken to both the Shire of Northampton's Heritage Advisor and to the Department of Planning, Lands and Heritage.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

It is recommended that Council initiate the review of the Shire of Northampton Heritage List contained within *Local Planning Scheme No. 10* and undertake updates to the Shire of Northampton Municipal Heritage Inventory.

OFFICER RECOMMENDATION – ITEM 7.3.2

That Council resolve to initiate:

- 1. A review of the Shire of Northampton Local Planning Scheme No. 10 Heritage List 2015 for the purposes of consultation and pursuant to Schedule 2 - Deemed Provisions, Part 3, cl 8 (3) of the *Planning and Development (Local Planning Schemes) Regulations*; and**
- 2. An update of the Shire of Northampton Municipal Heritage Inventory, for the purposes of consultation.**

7.3.3 RENEWAL OF AGREEMENT – KALBARRI BOAT HIRE – CANOE SAFARIS

LOCATION:	Reserves 12996, 25307 & 26591, and Lot 1545– Murchison River Foreshore
APPLICANT:	Kalbarri Boat Hire – J Morgan
OWNER:	State of Western Australia / Shire of Northampton
FILE REFERENCE:	10.6.7
DATE OF REPORT:	5 June 2018
REPORTING OFFICER:	Debbie Carson – Planning Officer
APPENDICES:	
	1. Application Details
	2. Schedule of Submissions

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.*

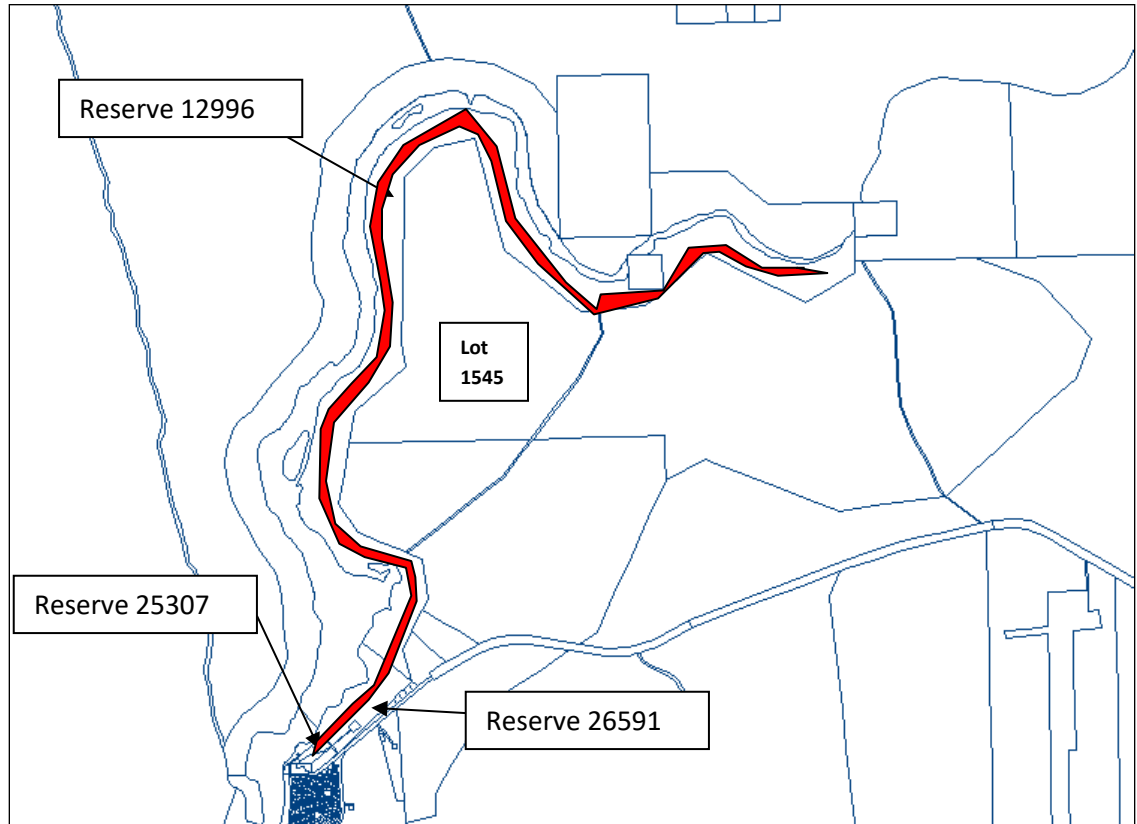
SUMMARY:

An application has been received for the renewal of Use-Hire Site License Agreement 2015-002 for a further 3 year period in accordance with Council policy. The existing license agreement is for the provision of supervised canoe safari tours, and no changes to the existing use is proposed.

The proposal was advertised for a period of 21 days, and during that period six (6) submissions were received, all being from governmental agencies, with no objections received in relation to the proposal.

This report recommends approval of the application subject to conditions, including that the Applicant enters into a License Agreement with the Shire of Northampton and being subject to receiving the approval of the Minister of Lands.

LOCATION PLAN:



BACKGROUND:

In adopting the *Local Planning Policy - Commercial Recreational Tourism Activity on Crown Reserves* in December 2004, Council acknowledged long time existing tour operators by issuing 12 month approvals for canoe safaris, horse riding tours, and river boat cruises.

Subsequently, a License Agreement for the canoe tours was first endorsed by Council in April 2005.

The current License Agreement issued in October 2015 is due to expire on 30 December 2018. In accordance with the *Local Planning Policy - Commercial Recreational Tourism Activity on Crown Reserves*, the Applicant has now applied for a further three (3) year license.

The Proposal:

The operation consists of canoe safaris traversing the Murchison River utilising three four-wheel drive trucks with two trailers for 14 canoes and one guide vessel kayak for staff use only.

The operational hours of the safari tours are from 6.00am to 7.00pm seven days a week. Two tours are conducted daily.

The tour starts at the existing boat hire lease area carpark on the Murchison River foreshore (Reserve 25307) and then traverses Reserve 26591, Lot 3034 (Murchison House Station) and Reserve 12996.

Refreshments are currently served from the existing stone structure at Nanny Goat's Well (Reserve 12996).

Full details are provided by the applicant in the **Appendix 1**.

COMMUNITY & GOVERNMENT CONSULTATION:

The application was advertised for a period of 21 days (from 24 April to 15 May 2018) in accordance with Section 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* with a notice placed in the Geraldton Guardian, on the Shire website and available at both the Northampton and Kalbarri Shire offices. The application was also forwarded to the following governmental agencies for consideration:

- Department of Water and Environmental Regulation;
- Department of Planning, Lands and Heritage;
- Yamatji Marlpa Aboriginal Corporation;
- Department of Biodiversity, Conservation and Attractions;
- Department of Mines, Industry Regulation and Safety;
- Department of Transport;
- Department of Jobs, Tourism, Science and Innovation; and
- Department of Primary Industries and Regional Development.

During the advertising period, six (6) submissions were received, all being from governmental departments, of which none provided any objection to the continuing proposed use. A summary of the submissions is included as **Appendix 2** to this report.

FINANCIAL IMPLICATIONS:

The applicant has paid a development application fee of \$278.00.

Should Council grant Development Approval to this application and enter into a License Agreement for a period of three (3) years, the Applicant will be required to also pay in advance an annual Reserve User Fee of \$500.00 as per Council Policy 9.2.5 (5.2- Reserve User Fee), being a total of \$1500.00 + GST, as well as pay the License Agreement document preparation fee of \$150.

Alternatively, should Council refuse this application and the Applicant proceeds to exercise their right of appeal, costs are likely to be imposed on the Shire through its involvement in the appeal process.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Local: Shire of Northampton Local Planning Scheme No. 11

Reserves 12996 and 26591 are vested with the Shire for the purposes of “Parkland and Recreation” and “Parklands” respectively.

Lot 1545 is under a pastoral lease to Murchison House Station and is shown on *Town Planning Scheme No. 11 – Kalbarri* as a “Local Scheme Reserve”.

POLICY IMPLICATIONS:

Local: Shire of Northampton Kalbarri Townsite Local Planning Strategy

Shire of Northampton Kalbarri Coastal Management Strategy

Shire of Northampton Local Planning Policy – Commercial Recreational Tourism Activity

Shire of Northampton Kalbarri Townsite Local Planning Strategy

The *Kalbarri Townsite Strategy* emphasises the importance of tourism to Kalbarri and states:

“It is considered that Kalbarri’s long term security of visitors lies heavily in expanding and promoting the Intrastate family tourist market and, in

particular, heightening the range of experiences and services available to families. This requires not only the provision of accommodation, attractions, and entertainment but, more importantly, the “packaging” of these into a “whole of family” (eg Club Med) experience where the parents have the opportunity to enjoy their holiday as much as the children.”

Shire of Northampton Kalbarri Coastal Management Strategy

The objectives for this Strategy relate to environmental protection, protection of assets and facilitating ongoing human uses of the coast. The objectives of this Strategy are to:

- *“Protect and maintain the environmental and cultural values of the Kalbarri coast. To ensure significant landscape, environmental features and conservation values are preserved and/or enhanced. This includes maintaining the coastal environment and the social, environmental and economic services which they currently provide.*
- *Protect and maintain the environmental and cultural values of the Murchison River. To conserve areas of geological, environmental and cultural significance, minimise the impact of human activities on the values and preserve the important cultural and recreational values of the River Reserve.*
- *Protect and enhance the attraction of Kalbarri as a tourist destination- To ensure that Kalbarri can continue to support a local tourist economy and to enhance Kalbarri’s position as a premier holiday destination within Western Australia;*
- *Protect and maintain facilities and access for commercial and recreational use- To facilitate ongoing, sustainable public access and recreational use of the area for current and future generations. Ensure the facilities are adequate to meet the current needs of the community, visitors and local industry; and*
- *Manage public safety and protect infrastructure- To ensure public safety and the protection of infrastructure from damage by coastal and fluvial forces.”*

The riverine area of Kalbarri is an important and sacred area for the local Nanda people, and the areas accessed by the proposed tour are nearby to cultural sites. The Strategy states the following in relation to Aboriginal Heritage:

“The area is an important and sacred area for the local Nanda people with many Dreaming stories associated with the natural features such as the rocks, hills, Murchison River, streams and springs. The Nanda believe that the landscape and features in the area were formed by the activities of their ancestors and the Beemarra river serpent during the Dreamtime. The Nanda hold long standing, traditional knowledge of the landscape and natural resources in the study area.

The study area contains a number of cultural sites that are important to the Nanda people ... some of which are registered with the Department of Aboriginal Affairs”

The Strategy continues to emphasise the Aboriginal Heritage of the area, stating:

“It is important to note that the cultural values associated with the foreshore environment are not represented only by the registered aboriginal heritage sites. The land and water environment of coastal areas contains many sustaining values associated with the use and enjoyment of the land that are important to the region’s Aboriginal community.”

Commercial Recreational Tourism Activity on Crown Reserves -Local Planning Policy (2014)

The application has been lodged under Council’s ‘Commercial Recreational Tourism Activity on Crown Reserves’ Local Planning Policy.

The objectives of the Policy are as follows:

- *“To ensure that commercial activities on reserves do not diminish the recreational amenity of residents or visitors who are attracted to the Shire for its natural beauty and environment;*
- *To ensure ecologically sustainable use and protection of reserves for the benefit and enjoyment of future generations;*
- *To retain reserves (where appropriate) as places for passive and/or active recreation for residents and visitors;*
- *To regulate the level and intensity of commercial activities on reserves as necessary to ensure that it does not destroy the value and nature of the activity and the resource on which it is based;*

- *To enable appropriate (limited) opportunities for commercial tourism operators to provide services and facilities to the public to enhance their visit to the Shire; &*
- *To provide criteria for assessing and determining applications.”*

Section 4.3 of the Policy states the following in relation to water-based activities:

“4.3.3.1 Permission will be given to the use of the beach area for guided tours/hiring of water based equipment, provided the applicant is prepared to comply with the terms of any licence of the relevant authority of the water body.

4.3.3.2 The activities are not to dominate the main informal water-based activity, conflict with the designated water based activity or create a public danger.

4.3.3.3 All activities must be located adjacent to constructed public carpark areas and public conveniences.

4.3.3.4 The activity is not to damage, or lead to the degradation of, the coastal or marine environment.

4.3.3.5 All activities are not to create a public nuisance to nearby residents, or affect residential amenity and is not to create public nuisance to other regular water-based activities.”

Furthermore Section 4.4 of the Policy states:

“4.4.2.1 Based on experience of the impacts of previous/similar activities (within or outside the Shire), the fragile nature of certain areas, and/or the dominant public use of certain areas, Council is of the view that certain activities should not be supported in certain areas and also that a restriction on the number of certain activities in certain areas should be prescribed.

4.4.2.2 These restrictions are attached to this policy and are based on knowledge and experience at this time and may be amended from time to time by Council as further knowledge and experience is accumulated.”

COMMENT

The canoe safari tours are considered to be consistent with the objectives of *Town Planning Scheme No. 11 – Kalbarri*, the *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*, and the *Kalbarri Townsite Local Planning Strategy*.

The Applicant's past tour activities demonstrate a high degree of care for the ecologically sustainable use of the reserves, and utilise existing tracks for vehicle access. The tours are considered suitably low-impact, and do not detract from the amenity of the site or reduce the opportunity for others to use the Reserves. The present operators have been conducting the tours since 2004 and no recent incidents or complaints have been registered against this tour operator. Furthermore, it is considered that the Applicant demonstrates adequate safety measures and displays cultural respect for Aboriginal Heritage sites and this is supported by the absence of any complaints or incident reports received by the Shire of Northampton.

Upon advertising of the proposal, no objections were received from the referral agencies or the local community.

VOTING REQUIREMENT:

Simple Majority Required.

CONCLUSION:

Based upon the above, it is recommended that Council approve the renewal of the Use / Hire Site License Agreement for the canoe safari tours for an additional three (3) years, in accordance with Council Policy, and subject to the conditions outlined below.

OFFICER RECOMMENDATION – ITEM 7.5.3	APPROVAL
That Council:	
1. Grant Development Approval for an experiential use (canoe safaris) over Reserves 12996, 25307 & 26591 and Lot 1545, Murchison River Foreshore, Kalbarri subject to the following conditions:	

- a) **This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute and approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;**
- b) **This Development Approval is subject to:**
- (i) **In-principle approval of the Shire in its capacity as management body of the reserve within which the proposed use is to be located;**
 - (ii) **Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*; and**
 - (iii) **A license agreement being entered into by the applicant and the Shire in accordance with Council's Policy 9.2 – *Requirements for License Agreements to Use Crown Reserves for Commercial, Recreational and Tourism Activities*;**
- c) **This Development Approval shall remain valid whilst the License Agreement referred to in Condition (b)(iii) remains current and valid, and on the expiration or in the termination of such License Agreement, this Development Approval shall cease to be valid.**

Advice Notes:

- Note 1:** *If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;*
- Note 2.** *Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*
- Note 3:** *If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005 Part 14*. An application must be made within 28 days of determination.*

- 2. Authorise delegation to the Chief Executive Officer and Planning Officer for the preparation and execution of the License Agreement, with any disputes to be referred back to Council for final determination.**

APPENDIX 1. APPLICATION DETAILS

7 April 2018

Ms Hailey Williams
Principle Planner
Shire of Northampton
PO BOX 61
Northampton WA 6535

Attention: Ms Debbie Carson

To whom it may concern

RE: KALBARRI BOAT HIRE CANOE SAFARI RENEWAL OR REISSUE OF AGREEMENT No 001-05

The following information is provided for the renewal or reissue of the existing/current agreement and licence to operate. The aim is to extend or reissue the current agreement for a period of 3 years in accordance with council renewal policy.

BACKGROUND

- 1.1 This is a request for the renewal or reissue of existing lease to Kalbarri Boat Hire/Canoe Safaris
- 1.2 Approval from the shire to conduct the current canoe tour on the reserve and foreshore areas as stated in attachments and tour operation details. Reserve 12996 and 26591
- 1.3 The tour has been running for over 40 years within the reserve. The tour allows for the direct benefit to future visiting population and resident population of Kalbarri in the form of controlled access to the river reserve. The tours success relies on Kalbarri Boat Hire's ability to protect and preserve the beautiful and diverse natural environment. The tour aims to deliver an eco friendly outlook. This aims to protect the environment whilst offering increased access to recreational activities within the shire, namely canoeing on the Murchison River.
- 1.4 The canoe tour allows for all visitors and local resident's of Kalbarri; direct access to outdoor recreational activity with the added benefit of direct supervision of a well organised tour company. Kalbarri Boat Hire always aims to increase the general public's access to tourism activities with minimal impact to the environment.
- 1.5 The tour at all times considers the safety of the visitors to the shire and allows public access to tourists. The tour access to the reserve is well controlled and regulated. We have current liability insurance as per requirement of shire. Kalbarri Boat Hire as the current lease owners has a faultless safety record.

CURRENT OPERATOR'S HISTORY IN TOURISM

As stated the tour has operated in Kalbarri for over 40 years. The tour in its current form has been operated by current owner Mr John Morgan for 8 years. Mr John Morgan has had links to the tourism industry in Kalbarri for 35 years. He has been a longstanding resident of the shire and rate payer. John takes great interest in promoting local business, employment and developing infrastructure within the shire. During his operational time and ownership of Kalbarri Boat Hire Canoe Safaris, it has been priority to ensure that facilities and equipment have been constantly renewed or improved and maintained. This increases safety for the tour and our customers. Significant financial investment has been made to ensure quality product. Kalbarri Boat Hire Canoe Safaris continues to ensure training standards.

Despite a general downturn in tourism within the state, the business is still operating successfully. Through good business management strategy; we continue to provide employment opportunities and a quality product to visitors to the shire. As the current applicant, Kalbarri Boat Hire Canoe safaris, has received no infringements to our existing lease. Nil complaints on operational issues from the shire during our 8 year lease holding have been noted.

Kalbarri Boat Hire Canoe Safaris looks towards continuing to improve and grow the business within the shire guidelines in the future.

OBJECTIVES

Kalbarri Boat Hire aims to meet these objectives as follows

- 2.1 The tour whilst a commercial activity allows for enhancement of the access to the recreational amenity/reserve for all participants
- 2.2 The tour is ecologically sustainable as per the track record of operating for over 40 years thus far
- 2.3 The tour maintains the shires aim to retain the reserve for recreation use
- 2.4/2.5 As the tour is the only canoe based activity approved to use this side of the reserve. The level of intensity of commercial use is well controlled whilst still allowing for commercial tourism.
- 2.6 This application is directly following criteria set for applications to the shire

APPLICATION OF POLICY

3.1-3.5 This is an application to access 'recreational reserves' as stated in the attachment A

MATTERS TO BE CONSIDERED IN APPLICATION: Kalbarri Boat Hire and Canoe Safaris meet the criteria as follows

- 4.1 The reserve has effectively sustained this form of recreational activity for over 40 years. As current operators Kalbarri Boat Hire Canoe Safaris has conducted the tour in this format for the last 8 years within minimal impact to environment.
- 4.2 As operators the tour success relies on the protection of the natural environment, therefore we do all we can to protect the environment.
- 4.3-4-7 The tour has been able to operate within the reserve without restricting any other forms of use of the reserve. It enhances tourist access to this part of the Murchison River in a responsible controlled manner.

4.8 At present Mr John Morgan is current lease holder to this activity and has received no breaches from council regarding the canoe tour. The current format is as follows;

TOUR FORMAT AND OPERATIONAL DETAILS

Kalbarri Boat Hire and Canoe Safaris currently operates from:

Our existing licence on **Kalbarri Foreshore Reserve 25307 Situated on Grey Street.**

The tour operates within the current use/hire site licence agreement no: **001-05 Portion of Reserves 12996 & 26591**

This was issued and renewed by the Department for Planning and Infrastructure Land Asset Management Services, Midwest region. It is under this current agreement that we wish to renew or reissue our lease with no changes from the existing lease/licence.

RELEVANT EXPERIENCE

As previously stated in this application; please note that this is a renewal or reissue of lease to current owner.

The tour has operated with same ownership for 8 years and experience in tourism of over 30 years.

The Tour/Service

The tour remains unchanged from previous applications and is as follows

The tour begins at Kalbarri Boat Hire

Instruction on duty of care and safety drill/issue of lifejackets/registration of customer

4wd to start point Gregory rocks (approximately 30min)

Safety drill at rivers edge

Canoe tour begins approx 45min-1 hour paddle downriver

Customers met at Nanny goat well for breakfast/lunch

Canoeing further down river 20 min

Break and meeting point

Canoe down river 15-20 min

Collection point and canoe exit from river

Entry and exit points of river at fixed points where possible to reduce erosion and increase safety aspects/rescue points

20-30 minute 4wh drive back to car park of Kalbarri Boat Hire

Both morning and afternoon tours available with flexibility of time start due to seasonal adjustments

The Route

The route is unchanged from that previously approved by shire as outlined in attachment A

Due to seasonal changes and weather conditions and the safety of track access, the outline of tracks used is difficult to define exactly. At all times the tour adheres to the marked route when possible.

The Equipment in Use

At present the Canoe Safari existing lease/licence has the approval to use

i) two trailers

Da: ii) three 4wd truck

iii) 14 canoes

The renewal/reissue of this application/lease is for the same requirement /use of equipment as in our previous applications over the last 10+ years.

All equipment has been updated in the last 12 months, as per our maintenance schedule. All equipment has been approved for use and surveyed by DPI.

Safety issues

All staff employed by Kalbarri Boat Hire Canoe Safaris has relevant qualifications required to operate TC plated vehicles.

In addition staff is required to have Current first aid certificates and Bronze medallions

All peak seasonal times the staff have access to knowledge of Registered nurse

Safety practice procedures education and training is given on induction of all staff.

4wd trucks are fitted with two way radio for safety communication

First aid equipment as per inspection by DPI inspection requirements.

Permitted hours and days of operation for tours

This renewal application is to reissue the current operational times of 6am to 7pm, Sunday to Saturday inclusive.

At present we currently operate two tour slots of 0700-1130 and 1230-1630. However due to seasonal changes and school groups times we require the flexibility to adjust tour times as necessary.

We aim to operate all year round, despite some months Kalbarri Boat Hire receives very minimal profit. This is indicative of the dedication of this tour company to provide quality product and promote Kalbarri as an all year round tourist destination. It also increases the professionalism of the tour/lease and provides consistent employment in the shire.

Environmental issues

Once again to highlight the shires criteria for application; The success of the tour and business relies solely on the natural environment. The tour and our staff are designed around eco-friendly principles. Great respect to the environment is given when conducting tours and staff training in these matters given on induction.

The canoes have minimal effect on the river eco system and there is little to no erosion caused by the tour. The tour respects and recognises the natural and cultural significance and complies with the Aboriginal heritage act.

The canoes, equipment and rubbish are removed from the reserve at the end of each tour. We report any issues noticed on the reserve to shire and to the ranger, collect rubbish left by others, and follow shire guidelines for recreational and commercial use.

Kalbarri Boat Hire Canoe Safari storage of equipment is carried out in the light industrial with a private leased lot.

Signage

The tour and renewal/reissue this lease requires no additional or changes to signage

Date

Land based Activities. Kalbarri Boat hire Canoe safaris operations are relevant to the following

4.2 The main road of Grey Street is used to access the reserve with licensed vehicles only, nil change to existing lease

4.2.2 The 4wd vehicles are required to use the car park on Grey Street adjacent to our approved licensed area of Kalbarri Boat Hire

4.2.3 The river bank is accessed where appropriate via canoe and foot only

4.2.6 The tour creates nil public nuisances in the context of noise, traffic or any other restriction to other recreational users of the reserve

4.4 Information on applicant As previously stated Kalbarri boat hire canoe safari address these criteria as follows

a) The tour is requesting renewal/reissue of lease; our activities as a business operation have always been a high professional standard

b) The tour has an overall history of 40 years to being environmentally sustainable. Current previous lease for 8 years with acceptable environmental management.

c) As stated in background history of ownership of Mr John Morgan

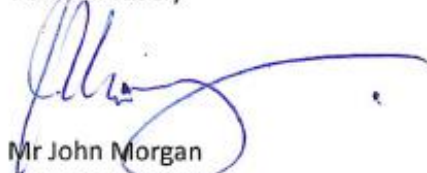
d) All previous records of current ownership will display prompt payment of fees. All application documentation, conditions adhered too over last lease and 8 years

e) Nil accidents in previously lease time and during 8 year ownership. A respect for duty of care and legal responsibility in professional management of the business is always paramount

Public liability insurance current

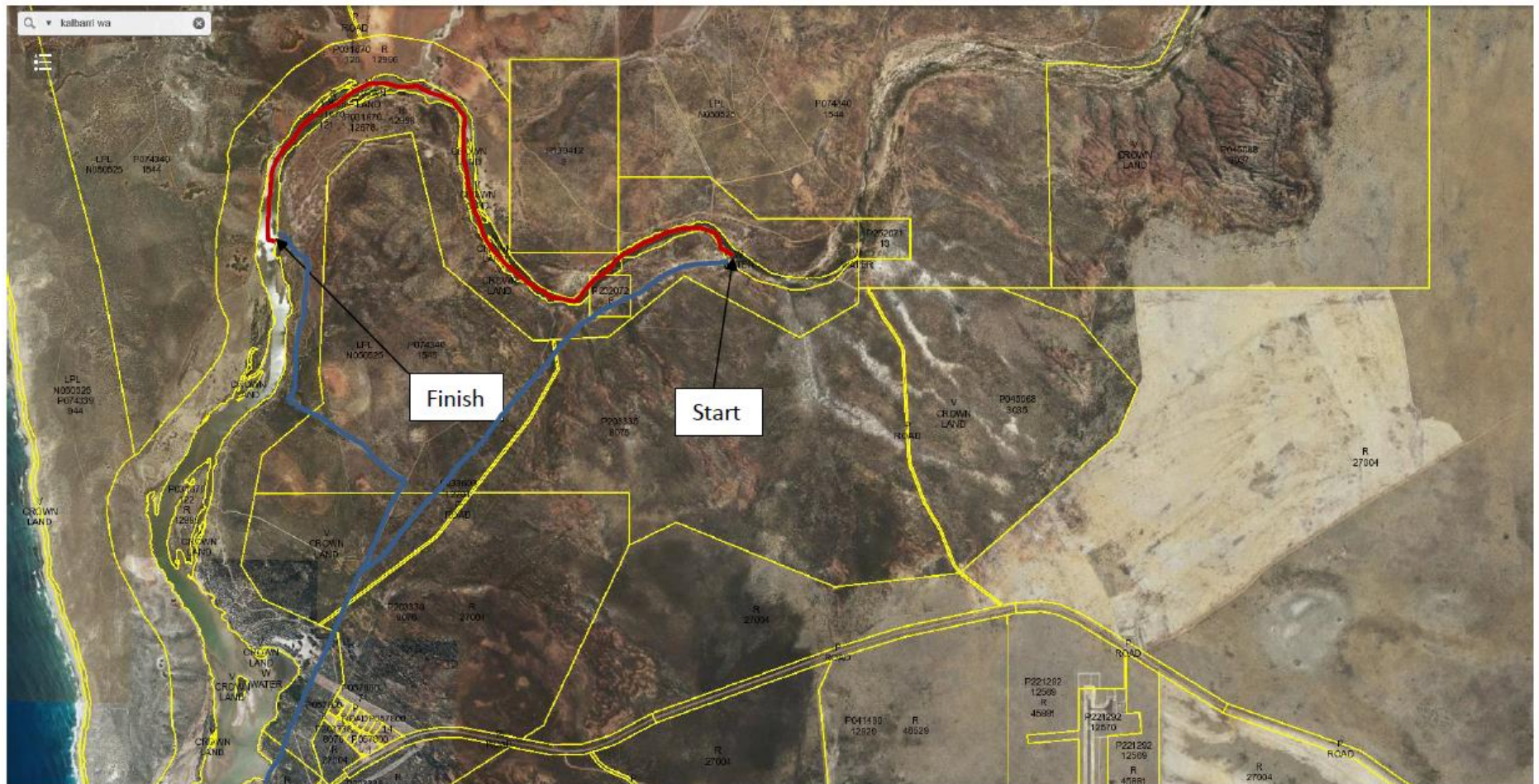
Please accept this application. Kalbarri Boat Hire Canoe Safaris wishes to thank you for your recent assistance and emails regarding this renewal application.

Yours sincerely



Mr John Morgan

Owner: Kalbarri Boat Hire Canoe Safaris



APPENDIX 2. SCHEDULE OF SUBMISSIONS

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	1/05/2018	Dept of Mines, Industry Regulation and Safety	No objection Proposal raises no significant issues with regard to mineral and petroleum resources.	- Noted
2.	4/05/2018	Department of Transport	Support Support on the basis there are no changes to the application and there have been no issues with the operator.	- Noted
3.	10/05/2018	Dept of Jobs, Tourism, Science and Innovation	Support Based upon assessment of operator, happy to offer support for application.	- Noted
4.	10/05/2018	Dept of Water and Environmental Regulation	No objection No comment on the application.	- Noted
5.	14/05/2018	Dept Planning, Lands and Heritage	No objection Subject to consent of Minister first being obtained, there is no objection to the granting of a further license to the Applicant	- Noted
6.	18/05/2018	Dept of Biodiversity, Conservation and Attractions	No objection No comment on the application	- Noted

7.3.4	APPLICATION FOR DEVELOPMENT APPROVAL AND LICENSE AGREEMENT – PINK LAKE AND LUCKY BAY SIGHT-SEEING TOURS	
	LOCATION:	UCL land parcels – Port Gregory Townsite and coastal areas between Hutt River and Lucky Bay
	APPLICANT:	TS Hay Pty Ltd/Port Gregory Caravan Park WA
	OWNER:	State of Western Australia
	FILE REFERENCE:	10.7.1.3 / 9.2.3/ A663
	DATE OF REPORT:	6 June 2018
	REPORTING OFFICER:	Debbie Carson – Planning Officer
	APPENDICES:	
	1.	Application Information

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:

An Application for Development Approval has been received for the proponent to conduct sight-seeing tours of the Port Gregory Pink Lake and coastal areas between Hutt River and Lucky Bay, utilising and traversing areas of Unallocated Crown Land. The Applicant has already received endorsement from the Department of Planning, Lands and Heritage and has entered into a License Agreement with that authority for a 3 year term. Council’s approval will formalise the required approvals from a Local Government perspective and allow the use of the land for this purpose.

The proposal is currently in advertising, with the advertising commencing on 29 May 2018 for a period of 14 days, and closing on 12 June 2018. An Addendum to this report will be provided to Council following that closing date, so as to provide Council with a full assessment of the application and which will detail and address the submissions received, as well as provide a recommendation and any conditions of approval that will be required for the proposed tour operation.

APPENDIX 1. APPLICATION INFORMATION

Pink Lake and Coastal Tour Proposal



We, Tim and Sam Hay of the Port Gregory Caravan Park WA, are submitting this application of a proposal to start a Pink Lake and Coastal Tour out of our business in Port Gregory.

Please find below the criteria required as per the application form.

(a) Previous relevant experience of the applicant(s);

For 6 ½ years we have owned and operated the Port Gregory Caravan Park and have been able to bring it up to very good standard. We have managed to bring old and new visitors to Port Gregory and have increased the number of families staying with us. Recently we have also seen a spike in Chinese and Asian tourists staying to take in the Pink Lake – the Hutt Lagoon.

We are on the path to becoming China Accredited and are already accredited with the Caravan Industry of Australia and the Tourism Council. We are proud members of the Tourism Council, and of Australia’s Coral Coast and are committed to providing an excellent tourism experience and stay for our guests whilst impacting minimally on the environment, community and other sight seers and beach goers.

Both Tim and Sam grew up in the surrounding regions and believe they have a great knowledge of the local area and history. We have never operated a sight seeing business but believe we have the knowledge and attitude to make this a success.

We are aware of the WA Activity Standards for Four Wheel Driving, which is not a legislated license per se, but will be a great guideline for basing our business and procedures on. Taking great care with our Risk Management, Emergency Response Plans and minimal environmental impact plans

(b) Full details of type of service to be operated;

The service operated will be a sight-seeing tour of the Port Gregory Coastline, including the sand dunes and unique pink lake viewing stops, in a 6-seater side by side buggy. Pink Lake Tours will run for a maximum of 45 minutes to an hour, and Lucky Bay tours will take 4 hours with morning tea provided. The service will mainly be targeted at our visitors who are stopping to see the wonder of the ‘pink lake’ on their way through to or from Kalbarri. It will be an adventure type ‘experience the coast’ tour, with the guide (us) giving guests information about the pink lake, the history of Port Gregory and showing them what we have to offer in the way of flora and fauna.

(c) Preferred location of operation (with alternatives);

Please see the enclosed map with existing tracks and coastline that we intend to use highlighted. We propose to operate from the Port Gregory Caravan Park down to the beach, and along to the Hutt River. Also, in the other direction from the Jetty at Port Gregory all the way through to Lucky Bay. We have highlighted some existing tracks in the sand dunes which will be used to get to a section of the pink lake that is not near the road, and inaccessible without the use of a buggy or quad bike. Then to come around the pink lake and back to the Caravan Park on the gravel road past the hall and along Port St.

(d) Diagram of layout of service when in operation showing location of equipment, trailers, signs, operators table etc;

RY CARAVAN PARK ABN | 54 916 293 234
 31 Port Gregory WA 6535 P | PO Box 142 Northampton WA 6535
 2 F | 08 9535 1093 E | admin@portgregorycaravanpark.com.au
 rgyrcaravanpark.com.au

The only equipment used will be the buggy and safety equipment (helmets) which will be being worn at the time of operation. The reception office and patio of the Caravan Park will be the point of arrival and where the tour will begin and end.

(e) Hours and dates of operation;

We would hope to start our tours on a twice a week basis – morning and afternoon and keep it this way in the low seasons ramping up to 4 times a week (twice a day) during peak season. The tours would like run at 9.30am and 4pm. The Lucky Bay tour would leave at 8am.

(f) Method of operation, eg. Hourly hire, 15-minute rides, day trips, and proposed charges to clients;

The tours would be guided with the clients as passengers for the pink lake tour, or ½ day tour to Lucky Bay. The pink lake tour we are looking to charge \$80 per adult and \$50 per child. The Lucky Bay tour \$150 per adult and \$110 per child.

(g) Type and numbers of equipment to be hired/used including details of make, age, special features etc.

The tour will be operated by ourselves, in a 6-seater side by side vehicle – Can Am SSV Defender. Please see attached for the specifications of this vehicle which will be purchased new if we receive approval of this application. At this stage we will only be purchasing one vehicle.

(h) All of the intended safety measures -i.e. Marker buoys, rescue boats, sign etc;

This vehicle will be fitted out with all safety requirements including but not limited to seatbelts, indicators, mirrors, rollbar, roof, fire extinguisher and side safety nets. We are also proposing to have the vehicle road registered through the Department of Transport. Helmets will be provided and required to be worn by participants. A mobile phone with Emergency App will be on board and accessible to all guests during the tour. We will have on board an adequate first aid kit, and plenty of drinking water for all guests kept in an iced esky or car fridge.

We will have markers along the track as mentioned in (d) to make sure the guide is on the right track.

Helmets will be worn by passengers at all times. Clients will be given a safety briefing at the Caravan Park (point of departure) before leaving, which will include how to use the Emergency App (this has the 000 number ready to go and advises your latitude and longitude which will be able to be given to the operator). This safety briefing will be translated into a Chinese document, and we will also have a Chinese voice over as we are expecting many of the clientele will be Chinese tourists.

We are aware of the WA Activity Standards for Four Wheel Driving, which is not a legislated license per se, but will be a great guideline for basing our business and procedures on. Taking great care with our Risk Management, Emergency Response Plans and minimal environmental impact plans

(i) A cover note of similar statement from an insurance company indicating a willingness to promote insurance coverage (minimum \$20 million public liability).

Please see the attached quote from our insurer Elders Insurance

(j) Any on-site storage requirements (if permitted)

None required. The buggy and helmets will be stored in the shed that is already on the grounds of the Caravan Park.

(k) Intended signage (may require Council's additional separate approval);

We would like Council's approval to put a sign at the Pink Lake Lookout, just out of town. The proposed sign would be 1.5m x 1.5m

(l) any additional information specific to the individual service to be provided.

The tour should not affect any other beach goers or users of the dune tracks. The times we are proposing to run the tours are an acceptable time (no early mornings or late nights) and the noise will be limited (we don't have generators to run or big trucks etc). We will be using tracks that are already present as to keep to our minimal environmental impact policy. The buggy will have a rubbish bag for any garbage along the way, and we will enforce a strictly no smoking policy. The clients will be made aware of how important it is to conserve the natural environment and keep our impact to an absolute minimum.

Thanks for your time and we look forward to working with you in the future.

Tim and Sam Hay

Owner/Managers

Port Gregory Caravan Park WA.

↖ Along the beach
up to Lucky Bay.



→ Down to Hutt
River mouth
beach only.

7.3.5 PROPOSED CONDITIONS OF SUBDIVISION OF MULTIPLE GENERAL RURAL LOTS, PORT GREGORY ROAD, SANDY GULLY

LOCATION:	Lots 104, 6705, 6728, 7577, 7578, 7874, 7875, 9293, 10063 and 10201 Port Gregory Road, Sandy Gully
FILE REFERENCE:	10.9.2/A2263
DATE OF REPORT:	6 June 2018
REPORTING OFFICER:	Debbie Carson Planning Officer / Hayley Williams – Consultant Planner
RESPONSIBLE OFFICER:	Garry Keeffe – Chief Executive Officer
APPENDICES:	
	1. Subdivision plan associated with Subdivision Application 155721
	2. Council’s supported lot arrangement (5 lot subdivision)

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.*

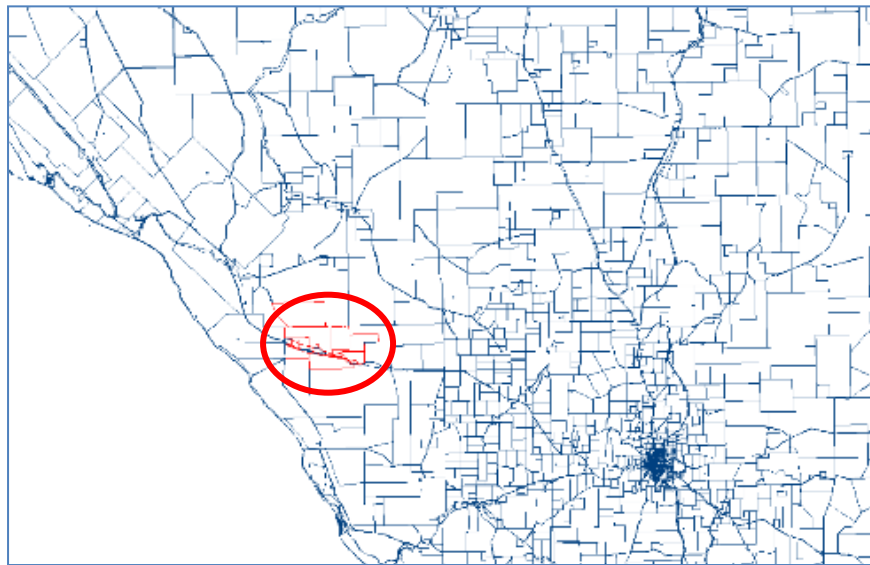
SUMMARY:

The Shire of Northampton has received a request dated 30 May 2018 from the Department of Planning, Lands and Heritage requesting that Council provide the Western Australian Planning Commission (WAPC) with any subdivisions conditions Council feels are required, in the instance that the WAPC should reconsider, and approve, the original Subdivision Application of Mr Adrian Bennett upon Lots 104, 6705, 6728, 7577, 7578, 7874, 7875, 9293, 10063 and 10201 Port Gregory Road, Sandy Gully.

The correspondence also requests that Council provide any additional comments and/or conditions in respect to support the amended plan option that aligns with Council’s second resolution to support a five lot subdivision as an additional advice, should they wish to do so.

A list of recommended subdivision conditions relevant from a Local Government standpoint, and which are based upon the Model Conditions set out in the WAPC's Model Subdivision Conditions Schedule 2017, are provided for Council consideration. Should Council determine to endorse those proposed conditions, they will then be forwarded to the WAPC for consideration, should the subdivision refusal be overturned and subdivision approval be granted by the WAPC. These conditions may then be applied by the WAPC as conditions of subdivision approval.

LOCALITY PLANS:



BACKGROUND:

Council at their meeting held on 20 October 2017 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.”

A copy of the subdivision plan in relation to Subdivision Application 155721 is attached as **Appendix 1**.

The basis for this decision was that only two of the eight lots would potentially be able to meet the minimum lot size for extensive or intensive agriculture as specified in the *Shire of Northampton’s Local Planning Strategy* (80 – 400ha size requirement) with the remaining six proposed lots being more akin to Rural Smallholding lot sizes (i.e. 4 to 80ha), with which the Strategy does not support in the given location.

On the 20th December 2017, the Western Australian Planning Commission (WAPC) resolved to refuse the subdivision application. The Applicant lodged a Form 3A with the WAPC within 28 days, with a written request for reconsideration.

At Council’s Ordinary Meeting held on 16 February 2018, Council resolved:

“That Council:

1. Not support the proposed subdivision of Lots 104, 6705, 6728, 7577, 7578, 7874, 7875, 9293, 10063 and 10201 Port Gregory Road, Sandy Gully into eight (8) lots for the following reasons:

a) The proposed reduction of lot sizes to the south of Port Gregory Road would limit the land’s ability to be used for extensive agricultural purposes as they are more akin to Rural Smallholding lot sizes.

b) On this basis, it is considered that the lot size reduction does not support the objectives nor adequately address the provisions of the State Planning Policy 2.5 – Rural Planning nor the Shire of Northampton’s Local Planning Strategy.

2. Supports boundary rationalisation and subdivision of the landholding that allows for two (2) lots north of Port Gregory Road and three (3) lots south of Port Gregory Road on the basis that a minimum lot size of 90 hectares is considered to be a more appropriate lot size for the locality.”

A copy of Council’s supported lot arrangement is included as **Appendix 2** to this report.

On 1st May 2018, the reconsideration went to the Statutory Planning Committee (SPC) with a recommendation from Department of Planning officers to reaffirm the WAPC decision to refuse the application. However, a determination was not made on that date, with the SPC resolving to defer its determination pending further discussions between the Department of Planning, Lands and Heritage and the Applicant, with the matter to be rescheduled at a further meeting of the SPC.

Subsequently, and in preparation for that meeting, the Department of Planning, Lands and Heritage has provided us with the following information and request:

“I write in relation to a rural subdivision which the Shire previously provided advice in October 2017, being WAPC 155721. As you are aware, the application is now subject to a reconsideration.

The reconsideration previously went to the Statutory Planning Committee (SPC) on the 1st May with a recommendation to reaffirm the WAPC’s previous decision dated 20 December 2017. A determination was not made on the reconsideration request or the officers recommendation at that meeting, and instead, the SPC resolved to defer its determination pending further discussions with between the Department of Planning, Lands and Heritage and the applicant/landowner. The item is scheduled to be represented to the SPC at the next possible meeting in the coming month/s.

To assist the WAPC in its determination of the above proposal, it is kindly requested that the Shire of Northampton:

- provide the WAPC conditions should the WAPC be inclined to approve the subdivision.*
- any additional comments and/or conditions in respect to support of the amended plan option which aligns with Councils second resolution dated 16 February 2018 be considered by the local*

government and provided for WAPC consideration as an additional advice (if necessary).

In respect of the above request, any comments and conditions provided by the Shire of Northampton for this proposal should:

- Be provided without prejudice as the proposal will be determined by a final decision of WAPC.*
- In the event that the WAPC resolves to approve the subdivision, the WAPC reserves the right to impose conditions and advice notes as it deems fit.*
- Please be provided by 18 June 2018 if possible”*

STATUTORY/POLICY IMPLICATIONS:

State: Planning and Development Act 2005

WAPC Model Subdivision Conditions Schedule 2017

Any requested conditions that Council would like to have included on a subdivision application approval (should an approval be granted by the WAPC/SPC) are guided by the *Western Australian Planning Commission’s Model Subdivision Conditions Schedule*.

Model conditions that may be requested can relate to Administration, Amenity, Buildings and Use, Drainage and Site Works, Electricity and Gas Pipelines, Environment, Fire and Emergency, Heritage, Lot Design, School Sites, Reserves, Transport, Roads and Access, and Water and Sewer. Typically, the Department of Planning, Lands and Heritage and the WAPC will refer their request for recommended conditions out to a range of stakeholders and service agencies, including Local Government Authorities.

Council is advised that, whilst Council can request conditions, the WAPC reserves the right to impose conditions and advice notes as it deems fit, and may, or may not, accept and include the conditions requested by Council and/or other authorities.

COMMENTS:

Upon the request of the Department of Planning, Lands and Heritage, a number of subdivision conditions are proposed below for endorsement, or otherwise, by Council, with those conditions considered by the WAPC should they determine to approve the Applicant’s original application, or an amended subdivision plan.

The following conditions are therefore recommended for endorsement by Council and subsequent submission to the Department of Planning, Lands and Heritage for consideration, should they determine to approve a subdivision of the subject lots:

Model Condition No.	Condition
EN1	Prior to the commencement of subdivisional works, an environmental management plan for the Hutt River tributary is to be prepared and approved to ensure the protection and management of the sites' environmental assets, with satisfactory arrangements being made for the implementation of the approved plan.
EN6	A fence restricting vehicle and stock access to the Hutt River tributary is to be constructed on the Hutt River tributary vegetation boundary to protect native vegetation.
F2	A bushfire management plan is to be prepared and information be provided to demonstrate that the measures contained within the bushfire management plan have been implemented during subdivisional works.
B9	The landowner/applicant shall provide a written undertaking to the satisfaction of the Western Australian Planning Commission to advise prospective purchasers of the provisions of the local government's local planning scheme that relate to the use and management of the land.
E4, W5 and W4 (combined)	A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificates of title of the proposed lots (<i>only to those lots where applicable</i>). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: 'Reticulated sewerage, water and network electricity supply is not available to the lot'.

With regard to any Transport, Roads and Access conditions, it is considered difficult to recommend any conditions, given that the lots predominantly front the Port Gregory Road, which is managed by the State Government (Main Roads WA). On this basis, it is considered that Main Roads WA are the appropriate authority to require transport, roads and access conditions, rather than the local government. However, due to the absence of any transport or road/access plans that identify the location of lot access points, internal roads and/or battleaxes, it is unknown whether the road network and/or access points to the southern lots will be connected to the Port Gregory Road or alternatively to the White Cliffs Road (which is a Shire of Northampton controlled road). As it is likely that the proposal will result in an increase in the number of access points onto Port Gregory Road, it is considered that the

proposal is inconsistent with Development Control Policy 5.1, which seeks to minimise the creation of new driveways onto regional roads.

For this reason, it is considered especially important that appropriate Transport, Roads and Access conditions are applied to any subdivision approval, so as to minimise and rationalise access points. However, as there has been no detail provided as to how that would be achieved, it is suggested that Council request the WAPC to require the Applicant to provide transport, road and access detail for further consideration by Mains Roads WA and the Shire of Northampton, or apply suitable conditions so as to minimise and rationalise access points, as an increase in access points (particularly in that location) has the potential to impact upon traffic flow and the safe movement of vehicles entering and exiting the existing road network. Should an approval be granted by the WAPC/SPC to allow additional access points upon Port Gregory Road, then it would be appropriate for Main Roads WA to be the clearing authority, rather than the Shire of Northampton.

Should Council determine not to submit any of the above proposed conditions to the WAPC/SPC for consideration, the WAPC will determine any and all of the conditions of subdivision approval without further consultation with the local government.

VOTING REQUIREMENT:

Simple Majority Required

CONCLUSION:

Given the request of the Department of Planning, Lands and Heritage to provide additional comments and proposed conditions (should an approval of subdivision be granted to the Applicant), it is recommended that Council endorse and provide the following advice to the Department.

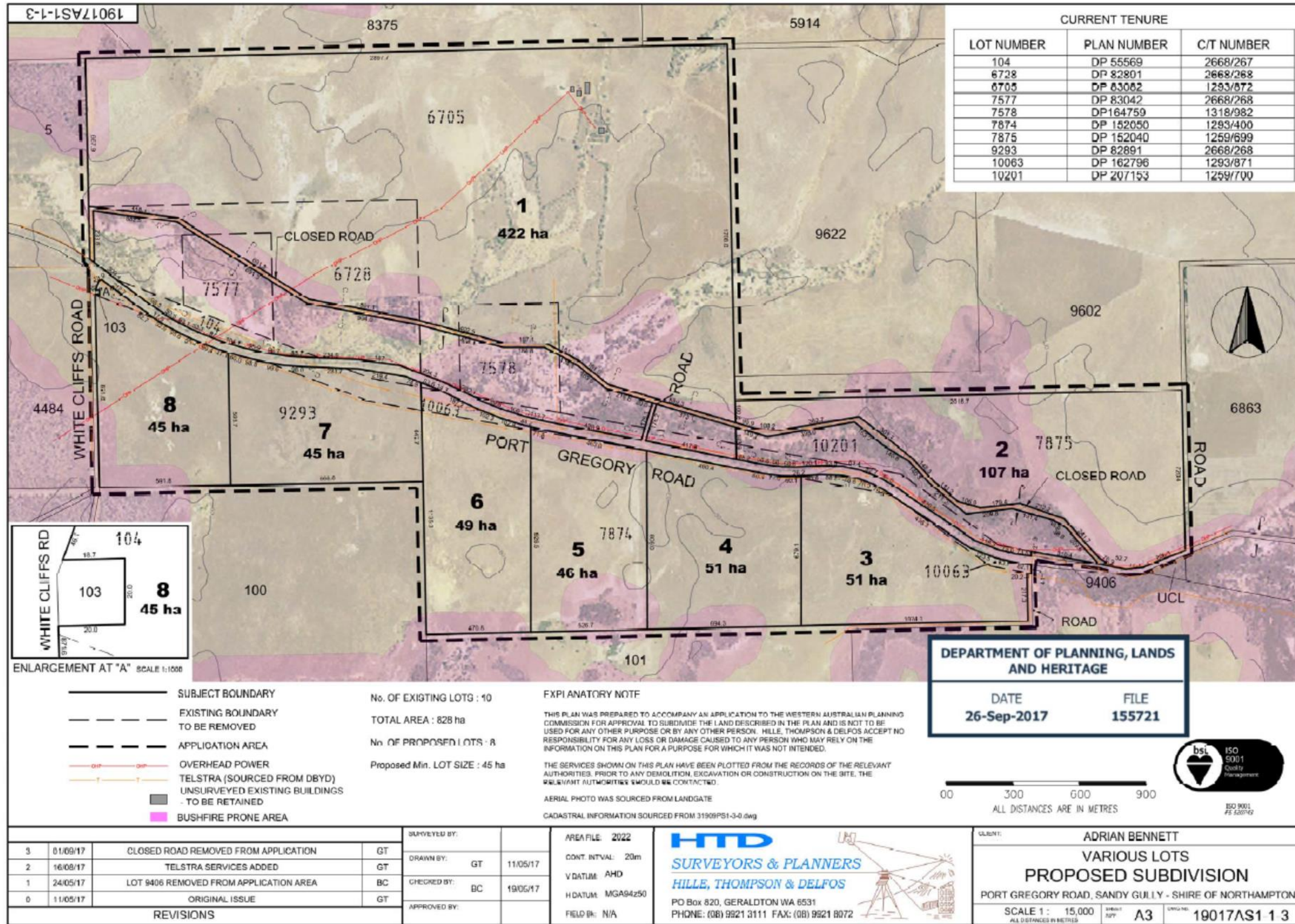
OFFICER RECOMMENDATION – ITEM 7.3.5

- 1. That Council provide to the WAPC the following subdivision conditions, should a subdivision approval be granted in relation to WAPC 155721:**
 - (a) Prior to the commencement of subdivisional works, an environmental management plan for the Hutt River tributary is to be prepared and approved to ensure the protection and management of the sites' environmental assets, with satisfactory arrangements being made for the**

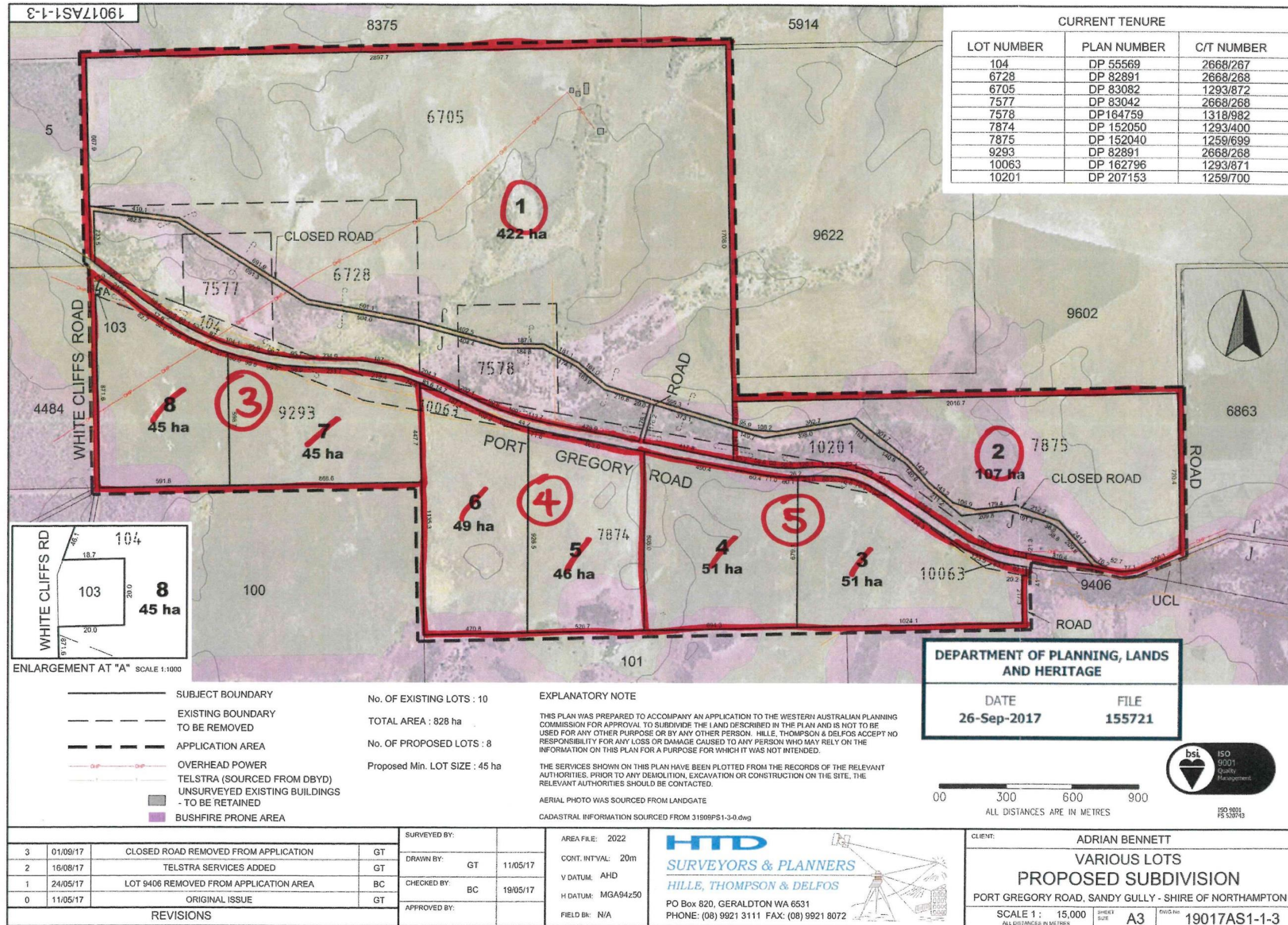
implementation of the approved plan. (with the Department of Water and Environmental Regulation to be the clearing authority);

- (b) A fence restricting vehicle and stock access to the Hutt River tributary is to be constructed on the Hutt River tributary vegetation boundary to protect native vegetation;**
- (c) A bushfire management plan is to be prepared and information be provided to demonstrate that the measures contained within the bushfire management plan have been implemented during subdivisational works;**
- (d) The landowner/applicant shall provide a written undertaking to the satisfaction of the Western Australian Planning Commission to advise prospective purchasers of the provisions of the local government's local planning scheme that relate to the use and management of the land; and**
- (e) A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificates of title of the proposed lots (only to those lots where applicable). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: 'Reticulated sewerage, water and network electricity supply is not available to the lot'.**

- 2. That Council request the WAPC to require the Applicant to provide transport, road and access detail for further consideration by Mains Roads WA and the Shire of Northampton, or apply suitable conditions so as to minimise and rationalise access points, as an increase in access points (particularly in that location) has the potential to impact upon traffic flow and the safe movement of vehicles entering and exiting the existing road network. Should an approval be granted that allows access points to Port Gregory Road, then Mains Roads WA should be the clearing authority for any transport, road and access conditions applied.**



APPENDIX 2. COUNCIL'S SUPPORTED LOT ARRANGEMENT (5 LOT SUBDIVISION)



7.3.6 PROPOSED FRONT BOUNDARY FENCE – LOT 92 (NO. 5) CHARLTON LOOP, KALBARRI

LOCATION:	Lot 92 (No. 5) Charlton Loop, Kalbarri
OWNER:	N Bramwell & D Andrews
FILE REFERENCE:	10.6.1.1 / A3588
DATE OF REPORT:	6 June 2018
REPORTING OFFICER:	Debbie Carson - Planning Officer
APPENDICES:	
1.	Site and elevation plans
2.	Photographs of other front boundary fences in the near vicinity

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 Shire is in receipt of an application for a fence to be constructed along the front property boundary of Lot 92 (No.5) Charlton Loop, Kalbarri. The proposed development has been brought to Council for consideration as the fence does not meet the full requirements of the Local Planning Policy in relation to Street Walls and Front Boundary Fences, and proposes to exceed the height restriction of 1.2 metres. This report recommends conditional approval of the application.

LOCATION PLANS:

Figure 1 – Location of Lot 92 (No. 5) Charlton Loop, Kalbarri



Figure 2 – Aerial image of Lot 92 (No. 5) Charlton Loop, Kalbarri



BACKGROUND:

In November 2005, a routine inspection identified that the landowner of Lot 92 Charlton Loop (the current owner) had erected a 1.8 metre high solid colorbond front fence, set back from the front boundary. A request was made to the landowner by Shire of Northampton staff to produce the planning approval for the front fence or alternatively remove the fence, and an Application for Planning Approval for the fence was subsequently submitted to the Shire of Northampton. Council, at their December 2005 and March 2006 ordinary meetings, refused to grant planning approval for the fence on the basis that the front fence did not comply with the *Local Planning Policy - Street Walls and Front Fences in Kalbarri Residential Areas*, and the Applicant subsequently exercised their right by lodging an appeal with the State Administrative Tribunal. The Tribunal determined that part of the fence could remain at 1.8 metres, the middle section was to be modified such that the top portion over 1.2 metres was to become visually permeable, and the third eastern section was to be reduced to 1.2 metres. After a period of twelve (12) months, an enforcement order was issued to the landowner to comply with the SAT decision, as no modifications had been made to the fence, and the modifications were then completed by the Applicant. Current photos of this existing fence are included as Figures 3 and 4, below.

Figures 3 and 4. Photographs of existing front fence and front view of lot





A new Application for Development Approval has now been received from the landowner, for the construction of a colorbond panel and slat fence along the front property boundary of the same lot (forward of the existing fence), with the existing fence to be removed. This new application initially proposed a 1.8 metre fence comprising a combination of solid colorbond sheets and visually permeable slat panelling. Upon receipt of the application, the Applicant was sent an email outlining the requirements of *Local Planning Policy – Street Walls and Front Fences in Kalbarri Residential Areas*, with a request that the Applicant consider reducing the height of the proposed front fence, so as to better align with the Policy. Following a discussion with the Applicant, the Applicant has agreed to a reduced proposed wall height from 1.8 metres to 1.5 metres for consideration by Council, and this is now presented to Council for their determination.

The Proposal:

The Applicant proposes to construct a front boundary fence to 1.5 metres high, comprising three sections of fence separated by two vehicular driveways (with gates) and a pedestrian gate for easy pedestrian access. A copy of the site plan and elevation drawings is provided as **Appendix 1**. The fence will be located forward of the outbuilding (which is located forward of the house) and is to be located upon the front lot boundary, as marked in red on the site plan. The western end and middle fence sections are proposed to be constructed using steel post uprights to separate and support colorbond panelling to 0.9 metres in height, with horizontal slat panelling separated by 60mm gaps above the colorbond sheeting, such that the fence is visually permeable above 900mm in height, to a height of 1.5 metres (see Figure 5 for an example of a similarly designed fence). The eastern section of the fence will

comprise a Mandalay slat panel fence with uniform gaps separating the slat panels, with the slats spanning the entire face of the fence from the ground level to 1.5 metres in height (See Figure 6 for an example image of the Mandalay slat panelling as proposed).

Figure 5. Example image depicting fence with lower painted sheeting and slat panelling above (example only, actual proposed fence dimensions and design varies).



Figure 6. Example image of Mandalay Slat Panel fencing



The front fence will be intersected by two driveways and it is proposed that iron gates will span the distance of both of those driveways with the gates to be completely visually permeable. The front fence will also feature a pedestrian gate.

CONSULTATION

Given the potential impact upon adjoining landholdings and the streetscape, the application is currently being advertised to three (3) adjoining and adjacent landowners for a period of 14 days, with the advertising commencing on 29 May 2018 and which will conclude on the 12 June 2018. As the advertising period is still currently open, an addendum will be presented to Council updating them on any submissions received at the conclusion of the advertising period.

FINANCIAL & BUDGET IMPLICATIONS:

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

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

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

The land is zoned “Residential R5” under *Local Planning Scheme No. 11 – Kalbarri*, with the objectives of the Residential zone being:

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

POLICY IMPLICATIONS:

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

The objectives of the Shire’s ‘*Street Walls and Front Fences*’ *Local Planning Policy* are:

“To provide clear direction as to circumstances under which Council may approve street walls and fences in accordance with the Performance Criteria (No. 5) of the Residential Design Codes (Element 2, Clause 3.2.5).”

The Local Planning Policy gives guidance relating to street walls and front fences in the Port Kalbarri area (being the catchment area within which Charlton Loop falls) as per below:

“4.2 Port Kalbarri R5 (2,000m²) Residential Area

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

4.2.2 Protection from noise and headlight glare is not applicable in this area and the size of the lots ensures that there will always be alternatives for outdoor living areas not to be located in the front setback.”

A Local Planning Policy shall not bind Council in respect of any application for Planning Consent but Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.

COMMENT:

It is considered that the application does not conflict with the objectives of *Local Planning Scheme No. 11 - Kalbarri* and that the design of the fence could be considered to be of “high quality” and to a standard such that the amenity of the area is not impacted upon in a negative manner.

Additionally, the proposed fence is considered to be substantially more visually permeable than the existing front fence that was formerly approved by the State Administrative Tribunal, with the eastern section to be open slat panelling and the other two sections having only solid components to 900mm high. The reduced height from 1.8m to 1.5 metres is considered to be a suitable compromise that reduces the scale and impact of the front fence and also provides visual permeability to enhance the safe vehicular passage of cars entering and exiting the property, and any potential pedestrian traffic past the front of the lot, as well as enhancing street

surveillance ability. It is also considered that the new fence will soften the impact of the outbuilding that is constructed forward of the residential dwelling, however consideration does need to be given to the provision on a manoeuvring area within the lot boundary so that vehicles can enter the street in forward gear, given that the sight lines to and from the street will be partially obstructed by the proposed fence.

Furthermore, it is noted that upon inspection of the Port Kalbarri area, there are a number of residential lots that vary the Local Planning Policy provisions in terms of exceeding 1.2 metres, with most utilising a combination of solid and panel slats to achieve visual permeability. It is noted that at least one residence has a significant solid wall. Some photographs of these fences and walls are included within **Appendix 2** for Council consideration. Given that these other fences already exist in the Port Kalbarri area, it is not considered that the proposed fence (which is of an acceptably high standard of design) would set an undesirable precedent or compromise the streetscape in this instance, and would be an improvement upon the fence which currently exists on the lot.

It is noted that the advertising period has not yet closed, and therefore further consideration may be required in addition to this information provided, in the event that an objection is received by an adjoining or adjacent landowner, on or before the 12 June 2018.

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

Based upon the above comments and reasoning, it is recommended that the Application for Development Approval be supported by Council, subject to a number of conditions outlined below, and also subject to there being no submissions of objection received from an adjacent or adjoining landowner by the close of the advertising period on the 12th June. Should an objection be received, an Addendum will be presented to Council prior to the Ordinary Meeting, and an alternative recommendation might be proposed if the objection is based on valid planning grounds, or additional conditions be recommended, for Council's further consideration.

OFFICER RECOMMENDATION – ITEM 7.3.6

APPROVAL

That Council grant formal development approval for a 1.5m high colorbond and slat panel fence to be constructed along the front property boundary of Lot 92 (No. 5) Charlton Loop, Kalbarri, subject to the following conditions:

- 1. Development shall be in accordance with the attached approved plan(s) dated 15 June 2018 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;**
- 2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;**
- 3. The fence height shall be limited to 1.5 metres as amended and marked in 'RED' on the attached approved plan(s) dated 15 June 2018;**
- 4. A building permit shall be issued by the local government prior to the commencement of any work on the site;**
- 5. Any soils disturbed or deposited on site shall be stabilised to the approval of the Local Government;**
- 6. The existing fence, as approved by the State Administrative Tribunal in relation to Matter Number DR 142 2006, be removed prior to, or within three (3) months, of the new fence being constructed;**
- 7. A manoeuvring/vehicle turnaround area shall be provided and maintained within the lot, so that all vehicles exiting the lot may do so in forward gear;**
- 8. The materials used in the construction of the front fence shall be as per the schedule of colours and materials provided to the local government. This schedule shall not be modified or altered without the prior written approval of the local government; and**
- 9. The slat panelling of the fence above 900mm from natural ground level shall comply with the definition of "visually permeable" of the State**

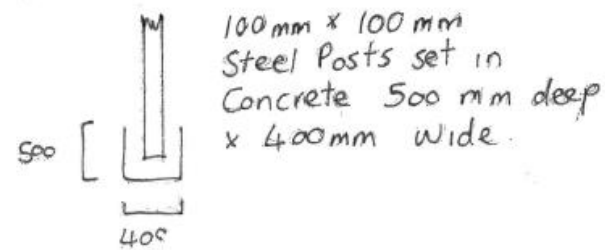
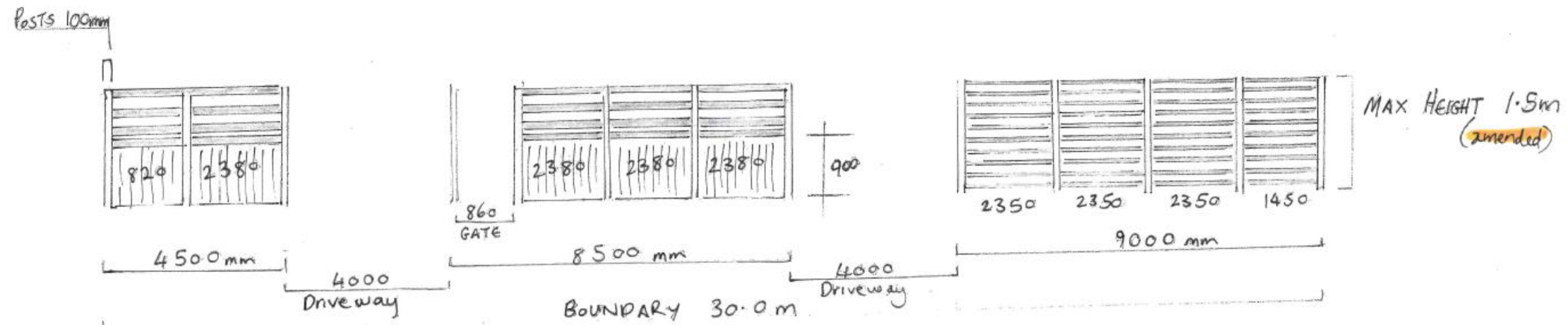
Planning Policy 3.1 - Residential Design Codes (refer to Advice Note 3 for further information).

Advice Notes:

- 1. Where an approval has lapsed, no development/use shall be carried out without the further approval of the local government having first been sought and obtained.**
- 2. If the development/use the subject of this approval is not substantially completed within a period of 2 years after the date of the determination the approval shall lapse and be of no further effect;**
- 3. The Applicant is advised that “visually permeable” is defined with the State Planning Policy 3.1 – Residential Design Codes as meaning a vertical surface that has:
 - continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;**
 - continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or**
 - a surface offering equal or lesser obstruction to view;**as viewed directly from the street.**
- 4. 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 made within 28 days from the date of this notice.**

APPENDIX 1. SITE PLAN AND ELEVATION PLANS OF THE PROPOSED FENCE

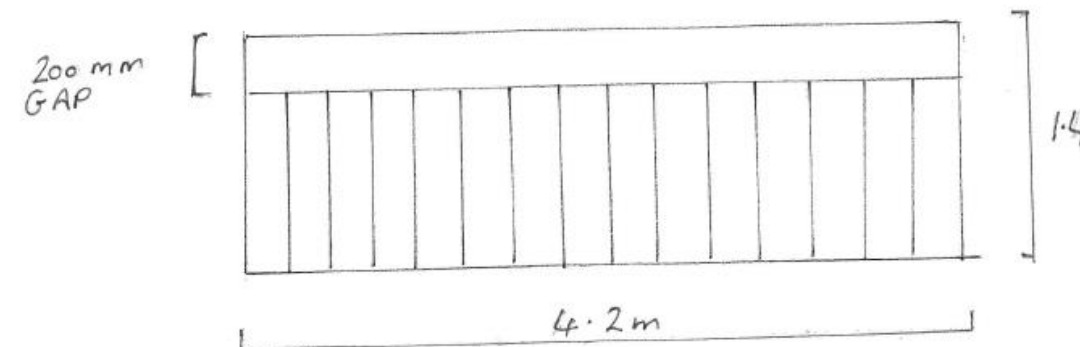
PROPOSED FRONT FENCE
LOT 92 CHARLTON LOOP



Colorbond Panel 900mm high
SLATS 67 x 15mm
with GAPS no smaller
than 60mm
Color Scheme
Shale Grey, Wilderness
Woodland grey or Heritage Red

MANDALAY SLAT FENCE
color Scheme Posts + Slats
Woodland GREY OR
BUSH LAND.

FRONT FENCE GATES



**APPENDIX 2. PHOTOGRAPHS OF OTHER FRONT FENCES WITHIN THE PORT KALBARRI
AREA ABOVE 1.2 METRE IN HEIGHT**





7.3.7 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 6 June 2018
REPORTING OFFICER: Debbie Carson – Planning Officer

COMMENT:

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

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
020	B Rourke	LOCATION 10792 GEORGE GREY DRIVE, KALBARRI	OUTBUILDING	1 May 2018
021	KJ & PS Walker	LOT 256 (NO.6) HASLEBY STREET, KALBARRI	HOLIDAY HOUSE USE	18 May 2018 Ordinary Meeting
023	S Reynolds	LOT 203 (NO. 71) GLANCE STREET, HORROCKS	PROPOSED EXTENSION TO UNDERCOVER (PATIO) AREA	23 May 2018
024	J & D Langley	LOT 4 (NO. 6) THORNTON STREET, NORTHAMPTON	PROPOSED OUTBUILDING EXTENSION	23 May 2018

LATE ITEMS – TOWN PLANNING

15 JUNE 2018

7.3.4	ADDENDUM - APPLICATION FOR DEVELOPMENT APPROVAL AND LICENSE AGREEMENT – PINK LAKE AND LUCKY BAY SIGHT-SEEING TOURS	2
7.3.6	ADDENDUM - PROPOSED FRONT BOUNDARY FENCE – LOT 92 (NO. 5) CHARLTON LOOP, KALBARRI	25
7.3.8	INFORMATION ITEM - MODERNISING WESTERN AUSTRALIA'S - GREEN PAPER CONCEPTS FOR A STRATEGICALLY-LED SYSTEM	26

7.3.4 ADDENDUM - APPLICATION FOR DEVELOPMENT APPROVAL AND LICENSE AGREEMENT – PINK LAKE AND LUCKY BAY SIGHT-SEEING TOURS

LOCATION:	UCL land parcels – Port Gregory Townsite and beach areas between Hutt River mouth and Lucky Bay
APPLICANT:	TS Hay Pty Ltd/Port Gregory Caravan Park WA
OWNER:	State of Western Australia
FILE REFERENCE:	10.7.1.3 / 9.2.3/ A663
DATE OF REPORT:	6 June 2018
REPORTING OFFICER:	Debbie Carson – Planning Officer
APPENDICES:	
1.	Application Details
2.	Schedule of submissions and submission from YMAC

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:

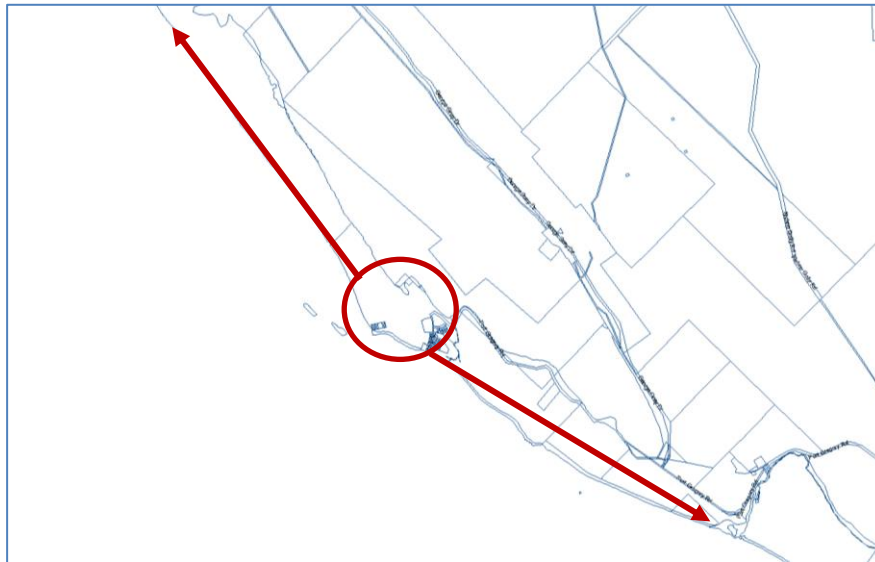
An Application for Development Approval has been received for the proposed use of Unallocated Crown Land to conduct sight-seeing tours of the Port Gregory Pink Lake and coastal areas between Hutt River and Lucky Bay. The Applicant has already received endorsement from the Department of Planning, Lands and Heritage and has entered into a License Agreement with that authority for a one year term. Council's approval will formalise approval from a Local Government perspective and allow the use of the land for this purpose.

The proposal was advertised for a period of 14 days, with advertising closing on 12 June 2018 with four (4) submissions received by the closure of the advertising period. It is noted that the Department of Parks and Wildlife have requested a response extension to the 20 June 2018, however from the initial request received it is understood that they do not object to the proposal however do wish to provide information with regard to migratory birds, for the Shire's and Applicant's consideration. One submission, received from the Yamatji Marlpa Aboriginal Corporation, has requested that no approval be issued until a full ethnographic and archaeological Aboriginal heritage survey has been undertaken, however given that the Department of Planning, Lands and Heritage (DPLH) has already entered into a 12 month License Agreement with the Applicant, it is considered that this requirement would have been included in the License Agreement should

the Aboriginal Heritage division of the DPLH determine it as a requirement under the Aboriginal Heritage Act.

This report recommends approval of the application subject to a number of conditions.

LOCATION PLAN:



BACKGROUND:

An Application for Development Approval was received on 19 February 2018 with the Applicant applying to conduct tours of the Port Gregory Pink Lake and coastal areas between the Hutt River mouth and Lucky Bay. Due to the land being predominantly Unallocated Crown Land that is owned by the State of Western Australia, the Applicant was requested to seek the approval of the Department of Planning, Lands and Heritage in the first instance, so that the Shire of Northampton could progress a Development Application (i.e. landowner approval must be given before Planning assessment and approval can be given). That Department performed its own consultation process and has issued the Applicant's with a License Agreement to utilise the subject land for the purposes requested (i.e. the DPLH has done more than give landowner approval, they have entered into a License Agreement for the tours with the Applicant). Typically, however, a License Agreement would not be entered into prior to the Local Government issuing a Development Approval, and so this Local Government process is still in progress, despite the License Agreement already being in place between the Applicant and the Department of Planning, Lands and Heritage. An approval from Council will formalise the required processes and requirements of the Local Government and assess the Application against the objectives of the Shire of Northampton's statutory documents, as well as institute conditions that are deemed appropriate from a Local Government perspective.

The proposal:

The Applicant will conduct guided sight-seeing tours of the Pink Lake and Port Gregory coastline in a 6-seater side-by-side buggy (as described in Application information attached as **Appendix 1**). The tours will depart the Port Gregory Caravan Park (owned by the Applicants), with Pink Lake tours running for approximately 45 minutes, and the larger tour including the coastal areas taking 4 hours, with morning tea provided. Tour times will be between 8am and 4pm and will be subject to demand and bookings. The tours will utilise existing tracks and beach, as highlighted in **Appendix 1**. The 6-seater Can Am SSV Defender buggy is proposed to be road licensed so as to be able to utilise gazetted roads to access the tour areas and fitted with suitable safety equipment. Tour participants will be required to wear helmets throughout the duration of the tour (whilst on the vehicle). First aid equipment, drinking water, rubbish bags and a mobile phone will be carried at all times on all tours and public liability insurance will be held by the Applicant for the purpose of providing this tour service. The buggy is proposed to be stored within an existing shed upon the grounds of the Port Gregory Caravan Park when not in use.

The Applicant also seeks approval for a 1.5m x 1.5m sign to be located at the Pink Lake Lookout to promote the tour service.

COMMUNITY & GOVERNMENT CONSULTATION:

The application was advertised for a period of 14 days (from 29 May to 12 June 2018) in accordance with Section 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* with a notice placed in the Geraldton Guardian, on the Shire website and available at both the Northampton and Kalbarri Shire offices. The application was also forwarded to the following governmental agencies and key stakeholders for consideration:

- Department of Water and Environmental Regulation;
- Yamatji Marlpa Aboriginal Corporation;
- Department of Biodiversity, Conservation and Attractions;
- Department of Mines, Industry Regulation and Safety;
- Department of Transport;
- Department of Jobs, Tourism, Science and Innovation;
- Department of Primary Industries and Regional Development; and
- Department of Fire and Emergency Services.

During the advertising period, four (4) submissions were received, with three (3) being from governmental departments, with none of those submissions providing an objection to the proposed use. The fourth submission was from the Yamatji

Marlpa Aboriginal Corporation who have requested an ethnographic and archaeological Aboriginal heritage survey, with native title claimant consultants to be in attendance, prior to commencement of the activity. The full letter is included as **Appendix 2** to this report. A request was also received from the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife Division) requesting an extension for consultation until 20 June 2018 with the following information and request:

“We don't have any major concerns with the proposal but would like to respond with some information for the proponents about the environmental significance of the Hutt Lagoon system and migratory shorebirds and waders that are found there.”

A summary of the submissions received to date is included as **Appendix 2** to this report.

FINANCIAL IMPLICATIONS:

The Applicant has paid a development application fee of \$278.00. In addition to this, should Council determine to refuse this application and the Applicant proceeds to exercise their right of appeal, costs are likely to be imposed on the Shire through its involvement in the appeal process.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Local: Shire of Northampton Local Planning Scheme No. 10

The areas of Unallocated Crown Land are zoned “General Rural” under *Local Planning Scheme No. 10*, with the purpose of this zone being:

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

The land subject to this application also falls within Special Control Area 1 (SCA1) with the purpose and provision of the SCA1 being as follows:

“6.2.1 Purpose and Intent

(a) To protect and enhance the environmental, cultural, recreational and/or scenic values of the area; and

(b) Give priority to coastal dependent land uses and development that by their very nature require coastal sites.

6.2.2 Relevant Considerations

6.2.2.1 *In determining land uses and development proposals the local government will have due regard to relevant State Government policies and any relevant coastal management policies and plans.*

6.2.2.2 *All use and development of land requires application for planning approval. In considering any application for planning approval, local government shall:*

(a) Ensure that the development proposed will not result in any net export of nutrients from the land into the nearshore waters and may require that no vegetation be cleared or removed from the site and require that all stormwater be retained on-site;

(b) Ensure that the proposed development is adequately set back from visually prominent or unstable features of the coastline such as headlands, ridgelines, cliffs, beaches and other locations which are the focus of attention, unless such a location is essential;

(c) Determine the coastal setback based on the stability of the shoreline and the ability of the proposed development to harmonise with the landscape elements in relation to scale, height, colours and materials;

(d) Assess the impact on any area within or adjacent to the subject land that contains an unstable landform, which may impact on the proposed development and/or any foreshore area will be subjected to additional use generated as a result of the proposed development; and

(e) Apply a 100 year planning timeframe where it is determined that a proposed development may be impacted by an unstable landform that is located on private freehold land or of a magnitude that stabilisation is unlikely to be achieved.

6.2.2.3 *In considering any application for planning approval, the local government may impose conditions which require:*

(a) Services along a beachfront to be underground;

(b) The proponent to enter into an agreement with the local government for the reconstruction or stabilisation of dunes either located on the subject land or adjoining foreshore areas such agreement shall include the planning and maintenance of native or locally acceptable species of vegetation as determined by local government and should be limited to a defined area of impact

(c) Reconstruction and stabilisation works as part of the implementation of an adopted management or strategy plan; and

(d) Preparation and implementation of a foreshore and reserve management strategy.

6.2.3 Referral of Applications

Where warranted by wider implications that a proposed development may have, the local government may refer a development application to adjacent local governments and relevant agencies and community groups for comment."

POLICY IMPLICATIONS:

Local: Shire of Northampton Coastal Management Strategy

Shire of Northampton Local Planning Policy – Commercial Recreational Tourism Activity

Shire of Northampton Local Planning Policy - Signage

Shire of Northampton Coastal Management Strategy

The Strategy identifies several key issues, with the relevant issues outlined below:

Environmental management - Appropriate management of recreational land uses to reduce and mitigate environmental degradation.

Access - Provision and maintenance of coastal access, including consideration of vehicles and pedestrians. It is important that access to the coast is provided (where appropriate) for professional and recreational pursuits. However this needs to be balanced with environmental protection of dunes and vegetation. Having more than one access track leading to and from the same site can lead to unnecessary disturbance to dunes, which can eventually lead to erosion and dune blowouts. This can be a particular issue during peak/busy times.

4WDs and Off-road Vehicles - ORV use (including unlicensed vehicles and road registered vehicles) along the study area is becoming increasingly popular and requires management to help prevent land use conflict and environmental degradation. Vehicles driving through dunes can lead to vegetation damage and erosion and can also have a detrimental impact on migratory birds and their habitats. While it is

important to retain this recreational land use it should be controlled by encouraging drivers to keep to existing tracks. ORV use along the beach can also be an issue where the sand is soft (and causes vehicles to become bogged) and where the tide is high (and causes vehicles to become submerged).

High Recreational Value - The community highly value the coastal area as a recreational resource for its aesthetic and environmental values, the sense of isolation and the broad range of recreational choices. As a result, the community have expressed that the Shire's coastal area requires sensitive management to preserve the current values and opportunities which are generally regarded by the community to be fairly well balanced at present.

Heritage - Coastal management will need to have regard for Aboriginal cultural heritage sites and historic heritage places identified by the Department of Planning, Lands and Heritage. Registered Aboriginal Heritage Sites have been identified at Wagoe, Lucky Bay, Hutt River Mouth, and Woolawar Gully with the potential that additional Aboriginal Heritage sites might be identified in the future."

The coastal areas that are proposed to be traversed by the sight-seeing tour fall within Sections 1 and 2 of the study areas of the Coastal Management Strategy. The Strategy describes Sandalwood Bay, located south of Halfway Bay, as the following:

"Sandalwood Bay is a low-key day use site located just south of Halfway Bay. No facilities are recommended at this site to encourage its continued low-key use and wilderness experience and to discourage anything more than day use of this area. Sandalwood Bay is backed by dunes supporting a stabilising cover of vegetation. It is accessed via the beach or by a track entering from the east through a difficult passage in the high frontal dune. 4WD tracks are already well defined and in order to protect coastal vegetation and landforms further vehicle encroachment should be minimised. As is mentioned earlier, sand is accumulating within Sandalwood Bay which makes access difficult at certain times, especially if the tide is in and the beach is narrow. The dunes are also soft and difficult to drive across. There may be a need to erect signage at the Halfway Bay camp site to inform visitors of the risks and issues with access to Sandalwood Bay."

The subject land also falls within Sector 2 of the Coastal Management Strategy, with the Strategy stating the following in relation to the area:

“Vehicles can travel north along the beach from Port Gregory towards Halfway Bay and Lucky Bay. They can also travel south to a small swimming beach at Nobby’s Hole and further south to the Hutt River mouth.

Hutt Lagoon has considerable tourism value as a unique attraction in the region. It is noted that tourists can sometimes stop along Northampton-Port Gregory Road and that it may be beneficial to direct traffic to Port Gregory so that tourists can view the lagoon from the western shores. It is recommended that a Minor Day-Use Plan is prepared for the lagoon. Environmental management plans should also be prepared if necessary, recognising the site’s considerable environmental value as a habitat for migratory birds.

The remnants of an old whaling station are located in the dunes immediately north of Port Gregory. It was known as Pakington Whaling Station and was located at the site of the proposed Pakington townsite, behind the sand dunes of Hillock Point. Some narrow lots of UCL are reminders of the proposed townsite location. The following information is from the document Pakington Whaling Station (Rodrigues and Anderson, 2006). The whaling station operated from the mid-1800’s right up to possibly the 1920’s. It is also possible that the whaling parties in the 1800’s lived on the lots identified as the townsite. A number of features were exposed after some strong winds in 2006 including remnants of a stone jetty, a pile of brick rubble and a stone floor of a built structure. Also found were ferrous metals, whalebone, glass, ceramics and oyster shells. The site is covered by coastal shrubs so the archaeological features are not immediately visible. However a 4WD track runs through the area which makes it possible that some disturbance could occur without knowing.

The Hutt River mouth is 6km south of Port Gregory. It is a minor day-use site largely used by locals, or by those who know about the location of the access tracks. It is recommended that the site is kept low-key day use site and keeping access informal will help retain this status. Camping and overnight stay is not permitted.”

Commercial Recreational Tourism Activity on Crown Reserves -Local Planning Policy (2014)

The application has been lodged under Council’s ‘Commercial Recreational Tourism Activity on Crown Reserves’ Local Planning Policy.

The objectives of the Policy are as follows:

- *“To ensure that commercial activities on reserves do not diminish the recreational amenity of residents or visitors who are attracted to the Shire for its natural beauty and environment;*
- *To ensure ecologically sustainable use and protection of reserves for the benefit and enjoyment of future generations;*
- *To retain reserves (where appropriate) as places for passive and/or active recreation for residents and visitors;*
- *To regulate the level and intensity of commercial activities on reserves as necessary to ensure that it does not destroy the value and nature of the activity and the resource on which it is based;*
- *To enable appropriate (limited) opportunities for commercial tourism operators to provide services and facilities to the public to enhance their visit to the Shire; &*
- *To provide criteria for assessing and determining applications.”*

Section 4.3.2 provides specific provisions in relation to the use of Reserves for land-based activities as per the following:

- 4.3.2.1 *If Council’s roads, carparks or dual use paths are to be used, then the activity will be assessed in terms of whether it will create a danger to other users of the accessway/areas or will create an obstruction to traffic movement or will result in a major loss of carparking spaces.*
- 4.3.2.2 *Where appropriate, activities should be located adjacent to constructed public car parking areas and public conveniences (within 100 metres). The applicant may be required to contribute towards the construction of the public facilities. Approved applications may be required to contribute towards the upkeep of the local public infrastructure and facilities if considered necessary as a consequence of that activity.*
- 4.3.2.3 *If the beach is to be used then the activity must be determined as compatible with the beach environment.*
- 4.3.2.4 *Hire sites adjacent to foreshore areas must be related to the hire of beach-related equipment. A range of complementary operations may be permitted in the same vicinity if there are sufficient facilities and impacts are minor.*
- 4.3.2.5 *Beach site activities are not to damage, or lead to degradation of, coastal or other natural environment. All applications for beach sites are to be assessed to ensure that community demands outweigh commercial demands. Passive and informal recreation use of the beach will be the dominant use.*
- 4.3.2.6 *All activities are to demonstrate that they will not create a public nuisance to adjacent residential areas in context of*

noise, traffic, etc. and not create a conflict with the main beachgoers.

Signage - Local Planning Policy (2006)

The Shire of Northampton's Local Planning Policy for Signage states the following objective:

"To control advertising signs in order to safeguard the visual amenity of the district and to meet the safety and amenity needs of all thoroughfare users."

Furthermore, the Local Planning Policy provides the following information in relation to signs:

"5.0 SIGN STANDARDS

Signs or advertising devices (including an exempted sign) erected or displayed shall:

- (a) be securely fixed to any structure which supports it;*
- (b) be structurally sound and capable of withstanding any forces to which it would be reasonably subjected to without collapsing, deforming or moving from the position on which it was erected or displayed;*
- (c) be constructed and erected to the satisfaction of the Surveyor;*
- (d) comply with the regulation 297 of the Road Traffic Code 2000;*
- (e) be maintained in good order and clean condition;*
- (f) other than a service or tourist direction sign, be directly associated with the approved use of the property on which it is displayed;*
- (g) not be erected or displayed in a position:*
 - (i) so as to obstruct the passage of or so as to create a hazard for vehicles or pedestrians;*
 - (ii) that in the opinion of the Shire adversely affects the local amenity;*
 - (iii) so as to significantly obstruct or impeded all or part of a view of a river, the sea or other place or feature which in Council's opinion is of significance to the district.*

6.0 SIGN DESIGN & INFORMATION

- 6.1 Every sign shall be designed to be compatible with the proposed surroundings, including buildings, landscaping and other signs.*

- 6.2 *Every sign attached to buildings shall be incorporated into the architectural features of the building in placement, style, proportions, materials and finish and shall be designed, constructed, finished, installed and professionally maintained.*
- 6.3 *Every sign shall contain the following information only:*
- (a) the name of the occupier;*
 - (b) the business carried on in the premises;*
 - (c) the occupier's telephone number;*
 - (d) a description of the goods sold or offered for sale in the premises to which the sign is affixed or to which it relates;*
 - (e) any other matter specifically approved by the Shire.*

7.0 REMOTE ADVERTISING

Council will generally not support remote advertising or advance warning signs (other than a service or tourist sign), as this may lead to an undesirable precedent and proliferation of signage to the detriment of the amenity of the Shire."

For clarification, "tourist sign" references (as per above) relate to those signs that have a brown background with white lettering (those signs used to direct travellers to tourist/heritage sites), not signs that promote tourism enterprises.

COMMENT

The proposed Pink Lake and Lucky Bay sight-seeing tours are considered to be consistent with the objectives of *Town Planning Scheme No. 10 – Northampton*, the *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*, and the *Shire of Northampton's Coastal Planning Strategy*.

The Applicant's proposed tour activities will be day-use only and will utilise existing tracks and the beach for vehicle access and tour routes, and therefore the tours are considered likely to have a minimal impact upon the natural environment. The Department of Parks and Wildlife have identified the presence of migratory birds in some areas of the proposed tour routes, and once the relevant information has been received from the Department, this will be provided to the Applicant as further advice and information. It is considered that the proposed tours may also help to somewhat alleviate and reduce vehicular traffic stopping in dangerous locations near the Pink Lake and within road reserve areas by providing an alternative means of viewing the lake.

Aboriginal Heritage matters

It is noted that a submission has been received from the Yamatji Marlpa Aboriginal Corporation (as per **Appendix 2**) requesting that the Applicant

conducts an ethnographic and archaeological Aboriginal heritage survey prior to approval of the activity. Whilst it is acknowledged that this type of survey is sometimes required under the Aboriginal Heritage Due Diligence Guidelines (relating to the *Aboriginal Heritage Act 1972*), the precautionary principle is always to refer a proposed activity to the Department of Aboriginal Affairs for consideration. This Department now sits within the Department of Planning, Lands and Heritage and, given that this state authority has already entered into a License Agreement with the Applicant, it is considered that the Department has already considered and addressed any relevant matters, requirements and conditions relative to Aboriginal Heritage within their License Agreement between the Minister of Lands and the Applicant. Notwithstanding this, an Advice Note has been included in the recommended conditions that the Applicant familiarise themselves with the Aboriginal Heritage Due Diligence Guidelines, which requires land users and developers to strictly comply with the *Aboriginal Heritage Act*.

It is also noted that the terms of the License Agreement with the Department of Planning, Lands and Heritage, includes the following statement:

“If an approved determination of native title is made under the NTA in relation to land or waters (that includes the Licence Area), and if such determination is that native title exists, the use of the Licence Area for the Permitted Use must discontinue immediately and this Licence will terminate on the date of such determination.”

Therefore, the License Agreement includes a clause that the agreement will be immediately terminated in the instance that an approved native title determination is made for the land area that is to be utilised for the tour.

Proposed Signage

The Applicant has requested a 1.5 metre x 1.5 metre sign to be located adjacent to the Pink Lake (at the Pink Lake Lookout) for the promotion of the tours. With the Pink Lake being a highly significant tourism asset of the area, it is not considered appropriate that signs of a commercial nature be approved in this location, particularly as this would set a precedent for other signs to be erected in that location. With the site being such a significant tourism attraction, it is especially important to safeguard the visual amenity of that area and location. In terms of whether the sign would be considered remote, whilst it is acknowledged that the Pink Lake is the tour's primary attraction, the sign may be considered to be remote on the basis that the proposed tour departs and returns from and to the Port Gregory Caravan Park, rather than the Pink Lake itself, and the sign is remote from that location. With the above considerations, it is recommended that Council not approve the proposed sign at the Pink Lake Lookout, however should Council determine to approve the sign, appropriate

conditions should be applied to ensure that the sign is maintained by the Applicant at all times and that Council reserves the right to remove the sign should it not meet the standards of maintenance required by the local government.

VOTING REQUIREMENT:

Simple Majority Required.

CONCLUSION:

Based upon the above, it is recommended that Council approve the Applicant's Development Approval and endorse the one (1) year License Agreement between the Applicant and the Department of Planning, Lands and Heritage, subject to the conditions outlined below. It is also recommended that the proposed sign, to be located at the Pink Lake Lookout, not be approved on the basis that it is not considered appropriate that signs of a commercial nature be approved in this location, as this would set a precedent for other signs and would have a detrimental result of the visual amenity of the area, and that the sign is considered to be remote from the primary place of business activity.

**OFFICER RECOMMENDATION – ITEM 7.5.3
APPROVAL**

- 1. That Council grant Development Approval for an experiential use (sightseeing tours) over the land areas of Unallocated Crown Land as identified, subject to the following conditions:**
 - a) This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 10 – Northampton* and the *Planning and Development Act (2005)* only;**
 - b) This Development Approval is subject to the continuing Approval of the Minister of Lands by means of a valid License Agreement with the Department of Planning, Lands and Heritage (or relevant state lands authority) in accordance with the provisions of the *Land Administration Act (1997)*;**
 - c) This Development Approval shall remain valid whilst the License Agreement referred to in Condition (b) remains current and valid, and on the expiration or in the termination of such License Agreement, this Development Approval shall cease to be valid;**
 - d) The proposed tour, to traverse the areas of Unallocated Crown Land as identified in the attached approved plans dated 15 June 2018, shall be limited to the provision of one (1) six-seater side-by-side buggy;**

- e) **The Applicant shall provide an Emergency Management Plan to the Shire of Northampton, and be to the approval of the local government, prior to the commencement of the proposed use;**
- f) **The Applicant shall contact the Shire of Northampton's Environmental Health Officer to ensure compliance with the Food Act (2008) prior to commencement of the proposed use;**
- g) **Tour times shall be limited to the hours of 8am and 5pm, Sunday to Saturday inclusive;**
- h) **The Applicant shall comply with the requirements set out by the Department of Biodiversity, Conservation and Attractions, to the satisfaction of the Local Government, for the protection of migratory bird species;**
- i) **The Applicant shall conduct the tours ONLY using existing pathways, roads and tracks as identified in the attached approved plans dated 15 June 2018, and shall not negatively impact, degrade or damage the natural amenity within the approved land locations in any way; and**
- j) **The Applicant shall obtain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's Local Planning Policy – Commercial Recreational Tourism Activity.**

Advice Notes:

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

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

Note 3. *The Applicant is advised to familiarise themselves with the Aboriginal Heritage Due Diligence Guidelines, which are designed to assist proponents to identify and mitigate any risks to Aboriginal Heritage, available at <https://www.daa.wa.gov.au/globalassets/pdf-files/ddg>.*

- Note 4.** *With regard to Condition 1(h), the Applicant will be provided with advice from the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife) relating to the environmental significance of the Hutt Lagoon system and migratory shorebirds and waders located there.*
- Note 5:** *If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.*
- 2.** That Council not approve the proposed sign at the Pink Lake Lookout, on the basis that it is not considered appropriate that signs of a commercial nature be approved in this location, as this would set a precedent for other signs and would have a detrimental result of the visual amenity of the area, and that the sign is considered to be remote from the primary place of business activity.

APPENDIX 1. APPLICATION INFORMATION

Pink Lake and Coastal Tour Proposal

We, Tim and Sam Hay of the Port Gregory Caravan Park WA, are submitting this application of a proposal to start a Pink Lake and Coastal Tour out of our business in Port Gregory.

Please find below the criteria required as per the application form.

(a) Previous relevant experience of the applicant(s);

For 6 ½ years we have owned and operated the Port Gregory Caravan Park and have been able to bring it up to very good standard. We have managed to bring old and new visitors to Port Gregory and have increased the number of families staying with us. Recently we have also seen a spike in Chinese and Asian tourists staying to take in the Pink Lake – the Hutt Lagoon.

We are on the path to becoming China Accredited and are already accredited with the Caravan Industry of Australia and the Tourism Council. We are proud members of the Tourism Council, and of Australia's Coral Coast and are committed to providing an excellent tourism experience and stay for our guests whilst impacting minimally on the environment, community and other sight seers and beach goers.

Both Tim and Sam grew up in the surrounding regions and believe they have a great knowledge of the local area and history. We have never operated a sight seeing business but believe we have the knowledge and attitude to make this a success.

We are aware of the WA Activity Standards for Four Wheel Driving, which is not a legislated license per se, but will be a great guideline for basing our business and procedures on. Taking great care with our Risk Management, Emergency Response Plans and minimal environmental impact plans

(b) Full details of type of service to be operated;

The service operated will be a sight-seeing tour of the Port Gregory Coastline, including the sand dunes and unique pink lake viewing stops, in a 6-seater side by side buggy. Pink Lake Tours will run for a maximum of 45 minutes to an hour, and Lucky Bay tours will take 4 hours with morning tea provided. The service will mainly be targeted at our visitors who are stopping to see the wonder of the 'pink lake' on their way through to or from Kalbarri. It will be an adventure type 'experience the coast' tour, with the guide (us) giving guests information about the pink lake, the history of Port Gregory and showing them what we have to offer in the way of flora and fauna.

(c) Preferred location of operation (with alternatives);

Please see the enclosed map with existing tracks and coastline that we intend to use highlighted. We propose to operate from the Port Gregory Caravan Park down to the beach, and along to the Hutt River. Also, in the other direction from the Jetty at Port Gregory all the way through to Lucky Bay. We have highlighted some existing tracks in the sand dunes which will be used to get to a section of the pink lake that is not near the road, and inaccessible without the use of a buggy or quad bike. Then to come around the pink lake and back to the Caravan Park on the gravel road past the hall and along Port St.

(d) Diagram of layout of service when in operation showing location of equipment, trailers, signs, operators table etc;



The only equipment used will be the buggy and safety equipment (helmets) which will be being worn at the time of operation. The reception office and patio of the Caravan Park will be the point of arrival and where the tour will begin and end.

(e) Hours and dates of operation;

We would hope to start our tours on a twice a week basis – morning and afternoon and keep it this way in the low seasons ramping up to 4 times a week (twice a day) during peak season. The tours would like run at 9.30am and 4pm. The Lucky Bay tour would leave at 8am.

(f) Method of operation, eg. Hourly hire, 15-minute rides, day trips, and proposed charges to clients;

The tours would be guided with the clients as passengers for the pink lake tour, or ½ day tour to Lucky Bay. The pink lake tour we are looking to charge \$80 per adult and \$50 per child. The Lucky Bay tour \$150 per adult and \$110 per child.

(g) Type and numbers of equipment to be hired/used including details of make, age, special features etc.

The tour will be operated by ourselves, in a 6-seater side by side vehicle – Can Am SSV Defender. Please see attached for the specifications of this vehicle which will be purchased new if we receive approval of this application. At this stage we will only be purchasing one vehicle.

(h) All of the intended safety measures -i.e. Marker buoys, rescue boats, sign etc;

This vehicle will be fitted out with all safety requirements including but not limited to seatbelts, indicators, mirrors, rollbar, roof, fire extinguisher and side safety nets. We are also proposing to have the vehicle road registered through the Department of Transport. Helmets will be provided and required to be worn by participants. A mobile phone with Emergency App will be on board and accessible to all guests during the tour. We will have on board an adequate first aid kit, and plenty of drinking water for all guests kept in an iced esky or car fridge.

We will have markers along the track as mentioned in (d) to make sure the guide is on the right track.

Helmets will be worn by passengers at all times. Clients will be given a safety briefing at the Caravan Park (point of departure) before leaving, which will include how to use the Emergency App (this has the 000 number ready to go and advises your latitude and longitude which will be able to be given to the operator). This safety briefing will be translated into a Chinese document, and we will also have a Chinese voice over as we are expecting many of the clientele will be Chinese tourists.

We are aware of the WA Activity Standards for Four Wheel Driving, which is not a legislated license per se, but will be a great guideline for basing our business and procedures on. Taking great care with our Risk Management, Emergency Response Plans and minimal environmental impact plans

(i) A cover note of similar statement from an insurance company indicating a willingness to promote insurance coverage (minimum \$20 million public liability).

Please see the attached quote from our insurer Elders Insurance

(j) Any on-site storage requirements (if permitted)

None required. The buggy and helmets will be stored in the shed that is already on the grounds of the Caravan Park.

(k) Intended signage (may require Council's additional separate approval);

We would like Council's approval to put a sign at the Pink Lake Lookout, just out of town. The proposed sign would be 1.5m x 1.5m

(l) any additional information specific to the individual service to be provided.

The tour should not affect any other beach goers or users of the dune tracks. The times we are proposing to run the tours are an acceptable time (no early mornings or late nights) and the noise will be limited (we don't have generators to run or big trucks etc). We will be using tracks that are already present as to keep to our minimal environmental impact policy. The buggy will have a rubbish bag for any garbage along the way, and we will enforce a strictly no smoking policy. The clients will be made aware of how important it is to conserve the natural environment and keep our impact to an absolute minimum.

Thanks for your time and we look forward to working with you in the future.

Tim and Sam Hay

Owner/Managers

Port Gregory Caravan Park WA.

↖ Along the beach
up to Lucky Bay.



→ Down to Hutt
River mouth
beach only.

APPENDIX 2. SCHEDULE OF SUBMISSIONS

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	5/06/2018	Dept of Mines, Industry Regulation and Safety	<p>No objection</p> <p>Proposal raises no significant issues with regard to mineral and petroleum resources, geothermal energy and basic raw materials.</p>	- Noted
2.	8/06/2018	Dept of Jobs, Tourism, Science and Innovation	<p>Support</p> <p>Supports the application on the proviso that the proposed vehicle meets the Department of Transport's approvals.</p> <p>A tour of this nature may also help to alleviate the current unregulated and sometimes dangerous stopping by visitors to the Pink Lake, directly on the roadside.</p>	- Noted
3.	12/06/2018	Dept of Water and Environmental Regulation	<p>No objection</p> <p>No comment on the application.</p>	- Noted
4.	12/06/2018	Yamatji Marlpa Aboriginal Corporation	<p>Indifferent</p> <p>"Hutt River native title claimants (Claimants) have a registered native title claim over lands which include the area on which the Port Gregory Caravan Park (Caravan Park) proposes to conduct tourism activities. Claimants understand that the proposed activities comprise four wheel drive tours along existing tracks on coastal Unallocated Crown Land in Port Gregory,</p>	- It is acknowledged that there is a registered native title claim over lands included within this proposal and that the area also contains Registered Aboriginal Sites. As a precautionary measure, the local government would refer the application to the Department of Aboriginal Affairs (Department of Planning, Lands and Heritage) for their consideration and advice. As the DPLH has already approved and granted a

SHIRE OF NORTHAMPTON
TOWN PLANNING REPORT – JUNE 2018

			<p>including along the Hutt River and in the vicinity of the Pink Lake (Activity).</p> <p>The coastal area on which the Activity is proposed is highly culturally sensitive to Claimants. While Claimants do not oppose the Activities in principle, they are concerned that an Aboriginal heritage survey over the Activity area has not occurred. This means that, even though the Caravan Park does not intend to go outside of existing tracks, there is nonetheless a risk of damage to an Aboriginal site which could constitute a breach under the Aboriginal Heritage Act 1972 (WA).</p> <p>On this basis, Claimants strongly submit that the Caravan Park must conduct an ethnographic and archaeological Aboriginal heritage survey, with Claimant consultants in attendance, prior to commencing the Activity. To that end, Claimants submit that the Shire of Northampton should not approve the Activity until a heritage survey has been completed.</p> <p>The position of Claimants is that they only object to the Activity for as long as the area remains unsurveyed. Claimants are interested in meeting with the Caravan Park to discuss heritage survey arrangements and also explore potential tourism partnership opportunities with them.”</p>	<p>License Agreement for the proposed tour in this location, it is considered that the requirements of the Aboriginal Heritage Act have already been considered by the appropriate state government authority, in this instance.</p> <ul style="list-style-type: none"> - Notwithstanding this, an Advice Note has been included as Advice Note 3, to advise the Applicant to familiarise themselves with the Aboriginal Heritage Due Diligence Guidelines.
--	--	--	--	--



SUBMISSION FORM

Shire of Northampton Local Planning Scheme No. 10 – Northampton

**PROPOSAL FOR SIGHT-SEEING PINK LAKE AND COASTAL TOURS OVER
CROWN LAND, PORT GREGORY TOWNSITE**

Name: Ms Megan Healy, on behalf of the Hutt River native title claimants

Postal Address: Yamatji Marlpa Aboriginal Corporation, Level 8, 12-14 The Esplanade, Perth WA
6000

Phone Number:

SUBMISSION: Support Object Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

Hutt River native title claimants (**Claimants**) have a registered native title claim over lands which include the area on which the Port Gregory Caravan Park (**Caravan Park**) proposes to conduct tourism activities. Claimants understand that the proposed activities comprise four wheel drive tours along existing tracks on coastal Unallocated Crown Land in Port Gregory, including along the Hutt River and in the vicinity of the Pink Lake (**Activity**).

The coastal area on which the Activity is proposed is highly culturally sensitive to Claimants. While Claimants do not oppose the Activities in principle, they are concerned that an Aboriginal heritage survey over the Activity area has not occurred. This means that, even though the Caravan Park does not intend to go outside of existing tracks, there is nonetheless a risk of damage to an Aboriginal site which could constitute a breach under the *Aboriginal Heritage Act 1972 (WA)*.

On this basis, Claimants strongly submit that the Caravan Park must conduct an ethnographic and archaeological Aboriginal heritage survey, with Claimant consultants in attendance, prior to commencing the Activity. To that end, Claimants submit that the Shire of Northampton should not approve the Activity until a heritage survey has been completed.

The position of Claimants is that they only object to the Activity for as long as the area remains unsurveyed. Claimants are interested in meeting with the Caravan Park to discuss heritage survey arrangements and also explore potential tourism partnership opportunities with them.

Signature:  _____ Date: 12/6/18 _____

7.3.6 ADDENDUM - PROPOSED FRONT BOUNDARY FENCE – LOT 92 (NO. 5) CHARLTON LOOP, KALBARRI

LOCATION:	Lot 92 (No. 5) Charlton Loop, Kalbarri
OWNER:	N Bramwell & D Andrews
FILE REFERENCE:	10.6.1.1 / A3588
DATE OF REPORT:	6 June 2018
REPORTING OFFICER:	Debbie Carson - Planning Officer
APPENDICES:	
1.	Site and elevation plans
2.	Photographs of other front boundary fences in the near vicinity

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 advertising period for the Application to construct a fence along the front property boundary of Lot 92 (No.5) Charlton Loop, Kalbarri has now closed. During the advertising period, no submissions or objection were received in relation to the proposed development. Therefore, no changes are required to the Officer's recommendation of approval of the Development Application, as per Item 7.3.6 of the main agenda report.

7.3.8 INFORMATION ITEM - MODERNISING WESTERN AUSTRALIA'S - GREEN PAPER CONCEPTS FOR A STRATEGICALLY-LED SYSTEM

FILE REFERENCE:	10.4.1
DATE OF REPORT:	12 June 2018
REPORTING OFFICER:	Hayley Williams - Consultant Planner
RESPONSIBLE OFFICER	Garry Keeffe - Chief Executive Officer
APPENDICES:	
1.	Summary of Green Paper

AUTHORITY / DISCRETION:

Advocacy when Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

SUMMARY:

The Minister for Planning has commissioned an independent review of the planning system to identify ways to make it more efficient, open and understandable to everyone.

A Green Paper has been developed by the Planning Reform team, led by Evan Jones, proposing five key reform areas – strategically-led, legible, transparent, efficient and delivering smart growth. The Minister has released the paper for public comment until the 20th July, 2018.

The purpose of this report is to provide information to Council on the presentations facilitated by WALGA on the Green Paper. An additional report will be formulated utilising the collected information and view points from WALGA and presented to Council at their Ordinary Meeting scheduled for July 2018.

BACKGROUND:

The Minister for Planning has commissioned an independent review of the planning system to identify ways to make it more effective, streamlined, open and understandable to everyone.

The Green Paper outlines challenges in the planning system and proposes five key reform areas. It is a discussion paper and does not commit the State Government to adopt the proposals.

Feedback on the Green Paper will inform a White Paper that will set out the Government's proposed reforms for a contemporary planning system.

The Green Paper proposes ways to modernise the planning system for Western Australia to make it fairer, more open and understandable, less complicated and able to reach effective decisions quicker. The Green Paper identifies four principles to underpin WA's planning system as listed below:

Reform Principles

<p>Fairness</p> <p>The views and interests of all stakeholders are considered and balanced</p>	<p>Transparency</p> <p>Users are able to understand the planning system</p>
<p>Integrity</p> <p>The community is meaningfully involved in strategic planning</p>	<p>Efficiency</p> <p>The planning system is well organised to deliver timely outcomes</p>

State of Western Australia 2018

A copy of the summary of the Green Paper is included as **Appendix 1**.

COMMUNITY & GOVERNMENT CONSULTATION:

The Green Paper is open for public comment until the 20th July 2018. Submissions can be made via the options outlined in the WAPC's online consultation hub:

<https://consultation.dplh.wa.gov.au/strategic-infrastructure-projects/planning-reform-green-paper/>

Feedback is sought on the reform proposals from the community, local government, industry and practitioners. All feedback received will inform analysis of the proposals and the preparation of a White Paper that will set out the State Government's reform agenda for a modern planning system.

COMMENT:

A summary of discussion points raised in the Green Paper are provided for Council information below.

- Require local governments to maintain up-to date local planning strategies in consultation with their communities, and to review the strategy prior to a scheme amendment.
- Require local governments to prepare a local housing strategy to show where growth will be accommodated and what types of housing are needed.
- Require all local planning schemes, strategies and policies to be published in a single, easy to-navigate, standardised format, to be known as a Comprehensive Local Planning Scheme.
- Develop a Community Engagement Charter to require contemporary community engagement practices, with a focus on community involvement in developing the vision and strategic plans.
- Provide reasons for decisions on planning proposals and develop a guideline for planning decision-makers.
- Require local governments to report on their performance in undertaking planning responsibilities, including decision-making timeframes and outcomes, and the status of their local planning strategy and scheme.

The following proposals will streamline processes that prolong approvals:

- Use a track-based approach to assess regional scheme amendments, local strategies and local structure plans/activity centre plans.
- Provide a process for decision-makers and applicants to collaborate during the assessment process, including formal pre-lodgement advice.
- Create rules for efficient referral of planning matters.
- A maximum timeframe for decision-makers to request additional information from applicants.
- Provide for up-front agreement on the scope and content of Local Structure Plans.
- Require that Structure Plans and Activity Centre Plans be read as part of the scheme to provide greater certainty to the community and applicants.
- Create a maximum 30-day planning approval process for single houses proposals with only minor variations to the Residential Design Codes.
- Incorporate development contribution schedules in Comprehensive Local Planning Schemes.
- Require local government to report on administration of development contributions.

These points are examined in more detail in the Green Paper, although it is noted some proposals have not been thoroughly examined and are simply just a starting point for further discussion and refinement.

Information Sessions

Should Councillors be interested in attending an Information Session WALGA is hosting an event on the 29th June 2018 at 10.30am at the City of South Perth.

It was also recently indicated that there would be a Webinar facility available too. For more information please contact Vanessa Jackson - WALGA Policy Manager, Planning and Improvement.

VOTING REQUIREMENT:

Absolute Majority Required: No

OFFICER RECOMMENDATION – ITEM 7.3.8

For Council information



Green Paper summary

Modernising WA's Planning System:

Concepts for a strategically-led system

Development of our growing State is managed through plans, policies and rules under the Western Australian planning system. An effective planning system is vital to create vibrant communities with a variety of houses and access to jobs, services and quality public spaces.

Have your say

We want to hear from you.

- Tell us your experiences of the planning system.
- Do you agree with the ideas and proposals in the Green Paper?
- Do you have other ideas for reforming the planning system?

The Minister for Planning has commissioned an independent review of the planning system to identify ways to make it more effective, streamlined, open and understandable to everyone.

The Green Paper outlines challenges in the planning system and proposes five key reform areas. It is a discussion paper and does not commit the State Government to adopt the proposals.

Feedback on the Green Paper will inform a White Paper that will set out the Government's proposed reforms for a contemporary planning system to enable the State's continued prosperity and liveability.

This summary provides a brief overview of the key principles and proposals detailed in the Green Paper. The full Green Paper can be downloaded at www.planning.wa.gov.au/planningreform.

Submission can be made online at www.planning.wa.gov.au/planningreform

or by emailing planningreform@dph.wa.gov.au

The closing date for submissions is Friday 20 July 2018.

Independent planning review



Consultation



Consultation



State Government approval and implementation

Western Australian Government

Why is reform needed?

There is some concern that Western Australia's planning system has become overly complex and focusses too much on individual applications for development. Also, most people only engage with the planning system to react to a development proposal in their neighbourhood, rather than contributing to the future form of their community.

The planning system has many out-of-date and overlapping policies and guidelines. As a result, decision-makers often respond to individual development proposals, rather than setting a vision for an area to which the development industry can respond.

Strategic planning encourages early involvement by the community to shape their future and assists landowners to clearly understand what is the vision for their area and what is permitted on their lots.

Many of the proposals within the Green Paper give precedence to strategic planning.

A strategically-led system establishes a line of sight through State and local government strategies to explain how they work together to inform decision-making. Shifting from statutory-led to strategically-led planning is long overdue.

Reform principles

Fairness	Transparency	Integrity	Efficiency
The views and interests of all stakeholders are considered and balanced.	Users are able to understand the planning system.	The community is meaningfully involved in strategic planning.	The planning system is well organised to deliver timely outcomes.

The key reform proposals

- 1. Strategically-led** - Make strategic planning the cornerstone of the planning system
- 2. Legible** - Make the planning system easy to access and understand
- 3. Transparent** - Open up the planning system and increase community engagement in planning
- 4. Efficient** - Make the planning system well-organised and more efficient
- 5. Delivering smart growth** - Refocus the planning system to deliver quality urban infill



Key reform 1: A Strategically-led planning system

Putting strategy at the centre of our planning system will give the community a say in how their neighbourhoods will be developed.

It will also provide the development industry with a clear understanding of what is expected for the future development of an area.

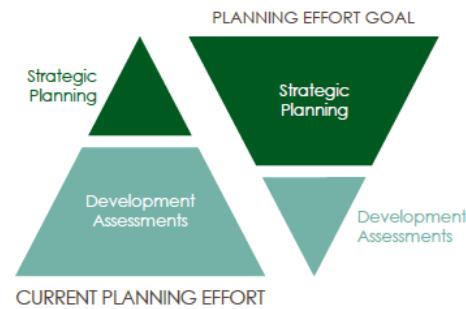


Figure 1: Changing the focus of planning effort
Source: Productivity Commission

Strategic planning should guide the growth of our towns and cities and be the backbone of the planning system.

Over the past five years, New South Wales, Queensland, South Australia and Victoria have all undertaken significant reforms of their planning systems to put greater emphasis on strategic planning that guide decisions on development proposals.

The process of preparing a planning strategy enables the community, local government and other stakeholders to set the vision and values for a region or area. Decisions about local character and values, growth, housing types, local centres, lands for jobs and transport networks are made in the strategic planning process.

Many local governments have allowed their Local Planning Strategies to become out-dated with little connection between the strategy and the local planning scheme. As a result, the local government and community direct their

time and effort in debating individual proposals for development. This effort is better invested in maintaining a strategic plan against which individual projects can be understood and assessed.

Key proposals

- Require local governments to maintain up-to-date **local planning strategies** in consultation with their communities, and to review the strategy prior to a scheme amendment.
- Amend the Planning and Development Act to make **strategic planning for sustainable development** the purpose of planning in Western Australia.
- Develop a new State Planning Policy that defines sustainable development and decision-making for sustainable outcomes.
- Require local governments to prepare a **local housing strategy** to show where growth will be accommodated and what types of housing are needed.



Figure 2: Hierarchy of planning elements

Key reform 2: A legible planning system

The planning system should be easy to access and understand.

A consistent set of schemes, policies and plans will restore trust in the system by reducing red tape and the need for discretionary decision-making.

A planning system that is easy to access and understand allows all users to engage more effectively with planning and development in their community. This can reduce time, cost and frustration for community members, the development industry and decision-makers.

Currently, people struggle to determine how the planning system affects them.

The review found that some development requires more than a dozen documents, including scheme, plans, strategies, regulations, policies and codes that need to be read, understood and cross-referenced.

Some documents are out-dated, while others have been in draft form for a long time. Some documents are poorly written without clear guidance. There is overlap and inconsistency between documents with no clear indication of precedence. There is also significant variance between local government schemes, zones and policies. This causes confusion and unnecessary red tape and can result in outcomes that aren't aligned with strategy or community expectations.

The strategies, plans, schemes and policies which make up the planning system should be presented simply and concisely with a focus on outcomes, not process. Strategies and plans that are used together, such as the State Planning Policies and Local Planning Schemes, need to be presented in a coordinated document.

Key proposals:

- Consolidate State Planning Policies into a single concise framework with easy-to-understand guidance.
- The links between State Planning Strategy and State Planning Policies, and local planning strategies and schemes should be strengthened and made clear and understandable.
- Define common strategic elements for the State planning framework and require all planning documents to be organised around these elements.
- Require all local planning schemes, strategies and policies to be published in a single, easy-to-navigate, standardised format, to be known as a Comprehensive Local Planning Scheme.
- Reduce red tape for business by standardising land use permissibility for the most commonly-used zones.

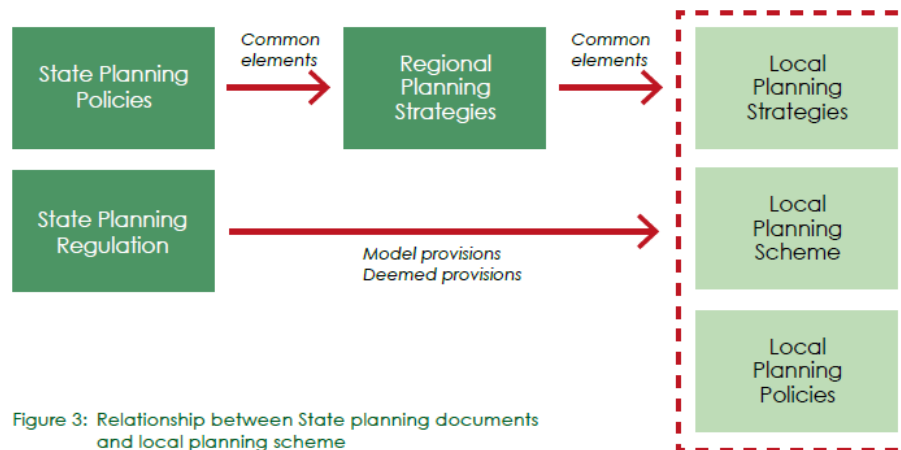


Figure 3: Relationship between State planning documents and local planning scheme

Key reform 3: A transparent planning system

Involving people in shaping strategic plans for their communities will improve dialogue between stakeholders and help create a shared understanding of how an area will develop.

Making all planning decisions transparent will create trust that the planning system is delivering fair outcomes for the community.

Consultation processes within the Western Australian planning system often means that communities can only respond to plans and proposals, rather than have early involvement in shaping the vision and plans for their community.

Communities require more opportunities to participate meaningfully in shaping strategies and plans that may affect them.

Contemporary planning systems in Australia and internationally are giving people more voice in setting the strategic direction for their community.

It is also important for the community to understand why decisions are made. If a development proposal varies what has been agreed in a strategic plan, then the community should have the opportunity to let decision-makers know whether they think the proposal should go ahead. Decision-makers should also make the reasons for their decisions available to the community.

Key proposals:

- Develop a **Community Engagement Charter** to require contemporary community engagement practices, with a focus on community involvement in developing the vision and strategic plans.
- Provide **reasons for decisions** on planning proposals and develop a guideline for planning decision-makers.
- Require local governments to **report on their performance in undertaking planning responsibilities**, including decision-making timeframes and outcomes, and the status of their local planning strategy and scheme.



Figure 4: Community involvement in Strategic Planning



Development Assessment Panels

The State Government aims to improve accountability and transparency of the DAP system.

Development Assessment Panels (DAP) are planning decision-makers comprising planning professionals and local government representatives. They make decisions on high-value and complex development proposals, taking into account relevant State and local government strategic plans and statutory planning schemes.

Feedback to the planning review team included:

- Concerns that DAPs are making decisions based on dated or ambiguous local planning requirements. This has resulted in inconsistent decision-making and community mistrust.
- DAP meetings appear to be organised at short notice and irregular times, which limits community access and participation.
- Meeting proceedings and reasons for decisions are not freely available.
- There is a lack of flexibility in meeting processes, which restricts DAP members from thoroughly investigating and obtaining advice on complex proposals.
- There is limited transparency on reconsideration of applications by a DAP following State Administrative Tribunal (SAT) processes.

Key proposals:

- **Schedule DAP meetings at regular times** to improve accessibility.
- Require each **DAP meeting to be recorded** and made available on the DAP website.
- Require the DAP to **provide reasons for all of its decisions**.
- Create **more flexibility in DAP processes** for proposals which seek significant variations, to enable better scrutiny and to provide for advice and input from community and stakeholders.
- Require **proposals amended** as a result of a SAT mediation process **be readvertised** unless fully compliant.
- Appoint a **Presiding DAP Member** with responsibility for monitoring, advising and mentoring DAP members.
- Draw **specialist DAP members** from a state-wide pool of members based on the nature of application being heard.
- Provide that **new specialist members** be included when SAT invites the DAP to reconsider a decision, to **ensure fresh consideration** of the proposal.
- Encourage the SAT to prepare a framework that allows third parties with a strong interest to be considered during SAT mediation of DAP matters.

Key reform 4: An efficient planning system

Clarity of planning roles

The efficiency of the planning system and decision-making will be improved by better defining the roles and responsibilities of the Western Australian Planning Commission (WAPC), Department of Planning, Lands and Heritage, local government and other State agencies.

The scope, diversity and volume of matters considered by the WAPC contribute to inefficient dealings on statutory matters and divert resources from strategic planning and policy.

The WAPC needs to focus on the provision of strategic leadership for the State Planning Policy framework and regional and sub-regional planning. The WAPC also has a leadership role to play in strategic planning for smart growth, such as working proactively with local governments and other agencies to prepare urban corridor and activity centre plans.

This can be achieved by expanding delegation of statutory and administrative matters that are not of regional or State significance to the Department of Planning, Lands and Heritage and accredited local governments.

Key proposals:

- Revise the WAPC membership down to **five - seven members** with a **breadth of skills and experience** focused on State policy, regional plans and planning for smart growth.
- Give the WAPC the **flexibility to form expert committees** as required in response to emerging issues or specific projects.
- Increase **delegation of statutory and administrative matters** from the WAPC to accredited local governments with delegations in place.

Quicker, better decisions

The following proposals will streamline processes that prolong approvals.

- Use a **track-based approach** to assess regional scheme amendments, local strategies and local structure plans/activity centre plans.
- Provide a process for decision-makers and applicants to **collaborate** during the **assessment process**, including **formal pre-lodgement advice**.
- Create rules for **efficient referral** of planning matters.
- A maximum **timeframe** for decision-makers to request **additional information** from applicants.
- Provide for **up-front agreement** on the **scope and content of Local Structure Plans**.
- Require that **Structure Plans and Activity Centre Plans** be read as part of the scheme to provide greater certainty to the community and applicants.
- Create a maximum **30-day planning approval** process for single houses proposals with only minor variations to the Residential Design Codes.
- Incorporate **development contribution schedules** in Comprehensive Local Planning Schemes.
- Require local government to **report** on administration of **development contributions**.

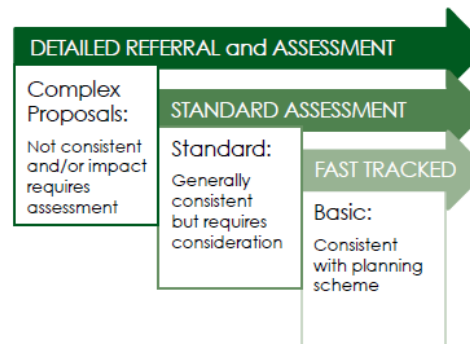


Figure 5: Track based approach for planning proposals

Key reform 5: Planning for connected smart growth

The planning system should focus on achieving high-quality growth to meet the needs of the growing and diverse population and economy.

The WAPC's metropolitan strategy *Perth and Peel@3.5million (2018)* proposes that approximately 53 per cent of growth will be accommodated in greenfields communities and 47 per cent through infill development within existing urban areas.

Perth and Peel@3.5million proposes that the majority of urban infill will be provided within urban corridors, activity centres and station precincts. The challenge for all levels of government is to undertake timely and effective planning to achieve high-quality infill development that enhances existing communities. The WAPC is well-placed to assume a leadership role in prioritising the planning of infill locations, determining the method of delivery and collaborating with local government in delivering the planning framework and coordinating the necessary infrastructure to facilitate quality development.

Given that half of the growth will occur in new greenfields development, ongoing policy guidance is required to ensure development of new communities is high quality, well-served with infrastructure and social services, and responsive to community needs.

Key proposals:

- **State Government** to develop clear arrangement for the **planning and delivery of key infill locations** in partnership with local governments and other agencies.
- **State Government** to provide local governments with **advice on forward planning of State infrastructure**.
- **WAPC** to assume a leadership role and collaborate with local government for **planning of priority infill areas** and assist with **land use and infrastructure coordination**.
- **WAPC** to prepare a new **Consolidated and Connected Smart Growth State Planning Policy** to guide planning and delivery of smart growth.
- Elevate **Liveable Neighbourhoods** to a **State Planning Policy**.
- Provide for an **Industrial Deferred Zone** in the **Metropolitan Region Scheme** to plan effectively for future economic activity.
- Ensure that arrangements for provisions of State infrastructure are in place prior to permitting development in Urban or Industrial Deferment zones.
- Include **Urban Corridor** as a road category in the Metropolitan Region Scheme, requiring a **coordinated transport response** for planning proposals within urban corridors.

Land Use Planning

The **provision of Infrastructure** shapes the city and regions to which land use needs to respond.



The **land use planning system** sets the location and form of urban development and gives rise to the need for infrastructure.

Infrastructure Planning

7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – MAY 2018	12
7.4.3	2018-2019 FEES AND CHARGES SCHEDULE/MINIMUM RATES	34

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2018
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Leanne Rowe/Grant Middleton
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 15th June 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 7.4.1

That Municipal Fund Cheques 21449 to 21462 inclusive totalling \$52,206.87, Municipal EFT payments numbered EFT17882 to EFT18024 inclusive totalling \$585,418.03, Trust Fund Cheques 2323 to 2329, totalling \$4,255.39, Direct Debit payments numbered GJ1104 to GJ1109 inclusive totalling \$339,384.54 be passed for payment and the items therein be declared authorised expenditure.

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

Chq #	Date	Name	Description	Amount
21449	11-05-2018	ALLSORTS WILD PEST REMOVAL	NBG BAITs	2250.00
21450	11-05-2018	AUSTRALIA POST	POSTAGE	250.17
21451	11-05-2018	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	7655.85
21452	11-05-2018	GARRY DUNGATE	REPLACE DUP STEPHEN ST	834.90
21453	11-05-2018	KALBARRI GAS	GAS	135.00
21454	11-05-2018	TELSTRA	TELEPHONE CHARGES	812.87
21455	18-05-2018	TELSTRA	TELEPHONE CHARGES	1120.08
21456	18-05-2018	SYNERGY	ELECTRICITY CHARGES	19321.20
21457	28-05-2018	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	13435.65
21458	28-05-2018	DR ALASTAIR MACKENDRICK	AUDIO TESTING BRETT BAIN	484.00
21459	28-05-2018	GERALDTON MOWER & REPAIR SPECIALISTS	TOTO MOWER REBUILD DECK, PARTS	3150.10
21460	28-05-2018	KLEENHEAT GAS	GAS FACILITY FEES	531.30
21461	28-05-2018	NORTHAMPTON LIONS CLUB	DRUM MUSTER	225.75
21462	31-05-2018	LD & LJ ROWE	RATE REFUND	2000.00
				\$52,206.87

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT17882	08-05-2018	URACAST PTY LTD	EWETURN - SHEEP, EWES	1270.00
EFT17883	03-05-2018	GLENN BANGAY	REIMB UNIFORM & WESTNET	534.33
EFT17884	03-05-2018	LEO RYAN	REIMB DODO LINE RENTAL	39.90
EFT17885	10-05-2018	PETER GROOM SETTLEMENTS	PURCHASE LOT 334 NWCH BINNU	12980.95
EFT17886	11-05-2018	ABROLHOS ELECTRICS	RCD TESTING, BUILDING ELECTRICAL	8554.59
EFT17887	11-05-2018	AFGRI EQUIPMENT AUST PTY LTD	PARTS	710.79
EFT17888	11-05-2018	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	VARIOUS BOBCAT/EXCAVATOR WORK	8423.80
EFT17889	11-05-2018	KALBARRI IGA	GOODS	235.32
EFT17890	11-05-2018	ARROW BRONZE	NICHE WALL PLAQUE	405.68
EFT17891	11-05-2018	AUSTRAL MERCANTILE COLLECTIONS	LEGAL EXPENSES	110.00
EFT17892	11-05-2018	AUTO ELITE	PLANT SERVICE	330.00
EFT17893	11-05-2018	AXIS AUTOS	BINNU FA REPLACE SIDE MIRROR	104.80
EFT17894	11-05-2018	BATAVIA FENCING	STORM DAMAGE REPLACE FENCING	13326.00
EFT17895	11-05-2018	BATAVIA COAST TRIMMERS	NCC REPAIR SHADE SAIL	400.00
EFT17896	11-05-2018	BLUESTAR EARTHMOVING	WAN TANK, SEMI/EXCAVATOR HIRE	3030.50
EFT17897	11-05-2018	BROADVIEW VENTURES P/L	NBG MAR/AP HOURS	5208.80
EFT17898	11-05-2018	CATWEST PTY LTD	GREY/RED BLUFF SUPPLY/ LAY ASPHALT	92292.75
EFT17899	11-05-2018	CENTRAL WEST PUMP SERVICE	PT GREG WATER REPLACE PUMP	5914.70
EFT17900	11-05-2018	MIDWEST CHEMICAL & PAPER	CLEANING GOODS	253.76
EFT17901	11-05-2018	CLARKSON FREIGHTLINES	FREIGHT	194.62
EFT17902	11-05-2018	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	80.04
EFT17903	11-05-2018	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	419.63
EFT17904	11-05-2018	COURIER AUSTRALIA	FREIGHT	29.45
EFT17905	11-05-2018	D-TRANS	MITSI TRUCK - WORKS TO BODY	2404.74

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

EFT #	Date	Name	Description	Amount
EFT17906	11-05-2018	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	GRADER HIRE MTCE	2160.00
EFT17907	11-05-2018	FENN PLUMBING & GAS	BUILDING PLUMBING	941.60
EFT17908	11-05-2018	GERALDTON BRICK	GREY/RED BLUFF PAVERS	4131.60
EFT17909	11-05-2018	GNC QUALITY PRECAST GERALDTON	CONC PIT LID	416.90
EFT17910	11-05-2018	GREAT SOUTHERN FUEL SUPPLY	DEPOT/FUEL CARD PURCHASES	30732.20
EFT17911	11-05-2018	HALAM HOME HANDYMAN SERVICES	REPAIR RETIC	568.75
EFT17912	11-05-2018	HASLEBYS HARDWARE SUPPLIES	FERTILISER, HARDWARE	917.67
EFT17913	11-05-2018	C + J HANSON PLUMBING CONTRACTORS	TEST RPZ VALVES	1155.73
EFT17914	11-05-2018	J R & A HERSEY	PROTECTIVE CLOTHING	357.72
EFT17915	11-05-2018	HOSEXPRESS	HYDRAULIC HOSE/OIL	280.46
EFT17916	11-05-2018	RJ + J HUGHES	NBG SERVICES PROVIDED	3902.25
EFT17917	11-05-2018	AJS HULME & CO	RED BLUFF RD GRAVEL	4400.00
EFT17918	11-05-2018	INDEPENDENT RURAL PTY LTD	NBG POISON	401.25
EFT17919	11-05-2018	JASON SIGNMAKERS	SIGNS	158.40
EFT17920	11-05-2018	KALBARRI HARDWARE & BUILDING SUPPLIES	AIR COMPRESSOR/SPRINKLERS	434.01
EFT17921	11-05-2018	KALBARRI EXPRESS FREIGHT	FREIGHT	77.94
EFT17922	11-05-2018	KALBARRI B P SERVICE STATION	FUEL	31.00
EFT17923	11-05-2018	KALBARRI WAREHOUSE	RETIC, SEASOL,	344.25
EFT17924	11-05-2018	KALBARRI LAWNMOWING SERVICE	LAWNMOWING	190.00
EFT17925	11-05-2018	KALBARRI NEWSAGENCY	STATIONERY	97.80
EFT17926	11-05-2018	KALBARRI PEST CONTROL	KAL CAMP TERMITE BAITING STATIONS	860.00
EFT17927	11-05-2018	KALBARRI GRAVEL & SAND SUPPLIES	RED BLUFF CNR BOBCAT WORKS	440.00
EFT17928	11-05-2018	LANDWEST	PROPOSED BOUNDARY CHANGES HKS	825.00
EFT17929	11-05-2018	STATE LIBRARY OF WA	DDS FREIGHT RECOUP 17/18	603.34
EFT17930	11-05-2018	RAJ MAVATH PTY LTD	AUDIT KALB TENNIS NETBALL BBALL COURTS	550.00
EFT17931	11-05-2018	LGRCEU	PAYROLL DEDUCTIONS	97.00
EFT17932	11-05-2018	GERALDTON TOYOTA	PLANT SERVICE	467.46

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

EFT #	Date	Name	Description	Amount
EFT17933	11-05-2018	MIDWEST TREE SERVICES	STORM DAMAGE TREE LOP/MULCHING	42671.64
EFT17934	11-05-2018	MIDWEST KERBING & CONCRETE	WEST ST INSTALL REMAIN KERB	393.25
EFT17935	11-05-2018	M L COMMUNICATIONS	SUPPLY INSTALL PROGRAM PHONES	13983.18
EFT17936	11-05-2018	MOOREVIEW PLANTS & TREES	PLANTS	321.50
EFT17937	11-05-2018	MOORE STEPHENS	FINANCIAL REPORTING WORKSHOP DCEO	1870.00
EFT17938	11-05-2018	THE WORKWEAR GROUP PTY LTD	UNIFORM	74.82
EFT17939	11-05-2018	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS, GOODS	564.78
EFT17940	11-05-2018	NORTHAMPTON NEWSAGENCY	STATIONERY	787.03
EFT17941	11-05-2018	NORTHAMPTON AUTO ELECTRICS	VEHICLE ELECTRICAL/BATTERIES	1338.50
EFT17942	11-05-2018	PEST-A-KILL	EXTERRA 13TH YR	1840.00
EFT17943	11-05-2018	PURCHER INTERNATIONAL	VEHICLE SERVICE/REPAIRS	2648.13
EFT17944	11-05-2018	QUANTUM SURVEYS	ECO FLORA BORE & PIPELINE SURVEY	2013.00
EFT17945	11-05-2018	HOLCIM AUSTRALIA PTY LTD	CRACKER DUST/ CONC DUP	3827.31
EFT17946	11-05-2018	PAUL SHERIFF	SYNERGY DATABASE OPTIMISATION	550.00
EFT17947	11-05-2018	FUELFIX PTY LTD	DEPOT FUEL TANKS CLEAN RECALIBRATE	666.60
EFT17948	11-05-2018	TARTS & CO CATERING	NBG REFRESHMENTS	213.50
EFT17949	11-05-2018	2V NET IT SOLUTIONS	COMPTER MTCE - LENOVO V310, DOCK	4247.00
EFT17950	11-05-2018	TOX FREE AUSTRALIA PTY LTD	REFUSE COLLECTION/SITE MTCE	42072.67
EFT17951	11-05-2018	LANDGATE	VALUATION EXPENSES	9412.21
EFT17952	11-05-2018	VERLINDENS ELECTRICAL GERALDTON	INSPECT FAULTY PUMP	1068.65
EFT17953	11-05-2018	IT VISION	COMPUTER EXP ALTUS ENABLEMENT	1100.00
EFT17954	11-05-2018	PENNY WALKER (MONEYPENNY)	NBG SECRETARY/TRESURER	100.00
EFT17955	11-05-2018	WESTRAC EQUIPMENT PTY LTD	GRADER REPAIRS/PLANT PARTS	12532.48
EFT17956	11-05-2018	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	758.22
EFT17957	11-05-2018	NORTHAMPTON TYRES	4 TYRES, WHEEL ALIGNMENT	1551.00
EFT17958	11-05-2018	WILLIAMS & HUGHES	LEGAL SERVICES	550.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

EFT #	Date	Name	Description	Amount
EFT17959	14-05-2018	AUSTRALIAN TAXATION OFFICE	APRIL 2018 BAS	11880.00
EFT17960	17-05-2018	GLENN BANGAY	REIMB WESTNET	79.99
EFT17961	17-05-2018	LARRI ELLISS	NCCA REIMB CURTAIN	54.99
EFT17962	17-05-2018	E & S KOPPENSTEINER	REIMB TELSTRA	99.00
EFT17963	17-05-2018	GRANT MIDDLETON	REIMB WESTNET	322.88
EFT17964	17-05-2018	OWEN SIMKIN	WATER CUSTODIAN REIMB FUEL	21.06
EFT17965	25-05-2018	DIANNE KITNEY DIS DETAILING	HOLDEN CAPITIVA DETAIL	350.00
EFT17966	28-05-2018	ABROLHOS ELECTRICS	RCD TESTING, ELECTRICAL	10388.73
EFT17967	28-05-2018	BOYA EQUIPMENT	GENSET PARTS	488.14
EFT17968	28-05-2018	JAMES WILLIAM BRADSHAW	NCCA BUILDING MAINTENACE	625.00
EFT17969	28-05-2018	BUNNINGS BUILDING SUPPLIES	HOSE REEL, PLANTS	157.26
EFT17970	28-05-2018	BURANDO HILL	NBG POISON	508.75
EFT17971	28-05-2018	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	297.96
EFT17972	28-05-2018	COURIER AUSTRALIA	FREIGHT	290.36
EFT17973	28-05-2018	COVS PARTS PTY LTD	PARTS	106.66
EFT17974	28-05-2018	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE	330.00
EFT17975	28-05-2018	DPT. OF WATER & ENVIRONMENT REGULATION	RENEW KAL REFUSE LICENCES	1139.20
EFT17976	28-05-2018	ENGIN PTY LTD	TELEPHONE CHARGES	132.90
EFT17977	28-05-2018	FENN PLUMBING & GAS	KALB AGED PLUMBING	341.00
EFT17978	28-05-2018	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	717.33
EFT17979	28-05-2018	GARVON CONSTRUCTIONS	NTON PISTOL CLUB - REROOF	20000.00
EFT17980	28-05-2018	GEORGE GIUDICE PAVING	RED BLUFF CNR INSTALL PAVING	4510.00
EFT17981	28-05-2018	ATOM SUPPLY	REFLECTIVE TAPE/SURVEY TAPE	213.21
EFT17982	28-05-2018	GERALDTON SIGN MAKERS	NAT PLAYGOUND SIGN	143.00
EFT17983	28-05-2018	GERALDTON PET MEAT SUPPLIES	NBG DOG BAIT CUTS	990.00
EFT17984	28-05-2018	GLENVIEW MACHINE KERBING	MITCHELL ST KERBING	19852.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

EFT #	Date	Name	Description	Amount
EFT17985	28-05-2018	HOSEXPRESS	JCB BACKHOE HYDRAULIC HOSE REPAIR/REPLACE	250.39
EFT17986	28-05-2018	JASON SIGNMAKERS	SIGNS	114.40
EFT17987	28-05-2018	JG'S FERAL PEST CONTROL	NBG DOGGING WORK	2811.60
EFT17988	28-05-2018	KALBARRI SES UNIT INC.	ESL 4TH INSTAL	8507.50
EFT17989	28-05-2018	KALBARRI EXPRESS FREIGHT	FREIGHT	34.77
EFT17990	28-05-2018	KALBARRI LAWNMOWING SERVICE	LAWNMOWING	440.00
EFT17991	28-05-2018	KALBARRI PEST CONTROL	VISUAL TERMITE GENERAL PEST CONTROL	750.00
EFT17992	28-05-2018	KOMATSU AUSTRALIA PTY LTD	KOM LOADER TOOTH	3029.34
EFT17993	28-05-2018	KALBARRI SITEWORKS	MURCH HOUSE RD TRUCK HIRE CART GRAVEL	715.00
EFT17994	28-05-2018	THE LUSCOMBE SYNDICATE	NCCA CLEANING GOODS	183.69
EFT17995	28-05-2018	LGRCEU	PAYROLL DEDUCTIONS	97.00
EFT17996	28-05-2018	MIDWEST LOCK & SAFE	NCCA LOCK/KEYS	472.50
EFT17997	28-05-2018	MIDWEST FINANCIAL	FBT 2018 PREP & LODGEMENT	935.00
EFT17998	28-05-2018	MIDWEST KERBING & CONCRETE	MITCHELL ST KERBING FISHTAIL	3207.60
EFT17999	28-05-2018	MIDWEST GROUNDWATER	WAN TANKS SUPPLY & INSTAL 2 TANKS	18666.66
EFT18000	28-05-2018	MIDWEST PEST MANAGEMENT	NBG POISON INJECTING	1100.00
EFT18001	28-05-2018	M L COMMUNICATIONS	WIFI PHONES DEPOT	517.00
EFT18002	28-05-2018	THE WORKWEAR GROUP PTY LTD	UNIFORM	87.85
EFT18003	28-05-2018	NOVUS WINDSCREENS GERALDTON	SUPPLY & FIT WINDSCREEN	336.25
EFT18004	28-05-2018	CLEANPAK TOTAL SOLUTIONS	CLEANING GOODS	467.49
EFT18005	28-05-2018	O'BRIEN SMASH REPAIRS	INSURANCE EXCESS	300.00
EFT18006	28-05-2018	PURCHER INTERNATIONAL	PARTS	960.39
EFT18007	28-05-2018	QUANTUM SURVEYS	RED BLUFF CNR SURVEY PLANS/SETOUT	1881.00
EFT18008	28-05-2018	REPEAT PLASTICS WA	KVC CUSTOM SEATS	9711.08
EFT18009	28-05-2018	ROAD RUNNER MECHANICAL SERVICES	VEHICLE SERVICE	984.85
EFT18010	28-05-2018	SUN CITY PRINT & DESIGN	STATIONERY	400.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

EFT #	Date	Name	Description	Amount
EFT18011	28-05-2018	STAR TRACK EXPRESS	FREIGHT	79.15
EFT18012	28-05-2018	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	CHILIMONY RD DOZER HIRE	6050.00
EFT18013	28-05-2018	2V NET IT SOLUTIONS	COMPTER MTCE	299.00
EFT18014	28-05-2018	DATATRAX PTY LTD	ADVERTISING	395.00
EFT18015	28-05-2018	TRU-LINE EXCAVATIONS & PLUMBING PTY LTD	HKS RD LOCATE TELSTRA SERVICES	825.00
EFT18016	28-05-2018	WESTERN POWER	STREETLIGHT SHADE	478.00
EFT18017	28-05-2018	NORTHAMPTON TYRES	BACKHOE 2 TYRES	2142.80
EFT18018	28-05-2018	WOODCOCK CT & L	WAN TANKS PVC VALVES, DROPPERS, HARD	8878.40
EFT18019	31-05-2018	BRETT BAIN	REIMB FUEL HEARING TEST	239.60
EFT18020	31-05-2018	COURIER AUSTRALIA	FREIGHT	38.95
EFT18021	31-05-2018	DEVISE URBAN PLANNING	TOWN PLANNING SERVICES	3503.50
EFT18022	31-05-2018	HOWARD PORTER	NEW 2018 TDM AXLE 2-WAY TIP PIG TRAILER	71445.00
EFT18023	31-05-2018	E & S KOPPENSTEINER	REIMB TELSTRA	50.00
EFT18024	31-05-2018	LEO RYAN	REIMB DODO LAND LINE RENTAL	39.90
				\$585,418.03

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2323	02-05-2018	LEO RYAN	REFUND COMMUNITY BUS BOND	200.00
2324	10-05-2018	NORTHAMPTON DISTRICT HIGH SCHOOL	ONLIFE PRINTING ADVERTISING	200.00
2325	10-05-2018	SHIRE OF NORTHAMPTON	BRB COMMISSION MARCH & APRIL 2018	90.00
2326	10-05-2018	DEPT OF MINES INDUSTRY REGULATION & SAFETY	BRB MARCH & APRIL 2018	1903.07
2327	10-05-2018	SHIRE OF NORTHAMPTON	BCTF COMMISSION MARCH & APRIL 2018	41.25
2328	10-05-2018	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCTF MARCH & APRIL 2018	1646.17
2329	18-05-2018	WILSONS SIGNS SOLUTIONS	PERMABRASS PLAQUE HKS MEM WALL	174.90
				\$4,255.39

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 JUNE 2018

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	03/05/2018	PAYROLL	FN/E 02/05/2018	91180.00
	04/05/2018	CLICKSUPER	SUPERANNUATION FN/E 02/05/2018	20030.66
	17/05/2018	PAYROLL	FN/E 16/05/2018	90541.00
	18/05/2018	CLICKSUPER	SUPERANNUATION FN/E 16/05/2018	21377.82
	21/05/2018	PAYROLL	ONE OFF PAY 16/05/2018	1144.00
	31/05/2018	PAYROLL	FN/E 30/05/2018	89708.00
	31/05/2018	SUPERCHOICE	SUPERANNUATION FN/E 30/5/2018	21681.30
GJ1104	31/5/2018	NAB BANK FEES	BANK FEES/MERCHANT FEES	500.31
GJ1105	31/05/2018	BPOINT	FEES	106.98
GJ1106	31/05/2018	BPAY	FEES	29.92
GJ1108	31/05/2018	CEO CORPORATE CARD	BANK CHARGES	9.00
			NR1 FUEL	289.02
			WA PLANNING COM	600.80
			MEM EXPENSES REFRESH	1,258.80
			CEO PERTH MEETING FLIGHT/PARKING	448.06
				<u>2605.68</u>
GJ1109	31-05-18	DCEO CORPORATE CARD	BANK FEES	9.00
			NCCA IINET	89.29
			KAL CHILD CARE IINET	80.43
			COMP EXP OFFICE 365	224.40
			BFB AGM REFRESH	25.75
			MRD OVERSIZE PERMITS	50.00
				<u>478.87</u>
				<u>\$339,384.54</u>

7.4.2 MONTHLY FINANCIAL STATEMENTS – MAY 2018

FILE REFERENCE:	1.1.1
DATE OF REPORT:	6th June 2018
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for May 2018

SUMMARY

Council to adopt the draft monthly financial reports as presented.

BACKGROUND:

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

The Draft Monthly Statements of Financial Activity for the period ending 31 May 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 31st May 2018 has a positive variance of \$725,329 compared to budget which is in part due to receipt of funds not included in the 2017/2018 budget including the \$200,000 Feral Eradication grant, the overpayment of the Direct Roads grant and the receipt of other funds including the Bush Fire Risk Mitigation Grant. While operating expenditure has a negative variance of \$263,260 compared to budget this variance is mainly associated with the non-cash write-off of the old Kalbarri Bowling Green and expenditure associated with grant funding activities not included in the 2017/2018 budget.

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

STATUTORY IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

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

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

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

TABLE OF CONTENTS

Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity By Nature or Type	
Statement of Capital Acquisitions and Capital Funding	
Note 1	Significant Accounting Policies (Refer Budget Adoption)
Note 2	Explanation of Material Variances
Note 3	Net Current Funding Position
Note 4	Cash and Investments
Note 5	Budget Amendments (presented as per Budget Review process)
Note 6	Receivables
Note 7	Cash Backed Reserves
Note 8	Capital Disposals
Note 9	Rating Information
Note 10	Information on Borrowings
Note 11	Grants
Note 12	Trust
Note 13	Details of Capital Acquisitions

SHIRE OF NORTHAMPTON
Information Summary
For the Period Ended 31 May 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 in the Statement of Financial Activity as a surplus as at 31 May 2018 of \$2,152,980.

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 ▲ \$ 536,769 White Cliffs Road construction completed

Capital Revenue

Non-operating Grants, Subsidies and Contributions ▲ \$ 273,150 White Cliffs grant funding

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Kalbarri Foreshore Parkland Redevelopment	87%	\$ 255,000	\$ 255,000	\$ 220,798
Car Park Construction Kalbarri Sport & Rec	63%	\$ 182,835	\$ 182,820	\$ 116,014
Road Construction	74%	\$ 2,984,104	\$ 2,735,337	\$ 2,198,568
Footpath Construction	110%	\$ 114,465	\$ 104,896	\$ 125,996
Replace EHO Vehicle	99%	\$ 30,000	\$ 30,000	\$ 29,658
Pig Trailer	76%	\$ 85,000	\$ 77,913	\$ 64,950
Kalbarri Leading Hand Utility	79%	\$ 48,000	\$ 48,000	\$ 37,896
Northampton Leading Hand Utility	96%	\$ 48,000	\$ 48,000	\$ 45,887
Kalbarri Foreshore Mower	128%	\$ 53,000	\$ 52,998	\$ 67,853
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	145%	\$ 850,521	\$ 844,964	\$ 1,236,087
Non-operating Grants, Subsidies and Contributions	106%	\$ 2,805,289	\$ 2,707,457	\$ 2,980,607
	115%	\$ 3,655,810	\$ 3,552,421	\$ 4,216,694
Rates Levied	100%	\$ 4,335,996	\$ 4,332,705	\$ 4,336,191

% Compares current ytd actuals to annual budget

Financial Position		Closing (Audited)	
		Balance 30 June 2018	Current Year 31 May 2018
Adjusted Net Current Assets	363%	\$ 593,148	\$ 2,152,980
Cash and Equivalent - Unrestricted	211%	\$ 783,615	\$ 1,652,132
Cash and Equivalent - Restricted	37%	\$ 3,017,835	\$ 1,105,353
Receivables - Rates	146%	\$ 263,223	\$ 385,104
Receivables - Other	25%	\$ 266,764	\$ 66,892
Payables	12%	\$ 762,355	\$ 94,243

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

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

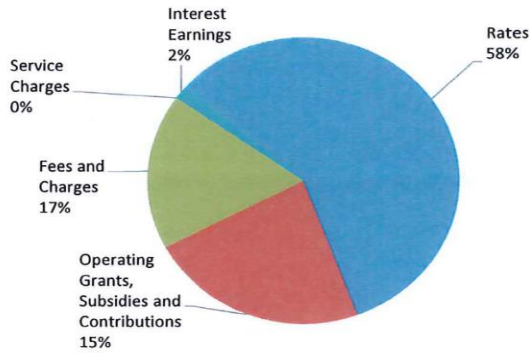
Preparation

Prepared by: Grant Middleton

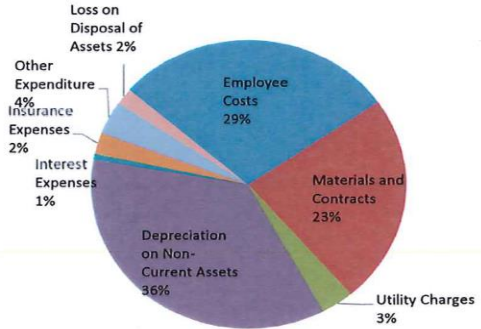
Date prepared: 6/06/2018

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

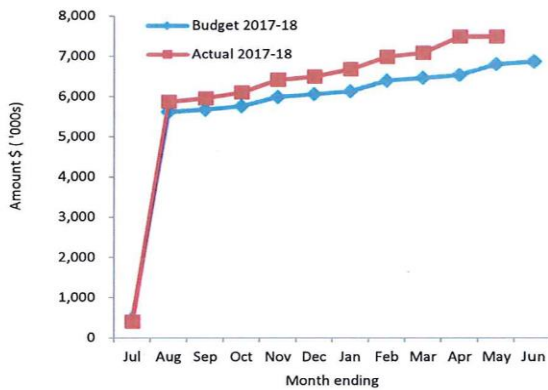
Operating Revenue



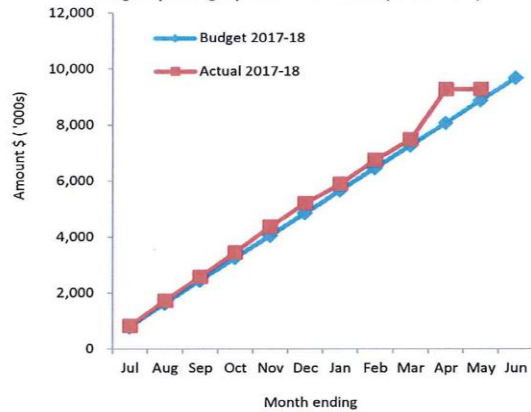
Operating Expenditure



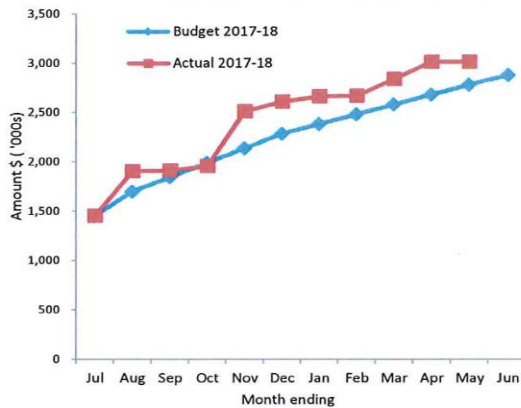
Budget Operating Revenues -v- Actual (Refer Note 2)



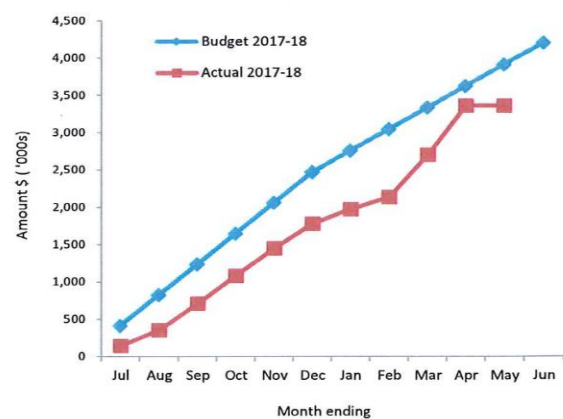
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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 May 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	649,494	649,494	593,148	(56,346)	(9%)	
Revenue from operating activities							
Governance		40,370	36,982	84,196	47,214	128%	▲
General Purpose Funding	9	5,133,939	5,127,619	5,168,586	40,967	1%	▲
Law, Order and Public Safety		86,513	79,255	375,340	296,085	374%	▲
Health		48,403	44,341	38,350	(5,991)	(14%)	▼
Education and Welfare		204,322	188,275	214,284	26,009	14%	▲
Housing		39,936	36,597	38,988	2,391	7%	▲
Community Amenities		837,697	830,223	853,034	22,811	3%	▲
Recreation and Culture		32,087	29,348	75,940	46,592	159%	▲
Transport		88,210	87,676	170,415	82,739	94%	▲
Economic Services		199,128	187,032	266,054	79,022	42%	▲
Other Property and Services		128,760	117,986	205,475	87,489	74%	▲
		6,839,365	6,765,334	7,490,663			
Expenditure from operating activities							
Governance		(862,407)	(791,583)	(778,717)	12,866	2%	▲
General Purpose Funding		(237,955)	(218,075)	(192,501)	25,574	12%	▲
Law, Order and Public Safety		(396,906)	(366,602)	(505,878)	(139,276)	(38%)	▼
Health		(207,173)	(189,494)	(180,437)	9,057	5%	▲
Education and Welfare		(374,010)	(349,071)	(337,870)	11,201	3%	▲
Housing		(119,310)	(109,153)	(93,824)	15,329	14%	▲
Community Amenities		(1,503,911)	(1,378,058)	(1,294,095)	83,963	6%	▲
Recreation and Culture		(1,630,297)	(1,493,580)	(1,466,373)	27,207	2%	▲
Transport		(4,042,222)	(3,705,821)	(3,727,099)	(21,278)	(1%)	▼
Economic Services		(417,270)	(382,349)	(436,430)	(54,081)	(14%)	▼
Other Property and Services		(33,761)	(30,844)	(264,666)	(233,822)	(758%)	▼
		(9,825,222)	(9,014,630)	(9,277,890)			
Operating activities excluded from budget							
Add back Depreciation		3,631,550	3,328,886	3,309,388	(19,498)	(1%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	167,423	163,919	4678%	▲
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		649,193	1,083,094	1,689,584			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	2,805,289	2,707,457	2,980,607	273,150	10%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	42,089	23,093	122%	▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(167,388)	(178,504)	(11,116)	(7%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(2,735,337)	(2,198,568)	536,769	20%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(258,819)	(252,025)	6,794	3%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(542,716)	(462,808)	79,908	15%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(256,911)	(246,244)	10,667	4%	▲
Furniture and Equipment	13	(22,200)	(20,350)	(22,220)	(1,870)	(9%)	▼
Amount attributable to investing activities		(1,418,715)	(1,255,068)	(337,673)			▲
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	30,404	33,093	2,689	9%	▲
Transfer from Reserves	7	351,443	322,156	371,444	49,287	15%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(180,708)	(144,521)	36,187	20%	▲
Transfer to Reserves	7	(67,467)	(61,845)	(52,094)	9,750	16%	▲
Amount attributable to financing activities		120,028	110,007	207,921			
Closing Funding Surplus(Deficit)	3	(0)	587,527	2,152,980	1,565,453	266%	

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

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

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2018

	Note	Amended Annual Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	649,494	649,494	593,148	(56,346)	(9%)	▼
Revenue from operating activities							
Rates	9	4,335,996	4,332,705	4,336,191	3,486	0%	
Operating Grants, Subsidies and Contributions	11	1,199,004	1,165,261	1,726,005	560,744	48%	▲
Fees and Charges		1,191,265	1,158,715	1,308,753	150,038	13%	▲
Interest Earnings		113,100	108,653	119,715	11,062	10%	▲
Other Revenue		0	0	0	0		
Profit on Disposal of Assets	8	0	0	6,317			
		6,839,365	6,765,334	7,496,981			
Expenditure from operating activities							
Employee Costs		(2,855,051)	(2,616,526)	(2,685,252)	(68,726)	(3%)	▼
Materials and Contracts		(2,306,052)	(2,122,122)	(2,177,515)	(55,393)	(3%)	▼
Utility Charges		(354,175)	(324,423)	(311,547)	12,876	4%	▲
Depreciation on Non-Current Assets		(3,631,550)	(3,328,886)	(3,309,388)	19,498	1%	▲
Interest Expenses		(70,683)	(64,768)	(61,322)	3,446	5%	▲
Insurance Expenses		(210,845)	(192,863)	(224,747)	(31,884)	(17%)	▼
Other Expenditure		(393,366)	(361,538)	(340,698)	20,840	6%	▲
Loss on Disposal of Assets	8	(3,500)	(3,504)	(173,740)			
		(9,825,222)	(9,014,630)	(9,284,207)			
Operating activities excluded from budget							
Add back Depreciation		3,631,550	3,328,886	3,309,388	(19,498)	(1%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	3,500	3,504	167,423	163,919	4678%	▲
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		649,193	1,083,094	1,689,584			
Investing activities							
Grants, Subsidies and Contributions	11	2,805,289	2,707,457	2,980,607	273,150	10%	▲
Proceeds from Disposal of Assets	8	40,000	18,996	42,089	23,093	122%	▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(180,125)	(167,388)	(178,504)	(11,116)	(7%)	▼
Infrastructure Assets - Roads	13	(2,984,104)	(2,735,337)	(2,198,568)	536,769	20%	▲
Infrastructure Assets - Parks and Gardens	13	(261,275)	(258,819)	(252,025)	6,794	3%	▲
Infrastructure Assets - Footpaths	13	(552,300)	(542,716)	(462,808)	79,908	15%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(264,000)	(256,911)	(246,244)	10,667	4%	▲
Furniture and Equipment	13	(22,200)	(20,350)	(22,220)	(1,870)	(9%)	▼
Amount attributable to investing activities		(1,418,715)	(1,255,068)	(337,673)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		33,188	30,404	33,093	2,689	9%	
Transfer from Reserves	7	351,443	322,156	371,444	49,287	15%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(197,136)	(180,708)	(144,521)	36,187	20%	▲
Transfer to Reserves	7	(67,467)	(61,845)	(52,094)	9,750	16%	▲
Amount attributable to financing activities		120,028	110,007	207,921			
Closing Funding Surplus (Deficit)	3	(0)	587,527	2,152,980	1,565,453	266%	▲

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

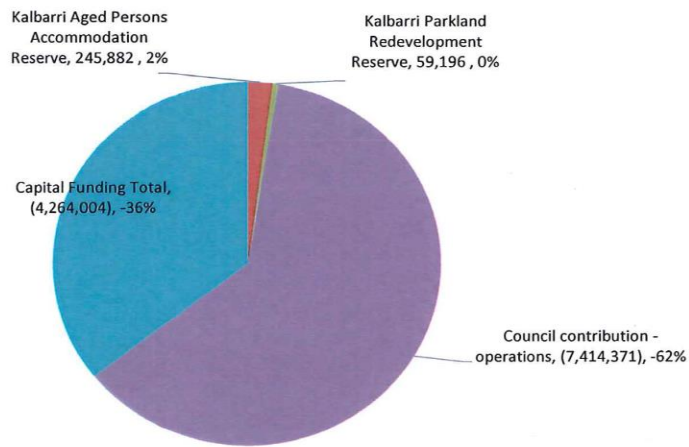
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

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

Capital Acquisitions

	Note	YTD Actual New & Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(105,579)	(64,750)	(167,388)	(180,125)	(170,329)	(2,941)
Infrastructure Assets - Roads	13	(8,175)	(2,198,568)	(2,735,337)	(2,984,104)	(2,206,743)	528,594
Infrastructure Assets - Parks & Ovals	13	(85,704)	(166,322)	(258,819)	(261,275)	(252,025)	6,794
Infrastructure Assets - Footpaths	13	(462,808)	0	(542,716)	(552,300)	(462,808)	79,908
Plant and Equipment	13	(29,658)	(216,586)	(256,911)	(264,000)	(246,244)	10,667
Capital Expenditure Totals		(691,924)	(2,668,445)	(3,981,521)	(4,264,004)	(3,360,369)	621,152
Capital acquisitions funded by:							
Capital Grants and Contributions				2,707,457	2,805,289	2,980,607	
Borrowings				0	0	0	
Disposals				18,996	40,000	42,089	
Council contribution - Cash Backed Reserves							
Kalbarri Aged Persons Accommodation Reserve				225,392	245,882	(245,883)	
Kalbarri Parkland Redevelopment Reserve				54,263	59,196	(59,195)	
Council contribution - operations				(6,987,629)	(7,414,371)	(6,077,988)	
Capital Funding Total				(3,981,521)	(4,264,004)	(3,360,369)	

Budgeted Capital Acquisitions Funding



SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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
Operating Revenues	\$	%			
Governance	47,214	128%	▲	Timing	Positive variance due to add rebates and contributions
General Purpose Funding	40,967	1%	▲	Permanent	Var largely due to legal charges revenue
Law, Order and Public Safety	296,085	374%	▲	Permanent	Var due to Feral Eradication and Fire Mitigation grants
Health	(5,991)	-14%	▼	Timing	Var due to Health/Building charges for ext works
Education and Welfare	26,009	14%	▲	Permanent	Variance due to Kalbarri Aged Unit's revenue
Community Amenities	22,811	3%	▲	Timing	Add Planning fees & refuse site fees
Recreation and Culture	46,592	159%	▲	Permanent	Alma school grant and insurance claim reimbursement
Transport	82,739	94%	▲	Permanent	Var due to overpayment of direct roads grant
Economic Services	79,022	42%	▲	Permanent	Var due to Lease Fees, Ewe Turn & Lucky Bay Camping
Other Property and Services	87,489	74%	▲	Permanent	Var due to add sale of scrap & private works revenue
Operating Expense					
Governance	12,866	2%	▲	Timing	Actuals and budget will converge as year progresses
General Purpose Funding	25,574	12%	▲	Timing	Var due to valuations budget profile
Law, Order and Public Safety	(139,276)	-38%	▼	Permanent	Var due to Feral Eradication grant expenditure
Health	9,057	5%	▲	Timing	Actuals and budget will converge as year progresses
Education and Welfare	11,201	3%	▲	Permanent	Variance due to aged housing and NCCA
Housing	15,329	14%	▲	Timing	Var due to reduced depreciation from reval process
Community Amenities	83,963	6%	▲	Timing	Var due to reduced planning & refuse site ext works
Recreation and Culture	27,207	2%	▲	Timing	Actuals and budget will converge as year progresses
Transport	(21,278)	-1%	▼	Permanent	Var due to Kalbarri Airport Maintenance
Economic Services	(54,081)	-14%	▼	Permanent	Var due to Ewe Turn and add Lucky Bay expenditure
Other Property and Services	(233,822)	-758%	▼	Permanent	Var includes disposal cost of old Kal'b Bowling green
Capital Revenues					
Non-operating Grants, Subsidies and Contributions	273,150	10%	▲	Permanent	White Cliffs grant funding
Proceeds from Disposal of Assets	23,093	122%	▲	Permanent	Add revenue from disposal of plant in 17/18
Capital Expenses					
Land and Buildings	(11,116)	-7%	▼	Timing	Projects ongoing
Infrastructure Assets - Roads	536,769	20%	▲	Timing	White Cliffs Road construction completed
Infrastructure Assets - Parks and Gardens	6,794	3%	▲	Timing	Projects ongoing
Infrastructure Assets - Footpaths	79,908	15%	▲	Timing	Projects ongoing
Plant and Equipment	10,667	4%	▲	Permanent	Savings from plant purchases for 17/18

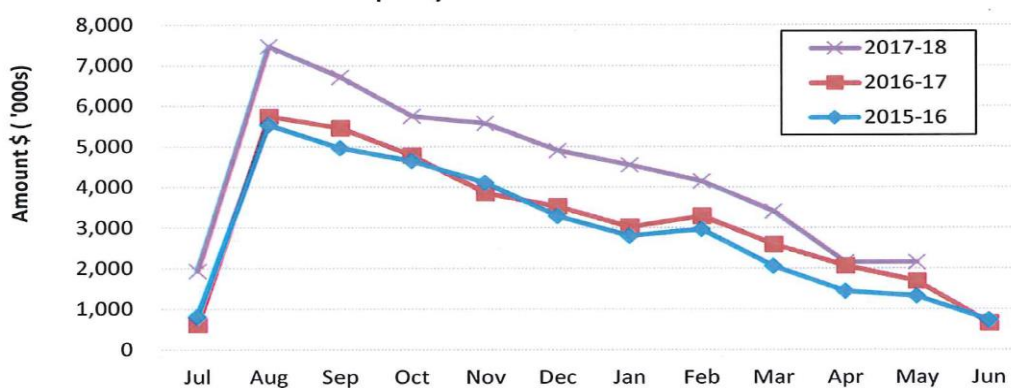
SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Note	Last Years (Audited) Closing 30 June 2018 \$	Current 31 May 2018 \$
Current Assets			
Cash Unrestricted	4	783,615	1,652,132
Cash Restricted	4	3,017,835	1,105,353
Receivables - Rates	6	263,223	385,104
Receivables - Other	6	266,764	66,892
Receivables - Rubbish		45,034	50,599
Emergency Services Levy		60,500	39,336
ATO Receivable		0	40,747
Inventories		8,196	16,820
Accruals/Adjustment		0	8,083
		4,445,167	3,365,065
Less: Current Liabilities			
Payables		(762,355)	(94,243)
Income Received in Advance		(1,994,045)	(400,911)
Provisions/Accruals		(71,829)	(12,489)
		(2,828,229)	(507,644)
Less: Cash Reserves	7	(1,023,790)	(704,441)
Net Current Funding Position		593,148	2,152,980

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

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

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	636,432			636,432	National	-	At Call
Trust Bank Account			130,677	130,677	National	-	At Call
OCDF - Horrocks				0	WATC	1.45%	N/A
OCDF - Binuu/White Cliffs		400,911		400,911	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 35-623-****	0			0	National	2.55%	13-Mar-18
TD 31-067-****	506,603			506,603	National	2.43%	18-Jun-18
TD 31-032****	507,647			507,647	National	2.05%	18-Jun-18
(c) Term Deposits - Reserves							
TD 16-236-****		704,442		704,442	National	2.45%	28-Jun-18
				0			
Total	1,652,132	1,105,353	130,677	2,888,162			

Comments/Notes - Investments

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

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
Permanent Changes						
	Opening Deficit adjustment		Opening Deficit Adjustment		(56,346)	(56,346)
	Roadwise funds not b/fwd as restricted cash		Adjustment		(20,976)	(77,322)
Expenditure Adjustments						
4082	Rates - Legal Fees		Operating Expenses		(16,023)	(93,345)
0032	Election Expenses - Reduced election expenditure		Operating Expenses	1,595		(91,750)
0062	Members Other - Employee Long Service Awards		Operating Expenses		(2,700)	(94,450)
0332	Conference Exp - Savings, CEO/DCEO did not attend LGMA conference		Operating Expenses	3,000		(91,450)
0342	Staff Training - Savings based on current expenditure trend		Operating Expenses	2,500		(88,950)
0442	Advertising - Extra costs for Local Laws advertising		Operating Expenses		(2,600)	(91,550)
0692	Legal Expenses - Advice on Native Title status Lucky Bay		Operating Expenses		(3,888)	(95,438)
0134	Telephone Upgrade - Project Deferred, Budget allocation used for Kalbarri		Capital Expenses	13,000		(82,438)
1052	Fire Control Communications - Savings electricity for radio mast		Operating Expenses	3,000		(79,438)
1062	Fire Breaks/Slashing - Savings due to receipt of Fire Mitigation funding		Operating Expenses	15,000		(64,438)
1072	Aerial Inspections - Savings no aerial inspections 16/17		Operating Expenses	1,500		(62,938)
1312	Northampton Child Care Centre - Replace split system aircon		Operating Expenses		(1,300)	(64,238)
3202	Kalbarri Child Care Centre - Reduced cost for fence replacement		Operating Expenses	1,112		(63,126)
1314	Youth Programs - Additional scholarship provided 17/18		Operating Expenses		(2,000)	(65,126)
3062	Pioneer Lodge - Overall savings from project		Operating Expenses	2,283		(62,843)
1324	EHO Vehicle Changeover - Additional expenditure		Capital Expenses		(5,567)	(68,410)
2312	Kalbarri Doctors Surgery - Replace airconditioning unit		Operating Expenses		(1,385)	(69,795)
3442	Lot 6 Robinson St - Main pipe replacement		Operating Expenses		(1,050)	(70,845)
3305	Binnu Refuse Site land purchase delay		Capital Expenses	15,000		(55,845)
4372	Kalbarri Scheme Review - Reduced costs		Operating Expenses	10,224		(45,621)
4372	Consulting Planner - Unlikely to use provision		Operating Expenses	5,000		(40,621)
4382	Conference Expenses - Planner did not attend conference		Operating Expenses	2,000		(38,621)
4492	Horrocks Community Centre - Final inspection and minor works costs		Operating Expenses		(2,164)	(40,785)
5130	Kalbarri Community Bus Shed - funds utilised for KSRC verandah		Capital Expenses	20,000		(20,785)
4582	Lions Park Toilets - Additional septic pump outs		Operating Expenses		(2,670)	(23,455)
4582	Lions Park Toilets - Additional costs for septic installation		Operating Expenses		(1,134)	(24,589)
4702	RSL Hall Northampton - Power line repairs due to fallen tree		Operating Expenses		(1,733)	(26,322)
4702	RSL Hall Northampton - Defer replacement of trestles to 18/19		Operating Expenses	1,000		(25,322)
4972	Horrocks Jetty - Savings from Jetty "T" replacement		Operating Expenses	2,250		(23,072)
5012	Port Gregory Foreshore - Replace table and chair setting		Operating Expenses		(1,850)	(24,922)
5012	Port Gregory Foreshore - Delay moving BBQ to playground until 18/19		Operating Expenses	2,500		(22,422)
5022	Lions Park - Replace Bore Pump		Operating Expenses		(2,185)	(24,607)
4962	Kalbarri Oval - Addition work on Tennis court embankment		Operating Expenses		(1,207)	(25,814)
3884	Kalbarri Sport & Rec - Add costs verandah ext (Bus shed funds utilised)		Operating Expenses		(21,159)	(46,973)
5122	Northampton Rec Oval - Savings on Boundary Fence Replacement		Operating Expenses	3,245		(43,728)
5122	Northampton Rec Oval - Lolly shop Roof, net amount		Operating Expenses		(1,095)	(44,823)
5122	Northampton Rec Oval - Verti cutting not required 18/19		Operating Expenses	4,100		(40,723)
5072	Northampton Community Centre - Shade sail replacement insurance excess		Operating Expenses		(1,000)	(41,723)
5072	Northampton Community Centre - Savings soft fall replacement		Operating Expenses	7,640		(34,083)
3716	Wanneroo Pipeline - cost savings from replacement		Capital Expenses	2,737		(31,346)
5572	Heritage Advisory Services - Anticipated spend less than budget allocation		Operating Expenses	6,000		(25,346)
5030	Kalbarri Road Construction - Additional cash cost due to contractors being engaged		Capital Expenses		(95,925)	(121,271)
5860	Romans Data - Consultancy work to update data not required		Operating Expenses	2,000		(119,271)
5910	Kalbarri Depot - Costs to replace bore pump		Operating Expenses		(2,991)	(122,262)
5910	Kalbarri Depot - Fire Services allocation not required		Operating Expenses	4,000		(118,262)
4214	Machinery Purchase - Pig Trailer purchase savings		Capital Expenses	26,550		(91,712)
4214	Machinery Purchase - Additional costs for Kalbarri mower purchase		Capital Expenses		(13,498)	(105,210)
4224	Machinery Purchase - Savings on purchase of 2 utilities		Capital Expenses	12,217		(92,993)
5932	CASA Requirements - Runway Inspection, ARO Training, paint signal circles		Operating Expenses		(18,040)	(111,033)
6752	Port Gregory Water Supply - Additional expenditure to replace pump		Operating Expenses		(2,515)	(113,548)
6812	Northampton LIA - Plumbing repairs to pipe under unit 3 slab		Operating Expenses		(2,263)	(115,811)
5016	Lucky Bay Caretaker Setup - Install Security Cameras		Operating Expenses		(2,150)	(117,961)
6372	Fixed Wireless Internet Service		Operating Expenses		(30,000)	(147,961)
7172	Workers compensation Insurance - Adjustment for 16/17 insurance payment		Operating Expenses		(12,285)	(160,246)
	Airport Reserve Fund - Transfer not undertaken due to additional CASA costs		Operating Expenses	20,000		(140,246)
	Plant Reserve Fund - Budget adoption change		Operating Expenses	1,827		(138,419)

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

Note 5: Budget Amendments

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<u>Revenue Adjustments</u>					(138,419)
4501	Rates General - Additional rates levied		Operating Revenue	2,639		(135,780)
4560	Rates Discount - Additional discount claimed		Operating Revenue		(3,498)	(139,278)
0264	Legal Fees - Reimbursement of Legal Fees (No budget)		Operating Revenue	22,954		(116,324)
0133	Reimbursements - Forfeited housing bonds		Operating Revenue	4,000		(112,324)
0153	Rebates/Commissions - Insurance Scheme Dividend		Operating Revenue	13,263		(99,061)
0153	Rebates/Commissions - Good Driver Rebate		Operating Revenue	5,156		(93,905)
0153	Rebates/Commissions - Building Insurance Rebate		Operating Revenue	2,800		(91,105)
0773	Animal Control - Less income for Dog and Cat Licences		Operating Revenue		(3,000)	(94,105)
3323	Refuse Site Fee's - Additional Income at refuse sites		Operating Revenue	20,000		(74,105)
3853	Burial Fee's/Niche Wall - Reduced Income		Operating Revenue		(3,000)	(77,105)
3735	Kalbarri Nature Playground Grant		Capital Revenue	90,000		12,895
7340	Transfer from reserves for Kalbarri Nature Playground delayed		Capital Revenue		(168,370)	(155,475)
6281	Road Grant - Additional payment		Operating Revenue	12,370		(143,105)
5563	Caravan Park Leases - Additional income for lot 101 Horrocks		Operating Revenue	11,500		(131,605)
5993	Port Gergory Water Supply - Additional income (BASF contribution)		Operating Revenue	1,500		(130,105)
6153	Additional income - Drage St lead tailings route		Operating Revenue	13,310		(116,795)
6423	Sale of Scrap - Increased income from sale of scrap		Operating Revenue	35,325		(81,470)
				426,097	(507,567)	

Classifications Pick List

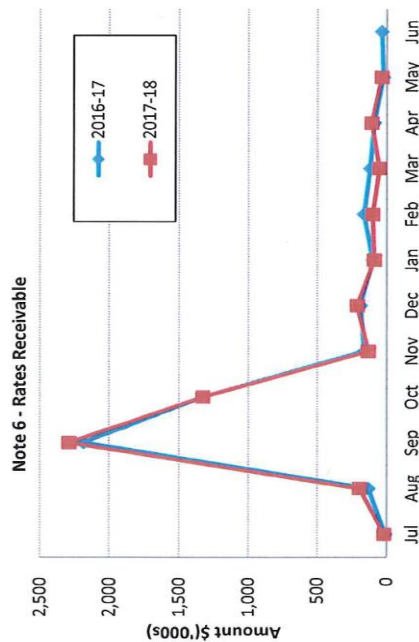
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

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

	31 May 2018	30 June 2017
Note 6: Receivables		
Receivables - Rates Receivable		
Opening Arrears Previous period	\$ 263,223	\$ 229,706
Levied this year	4,336,191	4,208,328
Less Collections to date	(4,214,310)	(4,174,812)
Equals Current Outstanding	385,104	263,223
Net Rates Collectable	385,104	263,223
% Collected	91.63%	94.07%

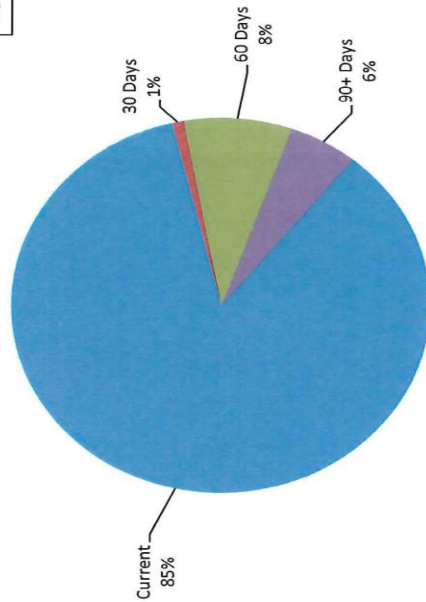
	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ 57,058	\$ 610	\$ 5,598	\$ 3,626	\$ 66,892
Balance per Trial Balance					66,892
Sundry Debtors					0
Receivables - Other					0
Total Receivables General Outstanding					66,892

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

Note 6 - Accounts Receivable (non-rates)

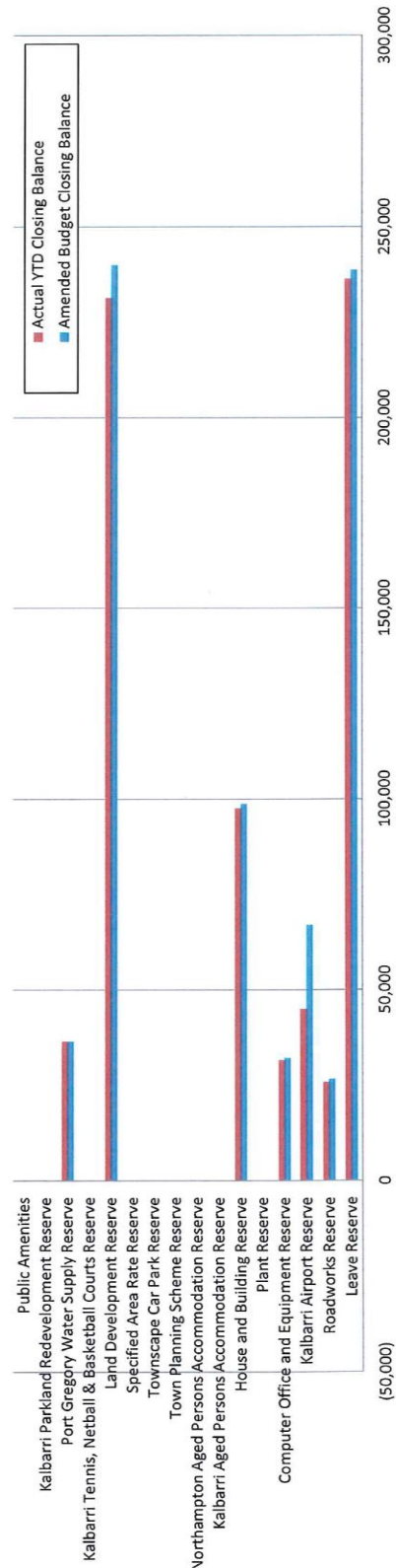


SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2018

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 Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 228,314	\$ 5,440	\$ 3,090	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 238,754	\$ 236,404	\$ 236,404
Roadworks Reserve	49,940	2,000	1,175	0	0	(25,310)	(25,310)	26,630	25,805	25,805
Kalbarri Airport Reserve	44,922	200	185	21,827	20,000	0	(20,000)	66,949	45,107	45,107
Computer Office and Equipment Reserve	30,725	1,500	865	0	0	0	0	32,225	31,590	31,590
Plant Reserve	7,319	0	0	0	0	(7,319)	(7,319)	0	(0)	(0)
House and Building Reserve	86,252	2,500	1,360	10,000	10,000	0	0	98,752	97,612	97,612
Kalbarri Aged Persons Accommodation Reserve	245,882	0	0	0	0	(245,882)	(245,882)	0	(1)	(1)
Northampton Aged Persons Accommodation Reserve	5,024	0	0	0	0	(5,024)	(5,024)	0	(0)	(0)
Town Planning Scheme Reserve	3,596	0	0	0	0	(3,596)	(3,596)	0	0	0
Townscape Car Park Reserve	0	0	0	0	0	0	0	0	0	0
Specified Area Rate Reserve	5,038	0	0	0	0	(5,038)	(5,038)	0	(0)	(0)
Land Development Reserve	221,004	19,000	10,419	0	0	0	0	240,004	231,423	231,423
Kalbarri Tennis, Netball & Basketball Courts Reserve	78	0	0	0	0	(78)	(78)	0	0	0
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500	36,500
Kalbarri Parkland Redevelopment Reserve	59,196	0	0	0	0	(59,196)	(59,195)	0	1	1
Public Amenities	0	0	0	0	0	0	0	0	0	0
	1,023,790	30,640	17,094	36,827	35,000	(351,443)	(371,444)	739,814	704,441	704,441

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



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

Note 8: Disposal of Assets

Asset Number	Asset Description	Net Book			YTD Actual			Amended Budget			
		Value	Proceeds	Profit (Loss)	Value	Proceeds	Profit (Loss)	Value	Proceeds	Profit (Loss)	
	Plant and Equipment										
P257	Toyota Aurion (Health)	10,456	9,091	(1,365)	11,000	15,000	4,000				
P184	Pig Trailer	10,900	15,000	4,100	11,000	10,000	(1,000)				
P210	Kalbarri Mover	6,417	8,635	2,218	6,500	9,000	2,500				
P211	Kalbarri Leading Hand Utility	5,878	3,455	(2,423)	6,000	2,000	(4,000)				
P222	Northampton Leading Hand Utility	8,621	5,909	(2,712)	9,000	4,000	(5,000)				
A-80117	Disposal of Old Kalbarri Bowling Green	167,239	0	(167,239)	0	0					
		209,512	42,089	6,317	43,500	40,000	6,500				
				(173,740)							(10,000)

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

RATE TYPE	Number of Properties	Rate in \$	YTD Actual			Amended Budget					
			Rateable Value \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Interim Rate \$	Back Rate \$	Total Revenue \$		
Differential General Rate											
General GRV	1,610	0.080220	13,687,966	7,324	839	1,621,350	1,615,931	0	0	0	1,615,931
General UV	450	0.012717	177,399,858	2,284,350		2,284,350	2,284,349	0	0	0	2,284,349
Sub-Totals	2,060	Minimum	191,087,824	7,324	839	3,905,700	3,900,280	0	0	0	3,900,280
Minimum Payment											
General GRV	968	535.00	6,455,747	(639)		522,056	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
Sub-Totals	1,021		7,110,826	(639)	0	545,061	546,235	0	0	0	546,235
Totals	3,081		198,198,650	6,685	839	4,450,761	4,446,515	0	0	0	4,446,515
Discounts/Concession						(153,595)					(150,000)
Amount from General Rates						4,297,166					4,296,515
Ex-Gratia Rates						0					0
Specified Area Rates						39,025					39,481
Totals						4,336,191					4,335,996

Comments - Rating Information

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

Note 10: Information on Borrowings
(a) Debenture Repayments

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
	01 Jul 2017		Actual	Budget	Actual	Budget	Actual	Budget
Recreation and Culture			\$	\$	\$	\$	\$	\$
Loan 148A - Kalbarri Library Extension	52,405		25,672	25,672	26,733	26,733	2,052	2,180
Transport								
Loan 149 - Plant Purchases	68,156		33,470	68,156	34,686	0	2,813	4,284
Loan 153 - Plant Purchases	252,322		37,983	37,983	214,339	214,339	10,587	11,336
Other Property and Services								
Loan 154 - Staff Housing	288,775		15,937	32,134	272,838	256,641	5,684	11,043
Self Supporting Loans								
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	363	670
Loan 152 - Staff Housing	345,268		16,327	16,327	328,941	328,941	22,761	22,760
Loan 155 - Pioneer Lodge	400,000		13,448	13,448	386,552	386,552	17,062	18,410
	1,417,801	0	144,521	197,136	1,273,280	1,220,665	61,322	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 May 2018

Note 11: Grants

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected Revenue (d)+(e)	YTD Actual Revenue (Expended) (c)	Unspent Grant (a)+(b)-(c)
General Purpose Funding											
Grants Commission - General	WALGGC	Operating	0	383,734	0	383,734	383,734	383,734	383,734	383,734	0
Grants Commission - Roads	WALGGC	Operating	0	318,224	0	318,224	318,224	318,224	318,224	318,224	0
Law, Order and Public Safety											
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	34,030	0	30,859	34,030	34,030	34,030	28,236	(43,342)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating	0	32,533	0	30,147	32,533	32,533	32,533	27,585	(94,910)
Grant Feral Eradication	Department of Primary Industries	Operating	0	0	0	0	0	0	0	258,490	(95,356)
Bushfire Risk Mitigation Grant	State Emergency Management Committee	Operating	0	0	0	0	0	0	0	46,920	(32,440)
Education and Welfare											
NCAA Fundraising		Non-operating	0	0	0	0	0	0	0	0	0
Pioneer Lodge	Dept of Primary Industries & Regional Dev	Non-operating	0	0	0	0	0	0	0	3,769	(68,693)
Community Amenities											
Recreation and Culture											
Finger Jetty	Department of Transport	Non-operating	0	0	0	0	0	0	0	0	(8,211)
Kalbarri Tennis, Netball & Basketball	CSRFF	Non-operating	0	30,156	0	30,156	30,156	30,156	30,156	78,206	(6,134)
Kalbarri Tennis, Netball & Basketball	Royalties for Regions	Non-operating	0	22,668	0	22,668	22,668	22,668	22,668	0	0
Kalbarri Bowling Club	R4R Grant	Non-operating	0	9,360	0	9,360	9,360	9,360	9,360	0	(3,855)
Kalbarri Bowling Club	CSRFF	Non-operating	0	15,000	0	15,000	15,000	15,000	15,000	0	0
Lions Park Re-development	Royalties for Regions	Non-operating	0	4,590	0	4,590	4,590	4,590	4,590	100,803	149,322
Kalbarri Nature Based Playground	Lottery West	Non-operating	0	96,205	0	96,205	96,205	96,205	96,205	0	0
Seniors Week	Seniors WA	Operating	0	0	0	0	0	0	0	1,216	0
Transport											
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	257,900	0	236,401	257,900	257,900	257,900	253,566	(54,855)
Grey St/Red Bluff Road Corner	State Government	Non-operating	0	265,300	0	243,188	265,300	265,300	265,300	233,071	233,071
White Cliffs	State Government (R4R)	Non-operating	0	1,300,000	0	1,300,000	1,300,000	1,300,000	1,300,000	1,454,273	455,083
RFR - Binnu West	Federal Government (R2R)	Non-operating	0	650,630	0	596,409	650,630	650,630	650,630	659,034	260,740
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	82,000	0	82,000	82,000	82,000	82,000	163,862	0
WA Road Safety Commission	Kalbarri Roadwise	Non-operating	0	0	0	0	0	0	0	0	0
Economic Services											
Lucky Bay	Tourism WA Coastal Nodes Grant	Non-operating	0	138,480	0	138,480	138,480	138,480	138,480	0	(37,184)
Lucky Bay	Royalties for Regions Funding - 16/17	Non-operating	0	15,000	0	15,000	15,000	15,000	15,000	197,885	197,885
TOTALS			0	850,521	2,805,289	3,552,421	3,655,810	0	3,655,810	4,216,694	(871,737)
SUMMARY											
Operating			0	850,521	0	844,964	850,521	0	850,521	1,236,087	(206,048)
Operating - Tied			0	0	0	0	0	0	0	0	0
Non-operating			0	2,805,289	2,805,289	2,707,457	2,805,289	0	2,805,289	2,980,607	(2,108,870)
TOTALS			0	850,521	2,805,289	3,552,421	3,655,810	0	3,655,810	4,216,694	(871,737)

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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 May 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	1,758		1,940
Community Bus Bond	6,400	1,200	(3,600)	4,000
Safer WA Funds	0			0
Northampton Cemetery Funds	0			0
Unclaimed Monies - Rates	4,338	0	(295)	4,043
Nomination Deposits	0	480	(480)	0
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	1,550	(1,000)	1,980
Auction	0			0
Kidsport	2,937	2,500	(4,558)	879
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	500	(670)	595
One Life	3,513	0	(700)	2,813
Conservation Incentives	0	0	0	0
Kalbarri Camp School	0	0	0	0
	167,819	8,218	(45,359)	130,678

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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>								
Government								
Replace N'hampton photo-copier	101340	0	(22,220)	(22,220)	(9,200)	(8,433)	(13,787)	
Replace N'hampton phone system	101340	0	0	0	(13,000)	(11,917)	1,191	
Government Total		0	(22,220)	(22,220)	(22,200)	(20,350)	(1,870)	
Education and Welfare								
Pioneer Lodge (Car Park)	130520	0	0	0	0	0	0	
Education and Welfare Total		0	0	0	0	0	0	
Health								
Replace EHO Vehicle	113240	(29,658)	0	(29,658)	(30,000)	(30,000)	342	
Health Total		(29,658)	0	(29,658)	(30,000)	(30,000)	342	
Communities Amenities								
Develop Binnu Refuse site	133050	(21,239)	0	(21,239)	(30,600)	(28,050)	6,811	
Communities Amenities Total		(21,239)	0	(21,239)	(30,600)	(28,050)	6,811	
Recreation And Culture								
Kalbarri Foreshore Parkland Redevelopment	136940	(220,798)	0	(220,798)	(255,000)	(255,000)	34,202	
Kalbarri Tennis, Netball & Basketball Courts	137140	(84,340)	0	(84,340)	(60,000)	(55,000)	(29,340)	
Car Park Construction Kalbarri Sport & Rec	138840	(116,014)	0	(116,014)	(182,835)	(182,820)	66,806	
Lions Park - Equipment etc	137160	(48,519)	0	(48,519)	(50,330)	(50,327)	1,808	
Wannerooka Water Storage Tanks/Pipeline	137160	0	(162,466)	(162,466)	(181,740)	(181,729)	19,263	
Kalbarri Bowling Green Replacement	137540	0	(3,855)	(3,855)	(26,205)	(24,013)	20,158	
Binnu Tennis Courts - Resurfacing	137440	0	(64,750)	(64,750)	(27,600)	(27,600)	(37,150)	
Recreation And Culture Total		(469,672)	(231,072)	(700,744)	(783,710)	(776,489)	75,746	
Transport								
Road Construction	Various	0	(2,198,568)	(2,198,568)	(2,984,104)	(2,735,337)	536,769	
Footpath Construction	150900	(125,996)	0	(125,996)	(114,465)	(104,896)	(21,100)	
Land Purchase Binnu Road	150900	(8,175)	0	(8,175)	(25,310)	(23,199)	15,024	
Pig Trailer	142140	0	(64,950)	(64,950)	(85,000)	(77,913)	12,963	
Kalbarri Leading Hand Utility	142240	0	(37,896)	(37,896)	(48,000)	(48,000)	10,104	
Northampton Leading Hand Utility	142240	0	(45,887)	(45,887)	(48,000)	(48,000)	2,113	
Kalbarri Foreshore Mower	142540	0	(67,853)	(67,853)	(53,000)	(52,998)	(14,855)	
Kalbarri Depot Ramp	151300	0	0	0	(16,615)	(15,219)	15,219	
Bus Shelter - Kalbarri Depot	151300	0	0	0	(20,000)	(18,320)	18,320	
Transport Total		(134,171)	(2,415,154)	(2,549,324)	(3,394,494)	(3,123,882)	574,558	

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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	
		\$	\$	\$	\$	\$	\$	
Economic Services								
Other Property and Services	150160	(37,184)	0	(37,184)	(3,000)	(2,750)	(34,434)	
Lucky Bay Camp Grounds - Signage		(37,184)	0	(37,184)	(3,000)	(2,750)	(34,434)	
Other Property and Services Total		(691,924)	(2,668,445)	(3,360,369)	(4,264,004)	(3,981,521)	621,152	
Capital Expenditure by Program Total								
Capital Expenditure By Class								
Land Held for Resale	Various	0	0	0	0	0	0	
Land and Buildings	Various	(105,579)	(64,750)	(170,329)	(180,125)	(167,388)	(2,941)	
Infrastructure Assets - Roads	Various	(8,175)	(2,198,568)	(2,206,743)	(2,984,104)	(2,735,337)	528,594	
Infrastructure Assets - Footpaths	Various	(462,808)	0	(462,808)	(552,300)	(542,716)	79,908	
Infrastructure Assets - Parks and Ovals	Various	(85,704)	(166,322)	(252,025)	(261,275)	(258,819)	6,794	
Plant and Equipment	Various	(29,658)	(216,586)	(246,244)	(264,000)	(256,911)	10,667	
Furniture and Equipment	Various	0	(22,220)	(22,220)	(22,200)	(20,350)	(1,870)	
Capital Expenditure Total by Class		(691,924)	(2,668,445)	(3,360,369)	(4,264,004)	(3,981,521)	621,152	



7.4.3 2018-2019 FEES AND CHARGES SCHEDULE/MINIMUM RATES

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8 June 2018
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

SUMMARY:

Council to consider the recommended Fees and Charges Schedule and the minimum rate charge for inclusion in the Draft 2018/2019 Budget.

(Shire of Northampton – Schedule of Fees and Charges 2018/2019 provided as separate attachment)

BACKGROUND:

FEES AND CHARGES

Council is requested to review and adopt the schedule of fees and charges for 2018/2019. The adopted schedule of fees and charges is a key document used in preparing the 2018/2019 annual budget.

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

Consumer Price Index (ABS) – Perth (CPI) for the March 2017 quarter to the March 2018 quarter is 0.9%. Management has used the inflation factor derived from the Corporate Business Plan of 3.0% for any general fee and charges increases and 0.9% for leases as per lease agreement conditions.

SETTING OF MINIMUM RATE

The minimum rate increased last year (2017/2018) from \$520.00 to \$535.00. It is recommended that the minimum rate amount be increased to \$550.00 for 2018/2019 in line with the annual rates increase percentage.

The minimum rate for 2009/2010 to 2017/2018 was set as per the following:

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

The proposed minimum rate amount of \$550.00 equates to approximately a 3.0% increase from the 2017/2018 minimum rate. The increase of 3.0% is consistent with the rating increase approved in the 2018-2022 Corporate Business Plan (CBP). There are legislative restrictions involved with setting a minimum rate, the Local Government Act that stipulates that no more than 50% of properties can be charged the minimum rate. The Shire is well below the legislated threshold and the proposed minimum of \$550.00 is relatively low when compared to the Gross Rental Value (GRV) minimum of other local shires for 2018/2019 but higher than the Unimproved Value (UV) minimum that Chapman Valley will impose for 2018/2019.

Comparison with other Shires (18/19 proposed)

		GRV	UV
Shire of Chapman Valley	18/19	\$600	\$400
Mullewa (City of Greater Geraldton)	18/19	\$1,010	\$1,010
City of Greater Geraldton	18/19	\$1,010	\$1,010
Shire of Irwin (Unconfirmed)	18/19	\$994	\$994
Shire of Mingenew	17/18	\$682	\$682

FINANCIAL & BUDGET IMPLICATIONS:

The adopted schedule of fees and charges and minimum rates will assist in the preparation of the 2018/2019 draft budget.

STATUTORY IMPLICATIONS:

As per the requirements of the Local Government Act, Council is required to adopt its schedule of Fees and Charges as part of the Annual Budget adoption process.

Section 6.16 Local Government Act 1995 requires the Local Government to adopt a Schedule of Fees & Charges when adopting the Annual Budget.

Section 6.35(4) Local Government Act 1995 stipulates that the Local Government cannot apply a minimum to more than 50% of rated properties in the rating category.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.3

- 1. That Council reviews and adopts the Schedule of Fees and Charges for the 2018/2019 Financial Year as presented.**
- 2. That Council adopts the minimum rate on rateable Gross Rental Value and Unimproved Value properties be set at \$ (to be inserted) per assessment for the 2018/2019 Financial Year.**

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY

DESCRIPTION	2017/2018 UNIT RATE		2018/2019 UNIT RATE		GST	1 Year	3 Years	3 Years	Lifetime
	1 Year	3 Years	1 Year	3 Years					
<u>DOG REGISTRATION FEES</u>									
Unsterilised Dog/Bitch	\$50.00	\$120.00	\$50.00	\$120.00	N/A				\$250.00
Sterilised Dog/Bitch	\$20.00	\$42.50	\$20.00	\$42.50	N/A				\$100.00
Working Dog (Farm)								1/4 of Registration Fee	
Unsterilised Dog/Bitch (Pensioner)	\$25.00	\$60.00	\$25.00	\$60.00	N/A				\$125.00
Sterilised Dog/Bitch (Pensioner)	\$10.00	\$21.25	\$10.00	\$21.25	N/A				\$50.00
Sterilisation Refund within 1st Year	\$30.00	\$77.50	\$30.00	\$77.50	N/A				\$150.00
Sterilisation Refund in 2nd Year	N/A	\$51.66	N/A	\$51.66	N/A				\$100.00
Sterilisation Refund in 3rd Year	N/A	\$25.83	N/A	\$25.83	N/A				\$50.00
<u>DOG POUND AND OTHER RELATED CHARGES</u>									
Seizure & Impounding Fee	\$44.00	N/A	\$44.00	N/A	N/A				N/A
Sustenance	\$16.50	N/A	\$16.50	N/A	N/A				per day
Animal Destruction Fee	\$55.00	N/A	\$55.00	N/A	N/A				per animal
Poosum/Cat Trap Hire	\$55.00	N/A	\$55.00	N/A	N/A				refundable
Kennel Application Fee	\$100.00	N/A	\$100.00	N/A	N/A				per application
Annual Kennel Registration Fee	\$50.00	N/A	\$50.00	N/A	N/A				per annum
Renewal of Kennel Licence	\$50.00	N/A	\$50.00	N/A	N/A				per annum
Dog Barking Control Device	\$22.00	N/A	\$22.00	N/A	N/A				per week
Dog Barking Control Device deposit	\$55.00	N/A	\$55.00	N/A	N/A				refundable
<u>CAT REGISTRATION FEES</u>									
Sterilised Cat	\$20.00	\$42.50	\$20.00	\$42.50	N/A				\$100.00
Pensioner Owned Cat	\$10.00	\$21.25	\$10.00	\$21.25	N/A				\$50.00
Annual application to Breed (per cat)	\$100.00	N/A	\$100.00	N/A	N/A				
<u>CAT POUND AND OTHER RELATED CHARGES</u>									
Seizure & Impounding Fee	\$44.00	N/A	\$44.00	N/A	N/A				per animal
Sustenance	\$16.50	N/A	\$16.50	N/A	N/A				per day
Animal Destruction Fee	\$55.00	N/A	\$55.00	N/A	N/A				per animal
Cat Trap Hire	\$55.00	N/A	\$55.00	N/A	N/A				refundable

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

SCHEDULE 6 - EDUCATION & WELFARE

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
Northampton Child Care Association	Peppercorn Lease	\$1.00	\$0.91	\$0.09	\$1.00
Kalbarri Day Care Centre	Peppercorn Lease	\$1.00	\$0.91	\$0.09	\$1.00

SCHEDULE 7 - HEALTH

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
Kalbarri Doctors Surgery	Increase as per lease conditions = March Qtr CPI - 0.9%	\$5,721.65	\$5,248.31	\$524.83	\$5,773.14
Northampton Doctors Surgery	Increase as per lease conditions = March Qtr CPI - 0.9%	\$5,721.65	\$5,248.31	\$524.83	\$5,773.14
Trading in Public Places Policy	Annual fee	\$220.00	\$200.00	\$20.00	\$220.00
Offensive Trades Licenses	Fish Handling Fee license	\$100.00	\$100.00	Nil	\$100.00
Offensive Trades Licenses	Fish Processing Fee License	\$170.00	\$170.00	Nil	\$170.00
Offensive Trades Licenses		\$10.00	\$10.00	Nil	\$10.00
Water Monitoring of Private Water Samples	Microbiological Water Sample Chemical Water Sample	\$44.00 \$275.00	\$44.00 \$250.00	Nil \$25.00	\$44.00 \$275.00
Water Monitoring of Semi Public Pools	Microbiological Water Sample	\$35.00	\$35.00	Nil	\$35.00
Food Act Registration		\$140.00	\$140.00	Nil	\$140.00

SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019

SCHEDULE 9 - HOUSING

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
STAFF					
Lot 43 Bateman Street - Northampton	Set by Employment Contract		Set by Employment Contract		
Lot 605 Salamit Place - Kalbarri	Set by Employment Contract		Set by Employment Contract		
Lot 23 Rake Place - Northampton	Set by Employment Contract		Set by Employment Contract		
OTHER					
Lot 23 Rake Place - Northampton		N/A	\$250.00	Nil	\$250.00
Overl Residence		\$190.00	\$190.00	Nil	\$190.00
Lot 74 Seventh Avenue - Northampton		\$133.00	\$133.00	Nil	\$133.00
Lot 6 Robinson Street - Northampton		\$130.00	\$130.00	Nil	\$130.00
Lot 14 Callion Way - Kalbarri	Doctors Residence provided rent free	\$0.00	\$0.00	\$0.00	\$0.00
Lot 454 Fitzgerald St - Northampton	Doctors Residence provided rent free	\$190.00	\$190.00	\$0.00	\$190.00
Lot 42 Bateman Street - Northampton	Doctors Residence provided rent free	\$0.00	\$0.00	\$0.00	\$0.00

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
PLANNING REPORTS					
Rural Strategy			Cost Recovery + 10% Admin Fee		
Town Planning Scheme Reports			Cost Recovery + 10% Admin Fee		
CD/USB Digital copy	Copy of planning document	\$27.50	\$30.00	Nil	\$30.00
PLANNING SERVICES					
Development Applications	(a) Not more than \$50,000	\$147.00	\$147.00	Nil	\$147.00
	(b) More than \$50,000 but not more than \$500,000				
	(c) More than \$500,000 but not more than \$2.5 million				
	(d) More than \$2.5 million but not more than \$5 million				
	(e) More than \$5 million but not more than \$21.5 million				
	(f) More than \$21.5 million				
	If development has commenced, or been carried out, an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application, (in addition to the initial application fee)				
Penalty Provisions NOTE:					
			\$34,196.00		\$34,196.00
			\$12,633 + 0.123% for every \$1 in excess of \$5 million		
			\$7,161 + 0.206% for every \$1 in excess of \$2.5 million		
			\$1,700 + 0.257% for every \$1 in excess of \$500,000		
			0.32% of the estimated cost of development		

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
<u>SUBDIVISION CLEARANCE - LANDSCAPING</u> Legal Agreement Bond	not more than \$10,000 More than \$10,000				
Amended Plans	(this applies where a determination is already given by the Council or where amended plans are submitted and not requested by the Council)				
<u>SUBDIVISION CLEARANCE - LANDSCAPING</u> Subdivision Clearances	not more than 5 lots between 6 and 195 lots (first 5 lots charged at \$73 each) more than 195 lots	\$73.00 \$35.00 \$7,393.00	\$73.00 \$35.00 \$7,393.00	Nil Nil Nil	\$73.00 \$35.00 \$7,393.00 per lot per lot
Residential Design Code	Performance criteria assessment	\$73 per assessment with minimum of \$147 and maximum of \$730	\$73 per assessment with minimum of \$147 and maximum of \$730		
Extractive Industry	Initial Fee	\$739.00	\$739.00	Nil	\$739.00
	Renewal Fee	\$315.00	\$315.00	Nil	\$315.00
<i>Penalty Provisions NOTE:</i>	<i>If development has commenced, or been carried out, an additional amount of \$1,478 by way of penalty</i>				
Home Occupations/Cottage Industries	initial fee	\$222.00	\$222.00	Nil	\$222.00
	renewal fee	\$73.00	\$73.00	Nil	\$73.00
<i>Penalty Provisions NOTE:</i>	<i>If the home occupation or cottage industry has commenced, an additional amount of \$,444 by way of penalty</i>				
Other Planning Charges	Change of use/continuation of non-conforming use where development is not occurring	\$295.00	\$295.00	Nil	\$295.00
	<i>If the change of use or the alteration or extension or change of the non-conforming use has commenced, an additional amount of \$590 by way of penalty.</i>				
<i>Penalty Provisions NOTE:</i>	<i>Demolition where Planning Approval is required</i>	\$147.00	\$147.00	Nil	\$147.00
	Relocation of Building Envelope	\$147.00	\$147.00	Nil	\$147.00
	Reply to Property Settlement Questionnaire	\$90.00	\$90.00	Nil	\$90.00
	Issue of written planning advice	\$73.00	\$73.00	Nil	\$73.00
	Extension of current Planning Approval	\$131.00	\$131.82	\$13.18	\$145.00
	Issue of Section 40 Certificate	\$76.00	\$81.82	\$8.18	\$90.00
	Issue of Zoning Certificate	\$73.00	\$73.00	Nil	\$73.00
	Road/ROW/PAW request for closure	\$657.00	\$690.91	\$69.09	\$760.00

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE		
		Total	Std Rate	GST	Total	
Town Planning Scheme Amendments	Basic Scheme Amendment	\$2,205.00	\$2,205.00	Nil	\$2,205.00	
	Standard Scheme Amendment	\$4,410.00	\$4,410.00	Nil	\$4,410.00	
	Complex Scheme Amendment	\$8,820.00	\$8,820.00	Nil	\$8,820.00	
	Structure Plan	\$6,930.00	\$6,930.00	Nil	\$6,930.00	
	Modification to plans once approval given	\$2,310.00	\$2,310.00	Nil	\$2,310.00	
	Local Development Plan (other than required as part of subdivision)	\$760.00	\$760.00	Nil	\$760.00	
	Modification to plans once approval given	\$315.00	\$315.00	Nil	\$315.00	
	Advertising/Consulting Fee's	On site signage (per sign)	\$323.00	\$340.91	\$34.09	\$375.00
		Newspaper advertising (per advertisement)	\$323.00	\$340.91	\$34.09	\$375.00
		Level A Consultation	N/A	\$0.00	Nil	\$0.00
Level B Consultation		N/A	\$136.36	Nil	\$150.00	
	Level C Consultation	N/A	\$272.73	Nil	\$300.00	
	Level D/E Consultation	N/A	\$545.45	Nil	\$600.00	
	(1) 'Basic', 'Standard' and 'Complex' Town Planning Scheme Amendments are as defined within the Planning and Development (Local Planning Schemes) Regulations 2015					
	(2) "Cost Recovery" is calculated on the basis of costs incurred by the Shire from outside suppliers plus a 10% Administration charge.					
	(3) Fees are non-refundable unless otherwise stated.					
	Pre-Strata inspection	\$329.00	\$345.45	\$34.55	\$380.00	

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE		
		Total	Std Rate	GST	Total	
REFUSE SITES Northampton & Kalbarri Refuse Sites						
Commercial Vehicles	General Waste - Builders Rubble, contaminated with refuse \$15/m ³ - Min \$55.00 Putrescible Waste (Placed in bulk bins) Cardboard Green Waste Only Mattress - Single Mattress - Double or larger	\$55.00 \$16.50 \$55.00 \$55.00 \$11.00 \$10.00 \$20.00	\$52.73 \$15.91 \$52.73 \$52.73 \$10.45 \$9.09 \$18.18	\$5.27 \$1.59 \$5.27 \$5.27 \$1.05 \$0.91 \$1.82	\$58.00 \$17.50 \$58.00 \$58.00 \$11.50 \$10.00 \$20.00	per load per m ³ per load per load per load per unit per unit
Non-commercial Vehicles Tray Back/Utility type vehicles/Trailers	General Waste (Inert) Greenwaste - Must be Separated	\$5.00 \$2.00	\$4.55 \$1.82	\$0.45 \$0.18	\$5.00 \$2.00	per load per load
Putrescible Waste	Bulk Transfer Bins Putrescible Waste (200l/240l)	\$15.00 \$5.00	\$14.55 \$5.00	\$1.45 \$0.50	\$16.00 \$5.50	per load per drum/bin
Miscellaneous	Cardboard Mattress - Single Mattress - Double/Queen/King Tractor Tyres (No rim) 1M to 2M Tail Tractor Tyres (No rim) up to 1M Tail Truck Tyres (No rim) Four Wheel Drive (4WD) Tyres - (No rim) Motor Vehicle Tyres (No rim) Motor Cycle Tyres (No rim) Fire Extinguishers LPG Bottles - Small LPG Bottles - Large (9kg) White Goods (Stove/Fridge/Freezer/Washing Machine etc) Car Bodies	\$20.00 \$7.00 \$15.00 \$100.00 \$100.00 \$30.00 N/A \$7.00 \$4.00 \$2.00 \$2.00 \$10.00 \$10.00 \$10.00	\$27.27 \$6.82 \$14.55 \$105.45 \$40.00 \$27.27 \$9.09 \$7.00 \$4.09 \$1.82 \$1.82 \$9.09 \$9.09 \$9.09	\$2.73 \$0.68 \$1.45 \$10.55 \$4.00 \$2.73 \$0.91 \$0.70 \$0.41 \$0.18 \$0.18 \$0.91 \$0.91 \$0.91	\$30.00 \$7.50 \$16.00 \$116.00 \$44.00 \$30.00 \$10.00 \$7.70 \$4.50 \$2.00 \$2.00 \$10.00 \$10.00 \$10.00	per load per unit per unit each each each each each each each each each each each each per sheet per m ³
Special Burials (Kalbarri Refuse Site Only)	Asbestos - Non Commercial Operators - Max 3 Sheets Asbestos - Non Commercial Operators Asbestos - Commercial Operators - Minimum \$150.00	N/A \$75.00	\$13.64 \$68.18	\$1.36 \$6.82	\$15.00 \$75.00	per sheet per m ³
240L Wheelie Bin Rubbish Bin Parts	Recoup of cost of 240L bins Wheels Axles Lids Pins	\$95.00 N/A N/A N/A N/A	\$90.91 \$9.09 \$9.09 \$16.36 \$0.91	\$9.09 \$0.91 \$0.91 \$1.64 \$0.09	\$100.00 \$10.00 \$10.00 \$18.00 \$1.00	per bin per item per item per item per item

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		Std Rate	GST	2018/2019 UNIT RATE	
		Total				Total	
REFUSE CONTINUED							
Port Gregory Fishermans Wharf	1.5m ³ - Front Loader Bin (Serviced Weekly)	\$42.50		\$40.45	\$4.05	\$44.50	per bin/ service
Kalbarri Fishermans Wharf	3.0m ³ - Front Loader Bin (Serviced Weekly)	\$85.00		\$81.36	\$8.14	\$89.50	per bin/ service
Half Way Bay - Rubbish Removal		\$290.00		\$263.64	\$26.36	\$290.00	per bin/ year
COMMUNITY BUS							
Hire of Bus	All fuel costs plus fee	\$0.65		\$0.59	\$0.06	\$0.65	per kilometre
Deposit	Seniors and school children	\$0.55		\$0.50	\$0.05	\$0.55	per kilometre
	Refundable deposit	\$200.00		\$200.00	Nil	\$200.00	refundable
CEMETERY BURIAL FEES							
Ordinary Grave for an adult (Mon to Friday)		\$500.00		\$454.55	\$45.45	\$500.00	
Ordinary Grave for an adult (Sat, Sun or Public Holiday)		\$600.00		\$545.45	\$54.55	\$600.00	
Grave for a child under 7 years (Mon to Fri)		\$300.00		\$272.73	\$27.27	\$300.00	
Grave for a child under 7 years (Sat, Sun or Public Holiday)		\$400.00		\$363.64	\$36.36	\$400.00	
Test dig via request (at cost to applicant)							
Excavator/Rock Breaker if required charged back to applicant at cost.							
CEMETERY REOPENING FEES							
Ordinary Grave for an adult		\$200.00		\$181.82	\$18.18	\$200.00	
Grave for a child under 7 years		\$160.00		\$145.45	\$14.55	\$160.00	
CEMETERY/MISCELLANEOUS CHARGES							
Funeral Directors Licence		\$100.00		\$100.00	Nil	\$100.00	
Monument Fee		\$55.00		\$50.00	\$5.00	\$55.00	
Single Niche Wall Fee		\$27.50		\$25.00	\$2.50	\$27.50	
Double Niche Wall Fee		\$55.00		\$50.00	\$5.00	\$55.00	
Plaque for Niche Wall							
				At cost plus 10% GST			
Septic Tank Application Fee	Charges are fixed by State legislation.	\$118.00		\$118.00	Nil	\$118.00	per application
Inspection Fee		\$118.00		\$118.00	Nil	\$118.00	per inspection
Local Government Report Fee		\$118.00		\$118.00	Nil	\$118.00	per report

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

SCHEDULE 11 - RECREATION AND CULTURE/LIBRARIES

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
OLD POLICE STATION RENTALS					
Northampton Tourist Association	Peppercorn Lease	\$1.00	\$0.91	\$0.09	\$1.00
Northampton Toy Library	Peppercorn Lease	\$1.00	\$0.91	\$0.09	\$1.00
					per annum
INTERNET ACCESS FEE					
Email & Internet Service		\$5.50	\$5.00	\$0.50	\$5.50
Printer fee		\$0.50	\$0.50	inclusive of GST	\$0.50
					per ½ hour
FORESHORE LEASES					
4 Degrees Pty Ltd (Reserve 31833)	Increase as per lease conditions = March Qtr CPI - 0.9%	\$4,137.11	\$3,794.86	\$379.49	\$4,174.35
					per annum
OVAL RESERVE RENTALS					
Northampton Agricultural Society	Increase of 3.0% applied per Corporate Business Plan	\$578.93	\$542.09	\$54.21	\$596.30
Northampton Football club	Increase of 3.0% applied per Corporate Business Plan	\$2,351.10	\$2,201.48	\$220.15	\$2,421.63
Northampton Cricket Club	Increase of 3.0% applied per Corporate Business Plan	\$213.21	\$199.65	\$19.96	\$219.61
Kalbarri Cricket Club	New Fee 18/19 per NCC charge	N/A	\$199.65	\$19.96	\$219.61
Education Department	Increase of 3.0% applied per Corporate Business Plan	\$3,241.77	\$3,035.48	\$303.55	\$3,339.03
					per annum
KALBARRI FORESHORE RESERVE					
Kalbarri Boat Hire	Increase as per lease conditions = March Qtr CPI - 0.9%	\$1,183.31	\$1,085.42	\$108.54	\$1,193.96
					per annum

SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019

SCHEDULE 11 - RECREATION AND CULTURE/LIBRARIES

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
RSL HALL NORTHAMPTON HIRE CHARGES					
Weddings/Parties/Functions		\$125.00	\$113.64	\$11.36	\$125.00
Bond for Weddings/Parties/etc...		\$230.00	\$209.09	\$20.91	\$230.00
Meetings		\$17.00	\$15.45	\$1.55	\$17.00
Travelling Shows/Films		\$65.00	\$59.09	\$5.91	\$65.00
Local Club/Organisations Meeting		No charge	No charge		
Chair Hire Fee		\$22.00	\$20.00	\$2.00	\$22.00
Trestle Hire Fee		\$11.00	\$10.00	\$1.00	\$11.00
ALLEN CENTRE MEETING ROOM HIRE CHARGES					
Local Club Meeting		No charge	No charge		
Local Club Meeting with drinks/food		\$20.00	\$18.18	\$1.82	\$20.00
Hire of Meeting room by outside groups/organisations		\$65.00	\$59.09	\$5.91	\$65.00
Other uses		At discretion of Council			At discretion of Council

SCHEDULE 12 - TRANSPORT

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
DIRECTIONAL SIGNS					
Single Sided Sign	At cost of sign and freight	At Cost	At Cost	10%	per sign
Double Sided Sign	At cost of sign and freight	At Cost	At Cost	10%	per sign
Installation of signs (Existing Post/Structure)		\$50.00	\$54.55	\$5.45	per sign
Installation of signs (New Location)		At Cost	At Cost	10%	
KALBARRI AIRSTRIP CHARGES					
Pexton Nominees Hangar Fees	Increase as per lease conditions = March Qtr CPI - 0.9%	\$640.39	\$634.57	\$63.46	per annum
Pexton Nominees Landing Fees	No increase 18/19	\$1,364.00	\$1,240.00	\$124.00	per annum
Voluntary Landing contribution	No increase 18/19	\$15.50	\$14.09	\$1.41	per landing
Passenger Service Fee (RPT)	No increase 18/19	\$15.50	\$14.09	\$1.41	per passenger - arriving & departing
Additional Hangar Site	per square metre	\$2.50	\$5.00	\$0.50	per annum
Hangar No 2 - G McFarlane	Increase as per lease conditions = March Qtr CPI - 0.9%	\$387.20	\$355.17	\$35.52	per annum
Permanent private aircraft parking	in lieu of landing charges	\$264.00	\$240.00	\$24.00	per annum

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

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

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
CARAVAN PARK LEASES					
Horricks Caravan Park - R291.52	Mainis Nominees - CPI Increase of 0.9 % per March Qtr CPI	\$21,722.01	\$21,524.53	\$2,152.45	\$23,676.99
Lot 588 Grey Street, Kalbarri	RW & DE Allen - CPI Increase of 0.9 % per March Qtr CPI	\$23,583.89	\$23,369.60	\$2,336.96	\$25,706.56
Lot 589 Grey Street, Kalbarri	RW & DE Allen - CPI Increase of 0.9 % per March Qtr CPI	\$14,443.00	\$14,454.82	\$1,445.48	\$15,900.30
Lot 101 Mitchell Street Horricks	Summerstar Pty Ltd - No increase 2018/2019	\$12,650.00	\$11,500.00	\$1,150.00	\$12,650.00
Res 52436 Grey Street Kalbarri	M. Grove - No increase, New Lease	\$12,500.00	\$12,500.00	\$1,250.00	\$13,750.00
CARAVAN PARK LICENCES					
Various Locations	Set by state legislation				
CAMPING FEES					
Little Bay camping fees	Vehicle/ RV / Bus (Motorhome) charge	\$15.00	\$13.64	\$1.36	\$15.00
Lucky Bay camping fees - per night	Bus charge (Passenger Bus)	\$15.00	\$13.64	\$1.36	\$15.00
Lucky Bay camping fees - per person		N/A	\$4.55	\$0.45	\$5.00
BUILDING PERMITS					
Class 1 and 10 Buildings (Uncertified)	Set by state legislation	0.32%	0.32%	Nil	0.32%
Class 1 and 10 Buildings (Certified)	Set by state legislation	0.19%	0.19%	Nil	0.19%
Minimum Building application Fee	Set by state legislation	\$96.00	\$96.00	Nil	\$96.00
All other Building Classes - Class 2 to 9	Set by state legislation	0.09%	0.09%	Nil	0.09%
Application to Extend a Building Permit	Set by state legislation	\$96.00	\$96.00	Nil	\$96.00
Demolition Permit Class 1 & 10	Set by state legislation	\$96.00	\$96.00	Nil	\$96.00
Demolition Permit Class 2 to 9	Set by state legislation	\$96.00	\$96.00	Nil	\$96.00
Building Services Levy (BSL) < \$45,000	Set by state legislation	\$61.65	\$61.65	Nil	\$61.65
Building Services Levy (BSL) > \$45,000	Set by state legislation	0.137%	0.137%	Nil	0.137%
CITF Levy (BSL) - \$20,000	Set by state legislation	0.20%	0.20%	Nil	0.20%
Bond for kerbs, verges & paths	Bond requested at discretion of Building Surveyor	\$500.00	\$500.00	Nil	\$500.00
Bond - Relocated Dwellings	Bond refundable on completion of building	\$10,000.00	\$10,000.00	Nil	\$10,000.00
Building Certification Service	Under New Building Act 2011	\$176.00	\$160.00	\$16.00	\$176.00
Septic Tank & Effluent Disposal Fees	Set by state legislation - includes application fee and inspection fee	\$236.00	\$236.00	Nil	\$236.00
SWIMMING POOL INSPECTION FEES					
Annual Pool Inspection Fee	Pool inspection every 4 years, charge is per annum.	\$16.50	\$16.50	Nil	\$16.50
STANDPIPE WATER					
Water purchase from Shire standpipe	Charged at cost plus additional administration component of 10%. Minimum charge of \$2.00 per KL and \$20.00 per Truck	\$2.00	\$2.00	Nil	\$2.00

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2018/2019**

SCHEDULE 14 - PRIVATE WORKS/OTHER PROPERTY

DESCRIPTION	COMMENTS	2017/2018 UNIT RATE		2018/2019 UNIT RATE	
		Total	Std Rate	GST	Total
PLANT HIRE CHARGES					
Prime Mover & Low Loader		\$175.00	\$159.09	\$15.91	\$175.00
12 Tonne Tip Truck		\$130.00	\$118.18	\$11.82	\$130.00
Small Tip Truck		\$85.00	\$77.27	\$7.73	\$85.00
Grader		\$165.00	\$150.00	\$15.00	\$165.00
Loader		\$135.00	\$122.73	\$12.27	\$135.00
Backhoe		\$110.00	\$100.00	\$10.00	\$110.00
Tractor		\$100.00	\$90.91	\$9.09	\$100.00
Roller		\$100.00	\$90.91	\$9.09	\$100.00
Plate Compactor		\$110.00	\$100.00	\$10.00	\$110.00
Jack Hammer		\$100.00	\$90.91	\$9.09	\$100.00
Genset		\$90.00	\$81.82	\$8.18	\$90.00
Sale of Gravel	Dependant on location - refer Manager of Works		Cost Recovery + 10% Admin Fee		
Sale of Sand	Dependant on location - refer Manager of Works		Cost Recovery + 10% Admin Fee		
LEASE CHARGES					
Unit 1 Lot 83 Kitson Circuit, Northampton	Increase as per lease conditions = March Qtr CPI - 0.9%	\$6,932.64	\$6,869.62	\$686.96	\$7,556.58
Unit 2 Lot 83 Kitson Circuit, Northampton	Increase as per lease conditions = March Qtr CPI - 0.9%	\$6,932.64	\$6,869.62	\$686.96	\$7,556.58
Unit 3 Lot 83 Kitson Circuit, Northampton	Increase as per lease conditions = March Qtr CPI - 0.9%	\$8,088.08	\$8,014.55	\$801.46	\$8,816.01
Unit 4 Lot 83 Kitson Circuit, Northampton	Increase as per lease conditions = March Qtr CPI - 0.9%	\$8,088.08	\$8,014.55	\$801.46	\$8,816.01
Lot 82 Kitson Circuit, Northampton (Land)	Increase as per lease conditions = March Qtr CPI - 0.9%	\$2,222.00	\$2,201.80	\$220.18	\$2,421.98
Halfway Bay Cottages	Lease fees per lease conditions	\$550.00	\$500.00	\$50.00	\$550.00

**Shire of Northampton
Schedule Format
2017/2018
Summary**

	Ytd Actual 31/05/2018	Ytd Budget 31/05/2018	Annual Budget 30/06/2018
Operating Revenue			
Governance	-84,196	-36,982	-40,370
General Purpose Funding	-5,168,586	-5,127,619	-5,133,939
Law, Order, Public Safety	-375,340	-79,255	-86,513
Health	-38,350	-44,341	-48,403
Education and Welfare	-214,284	-176,077	-192,122
Housing	-38,988	-36,597	-39,936
Community Amenities	-848,816	-830,223	-837,697
Recreation and Culture	-75,940	-29,348	-32,087
Transport	-170,415	-87,676	-88,210
Economic Services	-273,872	-196,195	-209,128
Other Property and Services	-193,280	-108,823	-118,760
Total Operational Revenue	-7,482,069	-6,753,136	-6,827,165
Operating Expenditure			
Governance	778,717	791,583	862,407
General Purpose Funding	192,501	218,075	237,955
Law, Order, Public Safety	505,878	366,602	396,906
Health	169,981	178,490	196,173
Education and Welfare	337,870	349,071	374,010
Housing	93,824	109,153	119,310
Community Amenities	1,294,095	1,378,058	1,503,911
Recreation and Culture	1,466,373	1,493,580	1,630,297
Transport	3,728,281	3,698,321	4,034,722
Economic Services	436,430	382,349	417,270
Other Property and Services	97,426	30,844	33,761
Total Operating Expenditure	9,101,376	8,996,126	9,806,722
Capital Revenue			
Governance	0	0	0
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	-17,217	-24,518	-25,648
Housing	0	0	0
Community Amenities	-4,218	0	0
Recreation and Culture	-182,405	-181,181	-181,472
Transport	-2,599,944	-2,375,998	-2,473,830
Economic Services	-197,885	-153,480	-153,480
Other Property and Services	0	0	0
Total Capital Revenue	-3,001,668	-2,735,177	-2,834,430

**Shire of Northampton
Schedule Format
2017/2018
Summary**

	Ytd Actual 31/05/2018	Ytd Budget 31/05/2018	Annual Budget 30/06/2018
Capital Expenditure			
Governance	22,220	20,350	22,200
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	29,658	30,000	30,000
Education and Welfare	0	0	0
Housing	15,937	29,447	32,134
Community Amenities	21,239	28,050	30,600
Recreation and Culture	728,099	803,142	812,795
Transport	2,620,778	3,221,166	3,500,632
Economic Services	37,184	2,750	3,000
Other Property and Services	24,951	14,960	16,325
Total Capital Expenditure	<u>3,500,066</u>	<u>4,149,865</u>	<u>4,447,686</u>
 Profit/Loss Sale of Asset	 168,605	 -3,996	 -4,000

**Schedule Format
2017/2018
General Purpose Revenue - Schedule 3**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
RATES			
Operating Revenue			
0223	- INSTALMENT FEES	0	0
0263	LEGAL CHARGES - RATES	0	-2,288
0264	LEGAL CHARGES RATES (NO GST)	-29,227	0
4033	RATE EQUIVALENT PAYMENTS	-20,520	-18,205
4501	GENERAL RATES LEVIED	-4,449,921	-4,446,515
4511	PLUS NON PAYMENT PENALTY	-34,488	-32,076
4541	BACK RATES	-839	0
4560	LESS DISCOUNT ALLOWED	153,572	150,000
4570	LESS RATES WRITTEN OFF	23	0
4591	INSTALMENT PENALTY INTRST	-15,277	-15,576
4711	PENS. DEF. RATES INTEREST	-1,244	-1,100
	Total Operating Income	-4,397,923	-4,365,661
Operating Expenditure			
4012	RATES SALARIES	58,334	58,322
4022	SUPERANNUATION	8,982	9,031
4032	OFFICERS INSURANCE	0	0
4052	PRINTING & STATIONERY RAT	3,035	3,982
4062	POSTAGE & FREIGHT	3,089	1,826
4072	VALUATION EXPENSES	11,766	59,213
4082	RATES LEGAL EXPENSES	33,574	11,451
4102	BUILDING MAINT - RATING	149	132
4522	CENTERLINK FEES	176	0
	Total Operating Expenditure	119,105	143,957

GENERAL PURPOSE GRANT FUNDING

Operating Revenue			
4603	INTEREST ON INVESTMENTS	-68,706	-60,000
4611	GRANTS COMMISSION	-383,734	-383,734
4621	GRANTS COMMISSION (ROADS)	-318,224	-318,224
	Total Operating Income	-770,664	-761,958
Operating Expenditure			
4642	ADMIN ALLOC TO GP FUNDING	73,395	74,118

80,866

**Schedule Format
2017/2018
Governance / Members - Schedule 4**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
GOVERNANCE				
Operating Income				
0013	CONTRIBUTIONS	-1,686	0	0
Operating Expenditure				
0012	MEMBERS TRAVELLING	2,330	2,750	3,000
0022	CONFERENCE EXPENSES	12,962	14,697	14,700
0032	ELECTION EXPENSES	3,405	4,576	5,000
0052	ALLOWANCES	14,500	13,288	14,500
0062	MEMBERS EXPENSES OTHER	11,986	7,326	8,000
0072	REFRESHMENTS & RECEPTIONS	10,765	14,201	15,500
0092	ADMIN ALLOC TO GOVERNANCE	161,405	163,009	177,834
0102	INSURANCE	3,619	3,311	3,619
0112	SUBSCRIPTIONS	55,386	47,377	51,685
0132	MEETING ATTENDANCE FEES	11,980	20,009	21,830
0152	COUNCIL CHAMBERS MAINT	1,412	726	809
	Total Operating Expenditure	289,750	291,270	316,477
ADMINISTRATION				
Operating Income				
0133	CONTRIBUTIONS	-25,094	-3,663	-4,000
0153	REBATES AND COMMISSIONS	-47,270	-23,936	-26,120
0233	- OTHER CHARGES	-720	-825	-900
0243	- PHOTOCOPYING	-611	-770	-850
0253	- INFO SEARCH FEE	-8,815	-7,788	-8,500
0293	GRANT - REVENUE (VARIOUS)	0	0	0
	Total Operating Income	-82,510	-36,982	-40,370
Operating Expenditure				
0174	DEPRECIATION	28,871	41,250	45,000
0272	- SALARIES - MUNICIPAL	461,276	461,307	503,250
0282	- LONG SERVICE LEAVE	19,986	0	0
0302	ADMIN SUPERANNUATION	69,533	62,755	68,460
0312	- INSURANCE	31,746	34,067	37,171
0332	- CONFERENCES & SEMINAR	5,158	6,886	7,520
0342	- TRAINING COSTS	2,719	4,576	5,000
0372	- OFFICE MAINTENANCE	40,345	37,675	41,113
0408	CONSULTANCY - FINANCIAL PLANS/VALUATIONS	17,398	16,038	17,500
0422	- PRINTING & STATIONERY	12,347	13,750	15,000
0432	- TELEPHONE	23,651	23,232	25,350
0442	- ADVERTISING	11,567	8,976	9,800
0452	- OFFICE EQUIPT MTCE	10,819	11,913	13,000
0462	- BANK CHARGES	11,371	10,538	11,500
0482	- POSTAGE & FREIGHT	4,354	4,576	5,000
0492	- OFFICE EXPENSES OTHER	16,269	13,277	14,500
0495	OFFICE SECURITY EXPENSES	1,781	1,826	2,000

Schedule Format
2017/2018
Governance / Members - Schedule 4

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
0502	- COMPUTER EXPENSES	43,903	56,958	62,150
0512	ROUNDING ACCOUNT	-6,526	0	0
0572	- VEHICLE RUNNING EXP.	15,341	13,750	15,000
0592	FRINGE BENEFITS TAX	21,986	27,951	30,500
0602	EXPENSES - GRANT RELATED	0	0	0
0672	- AUDIT FEES	14,889	26,950	29,400
0692	- LEGAL EXPENSES	15,119	9,163	10,000
0732	ADMIN UNIFORMS	2,875	3,663	4,000
0742	LESS ALLOCATED FROM GOVERNANCE	-883,304	-892,111	-973,214
0762	BAD DEBTS WRITE OFF	0	913	1,000
0942	ADMIN ALLOC TO GENERAL ADMIN	495,494	500,434	545,930
	Total Operating Expenditure	488,968	500,313	545,930
	Capital Income			
0283	PROFIT/LOSS SALE OF ASSET	0	0	0
	Total Capital Income	0	0	0
0175	PROCEEDS SALE OF ASSETS	0	0	0
	Capital Expenditure			
0134	FURNITURE AND EQUIPMENT	22,220	20,350	22,200
0164	PLANT & EQUIPMENT	0	0	0
0184	PRINCIPAL ON LOANS	0	0	0
	Total Capital Expenditure	22,220	20,350	22,200

Schedule Format
2017/2018
Law, Order and Public Safety - Schedule 5

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
FIRE PREVENTION				
Operating Revenue				
0583	EMERGENCY SERVICES LEVY	-59,821	-64,669	-70,563
0623	REIMBURSEMENTS	-18	-2,508	-2,750
0673	FIRE INFRINGEMENTS	0	-451	-500
	Total Operating Revenue	-106,759	-67,628	-73,813
0335	DISPOSAL OF ASSETS	0	0	0
0683	PROFIT/LOSS SALE OF ASSET	0	0	0
Operating Expenditure				
1042	FIRE INSURANCE	11,200	10,263	11,200
1052	COMM. MTCE AND REPAIRS	3,074	7,865	8,625
1062	FIRE CONTROL EXP. OTHER	43,342	54,021	58,950
1072	AERIAL INSPECTIONS	0	1,375	1,500
1082	FIRE FIGHTING	4,270	11,605	12,700
1104	FIRE BRIGADE HQ (RAILWAY STN COSTS TO 12	1,328	1,947	2,140
1132	ADMIN ALLOC TO FIRE PREVENTION	26,479	26,741	29,174
1142	KALBARRI SES OPERATIONS	34,910	35,832	35,833
1152	PORT GREGORY FIRE SHED	474	99	115
1154	ISSEKA FIRE SHED	138	110	128
1156	HORROCKS FIRE/AMBULANCE SHED	188	99	113
1158	BINNU FIRE SHED	199	33	37
1304	ASSET DEPRECIATION	36,879	41,250	45,000
	Total Operating Expenditure	194,920	191,240	205,515
Capital Revenue				
0325	GRANT FUNDS - EQUIPMENT	0	0	0
0525	GOVERNMENT GRANTS	0	0	0
Capital Expenditure				
0338	LAND & BUILDINGS	0	0	0
0334	PLANT & EQUIPMENT	0	0	0
0514	PLANT & EQUIPMENT	0	0	0
	Total Capital Expenditure	0	0	0

**Schedule Format
2017/2018
Law, Order and Public Safety - Schedule 5**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
ANIMAL CONTROL				
Operating Revenue				
0763	- FINES AND PENALTIES	-972	-913	-1,000
0773	- DOG REGISTRATION	-8,028	-9,163	-10,000
0783	- REIMBURSEMENTS/OTHER	0	0	0
0803	- IMPOUNDING FEES	-250	-176	-200
0833	MISC GRANTS	-258,490	0	0
	Total Operating Revenue	-267,740	-10,252	-11,200
Operating Expenditure				
1162	DOG CONTROL EXPENSES	14,750	17,006	18,560
1172	ADMIN ALLOC TO ANIMAL CON	2,115	2,134	2,331
1192	CAT CONTROL EXPENSES	4,055	2,728	3,000
1202	NORTHERN BIO GROUP GROUP DOG/PIG CON	173,062	0	0
	Total Operating Expenditure	193,982	21,868	23,891
Capital Expenditure				
1164	DOG POUND CAGES	0	0	0
OTHER LAW, ORDER AND PULIC SAFETY				
Operating Revenue				
0843	ILLEGAL CAMPING FINES	-841	-1,375	-1,500
0873	PROFIT/LOSS FROM SALE OF ASSET	0	0	0
Operating Expenditure				
1212	SALARIES (RANGER)	95,356	129,690	141,500
1232	CONTROL EXPENSES OTHER	5,876	8,679	9,500
1242	FLOOD CONTROL EXPENSES - KALBARRI	0	0	0
4122	ABANDONED VEHICLES	382	0	0
4132	LAW & ORDER ASSET DEPRECN	15,362	15,125	16,500
	Total Operating Expenditure	116,976	153,494	167,500

**Schedule Format
2017/2018
Education and Welfare - Schedule 6**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
PRE-SCHOOL				
Operating Revenue				
1043	GRANT - NCCA BUILDING	0	0	0
1103	NCCA - REIMBURSEMENTS	-21,600	-10,813	-11,802
1113	NCCA - SUSTAINABILITY FUNDING (MONTHLY) D	0	-30,470	-33,250
1123	NCCA CCB/CCR REBATE REVENUE (WEEKLY)	-75,365	-45,826	-50,000
1133	NCCA SESSION FEES (WEEKLY)	-45,501	-55,000	-60,000
1143	NCCA MEMBERSHIP REVENUE	-2,060	-1,826	-2,000
1163	NCCA FUNDRAISING/GRANTS REVENUE	0	0	0
	Total Operating Revenue	<u>-144,526</u>	<u>-143,935</u>	<u>-157,052</u>
Operating Expenditure				
1312	NCCA - BUILDING RELATED EXPENSES	21,982	13,970	15,264
1314	YOUTH PROGAM	4,000	1,826	2,000
1322	NCCA OPERATING EXPENDITURE (PAYROLL/SUPE	135,666	123,816	135,090
1332	NCCA - GRANT RELATED EXPENSES	3,815	0	0
1342	NCCA - SUPERANNUATION	9,516	9,306	10,160
1352	NCCA TRUST TRANSFER (NET PROFIT)	0	0	0
1362	ADMIN ALLOCATED TO NORTHAMPTON CHILD C	6,686	6,743	7,366
1412	ASSET DEPRECIATION	5,860	19,250	21,000
3202	KALBARRI CHILD CARE CENTRE	14,739	16,522	18,046
	Total Operating Expenditure	<u>202,264</u>	<u>191,433</u>	<u>208,926</u>
Capital Expenditure				
1316	LAND & BUILDINGS	0	0	0
WELFARE				
Operating Revenue				
0853	AGED UNITS RENTAL INCOME	-52,696	-15,268	-16,660
1173	SELF SUPPORTING LOAN INTEREST REIMBURSEM	-17,062	-16,874	-18,410
	Total Operating Revenue	<u>-69,758</u>	<u>-32,142</u>	<u>-35,070</u>
Operating Expenditure				
2362	KALBARRI AGED HOUSING MAINT	49,850	64,768	70,674
2332	NORTHAMPTON AGED CARE	0	0	0
3012	INT ON LOANS	17,062	16,874	18,410
3062	PIONEER LODGE (8 UNITS) CONSTRUCTION COST	68,693	75,996	76,000
	Total Operating Expenditure	<u>135,606</u>	<u>157,638</u>	<u>165,084</u>
Capital Revenue				
0715	LOAN INCOME - AGED HOUSIN	0	0	0
0815	TRANSFER FROM AGED RESERV	0	0	0
1183	SELF SUPPORTING LOAN - REIMB PIONEER LODG	-13,448	-12,320	-13,448
1083	GRANTS	-3,769	-12,198	-12,200
	Total Capital Revenue	<u>-17,217</u>	<u>-24,518</u>	<u>-25,648</u>

Schedule Format
2017/2018
Education and Welfare - Schedule 6

		YTD Actual	YTD Budget	Annual Budget
		31/05/2018	31/05/2018	30/06/2018
	Capital Expenditure			
3052	PIONEER LODGE (CARPARK)	0	0	0
	Total Capital Expenditure	0	0	0

**Schedule Format
2017/2018
Health - Schedule 7**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
PREVENTATIVE SERVICES				
<i>Operating Revenue</i>				
1673	- FOOD VENDORS	-840	-913	-1,000
1753	REIMBURSEMENTS	0	0	0
1763	CONTRIBUTIONS	-24,540	-32,076	-35,000
	Total Operating Revenue	-25,380	-32,989	-36,000
1764	PROFIT/LOSS ON SALE ASSET	1,365	0	0
<i>Operating Expenditure</i>				
2012	SALARIES	101,319	104,060	113,520
2022	HEALTH SUPERANNUATION	17,013	16,115	17,590
2042	CONTROL EXPENSES OTHER	14,130	20,218	22,068
2052	VEHICLE RUNNING EXPENSES	10,132	10,076	11,000
2082	HEALTH BUILDING MAINT	64	55	64
2102	ADMIN ALLOC TO HEALTH	1,168	1,177	1,287
	Total Operating Expenditure	143,826	151,701	165,529
1385	DISPOSAL OF ASSETS (P/L)	9,091	11,004	11,000
<i>Capital Revenue</i>				
1396	GOVERNMENT GRANTS	0	0	0
	Total Capital Revenue	0	0	0
1375	PROCEEDS SALE OF ASSET	-9,091	-15,000	-15,000
<i>Capital Expenditure</i>				
1324	PLANT AND EQUIPMENT - HLT	29,658	30,000	30,000
OTHER HEALTH				
<i>Operating Revenue</i>				
2023	LEASE - DOCTORS SURGERY (NORTHA	-10,403	-9,526	-10,403
2033	RENTAL LOT 43 BATEMAN STREET (DC	0	0	0
2043	REIMBURSEMENTS - OTHER	-2,567	-1,826	-2,000
2093	RENT LOT 14 CALLION WAY	0	0	0
	Total Operating Revenue	-12,970	-11,352	-12,403
<i>Operating Expenditure</i>				
2053	PROFIT/LOSS SALE ASSET	0	0	0
2312	DOCTOR SURGERY - KALBARRI	3,554	2,882	3,164
2342	DOCTORS SURGERY - NORTHAMPTON	13,963	10,956	11,980
2382	ASSET DEPRECIATION	17,729	27,951	30,500
1375	PROCEEDS SALE OF ASSET	-9,091	-15,000	-15,000
	Total Operating Expenditure	26,155	26,789	30,644

**Schedule Format
2017/2018
Health - Schedule 7**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
	<i>Capital Revenue</i>			
2083	LAND SALES RESERVE	0	0	0
	<i>Capital Expenditure</i>			
0834	LAND & BUILDINGS	0	0	0
1644	FURNITURE AND EQUIPMENT	0	0	0
	<i>Total Capital Expenditure</i>	<u>0</u>	<u>0</u>	<u>0</u>

**Schedule Format
2017/2018
Housing - Schedule 9**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
STAFF HOUSING				
Operating Revenue				
2833	CONTRIBUTIONS	0	0	0
2843	RESIDENTIAL RENTAL	-29,647	-30,646	-33,436
	Total Operating Revenue	-29,647	-30,646	-33,436
2873	PROFIT/LOSS ON SALE ASSET	0	0	0
Operating Expenditure				
3172	- OVAL RESIDENCE	3,120	4,455	4,889
3212	- LOT 454 FITZGERALD	2,506	3,366	3,689
3222	ASSET DEPRECIATION	27,194	50,413	55,000
3232	- LOT 43 BATEMAN ST	3,937	3,432	3,752
3242	LOT 42 BATEMAN STREET	4,337	4,708	5,158
3252	ADMIN ALLOC TO STAFF HOUS	1,174	1,177	1,293
3262	INTEREST ON LOANS	5,684	10,120	11,043
3282	605 SALAMIT PLACE	6,764	8,316	9,097
3432	LOT 23 RAKE PLACE NORTHAMPTON	9,787	8,030	8,785
	Total Operating Expenditure	64,503	94,017	102,706
Capital Revenue				
2425	LOAN LIABILITY - HOUSING	0	0	0
Capital Expenditure				
2494	LAND & BUILDINGS - STAFF HOUSING	0	0	0
2534	PRINCIPAL ON LOANS	15,937	29,447	32,134
	Total Capital Expenditure	15,937	29,447	32,134
HOUSING OTHER				
Operating Revenue				
3003	REIMBURSEMENTS - HOUSING OTHER	-9,341	-5,951	-6,500
	Total Operating Revenue	-9,341	-5,951	-6,500
Operating Expenditure				
3422	ESL PAYMENTS FOR MISC PROPERTY	0	0	0
3442	RESIDENCE - LOT 6 ROBINSON ST	13,807	2,563	2,821
3482	LOT 74 SEVENTH AVENUE	8,791	7,843	8,587
3492	14 CALLION WAY KALBARRI - DOCTO	6,723	4,730	5,196
	Total Operating Expenditure	29,321	15,136	16,604

**Schedule Format
2017/2018
Community Amenities - Schedule 10**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
SANITATION - HOUSEHOLD				
Operating Revenue				
3253	KALBARRI RESIDENTIAL	-374,349	-374,550	-374,550
3263	OTHER RESIDENTIAL	-225,044	-224,730	-224,730
3273	240 LITRE CARTS	-3,144	-3,663	-4,000
	Total Operating Revenue	-602,537	-602,943	-603,280
Operating Expenditure				
3812	DOMESTIC REFUSE COLLECT.	337,779	339,163	370,000
3822	REFUSE SITE MAINTENANCE	0	0	0
3826	DEPRECIATION - REFUSE SITES	1,971	1,969	2,150
3832	PURCHASE OF 240L CARTS	1,682	2,750	3,000
3854	NORTHAMPTON REFUSE SITE	140,027	154,671	168,750
3856	KALBARRI REFUSE SITE MAINTENANCE	153,001	180,840	197,300
3858	BINNU REFUSE SITE MAINTENANCE	8,257	11,352	12,400
3860	PORT GREGORY REFUSE SITE MAINTENANCE	2,830	6,897	7,550
3861	LUCKY BAY REFUSE COLLECTION	19,419	20,625	22,500
3892	ADMIN ALLOC TO SANITATION	1,625	1,639	1,791
	Total Operating Expenditure	666,590	719,906	785,441
Capital Expenditure				
3304	REFUSE - FURNITURE & EQUIP	0	0	0
SANITATION - OTHER				
Operating Revenue				
3313	GRANTS - OTHER	0	0	0
3323	REFUSE SITE FEES - KALBARRI/NORTHAMPTON	-47,413	-35,000	-35,000
3343	BUSINESS REFUSE KALBARRI	-112,860	-114,180	-114,180
3353	REFUSE FEES - LUCKY BAY	-9,227	-8,448	-9,227
3383	BUSINESS REFUSE OTHER	-25,612	-24,805	-27,060
3403	REIMBURSEMENT- WHARF BINS (GST)	0	0	0
3405	REIMBURSEMENTS - DRUMMUSTER	-3,525	-3,663	-4,000
	Total Operating Revenue	-198,637	-186,096	-189,467
Operating Expenditure				
3722	IND/COMM REFUSE COLLECT	0	0	0
3772	STREET REFUSE COLLECT/LITTER	90,350	89,353	97,500
3774	DRUM MUSTER	3,095	3,663	4,000
	Total Operating Expenditure	93,446	93,016	101,500

**Schedule Format
2017/2018
Community Amenities - Schedule 10**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
	Capital Expenditure			
3305	REFUSE - LAND	21,239	28,050	30,600
3335	REFUSE SITE CAPITAL	0	0	0
3336	PRINCIPAL ON LOANS	0	0	0
	Total Capital Expenditure	21,239	28,050	30,600

SANITATION - SEWERAGE

	Operating Revenue			
3543	CHARGES - SEPTIC TANKS	-1,888	-913	-1,000
3553	SEPTIC TANK INSPECTIONS	-1,341	-913	-1,000
	Total Operating Revenue	-3,229	-1,826	-2,000

TOWN PLANNING AND REGIONAL DEVELOPMENT

	Operating Revenue			
3743	PLANNING FEES	-34,201	-27,500	-30,000
3823	REIMBURSE (ADVERTISING/PLANNING COMMIS	0	-132	-150
3833	REIMBURSEMENTS	0	0	0
	Total Operating Revenue	-34,201	-27,632	-30,150
3935	P/L ON SALE OF ASSET	0	0	0
	Operating Expenditure			
4202	SALARIES	94,973	105,105	114,670
4212	SUPERANNUATION-PLANNING	12,059	9,988	10,900
4232	PRINTING & STATIONERY	0	220	250
4242	ADVERTISING	2,023	913	1,000
4252	INSURANCE	3,600	3,201	3,500
4262	CONFERENCE EXPENSES	0	1,826	2,000
4272	VEHICLE OPERATING COSTS	4,744	4,576	5,000
4282	CONSULTANTS EXPENSES	3,185	4,576	5,000
4302	LEGAL EXPENSES	2,400	4,576	5,000
4372	TOWN PLAN SCHEME EXPENSES	49,750	109,417	119,370
4382	CONTROL EXPENSES	5,565	3,234	3,550
4402	ASSET DEPRECIATION	4,231	5,775	6,300
4852	PLANNING BUILDING MAINT	85	77	85
4862	FRINGE BENEFITS TAX PLANN	10,092	12,826	14,000
4872	ADMIN ALLOC TO TOWN PLAN	14,230	14,366	15,679
	Total Operating Expenditure	206,938	280,676	306,304
	Capital Revenue			
3905	PROCEEDS OF ASSETS	0	0	0
7480	TOWN PLANNING SCHEME RESERVE TO MUNI	0	0	0

**Schedule Format
2017/2018
Community Amenities - Schedule 10**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
	Capital Expenditure			
4014	PLANT & EQUIPMENT	0	0	0
	OTHER COMMUNITY AMENITIES			
	Operating Revenue			
3802	LAND SALES RESERVE	0	0	0
3853	CHARGES - CEMETERY FEES	-3,234	-5,500	-6,000
3863	REIMBURSEMENTS	-1,091	-1,375	-1,500
3883	FUNERAL DIRECTORS LICENSE	-300	-275	-300
3893	BUS HIRE	-5,587	-4,576	-5,000
	Total Operating Revenue	-10,212	-11,726	-12,800
	Operating Expenditure			
4422	NORTHAMPTON CEMETERY MAIN	18,464	14,608	15,960
4432	ASSET DEPRECIATION	1,170	1,925	2,100
4442	TOWN PARK TOILETS	16,143	17,303	18,905
4452	ASSET DEPRECIATION	43,178	28,413	31,000
4462	KALBARRI CEMETERY MAINT	11,533	18,876	20,620
4492	HORROCKS COMMUNITY CENTRE	18,315	6,281	6,881
4572	KINGS PARK TOILETS	18,546	16,346	17,850
4582	LIONS PARK TOILETS NPTON	33,723	25,993	28,375
4592	SALLY'S TREE TOILETS	23,243	19,360	21,150
4652	JETTY TOILETS -KALBARRI	10,779	13,794	15,070
4732	HORROCKS TOILETS/CHGROOMS	56,465	44,231	48,280
4752	PORT GREGORY TOILET BLOCK	18,937	17,435	19,060
4802	CHINAMANS TOILET BLOCK	14,510	15,565	17,005
4807	BINNU TOILETS	26,307	28,127	30,700
4812	RED BLUFF TOILET BLOCK	5,478	7,040	7,710
4766	PROFIT/LOSS SALE OF ASSET	0	0	0
4842	COMMUNITY BUS	10,330	9,163	10,000
	Total Operating Expenditure	327,121	284,460	310,666
	Capital Revenue			
3865	HORROCKS COMMUNITY CENTRE GRANTS	-4,218	0	0
	Capital Expenditure			
3324	KALBARRI CEMETERY DEVELOPMENT	0	0	0
3344	PUBLIC AMENITIES	0	0	0
3360	HORROCKS COMMUNITY CENTRE	0	0	0
	Total Capital Expenditure	0	0	0

**Schedule Format
2017/2018
Recreation and Culture - Schedule 11**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
PUBLIC HALLS				
Operating Revenue				
4043	REIMBURSEMENTS	-20,835	-8,250	-9,000
4053	CHARGES - HALL HIRE	-434	-913	-1,000
4063	ALLEN COMM. CENTRE	-627	-495	-550
	Total Operating Revenue	-21,896	-9,658	-10,550
Operating Expenditure				
4672	- PORT GREGORY HALL	2,638	2,321	2,540
4682	- ALMA HALL	13,725	5,335	5,835
4692	- BINNU HALL	8,059	8,305	9,080
4702	- RSL HALL	16,046	14,839	16,230
4712	- AJANA HALL	4,712	6,325	6,935
4772	- ALLEN COMM. CENTRE	65,049	54,901	59,920
4782	- HORROCKS COMMUNITY KITCHENS	21,345	19,492	21,285
4792	ASSET DEPRECIATION	50,579	85,250	93,000
4832	ADMIN ALLOC TO HALLS	8,680	8,767	9,564
	Total Operating Expenditure	190,833	205,535	224,389
Capital Expenditure				
3514	LAND & BUILDINGS	0	0	0
3515	BINNU HALL	0	0	0
	Total Capital Expenditure	0	0	0
SWIMMING AREAS AND BEACHES				
Operating Revenue				
3973	CONTRIBUTIONS	0	0	0
3975	CONTRIBUTIONS/DONATIONS	0	0	0
4303	RESERVE LEASES - KALBARRI FORESHORE	-4,837	-4,433	-4,837
	Total Operating Revenue	-4,837	-4,433	-4,837
Operating Expenditure				
3982	ASSET DEPRECIATION	49,968	46,750	51,000
4952	- KALBARRI F/SHORE RES.	148,620	188,496	205,670
4972	- HORROCKS F/SHORE RES.	73,332	74,063	80,830
5012	- PORT GREGORY F/SHORE	4,266	3,003	3,300
6742	- HORROCKS FORESHORE	1,167	0	0
	Total Operating Expenditure	277,353	312,312	340,800
Capital Income				
4513	KALBARRI TOURISM SPECIFIED RATE RESERVE	0	0	0
4523	GRANTS	0	0	0
4526	LAND SALES RESERVE	0	0	0
	Total Capital Income	0	0	0

**Schedule Format
2017/2018
Recreation and Culture - Schedule 11**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
	Capital Expenditure			
3664	FORESHORE INFRASTRUCTURE	0	0	0
3669	LITTLE BAY REDEVELOPMENT	0	0	0
3670	HORROCKS FORESHORE SEAWALL	0	0	0
3674	KALBARRI BOAT RAMP UPGRADE	0	0	0
3684	HORROCKS JETTY	0	0	0
3694	NATURE PLAYGROUND - KALBARRI FORESHOF	220,798	255,000	255,000
4527	MISC GRANT	0	0	0
3672	ZUYTDORP MEMORIAL	0	0	0
	Total Capital Expenditure	220,798	255,000	255,000
	OTHER RECREATION AND SPORT			
	Operating Revenue			
4333	- EDUCATION DEPT - OVAL	-2,947	-2,695	-2,947
4373	CONTRIBUTIONS & DONATIONS	0	0	0
4383	CONTRIBUTIONS	-13,244	0	0
4423	LEASES & RENTALS	-2,857	-2,618	-2,858
4433	INTEREST REIMBURSEMENT	-692	-605	-670
4453	REIMBURSEMENTS- REC. CTRE/GOLF CLUB	-2,755	-6,017	-6,575
	Total Operating Revenue	-22,496	-11,935	-13,050
4393	PROFIT/LOSS ON SALE	0	0	0

**Schedule Format
2017/2018
Recreation and Culture - Schedule 11**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018	
Operating Expenditure				
4962	- KALBARRI OVAL RESERVE	42,444	24,739	27,025
4969	KALBARRI SKATE PARK	9,556	7,942	8,710
4982	- HORROCKS OVAL RESERVE	1,097	3,201	3,519
4992	- PARKS, RES, GARDENS GEN	246,498	190,674	208,036
4998	PARKS & GARDENS - PORT GREGORY	927	4,719	5,150
5002	ADMIN ALLOC TO OTHER REC	16,439	16,599	18,112
5022	- LIONS PARK	44,103	12,254	13,400
5032	- BI-CENTENIAL PARK	5,390	7,139	7,800
5072	NORTHAMPTON COMMUNITY CENTRE	94,287	119,141	130,020
5082	- KALBARRI REC CENTRE	11,403	13,332	14,585
5092	HORROCKS - MATT BURRELL (TENNIS/BOWLS,	3,507	1,936	2,130
5102	INTEREST ON LOANS	2,415	2,607	2,850
5122	- NORTHAMPTON REC OVAL	94,028	86,559	94,460
5169	NORTHAMPTON GOLF CLUBHOUSE	575	1,199	1,325
5172	ASSET DEPRECIATION	223,105	233,750	255,000
5262	KALBARRI CAMP SCHOOL - BUILDING/GROUN	11,821	13,728	14,995
	Total Operating Expenditure	807,719	739,519	807,117
Capital Revenue				
3735	GRANT REVENUE	-100,803	-100,795	-100,795
3775	SS LOAN - BOWL CLUBS	-3,318	-3,124	-3,415
4473	GRANTS	-78,206	-77,184	-77,184
7395	TFR FROM KALBARRI TENNIS NETBALL RESER\	-78	-78	-78
	Total Capital Revenue	-182,405	-181,181	-181,472
Capital Expenditure				
3624	PRINCIPAL ON LOANS	27,355	26,653	29,085
3654	SKATE PARK CONSTRUCTION	0	0	0
3714	OTHER INFRASTRUCTURE - KALBARRI/TENNIS	84,340	55,000	60,000
3715	FURNITURE & EQUIPMENT	0	0	0
3716	PARKS & OVALS INFRASTRUCTURE	210,986	232,056	232,070
3734	PLANT & EQUIPMENT	0	0	0
3744	MATCHING CONT - CSRFF	64,750	27,600	27,600
3754	INFRASTRUCTURE RECREATION	3,855	24,013	26,205
3884	CAR PARK CONSTRUCTION	116,014	182,820	182,835
	Total Capital Expenditure	507,301	548,142	557,795
TELEVISION AND RADIO REBROADCASTING				
Operating Expenditure				
5232	T.V. RECEIVER STATION	0	0	0
5242	ASSET DEPRECIATION	0	0	0
	Total Operating Expenditure	0	0	0

**Schedule Format
2017/2018
Recreation and Culture - Schedule 11**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
LIBRARIES			
Operating Revenue			
4613	0	-44	-50
4623	-230	-88	-100
4653	-398	-451	-500
	Total Operating Revenue	-628	-650
Operating Expenditure			
5312	50,979	44,209	48,230
5322	3,253	4,180	4,570
5332	11,438	11,880	12,970
5334	450	451	500
5342	624	572	625
5402	464	462	511
	Total Operating Expenditure	67,206	67,406
OTHER CULTURE			
Operating Revenue			
0913	-150	0	0
4703	0	0	0
4713	-14,710	0	0
4743	-1,216	0	0
4763	-7,820	0	0
4773	-187	-913	-1,000
4793	-2,000	-1,826	-2,000
	Total Operating Revenue	-26,083	-3,000
Operating Expenditure			
1712	3,874	5,357	5,875
5512	891	2,574	2,850
5522	5,500	5,192	5,705
5532	7,120	12,584	13,760
5542	21,154	5,434	5,945
5552	868	1,683	1,850
5562	0	0	0
5572	8,211	14,751	16,100
5582	827	2,321	2,565
5592	36,377	34,507	37,650
5612	10,000	7,326	8,000
5652	25,685	80,663	88,000
5662	989	0	0
5682	1,766	2,068	2,285
	Total Operating Expenditure	123,262	190,585

**Schedule Format
2017/2018
Transport - Schedule 12**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
CONSTRUCTION OF ROADS, BRIDGES AND DEPOTS			
Capital Expenditure			
5030	778,421	746,042	813,880
5034	22,508	22,726	24,799
5060	125,996	104,896	114,465
5090	155	52,360	57,130
5130	0	33,539	36,615
5150	0	0	0
5180	0	0	0
5204	8,175	23,199	25,310
5210	398,294	620,895	677,375
5215	999,189	1,293,314	1,410,920
5224	71,453	97,284	106,138
	2,404,192	2,994,255	3,266,632
Capital Revenue			
5205	-659,034	-596,409	-650,630
5206	0	0	0
5207	-233,071	-243,188	-265,300
5209	-1,454,273	-1,300,000	-1,300,000
5481	-253,566	-236,401	-257,900
5561	0	0	0
7485	0	0	0
	-2,599,944	-2,375,998	-2,473,830
MAINTENANCE OF ROADS, BRIDGES AND DEPOTS			
Operating Expenditure			
3994	2,335,909	2,291,663	2,500,000
5820	723	0	0
5850	857,274	1,044,714	1,139,726
5860	6,745	8,008	8,745
5910	15,256	11,715	12,810
5920	1,000	1,826	2,000
5930	27,424	29,370	32,062
5950	264	429	493
5960	109,717	114,576	125,000
5980	0	0	0
5982	11,096	11,198	12,226
5990	354,151	275,000	300,000
5992	13,400	14,311	15,620
6000	0	0	0
6002	69,492	0	0
6262	2,299	2,453	2,685
	3,804,748	3,805,263	4,151,367

**Schedule Format
2017/2018
Transport - Schedule 12**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
Operating Revenue			
6223	CONTRIBUTION (INC STREET LIGHTING) -3,719	-3,201	-3,500
6281	- MRD MAINTENANCE -163,862	-82,000	-82,000
6351	DIRECTIONAL ADVERT SIGNS -81	0	0
	Total Operating Revenue -167,662	-85,201	-85,500

ROAD PLANT PURCHASES

Operating Revenue			
4265	CONTRIBUTIONS 0	0	0
	Total Operating Revenue 0	0	0

Operating Expenditure			
3610	LESS PLANT DEPN WRITTEN BACK -181,215	-180,257	-196,654
4275	PROCEEDS SALE OF ASSETS 0	0	0
	Total Operating Expenditure -181,215	-180,257	-196,654

4285	- UTILITIES (PROCEEDS OF TRADE) -9,364	-6,000	-6,000
4315	- MACHINERY (PROCEEDS OF TRADE) -23,635	-18,996	-19,000
4395	DISPOSAL OF VEHICLES (P/L) 14,499	16,500	16,500
4405	DISPOSAL OF MACHINERY (P/L) 17,318	15,996	16,000

Capital Expenditure			
4034	LAND & BUILDINGS 0	0	0
4214	ROAD PLANT/MACHINERY 64,950	77,913	85,000
4224	UTILITIES (VEHICLES) 83,783	96,000	96,000
4234	TRUCKS 0	0	0
4254	OTHER EQUIPMENT 67,853	52,998	53,000
	Total Capital Expenditure 216,586	226,911	234,000

AERODROMES

Operating Revenue			
5113	CHARGES - LANDING FEES -1,820	-1,617	-1,770
5133	HANGAR SITE LEASE -934	-858	-940
	Total Operating Revenue -2,754	-2,475	-2,710

Operating Expenditure			
5902	ADMIN ALLOCATED TO AERODROMES 1,756	1,771	1,934
5912	ASSET DEPRECIATION 52,207	45,826	50,000
5932	KALBARRI AIRPORT MTCE 50,785	25,718	28,075
	Total Operating Expenditure 104,748	73,315	80,009

Capital Revenue			
5163	Airport Reserve 0	0	0

**Schedule Format
2017/2018
Economic Services - Schedule 13**

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
RURAL SERVICES			
<i>Operating Revenue</i>			
5513	CONTRIBUTIONS/GRANTS	0	0
<i>Operating Expenditure</i>			
6232	GRANT EXPENDITURE (NACC) PREVIOUS	0	0
TOURISM AND AREA PROMOTION			
<i>Operating Revenue</i>			
5543	CONTRIBUTIONS	-30,220	0
5563	LEASES/RENTALS	-66,063	-54,317
5573	CARAVAN PARK LICENCES	-4,612	-4,125
5583	REIMBURSEMENTS	0	0
5593	KAL TOURISM SPEC RATE	-29,544	-27,500
5603	LUCKY BAY CAMPING FEES	-62,546	-36,663
5613	LITTLE BAY - CAMPING FEES	-12,195	-9,163
	Total Operating Revenue	-205,179	-131,768
<i>Operating Expenditure</i>			
6312	ADMIN ALLOCATED TO ECONOMIC SERV	23,701	23,936
6352	LITTLE BAY CAMPING AREA	16,061	16,841
6372	TOURISM & PROMOTION GENERAL	106,439	85,063
6392	ASSET DEPRECIATION	20,883	22,913
6402	LUCKY BAY	130,531	103,664
	Total Operating Expenditure	297,616	252,417
<i>Capital Income</i>			
5005	GRANTS - TOURISM & AREA PROMOTIO	-197,885	-153,480
5035	PROCEEDS SALE OF ASSET	0	0
7335	TFR FROM COASTAL MANAGEMENT RES	0	0
	Total Capital Income	-197,885	-153,480
5045	DISPOSAL OF ASSET P&L	0	0
<i>Capital Expenditure</i>			
5016	INFRASTRUCTURE ASSETS - TOURISM	37,184	2,750
5054	VEHICLE PURCHASE	0	0
	Total Capital Expenditure	37,184	2,750
BUILDING CONTROL			
<i>Operating Revenue</i>			
5653	- BUILDING PERMITS	-20,668	-18,326
5673	S/POOL INSPECTION FEES	-4,530	-5,500
5713	BUILDING REIMBURSEMENTS	-734	-451
5733	DEMOLITION FEES	0	0

**Schedule Format
2017/2018
Economic Services - Schedule 13**

	<u>YTD Actual 31/05/2018</u>	<u>YTD Budget 31/05/2018</u>	<u>Annual Budget 30/06/2018</u>
Total Operating Revenue	-25,931	-24,277	-26,500
Operating Expenditure			
5195 DISPOSAL OF ASSET	0	0	0
6412 SALARIES	67,236	67,397	73,530
6422 BUILDING SUPERANNUATION	9,357	10,450	11,400
6432 VEHICLE RUNNING EXPENSES	4,152	3,201	3,500
6442 CONTROL EXPENSES OTHER	12,728	15,532	16,965
6472 BUILD CONTROL BUILD MAIN	64	55	65
6492 ASSET DEPN -ECON SERV BUI	11,014	11,000	12,000
6512 ADMIN ALLOC TO BUILD CONT	5,247	5,291	5,781
Total Operating Expenditure	109,796	112,926	123,241
Capital Revenue			
5175 PROCEEDS SALE OF ASSETS	0	0	0
5185 P/L ON SALE OF ASSET	0	0	0
Capital Expenditure			
5124 PLANT AND EQUIPMENT	0	0	0
OTHER ECONOMIC SERVICES			
Operating Revenue			
5933 REIMBURSMENTS	-295	-2,288	-2,500
5943 GRANT - LIVING COMMUNITIES PROGRA	0	0	0
5973 LIA (KITSON CIRCUIT) UNITS ANNUAL RE	-31,486	-29,172	-31,830
5983 ELECTRICITY SUPPLY REIMBU	0	0	0
5993 PT GREGORY SPEC AREA RATE	-10,981	-8,690	-9,481
Total Operating Revenue	-42,762	-40,150	-43,811
Operating Expenditure			
6752 - PORT GREGORY	20,038	10,571	11,550
6812 KITSON CIRCUIT LIA INDUSTRIAL UNITS I	8,980	6,435	7,039
Total Operating Expenditure	29,018	17,006	18,589

**Schedule Format
2017/2018
Other Property and Services - Schedule 14**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
PRIVATE WORKS				
Operating Revenue				
6153	- PLANT HIRE	-43,936	-12,826	-14,000
Operating Expenditure				
6912	PRIVATE WORKS - SCH 14	27,885	10,065	11,000
OTHER PROPERTY AND SERVICES				
Operating Revenue				
5623	LEASE FEES - HALF WAY BAY COTTAGES	-16,000	-14,663	-16,000
6590	SELF SUPPORTING LOAN INTEREST REIMBURSEME	-20,327	-20,856	-22,760
7045	NORTHAMPTON LIA (EX MWDC GRANT ETC)	0	0	0
	Total Operating Revenue	-36,327	-35,519	-38,760
Operating Expenditure				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6659	INTEREST ON LOANS - CEO HOUSE (SELF SUPPORT)	22,761	20,856	22,760
6768	HALF WAY BAY COTTAGES	0	0	0
	Total Operating Expenditure	22,761	20,856	22,760
7025	PROFIT / LOSS ON SALE	0	0	0
7065	LOSS ON LAND HELD FOR RESALE VALUE	0	0	0
Capital Revenue				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6591	SELF SUPPORTING LOAN - REIMB CEO PRINCIPAL	-16,327	-14,960	-16,325
	LOAN LIABILITY - SELF SUPPORTING LOAN	0	0	0
7015	PROCEED FROM SALE ASSET	0	0	0
7035	NORTHAMPTON INDUSTRIAL UNITS TFR TO MUNI	0	0	0
7490	LAND DEVELOPMENT RESERVE TRANSFER TO MUN	0	0	0
7500	Total Capital Revenue	0	0	0
6654	SALE / DISPOSAL ACCOUNT	167,239	0	0
Capital Expenditure				
6574	SUBDIVISIONS	0	0	0
6758	NORTHAMPTON INDUSTRIAL UNITS	0	0	0
6592	PRINCIPAL ON LOANS - CEO HOUSE (SELF SUPPORT	16,327	14,960	16,325
6664	LOAN PAYMENT	0	0	0
	Total Capital Expenditure	16,327	14,960	16,325

**Schedule Format
2017/2018
Other Property and Services - Schedule 14**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
WORKS OVERHEADS				
	Operating Expenditure			
7112	ENGINEERING SALARIES	120,370	120,615	131,590
7122	ENGINEERING BUILD MAINT	126	110	125
7132	ENG. OFFICE & OTHER EXP.	11,007	12,815	13,995
7142	VEHICLE RUNNING EXPENSES	9,823	6,875	7,500
7152	SUPERANNUATION OF WORKMEN	232,868	219,472	239,427
7162	SICK AND HOLIDAY PAY	280,194	206,250	225,000
7172	INSURANCE ON WORKS	80,499	62,601	68,295
7182	LONG SERVICE LEAVE	13,041	27,500	30,000
7192	PROTECTIVE CLOTHING	18,803	18,326	20,000
7232	ADMIN ALLOC TO PWOH	6,905	6,974	7,608
7242	STAFF TRAINING	22,749	11,902	13,000
7252	ALLOWANCES	7,355	3,432	3,750
7282	FRINGE BENEFIT TAX	10,452	13,288	14,500
7302	LESS ALLOC. TO WKS & SRVS	-780,140	-710,215	-774,789
	Total Operating Expenditure	34,051	-55	1
IT OPERATION				
	Operating Revenue			
6323	REIMBURSEMENTS	0	0	0
6423	CONTRIBUTIONS	-42,704	-4,576	-5,000
6433	INSURANCE CLAIMS - VEHICLES	-11,563	-913	-1,000
6443	DIESEL FUEL REBATE	-53,632	-45,826	-50,000
	Total Operating Revenue	-107,899	-51,315	-56,000
	Operating Expenditure			
7312	FUELS AND OILS	228,126	229,163	250,000
7322	TYRES AND TUBES	26,361	27,500	30,000
7332	PARTS AND REPAIRS	189,679	206,250	225,000
7342	REPAIR WAGES	107,855	96,239	105,000
7352	INSURANCE AND LICENSES	43,536	40,205	43,865
7362	EXPENDABLE TOOLS/STORES	15,390	17,589	19,190
7382	ADMIN ALLOC TO PLANT OP'N	2,736	2,761	3,014
7502	LESS ALLOC. TO WKS & SRVS	-607,981	-619,729	-676,069
	Total Operating Expenditure	5,702	-22	0

**Schedule Format
2017/2018
Other Property and Services - Schedule 14**

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
MATERIALS				
Capital Expenditure				
6620	MATERIALS PURCHASED	235,387	0	0
6630	STOCK RECEIVED CONTROL	0	0	0
6750	LESS MATERIALS ALLOCATED	-226,763	0	0
	Total Capital Expenditure	<u>8,624</u>	<u>0</u>	<u>0</u>
RESOURCES AND WAGES				
Operating Revenue				
6941	REIMB. - WORKERS COMPENS.	-5,119	-9,163	-10,000
Operating Expenditure				
6810	GROSS SALARIES FOR YEAR	1,134,884	1,059,124	1,155,410
6820	GROSS WAGES FOR YEAR	1,906,533	1,615,361	1,762,220
6830	WORKERS COMPENSATION	8,090	0	0
6890	SALARIES ALLOC FRM SCH 20	-1,159,175	-1,059,124	-1,155,410
6900	WAGES ALLOC FRM SCH 20	-1,883,305	-1,615,361	-1,762,220
	Total Operating Expenditure	<u>7,027</u>	<u>0</u>	<u>0</u>

**Schedule Format
2017/2018
Funds Transfers/Reserve Funds**

RESERVE BANK ACCOUNTS

**Ytd Balance
31/05/2018**

0741	REFUSE MANAGEMENT BANK	0
0861	LEAVE RESERVE BANK	236,404
0801	ROADWORKS RESERVE BANK	25,805
0821	KALBARRI AERODROME BANK	45,107
0841	COMP & OFFICE EQUIP BANK	31,590
0881	HOUSE & BUILDING RESERVE	97,612
0871	KAL AGED PERSONS ACCOMM RESRV	0
0761	BRIDGE RECON RES BANK	0
0911	NPTON AGED PERSONS BANK	0
0961	TPS REVIEW RESERVE	0
0811	KALBARRI PARKLAND REDEVELOPMENT RESEF	0
0831	PLANT RESERVE BANK	0
0851	SPORT & RECREATION RESERVE	0
0893	PORT GREGORY WATER SUPPLY RESERVE	36,500
0791	PUBLIC AMENITIES RESERVE	0
1871	COASTAL MANAGEMENT RESERVE	0
0731	KAL TOURISM SPEC RATE RES	0
0891	FOOTPATH RESERVE	0
0901	TOWNSCAPE CARPARK RESERVE	0
0965	NORTHAMPTON INDUSTRIAL UNITS RESERVE	0
0091	MAJOR LAND TRANS BANK	231,423
0975	150TH ANNIVERSAY RESERVE BANK	0
1881	KAL BARRI TENNIS NETBALL RESERVE BANK	0
Total		704,442

**Schedule Format
2017/2018
Trust Funds**

TRUST FUND		YTD Actual	YTD Budget	Annual Budget
		31/05/2018	31/05/2018	30/06/2018
EXPENSES				
8260	RETENTIONS	0	0	0
8280	HOUSING BONDS	0	0	0
8300	NORTHAMPTON CEMETERY FUNDS	0	0	0
8320	TAXATION INSTALMENTS	0	0	0
8330	MISCELLANEOUS GOVT GRANT	0	0	0
8340	KALBARRI YAC FUNDS	0	0	0
8350	KALBARRI AIRPORT SECURITY	0	0	0
8360	HOSPITAL BENEFIT FUND	0	0	0
8380	GALENA DONATIONS	0	0	0
8390	SALE OF LAND - OUTSTANDING RATES	0	0	0
8400	CEMETERY PURCHASES	0	0	0
8420	COMMUNITY BUS BOND EXPENSE	3,600	0	0
8422	WILA GUTHARRA	0	0	0
8430	RATES REFUNDED	0	0	0
8440	UNCLAIMED MONIES	0	0	0
8450	LEASE PAID IN ADVANCE	0	0	0
8460	MISCELLANEOUS DEPOSITS	295	0	0
8470	NOMINATION DEPOSITS	480	0	0
8480	HOUSING BOND INTEREST EXP	0	0	0
8490	BATAVIA REGIONAL ORGANISATION OF COUNCILS FU	0	0	0
8500	KALBARRI YOUTH SPACE PROJECT	0	0	0
8510	BUILDING TRAINING FUND	0	0	0
8520	FOOTPATHS/CYCLEWAYS	0	0	0
8530	INTEREST ON F/PATH INVEST	0	0	0
8540	TRANSPORTABLE HOUSE BONDS	2,775	0	0
8550	BURN OFF FEES	0	0	0
8560	HORROCKS WATER SUPPLY	0	0	0
8570	SALE OF HISTORICAL BOOKS	0	0	0
8580	SALE OF DIRECTORY	0	0	0
8590	HERITAGE GRANTS	0	0	0
8602	REDONE (KALBARRI PARK/BEACH SHELTERS)	0	0	0
8610	CONSERVATION INCENTIVES	0	0	0
8620	TOWNSCAPE PROCESS RECORD	0	0	0
8630	DROUGHT/FLOOD RELIEF FUND	0	0	0
8640	SPECIAL ISSUE LICENSE PLA	0	0	0
8650	GALENA MANAGEMENT PLAN	0	0	0
8660	LCDC-LAND PLANNING PROJEC	0	0	0
8670	DOLA - FOOTPATH & OTHER G	0	0	0
8680	SPORT & REC STUDY KALB.	0	0	0
8690	COASTWEST GRANTS	0	0	0
8700	PORT KALB RETENTION FUNDS	0	0	0
8710	FERAL ERADICATION GRANT - EXP	0	0	0
8720	BINNU TOWN BORE MONEY	0	0	0
8730	LANDSCAPING DOLA SUBDIVIS	0	0	0

		YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
8740	NPTON TOWNSCAPE EXPENSES	0	0	0
8750	KAL SCHOLL RDWISE FUNDS	0	0	0
8760	KALBARRI T/SCAPE FUNDS	0	0	0
8770	GWALLA WALLS FUND - EXP	0	0	0
8780	RSL HALL KEY BOND - EXPEN	460	0	0
8790	SAFER NPTON RDWISE FUNDS	0	0	0
8800	PORT GREG/HORROCKS RD DEV	0	0	0
8810	NABAWA RD FUNDING EXPEND	0	0	0
8820	AGED PERSONS UNITS BONDS	0	0	0
8830	YOUTH GRANT - SKATEBOARD	0	0	0
8840	DEPT OF TPT - SPEC PLATES	1,000	0	0
8850	AGED UNITS RENTAL EXPENSE	0	0	0
8860	BRB LEVY EXPENSE	0	0	0
8870	KALBARRI SALLYS TREE PLAYGROUND	0	0	0
8880	CDO GRANT	0	0	0
8891	PEET PARK DONATIONS - EXP	0	0	0
8893	AUCTION - EXPENSES	0	0	0
8896	KIDSPORT - EXPENSES	4,558	0	0
8897	NCCA - EXPENSES	11,821	0	0
8899	COMMUNITY SKATE PARK - EXPENSES	0	0	0
8901	HORROCKS MEMORIAL WALL - EXPENDITURE	670	0	0
8903	ONELIFE NORTHAMPTON - EXPENSES	700	0	0
8906	KALBARRI CAMP SCHOOL - EXPENDITURE	0	0	0
	TOTAL EXPENSES	26,359	0	0
	INCOME			
8261	RETENTIONS	0	0	0
8281	HOUSING BONDS	0	0	0
8301	FOOTPATH DEPOSITS	15,000	0	0
8311	GROUP ASSURANCE	0	0	0
8321	TAXATION INSTALMENTS	0	0	0
8331	MISCELLANEOUS GOVT GRANT	0	0	0
8341	KALBARRI YAC FUNDS	0	0	0
8351	KALBARRI AIRPORT SECURITY	0	0	0
8361	HOSPITAL BENEFIT FUND	0	0	0
8381	ASU UNION FEES	0	0	0
8391	MEU UNION FEES	0	0	0
8401	CEMETERY FUNDRAISING	0	0	0
8421	COMMUNITY BUS BOND INCOME	-1,200	0	0
8423	WILA GUTHARRA	0	0	0
8431	STAFF BANKING	0	0	0
8441	RATES OVERPAID	0	0	0
8451	UNCLAIMED MONIES	0	0	0
8461	LEASE PAID IN ADVANCE	0	0	0
8471	MISCELLANEOUS DEPOSITS	0	0	0
8481	NOMINATION DEPOSITS	-480	0	0
8491	INTEREST ON HOUSING BOND	0	0	0
8501	RETAIL STUDY GRANT	0	0	0
8511	BUILDING TRAINING FUND	-1,758	0	0
8521	FOOTPATHS/CYCLEWAYS	0	0	0

	YTD Actual 31/05/2018	YTD Budget 31/05/2018	Annual Budget 30/06/2018
8531	INTEREST ON F/PATH INVEST	0	0
8541	TRANSPORTABLE HOUSE BONDS	4,000	0
8551	BURNING OFF FEES	0	0
8561	HORROCKS WATER SUPPLY	0	0
8571	SALE OF HISTORICAL BOOKS	0	0
8581	SALE OF DIRECTORY	0	0
8591	HERITAGE GRANTS	0	0
8601	KALBARRI ASSESMENT STUDY	0	0
8611	CONSERVATION INCENTIVES	0	0
8621	TOWNSCAPE PROCESS RECORD	0	0
8631	DROUGHT/FLOOD RELIEF FUND	0	0
8641	SPECIAL ISSUE LICENSE PLA	-1,000	0
8651	GALENA MANAGEMENT PLAN	0	0
8661	LCDC-LAND PLAN PROJECT	0	0
8671	DOLA GRANT FOR KAL FOOTPT	0	0
8681	SPORT & REC STUDY KALB.	0	0
8691	COASTWEST GRANTS	0	0
8701	PORT KALB RETENTION FUNDS	0	0
8711	FERAL ERADICATION GRANT - REV	0	0
8721	BINNU TOWNSITE BORE MONEY	0	0
8731	INCOME - LANDSCAPING DOLA	0	0
8741	NPTON TOWNSCAPE INCOME FD	0	0
8751	KAL SCHOOL RDWISE FUNDS	0	0
8761	KALBARRI T/SCAPE FUNDS	0	0
8771	GWALLA WALLS FUND - INC	0	0
8781	RSL HALL KEY BOND - INCOM	-230	0
8791	SAFER NPTN RDWISE FUND IN	0	0
8801	PORT GREG/HORROCKS RD DEV	0	0
8811	NABAWA ROAD FUNDING	0	0
8821	AGED PERSONS UNITS BONDS	0	0
8831	YOUTH GRANT - SKATEBOARD	0	0
8841	DEPT TPT - SPEC PLATES	-550	0
8851	AGED UNITS RENTAL INCOME	0	0
8861	BRB LEVY RECEIVED	0	0
8871	KALBARRI SALLYS TREE PLAYGROUND	0	0
8881	CDO GRANT	0	0
8890	PEET PARK DONATIONS - INC	0	0
8892	AUCTION - INCOME	0	0
8894	PUBLIC OPEN SPACE (POS)	0	0
8895	KIDSPORT - INCOME	-2,500	0
8898	NCCA - INCOME	0	0
8900	COMMUNITY SKATE PARK - INCOME	0	0
8902	HORROCKS MEMORIAL WALL - INCOME	-500	0
8904	ONELIFE NORTHAMPTON - INCOME	0	0
8905	KALBARRI CAMP SCHOOL - INCOME	0	0
	TOTAL INCOME	10,782	0
	Trust Fund Movement	37,141	0
0711	TRUST FUND BANK	-37,141	0
	Difference	0	

ADMINISTRATION & CORPORATE REPORT

7.5.1	2018/2019 BUDGET MEETING	2
7.5.2	SHIRE OF NORTHAMPTON PROPERTY LOCAL LAW	3
7.5.3	APPOINTMENT OF AUTHORISED OFFICERS	42
7.5.4	SALE OF HOLDEN CAPTIVA	44
7.5.5	NORTHAMPTON IGA – ART SIGN	45

7.5.1 2018/2019 BUDGET MEETING

FILE REFERENCE:	1.1.2
DATE OF REPORT:	20 May 2018
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Selection of a date and time for the 2018/19 Budget meeting.

COMMENT:

Preparation of the 2018/2019 Budget is underway, and Council is requested to consider a date for the meeting.

Past practice has been to hold the budget meeting on the fourth Friday of July which for 2018 will be the 27th July and the Council is requested to hold the budget meeting on this day.

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

The meeting will formally consider the draft budget and then the required accounting format will be presented at the August 2018 meeting for formal adoption.

STATUTORY IMPLICATIONS:

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

Council is to give public notice of the Special Meeting.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.1

That Council holds a Special Meeting of Council to consider the 2018/2019 Budget on Friday 27th July 2018, commencing 1.00pm at the Northampton Council Chamber.

7.5.2	SHIRE OF NORTHAMPTON PROPERTY LOCAL LAW	
	FILE REFERENCE:	4.2.3
	DATE OF REPORT:	20 May 2018
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Copy of the local law

SUMMARY:

Council to recommence process for the adoption of the *Shire of Northampton Local Government Property Local Law 2017*.

BACKGROUND:

Council commenced a review of all its Local Laws in August 2016. In June 2017 all new and revised Local Laws, including the *Local Government Property Local Law 2017* were formally adopted and advertised accordingly in the Government Gazette. This new local law was an existing law plus it also included a number of other existing local laws to combine it as one.

All local laws came into operation as of 15 August 2017.

It is with regret however that the Joint Standing Committee in Delegated Legislation has provided advice that it has disallowed the *Shire of Northampton Local Government Property Local Law 2017*. The reason for the disallowance is that the Governors Approval written advice to provide delegated authority to Council for land not within the Shires local government boundaries, being the water areas where recreation jetties are located, is dated following the formal adoption of the Local Law by Council.

The situation was that the CEO received verbal advice prior to the 16 June 2017 meeting that the Governor had provided approval and that we would be receiving written advice soon. On that assumption the local law, with others, was presented at the 16 June 2017 meeting of Council, however upon receipt of the written order from the Governor it was dated 20 June 2017.

An appeal was lodged to the Joint Standing Committee based on Section 3.12 (2a) of the *Local Government Act 1995* which states:

“Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure”

All due process in making this local law was adhered to, there is no query by the Committee on the content of the local law other than the four days of discrepancy in the Governors approval order.

The Joint Standing Committee has considered our appeal and has rejected it.

COMMENT:

As a result of the Local Law disallowance the Council must now recommence the entire process for the adoption of the *Shire of Northampton Local Government Property Local Law*, including full advertising within the Government Gazette.

The steps for making a local law are:

- At a council meeting the person presiding is to give notice to the council meeting of the purpose and effect of the proposed local law. The purpose of the Local Law.

The purpose and effect of the proposed Local Government Property local law is –

Purpose: To regulate the care, control and management of all property of the local government except thoroughfares.

Effect: To control the use of local government property. Some activities are permitted only under a permit or under a determination and some activities are restricted or prohibited. Offences are created for inappropriate behaviour in or on local government property.

- Statewide and local public notice is to be given stating that:
 1. The local government proposes to make the local law (a summary of the purpose and effect of the local law is included in the notice);
 2. A copy of the proposed local law can be inspected or obtained from the local government; and
 3. Submissions about the proposed local law may be made to the local government, before a date given in the notice, being not being less than six weeks after the publication of the notice
- As soon as the notice is given, a copy of the proposed local law, together with the public notice and the National Competition Policy

(NCP) form, must be given to both the Minister for Local Government, Heritage, Culture and the Arts and to any other Minister administering the Act under which the local law is made;

- A copy of the proposed local law is to be provided to any person requesting it;
- After the last day for submissions, the local government must consider any submissions and may, by an absolute majority, proceed with the local law as proposed or make alterations that are not significantly different from what was first proposed;
- The adopted local law is published in the Government Gazette and a copy is provided to the Minister(s);
- Another local public notice is given:
 1. Stating the title of the local law;
 2. Summarising its purpose and effect;
 3. Specifying the date on which it comes into operation; and
 4. Advising that copies of the local law may be inspected or obtained from the office of the local government.
- Documents (Explanatory Memorandum, checklist etc) are sent to the Parliament's Joint Standing Committee on Delegated Legislation.

FINANCIAL & BUDGET IMPLICATIONS:

Additional costs for advertising will occur. For placing the notice in the Government Gazette, the cost is estimated at \$2,000 and for other general advertising the cost is estimated at \$500. A provision now needs to be made for these costs in the 2018/19 Budget.

Advertising costs will also be incurred within the current financial year which will now be additional costs to the allocated budget.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.12

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.2

That Council:

- 1. Resolves to make the *Shire of Northampton Local Government Property Local Law 2018*.**
- 2. In accordance with section 3.12 of the Local Government Act 1995, give public notice of its intention to make the new Local Law.**

APPENDICES 1 – Shire of Northampton Local Government Property Local Law

WESTERN AUSTRALIA

LOCAL GOVERNMENT ACT 1995

SHIRE OF NORTHAMPTON

LOCAL GOVERNMENT PROPERTY LOCAL LAW 2018

TABLE OF CONTENTS

PART 1 - PRELIMINARY

- 1.1 Citation
- 1.2 Commencement
- 1.3 Definitions
- 1.4 Interpretation
- 1.5 Application
- 1.6 Repeal
- 1.7 Application as to assistance animals

PART 2 - DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY

Division 1 - Determinations

- 2.1 Determinations as to use of local government property
- 2.2 Procedure for making a determination
- 2.3 Discretion to erect sign
- 2.4 Determination to be complied with
- 2.5 Register of determinations
- 2.6 Amendment or revocation of a determination

Division 2 - Activities which may be pursued or prohibited under a determination

- 2.7 Activities which may be pursued on specified local government property
 - 2.8 Activities which may be prohibited on specified local government property
-

Division 3 - Transitional

- 2.9 Signs taken to be determinations

PART 3 - PERMITS

Division 1 - Preliminary

- 3.1 Application of Part

Division 2 - Applying for a permit

- 3.2 Application for permit
3.3 Decision on application for permit

Division 3 - Conditions

- 3.4 Conditions which may be imposed on a permit
3.5 Imposing conditions under a policy
3.6 Compliance with and variation of conditions

Division 4 - General

- 3.7 Duration of permit
3.8 Renewal of permit
3.9 Transfer of permit
3.10 Production of permit
3.11 Cancellation of permit

Division 5 - When a permit is required

- 3.12 Activities needing a permit
3.13 Permit required to camp outside a facility
3.14 Permit required for possession and consumption of liquor

Division 6 - Responsibilities of permit holder

- 3.15 Responsibilities of permit holder

PART 4 - BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY

Division 1 - Behaviour on and interference with local government property

- 4.1 Behaviour which interferes with others
4.2 Behaviour detrimental to property
4.3 Taking or injuring any fauna
4.4 Intoxicated persons not to enter local government property
4.5 No prohibited drugs

Division 2 - Signs

- 4.6 Signs
-

PART 5 - MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY

Division 1 - Beaches

- 5.1 Powers of surf lifesaving club members
- 5.2 Authorising other persons
- 5.3 Persons to comply with signs and directions

Division 2 - Fenced or closed property

- 5.4 No entry to fenced or closed local government property

Division 3 - Toilet blocks and change rooms

- 5.5 Only specified gender to use entry of toilet block or change room

PART 6 - FEES FOR ENTRY ON TO LOCAL GOVERNMENT PROPERTY

- 6.1 No unauthorised entry to function

PART 7 - JETTIES AND BRIDGES

Division 1 - Preliminary

- 7.1 Interpretation

Division 2 - Consents and fees

- 7.2 Application for consent and application fee

Division 3 - Prohibitions on use of jetty

- 7.3 Obstruction of jetties
- 7.4 Animals
- 7.5 Local government may close the jetties or regulate activities
- 7.6 When use of jetty is prohibited

Division 4 - Mooring boats to jetties

- 7.7 Mooring of vessels

Division 5 - Vehicles on jetties

- 7.8 Vehicles on jetties
- 7.9 Local government may order removal of vessel or vehicle or attendance

Division 6 - Launching of boats

- 7.10 Restrictions on launching

Division 7 - Cargo or other goods

- 7.11 Loading and discharging
- 7.12 Outgoing cargo not to be stored on jetty

- 7.13 Removal of incoming cargo from jetty
- 7.14 Handling of bulk cargo
- 7.15 Petroleum and explosives

Division 8 - Fishing from jetties and bridges

- 7.16 Limitations on fishing

Division 9 - General Provisions

- 7.17 General provisions

PART 8 - OBJECTIONS AND APPEALS

- 8.1 Application of Division 1, Part 9 of the Act

PART 9 - MISCELLANEOUS

- 9.1 Authorised person to be obeyed
- 9.2 Persons may be directed to leave local government property
- 9.3 Disposal of lost property
- 9.4 Liability for damage to local government property

PART 10 - ENFORCEMENT

Division 1 - Notices given under this local law

- 10.1 Offence to fail to comply with notice
- 10.2 Local government may undertake requirements of notice

Division 2 - Offences and penalties

Subdivision 1 - General

- 10.3 Offences and general penalty

Subdivision 2 - Infringement notices and modified penalties

- 10.4 Prescribed offences
- 10.5 Form of notices

Division 3 - Evidence in legal proceedings

- 10.6 Evidence of a determination

SCHEDULE 1 - PRESCRIBED OFFENCES

Local Government Act 1995

**SHIRE OF NORTHAMPTON
LOCAL GOVERNMENT PROPERTY LOCAL LAW 2017**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northampton resolved on 16 June 2017 to make the following local law.

PART 1 -PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Northampton Local Government Property Local Law 2017*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Definitions

In this local law unless the context otherwise requires—

Act means the *Local Government Act 1995*;

applicant means a person who applies for a permit under clause 3.2;

assistance animal means an animal who is being used as an assistance animal as defined in the *Disability Discrimination Act 1992* (Commonwealth);

authorised person means a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

bait means food, or some substance, used as a lure in fishing;

berth means –

- (a) to lie alongside the jetties; or
- (b) to be connected or tied to a vessel lying alongside the jetties;

boat means any ship, vessel or structure capable of being used in navigation by water, however propelled or moved, and includes a jet ski;

building means any building which is local government property and includes a –

- (a) hall or room;
- (b) corridor, stairway or annexe of any hall or room; and
- (c) jetty;

CEO means the Chief Executive Officer of the local government;

children's playground means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either sand or other form of soft fall surface;

commencement day means the day on which this local law comes into operation;

Council means the council of the local government;

date of publication means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

determination means a determination made under clause 2.1;

district means the district of the local government;

fish has the meaning given to it by section 4 of the *Fish Resources Management Act 1994*;

fishing has the meaning given to it by section 4 of the *Fish Resources Management Act 1994*;

function means an event or activity characterised by all or any of the following –

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;
- (c) organisation by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

liquor has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988*;

local government means the Shire of Northampton;

local government property means anything except a thoroughfare –

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

local public notice has the same meaning as given in section 1.7 of the *Local Government Act 1995*;

Manager means the person for the time being employed by the local government to control and manage a facility which is local government property and includes the person's assistant or deputy;

Mooring means something to which a vessel may be moored or fastened and includes an anchor, stake, ringbolts, fastenings, or mooring pile;

Mooring line means any line, rope, cable, chain or similar device used or capable of being used to fasten or secure a vessel to a mooring;

mooring pile means any pile used or capable of being used to secure a vessel;

owner means the person who is the lawful owner or the person entitled to possession of any vessel or vehicle;

permit means a permit issued under this local law;

permit holder means a person who holds a valid permit;

person does not include the local government;

prohibited drug is given its meaning under section 4 of the *Misuse of Drugs Act 1981*;

Regulations mean the *Local Government (Functions and General) Regulations 1996*;

Schedule means a schedule in this local law;

sign includes a notice, flag, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols;

trading means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of –

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them;

vehicle includes –

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven;

but excludes –

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
- (d) a pram, a stroller, shopping trolley or a similar device; and
- (e) a boat;

vessel means any kind of vessel, whether licensed or unlicensed, used or being capable of being used in navigation by water, however being propelled or moved, and without limiting the generality of the foregoing, includes-

- (a) a barge, lighter, floating restaurant, dinghy, commercial vessel, tender vessel or other floating structure;
- (b) a jet-ski; and
- (c) an air-cushion vehicle, or other similar craft, used wholly or primarily in navigation by water,

but does not include structures used only for the purpose of walkways or storage; and

written law has the same meaning given to it by section 5 of the *Interpretation Act 1984* and includes this local law.

1.4 Interpretation

In this local law unless the context otherwise requires a reference to local government property includes a reference to any part of that local government property.

1.5 Application

- (1) This local law applies throughout the district.
- (2) Notwithstanding anything to the contrary in this local law, the local government may -
 - (a) hire local government property to any person; or
 - (b) enter into an agreement with any person regarding the use of any local government property.
- (3) Subject to section 3.6 of the Act, this local law applies to the area bounded by the low water mark of the Indian Ocean and extending for a distance 200 metres seawards from the western boundary of the district.

1.6 Repeal

- (1) This local law repeals the *Shire of Northampton Local Government Property Local Law* as published in the *Government Gazette* on 23 June 2000.
- (2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.
- (3) The Council may resolve that notwithstanding subclause (2), specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

1.7 Application as to assistance animals

This local law is subject to any written law and any law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992 (Commonwealth)* section 9(2).

PART 2 - DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY

Division 1 - Determinations

2.1 Determinations as to use of local government property

The local government may make a determination in accordance with clause 2.2—

- (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
 - (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
-

- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

2.2 Procedure for making a determination

- (1) The local government is to give local public notice of its intention to make a determination.
 - (2) The local public notice referred to in subclause (1) is to state that –
 - (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
 - (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
 - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.
 - (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to –
 - (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
 - (b) amend the proposed determination, in which case subclause (5) will apply; or
 - (c) not continue with the proposed determination.
 - (4) If submissions are received in accordance with subclause (2)(c) the Council is to –
 - (a) consider those submissions; and
 - (b) decide –
 - (i) whether or not to amend the proposed determination; or
 - (ii) not to continue with the proposed determination.
 - (5) If the Council decides to amend the proposed determination, it is to give local public notice –
 - (a) of the effect of the amendments; and
 - (b) that the proposed determination has effect as a determination on and from the date of publication.
-

- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

2.3 Discretion to erect sign

The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

2.4 Determination to be complied with

A person shall comply with a determination.

2.5 Register of determinations

- (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

2.6 Amendment or revocation of a determination

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

Division 2 - Activities which may be pursued or prohibited under a determination

2.7 Activities which may be pursued on specified local government property

- (1) A determination may provide that specified local government property is set aside as an area on which a person may—
 - (a) bring, ride or drive an animal;
 - (b) take, ride or drive a vehicle, or a particular class of vehicle;
-

- (c) fly or use a motorised model aircraft;
 - (d) use a children’s playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
 - (e) launch, beach or leave a boat;
 - (f) take or use a boat, or a particular class of boat;
 - (g) deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
 - (h) play or practice –
 - (i) golf or archery;
 - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
 - (iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
 - (i) ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device; and
 - (j) wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular –
- (a) the days and times during which the activity may be pursued;
 - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
 - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
 - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
 - (e) may specify that the activity can be pursued by a class of persons or all persons; and
 - (f) may distinguish between different classes of the activity.
-

2.8 Activities which may be prohibited on specified local government property

- (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property—
- (a) smoking on premises;
 - (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
 - (c) taking, riding or driving a vehicle or a particular class of vehicle on the property;
 - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
 - (e) taking or using a boat, or a particular class of boat;
 - (f) the playing or practice of -
 - (i) golf, archery, pistol shooting or rifle shooting; or
 - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
 - (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property; and
 - (h) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose.
- (2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular –
- (a) the days and times during which the activity is prohibited;
 - (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
 - (c) that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
 - (d) that an activity is prohibited in respect of a class of persons or all persons; and
 - (e) may distinguish between different classes of the activity.
-

(3) In this clause—

premises means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.

Division 3 - Transitional

2.9 Signs taken to be determinations

- (1) Where a sign erected on local government property has been erected under a local law of the local government repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

PART 3 - PERMITS

Division 1 - Preliminary

3.1 Application of Part

This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government to do so.

Division 2 - Applying for a permit

3.2 Application for permit

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
 - (2) An application for a permit under this local law shall -
 - (a) be in the form determined by the local government;
 - (b) be signed by the applicant;
 - (c) provide the information required by the form; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
 - (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
-

- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

3.3 Decision on application for permit

- (1) The local government may—
 - (a) approve an application for a permit unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant, a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.

Division 3 - Conditions

3.4 Conditions which may be imposed on a permit

- (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to -
 - (a) the payment of a fee;
 - (b) compliance with a standard or a policy of the local government adopted by the local government;
 - (c) the duration and commencement of the permit;
 - (d) the commencement of the permit being contingent on the happening of an event;
 - (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
 - (f) the approval of another application for a permit which may be required by the local government under any written law;
 - (g) the area of the district to which the permit applies;
-

- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
 - (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.
- (2) Without limiting clause 3.3(1)(a) and subclause (1), the following paragraphs indicate the type and content of the conditions on which a permit to hire local government property may be issued –
- (a) when fees and charges are to be paid;
 - (b) payment of a bond against possible damage or cleaning expenses or both;
 - (c) restrictions on the erection of material or external decorations;
 - (d) rules about the use of furniture, plant and effects;
 - (e) limitations on the number of persons who may attend any function in or on local government property;
 - (f) the duration of the hire;
 - (g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;
 - (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Control Act 1988*;
 - (i) whether or not the hire is for the exclusive use of the local government property;
 - (j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer; and
 - (k) the provision of an indemnity from the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

3.5 Imposing conditions under a policy

- (1) In this clause—
-

policy means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).

- (2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government shall give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).
- (4) An application for a permit shall be deemed not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy shall be deemed to be information within section 5.94(u)(i) of the Act.

3.6 Compliance with and variation of conditions

- (1) Where an application for a permit has been approved subject to conditions, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

Division 4 - General

3.7 Duration of permit

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.11.

3.8 Renewal of permit

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of this Part shall apply to an application for the renewal of a permit as though it were an application for a permit.

3.9 Transfer of permit

- (1) An application for the transfer of a valid permit is to—
 - (a) be made in writing;
-

- (b) be signed by the permit holder and the proposed transferee of the permit;
 - (c) provide such information as the local government may require to enable the application to be determined; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the local government approves an application for the transfer of a permit, the transfer maybe effected by an endorsement on the permit signed by the CEO.
- (4) Where the local government approves the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

3.10 Production of permit

A permit holder is to produce to an authorised person her or his permit immediately upon being required to do so by that authorised person.

3.11 Cancellation of permit

- (1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with a –
- (a) condition of the permit; or
 - (b) determination or a provision of any written law which may relate to the activity regulated by the permit.
- (2) On the cancellation of a permit the permit holder -
- (a) shall return the permit as soon as practicable to the CEO; and
 - (b) is to be taken to have forfeited any fees paid in respect of the permit.

Division 5 - When a permit is required

3.12 Activities needing a permit

- (1) A person shall not without a permit—
- (a) subject to subclause (3), hire local government property;

- (b) advertise anything by any means on local government property;
 - (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on local government property;
 - (d) teach, coach or train, for profit, any person in a indoor recreation facility which is local government property;
 - (e) plant any plant or sow any seeds on local government property;
 - (f) carry on any trading on local government property unless the trading is conducted -
 - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or
 - (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
 - (g) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose -
 - (i) drive or ride or take any vehicle on to local government property; or
 - (ii) park or stop any vehicle on local government property;
 - (h) conduct a function on local government property;
 - (i) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
 - (j) light a fire on local government property except in a facility provided for that purpose;
 - (k) parachute, hang glide, abseil or base jump from or on to local government property;
 - (l) erect a building or a refueling site on local government property;
 - (m) make any excavation on or erect or remove any fence on local government property;
 - (n) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
-

- (o) de-pasture any horse, sheep, cattle, goat, camel, ass or mule on local government property; or
- (p) conduct or take part in any gambling game or contest or bet, or offer to bet, publicly.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.
- (3) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

3.13 Permit required to camp outside a facility

- (1) In this clause—

facility has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.

- (2) This clause does not apply to a facility operated by the local government.
- (3) A person shall not without a permit -
 - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
 - (b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.
- (4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

3.14 Permit required for possession and consumption of liquor

- (1) A person, on local government property, shall not consume any liquor or have in her or his possession or under her or his control any liquor, unless –
 - (a) that is permitted under the *Liquor Control Act 1988*; and
 - (b) a permit has been obtained for that purpose.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

Division 6 - Responsibilities of permit holder

3.15 Responsibilities of permit holder

A holder of a permit shall in respect of local government property to which the permit relates -

- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) report any damage or defacement of the local government property to the local government; and
- (d) take all reasonable action to prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

PART 4 - BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY

Division 1 - Behaviour on and interference with local government property

4.1 Behaviour which interferes with others

A person shall not in or on any local government property behave in a manner which—

- (a) is likely to interfere with the enjoyment of a person who might use the property; or
- (b) interferes with the enjoyment of a person using the property.

4.2 Behaviour detrimental to property

(1) A person shall not behave in or on local government property in a way which is or might be detrimental to the property.

(2) In subclause (1) –

detrimental to the property includes –

- (a) removing any thing from the local government property such as a rock, a plant or a seat provided for the use of any person; and
 - (b) destroying, defacing or damaging any thing on the local government property, such as a plant, or a seat provided for the use of any person or a building.
-

4.3 Taking or injuring any fauna

(1) A person shall not take, injure or kill or attempt to take, injure or kill any fauna which is on or above any local government property, unless that person is authorised under a written law to do so.

(2) In this clause –

animal means any living thing that is not a human being or plant; and

fauna means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal –

- (a) any class of animal or individual member;
- (b) the eggs or larvae; or
- (c) the carcass, skin, plumage or fur.

4.4 Intoxicated persons not to enter local government property

A person shall not enter or remain on local government property while under the influence of liquor or a prohibited drug.

4.5 No prohibited drugs

A person shall not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

Division 2 - Signs

4.6 Signs

(1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.

(2) A person shall comply with a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) is –

- (a) not to be inconsistent with any provision of this local law or any determination; and
- (b) to be for the purpose of giving notice of the effect of a provision of this local law.

PART 5 – MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY

Division 1 - Beaches

5.1 Powers of surf lifesaving club members

- (1) Subject to subclause (2), the local government may authorise under section 9.10 of the Act the members of a surf lifesaving club to perform all or any of the following functions in relation to a beach -
 - (a) patrol any beach;
 - (b) carry out any activity on any beach;
 - (c) erect signs designating bathing areas and signs regulating, prohibiting or restricting specified activities on the whole or any part of a beach or in or on the water adjacent to the beach and to direct persons on the beach or in or on the water to comply with such signs;
 - (d) temporarily enclose any area with rope, hessian, wire or any other means for the conduct of surf lifesaving club activities; and
 - (e) direct persons to leave the water adjacent to a beach during dangerous conditions or if a shark is suspected of being in the vicinity of a beach.
- (2) Under subclause (1), the local government shall authorise only those members who have been recommended by the surf lifesaving club as competent to perform the functions referred to in that subclause in respect of which they are authorised.
- (3) Under subclause (1), the local government may authorise members generally, or in relation to particular times, days or months.

5.2 Authorising other persons

- (1) A local government may authorise, under section 9.10 of the Act, a person to perform all or any of the functions referred to in clause 5.1(1) in relation to a beach.
 - (2) Under subclause (1), the local government shall authorise only those persons who, in the reasonable opinion of the local government, are competent to perform the functions referred to in clause 5.1(1) in respect of which they are authorised.
 - (3) Under subclause (1), the local government may authorise a person generally, or in relation to particular times, days or months.
-

- (4) Where the local government has authorised members of a surf lifesaving club under clause 5.1(1) and a person under subclause (1) in relation to the same beach, so that they can perform all or any of the functions referred to in clause 5.1(1) contemporaneously, the local government is to specify which authorisation is rendered ineffective when both are exercised.

5.3 Persons to comply with signs and directions

A person shall—

- (a) not act in contravention of any sign erected on a beach under clause 5.1(1)(c);
- (b) not enter an area which has been temporarily closed with rope, hessian, wire or any other means for the conduct of surf lifesaving club activities, unless he or she is a member of the club or has obtained permission to enter from the club; and
- (c) comply with any direction given under clause 5.1(1)(c) or 5.1(1)(e),

notwithstanding that the sign or the direction was erected or given, as the case may be, by a person referred to in clause 5.4(1).

Division 2 - Fenced or closed property

5.4 No entry to fenced or closed local government property

A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

Division 3 - Toilet blocks and change rooms

5.5 Only specified gender to use entry of toilet block or change room

- (1) Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by—
- (a) females, then a person of the male gender shall not use that entry of the toilet block or change room; or
 - (b) males, then a person of the female gender shall not use that entry of the toilet block or change room.
- (2) Paragraphs (a) and (b) of subclause (1) do not apply to a child, when accompanied by a parent, guardian or caregiver, where the child is –
- (a) under the age of 8 years; or
 - (b) otherwise permitted by an authorised person to use the relevant entry.
-

PART 6 - FEES FOR ENTRY ON TO LOCAL GOVERNMENT PROPERTY

6.1 *No unauthorised entry to function*

- (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except –
 - (a) through the proper entrance for that purpose; and
 - (b) on payment of the fee chargeable for admission at the time.
- (2) The local government may exempt a person from compliance with subclause (1)(b).

PART 7 - JETTIES AND BRIDGES

Division 1 - Preliminary

7.1 *Interpretation*

- (1) This Part only applies to bridges and jetties which are local government property.
- (2) In this Part –

jetty means—

- (a) any jetty, pier, wharf, quay, grid, slip, landing place, stage, platform (other than a platform that is a vessel for the purposes of the *Western Australian Marine Act 1982*) over any waters, and
- (b) any ramp or supporting structure for the launching, landing or retrieving of a vessel;

bulk cargo means bulk produce, such as grain, coal, oil or mineral ore, which is not packaged.

Division 2 - Consents and fees

7.2 *Application for consent and application fee*

- (1) Where a person is required to obtain the consent of the local government under this Part, the person is to apply for that consent in the manner required by the local government or an authorised person.
 - (2) The local government or an authorised person, may require an application for consent made under subclause (1) to be accompanied by a fee.
-

- (3) If an application for consent is not made in the manner required by the local government or the fee which is to accompany that application is not paid, the local government or an authorised person, may refuse to consider the application for consent.
- (4) The local government or an authorised person, shall give its decision on an application for consent, in writing to the person who applied for that consent.
- (4) Where a fee is referred to in this Part, the fee must be imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

Division 3 – Prohibitions on use of jetty

7.3 Obstruction of jetties

- (1) A person shall not, without the written consent of the local government or an authorised person –
 - (a) cause any obstruction on or under or near a jetty; or
 - (b) interfere with the free movement of a vessel approaching, leaving or passing a jetty.
- (2) A person shall not obstruct or hinder any local government employee, authorised person or contract or engaged by the local government, who is engaged in the repair, maintenance or construction of a jetty.

7.4 Animals

- (1) A person shall not, without the written consent of the local government or an authorised person –
 - (a) tether an animal to a jetty;
 - (b) take an animal onto a jetty; or
 - (c) permit an animal to enter or stray upon a jetty.
- (2) Subclause (1) does not apply to –
 - (a) an assistance animal;
 - (b) bait; or
 - (c) fish taken from a jetty in accordance with this local law.

7.5 Local government may close a jetty or regulate activities

The local government may–

- (a) close or cause to be closed a jetty or any part thereof;
- (b) exclude or cause to be excluded the public and all persons or so many of the public or so many persons as in the discretion of the local government or an authorised person shall be deemed necessary from a jetty or the local government property;
- (c) regulate, prohibit or restrict access to a jetty or the local government property or any part thereof;
- (d) regulate, prohibit or restrict:
 - (i) jumping or diving from a jetty; or
 - (ii) swimming in the water within the local government property within the vicinity of a jetty;
- (e) direct persons to leave a jetty or the local government property within the vicinity of a jetty or any part thereof, for purposes of-
 - (i) a function or public convenience at or on a jetty or in or on the water on local government property;
 - (ii) repair, maintenance or construction of a jetty;
 - (iii) public safety; or
 - (iv) other operational reasons.

7.6 When use of a jetty is prohibited

A person shall not land at, use or go on any part of a jetty which is -

- (a) under construction or repair; or
- (b) closed,

unless that person has first obtained the consent of the local government or an authorised person.

Division 4 - Mooring boats to jetties

7.7 Mooring of vessels

- (1) A person shall not moor to or berth a vessel at a jetty or moor or berth a vessel on local government property unless the mooring or berthing of the vessel is authorised or permitted by the local government or an authorised person either by way of a sign affixed by the local government to a jetty or by written consent of the local government or an authorised person.
- (2) Subclause (1) does not apply to -
 - (a) a person who needs to moor to or berth a vessel at a jetty or on local government property in an emergency;
 - (b) a vessel in distress such as that repairs are required and then only to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;
 - (c) a person who uses a jetty under and in accordance with a written agreement with the local government; and
 - (d) a person who has been exempted from subclause (1) by the local government or an authorised person.
- (3) A person shall not -
 - (a) moor a vessel to a jetty or any part of a jetty except to such moorings or mooring piles as are provided; or
 - (b) permit a vessel to remain alongside a jetty unless the vessel is so moored or fastened.

Division 5 - Vehicles on jetties

7.8 Vehicles on jetties

- (1) A person shall not take on to or drive or ride a vehicle on a jetty or allow a vehicle to remain on a jetty without the written consent of the local government or an authorised person.
 - (2) Subclause (1) does not apply when –
 - (a) the vehicle is driven by a local government employee, authorised person or contractor engaged by the local government who is engaged in providing a service, maintaining or making a delivery in connection with a jetty; or
 - (b) the person is driving an emergency vehicle in the course of his or her duties.
-

- (3) A person must not drive a vehicle or allow a vehicle to be driven on a jetty at a speed exceeding 10km per hour or in such a manner to cause danger to a person.

7.9 Local government may order removal of vessel or vehicle or attendance

Not with standing anything to the contrary in this local law, a person shall, upon being directed to do so by the local government or an authorised person, immediately remove–

- (a) a vessel moored to or berthed at a jetty or moored or berthed on local government property; or
- (b) a vehicle from a jetty.

Division 6 - Launching of boats

7.10 Restrictions on launching

A person shall not launch a boat from or over any jetty (other than a boat ramp) unless she or he has first obtained the consent of the local government or an authorised person.

Division 7 - Cargo or other goods

7.11 Loading and discharging

A person in control of a boat or vessel shall not allow the boat or vessel to come alongside or be moored or made fast to a jetty for the purpose of loading or discharging cargo or other goods-

- (a) until the cargo or other goods are ready to be loaded or discharged; or
- (b) without the consent of the local government or an authorised person –
 - (i) between the hours of 6.00pm to 6.00am on the next day; or
 - (ii) for longer than 2 consecutive hours.

7.12 Outgoing cargo not to be stored on jetty

A person in control of cargo or other goods intended for loading on to a boat or vessel shall -

- (a) not allow them to be stored or placed on a jetty unless and until the boat is moored or fastened to or alongside the jetty; and
- (b) load them on to the boat or vessel as soon as practicable after the boat is moored or fastened to or alongside the jetty.

7.13 Removal of incoming cargo from jetty

Any person unloading cargo or other goods from a boat on to a jetty shall remove them, or cause them to be removed from the jetty as soon as practicable, but not later than 6.00pm on the day on which they were placed there.

7.14 Handling of bulk cargo

Except with the prior consent of the local government or an authorised person, a person shall not place or deposit bulk cargo from a vehicle, boat, vessel or container on to a jetty.

7.15 Petroleum and explosives

A person shall not without the written consent of the local government -

- (a) store or handle or let off explosives on the jetties;
- (b) store petroleum on the jetties; or
- (c) discharge petroleum from the jetties.

Division 8 - Fishing from jetties and bridges

7.16 Limitations on fishing

(1) In this clause—

attend has the meaning given to it by regulation 64B of the *Fish Resources Management Regulations 1995*.

- (2) A person fishing from a jetty or bridge using a fishing line or drop net must attend that line or net.
 - (3) Subject to subclause (2), a person shall not –
 - (a) fish from a jetty or bridge so as to obstruct or interfere with the free movement of a vessel approaching, leaving or passing a jetty or bridge;
 - (b) fish from a jetty or bridge so as to cause a nuisance or danger to a person on or near a jetty or bridge;
 - (c) hang or spread a fishing net, other than a drop net, on, over, under or from a jetty or bridge;
 - (d) when fishing from a jetty or bridge, use more than 2 fishing lines or 4 drop nets at a time; or
-

- (e) fish from a jetty or bridge so as to interfere with scheduled vocational swimming classes.

Division 9 - General Provisions

7.17 General provisions

- (1) A person on local government property must obey any lawful direction of an authorised person and must not in any way obstruct or hinder an authorised person in the execution of their duties.
- (2) If the local government or an authorised person considers that a person has behaved in a manner contrary to this local law or where the local government or an authorised person reasonably suspects that a person has contravened a provision of any written local law, the local government or an authorised person may-
 - (a) refuse to allow that person to enter local government property or any part thereof; and
 - (b) if the person is on local government property, direct that person to leave the local government property or any part thereof.
- (3) A person who has been refused entry or who has been directed to leave under subclause (1) must immediately leave the local government property, or, if the direction applies to a part of the local government property, that part of the local government property quickly and peaceably.
- (4) If a person fails to comply with subclause (2), the local government or an authorised person may remove that person, or arrange for that person to be removed, from the land.
- (5) A person shall not charge admission or seek payment for entering or using the jetties without having first obtained the written consent of the local government or an authorised person.
- (6) A person shall not enter upon or use the jetties without first having paid –
 - (a) the fees and charges which may apply to such entry or use, as determined by the local government from time to time; or
 - (b) admission charged by a person who obtained written consent pursuant to subclause (2).

PART 8 - OBJECTIONS AND APPEALS

8.1 Application of Division 1, Part 9 of the Act

When the local government makes a decision as to whether it will -

- (a) grant a person a permit or consent under this local law; or
-

- (b) renew, vary, or cancel a permit or consent that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulations 32A and 33 of the Regulations apply to that decision.

PART 9 - MISCELLANEOUS

9.1 *Authorised person to be obeyed*

A person on local government property shall obey any lawful direction of an authorised person and shall not in any way obstruct or hinder an authorised person in the execution of her or his duties.

9.2 *Persons may be directed to leave local government property*

An authorised person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

9.3 *Disposal of lost property*

An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the local government in any manner it thinks fit.

9.4 *Liability for damage to local government property*

- (1) Where a person unlawfully damages local government property, the local government may by notice in writing to that person require that person within the time required in the notice to, at the option of the local government, pay the costs of –
- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
 - (b) replacing that property.
- (2) On a failure to comply with a notice issued under subclause (1), the local government may recover the costs referred to in the notice as a debt due to it.

PART 10 - ENFORCEMENT

Division 1 - Notices given under this local law

10.1 *Offence to fail to comply with notice*

Whenever the local government gives a notice under this local law requiring a person to do any thing, if a person fails to comply with the notice, that person commits an offence.

10.2 *Local government may undertake requirements of notice*

Where a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

Division 2 - Offences and penalties

Subdivision 1 - General

10.3 Offences and general penalty

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

Subdivision 2 - Infringement notices and modified penalties

10.4 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) Before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that –
 - (a) commission of the prescribed offence is a relatively minor matter; and
 - (b) only straight forward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

10.5 Form of notices

- (1) For the purposes of this local law -
 - (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
 - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
-

- (a) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

Division 3 – Evidence in legal proceedings

10.6 Evidence of a determination

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

SCHEDULE 1

**PRESCRIBED OFFENCES
(Clause 10.4)**

	CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
1	2.4	Failure to comply with determination	125
2	3.6	Failure to comply with conditions of permit	125
3	3.12(1)	Failure to obtain a permit	125
4	3.13(3)	Failure to obtain permit to camp outside a facility	125
5	3.14(1)	Failure to obtain permit for liquor	125
6	3.15	Failure of permit holder to comply with responsibilities	125
7	4.2(1)	Behaviour detrimental to property	125
8	4.4	Under influence of liquor or prohibited drug	125
9	4.6(2)	Failure to comply with sign on local government property	125
10	5.3	Failure to comply with sign or direction on beach	125
11	5.4	Unauthorised entry to fenced or closed local government property	125
12	5.5	Gender not specified using entry of toilet block or change room	125
13	6.1(1)	Unauthorised entry to function on local government property	125
14	7.3	Obstruction of jetties	125
15	7.7	Mooring of boats in unauthorised manner	125

16	7.10	Launching of boat from jetty without consent	125
17	7.11	Removing goods from jetty during other than permitted hours	125
18	7.12	Unlawful storing of goods on jetty	125
19	7.13	Removal of incoming cargo from jetty	125
20	7.16(3)	Fishing from jetty or bridge so as to obstruct a boat or another person	125
21	10.1	Failure to comply with notice	250

Dated _____ 20__

The Common Seal of the)
Shire of Northampton was affixed by)
 authority of a resolution of the Council)
 in the presence of -)

.....
CRAIG SIMKIN
 President

.....
GARRY KEEFFE
 Chief Executive Officer

7.5.3**APPOINTMENT OF AUTHORISED OFFICERS**

FILE REFERENCE:	5.1.1
DATE OF REPORT:	23 May 2018
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to formally approve persons as authorised officers for the provisions of the Bush Fires Act 1954.

BACKGROUND:

At the May 2018 meeting Council endorsed the appointments of changes for the positions of Deputy Chief Bush Fire Control Officers. From this decision a review of when the last list of authorised persons has been approved and advertised has been undertaken and is overdue with many of those persons no longer being in their respective positions to be authorised under the Bush Fires Act.

COMMENT:

To ensure compliance with the Bush Fires Act 1954 legislation, the local government must formally appoint authorised officers to allow them to issue burning permits, issue fines for noncompliance to the Bush Fires Act and associated regulations

Council is requested to approve the following as authorised officers to exercise powers pursuant to the Bush Fires Act 194:

Chief Fire Control Officer – Robert MacKenzie
Deputy Bush Fire Control Officer North – Len Simmonds
Deputy Bush Fire Control Officer South – Michael Morris

Other Authorised Officers

Garry Keeffe	Grant Middleton
Kyle Carson	Chad Graham
Matt Johnson	Lindsay Rowe
Greg Poett	Scott Bridgeman

All previous appointments are to be cancelled.

FINANCIAL & BUDGET IMPLICATIONS:

Costs for advertising within the Government Gazette will be incurred however a general budget provision for such expense is provided for within the annual budget.

STATUTORY IMPLICATIONS:

State: Bush Fires Act 1954

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.3

That the following persons be declared authorised officers to exercise powers pursuant to the Bush Fires Act 1954:

Robert MacKenzie – Chief Bush Fire Control Officer

Len Simmons - Deputy Bush Fire Control Officer North

Michael Morris - Deputy Bush Fire Control Officer South – Michael Morris

Other Authorised Officers

Garry Keefe

Grant Middleton

Kyle Carson

Chad Graham

Matt Johnson

Lindsay Rowe

Greg Poett

Scott Bridgeman

And that all previous appoints are hereby cancelled.

7.5.4 TENDER – SALE OF VEHICLE

FILE REFERENCE:	14.2.2
DATE OF REPORT:	14 June 2018
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to accept a tender for the sale of the Holden Captiva that has been offered for sale.

BACKGROUND:

With the resignation of the Principal Town Planner, the vehicle allocated to that position became surplus to Council requirements therefore the sale of this vehicle has been advertised by way of tender.

Tenders closed 14 June 2018 and all tenders received will be presented at the Council meeting.

FINANCIAL & BUDGET IMPLICATIONS:

With the sale of this vehicle the Council will receive additional income for 2018/19 and at this stage the funds will be placed in general revenue unless the Council determines otherwise.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.4

That the tender submitted by (name to be inserted) offering a price of \$ (amount to be inserted) for the Holden Captiva be accepted.

7.5.5 NORTHAMPTON IGA – ART SIGN

LOCATION:	Hampton Road, Northampton
FILE REFERENCE:	10.8.3
CORRESPONDENT:	Northampton IGA
DATE OF REPORT:	5 June 2018
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve a request for a graphic art sign on the footpath of Hampton Road at the front of the Northampton IGA car park.

LOCALITY PLANS:



BACKGROUND:

Northampton IGA have submitted a request for Council to approve the below metal cutout art signage along the Council railing on Hampton Road at the front of their premises car park.

The signage is proposed to be a steel cutout similar to what is at the 150th Commemorative Wall at Kings Park.



Please note that the image has been cut and pasted from the design provided and shows an error to the windmill and tank which is not what the original sign will depict.

COMMENT:

From a Town Planning perspective, the art installation is proposed to be located within Special Control Area (SCA) 4 – Town Centre Conservation, and therefore the following provisions of the **Local Planning Scheme No. 10** apply:

“6.5.1 Purpose and Intent

- (a) To ensure all development is in accordance with either established heritage principles or with their context; and*
- (b) To ensure all development will accord with objectives and guidelines established for the Special Control Area.*

6.5.2 Application Requirements for Development

Planning approval is required to construct or extend a dwelling or other building, or to carry out any other form of development.

6.5.3 Relevant Considerations

In considering any subdivision or development application, the local government is to have regard to the objectives and guidelines set out in Schedule 14 of the Scheme.”

Schedule 14 states the following:

“Objectives

These Guidelines apply to the Town Centre Conservation Special Control Area indicated on the Scheme Map. The Guidelines are illustrated to give clear understanding of the intended controls.

The general objectives of the Guidelines are:

- To seek to retain and conserve buildings, places things and resources of heritage value. The places will include those on the Register of the Heritage Council of Western Australia, the Municipal Heritage Inventory and/or places on the “Heritage List” under Part 7 of the Scheme.*
- To ensure where new development or alteration work is proposed for significant places, as defined above, it is in accordance with a conservation plan where one exists or in the absence of a plan, development will have a minimum impact on the value of the place and be in sympathy with it.*
- To guide new development on sites that impact on heritage sites to ensure that development will not diminish the heritage value of the adjacent site and be of sympathetic kind.*
- To ensure any new development within the Special Control Area takes cognizance of Northampton’s Historic Town Status and Townscape objectives.*
- To identify from time to time, further valuable resources and to add them to the Municipal Heritage Inventory, to afford them protection and to guide development related to them.*
- To ensure that providers of public utilities are aware of these objectives and comply with the guidelines that flow from them.*

1.2 Application of the Guidelines

It is important that in applying the Guidelines, some weighting be given to the relative importance of the location under consideration, the likely impact, and whether or not the applicant would be disadvantaged by complying and whether or not a discernable townscape or heritage benefit was to be derived in any case.

Further, there is a case for controlling siting of buildings where a significant landscape feature or historic precinct may be impacted upon. The Scheme envisages building envelopes which will be developed at the subdivision stage for each intended site. It is especially important that envelopes be determined for larger and more prominent sites.”

The IGA Supermarket site itself is not listed on either the Shire’s Heritage List or Municipal Heritage Inventory. The proposed location of the art installation is however, located adjacent to Wren’s Place Café, which is a category 3 building on the Shire’s Municipal Heritage Inventory (Place No. 065). With respect to this, it is not considered that the installation would have a detrimental impact upon the fabric or aesthetics of that building, and therefore it is considered that the proposed installation would meet the provisions of the **Local Planning Scheme No. 10**.

It should also be a condition of approval for the signage that it must be kept in good condition at all times and that Council reserves the right to remove the signage should it become in a state of disrepair.

FINANCIAL & BUDGET IMPLICATIONS:

None.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council approves the art signage on the railing at the front car park of the Northampton IGA as per the presented design, subject to the sign is to be maintained in good condition at all times and should the sign become in a dilapidated state then the Council reserves the right to remove the sign.

ADMINISTRATION & CORPORATE REPORT

LATE ITEMS

7.5.6	SENIOR STAFF PERFORMANCE REVIEWS	2
-------	----------------------------------	---

7.5.6 SENIOR STAFF PERFORMANCE REVIEWS

FILE REFERENCE:	17.2.2, 17.2.15, 17.2.37 & 17.2.31
DATE OF REPORT:	2 June 2017
DISCLOSURE OF INTEREST:	CEO, DCEO, Manager for Works & Technical Services, EHO/Building Surveyor
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Review Results – CEO 2. Review Results – Manager of Works 3. Review Results – EHO/Building Surveyor 4. Review Results – Deputy CEO

SUMMARY:

Review of Senior Staff performance for 2017/2018 and consider any recommendations from the Performance Review Panel.

COMMENT:

Performance Reviews for all senior staff were undertaken on Monday 11 June 2018.

The results of the reviews have been forwarded to all Councillors.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.6

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