



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 21st February 2020 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

- 11.00am Community Strategic Plan Review presentation and workshop

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read 'Garry L KEEFFE', is shown within a light blue rectangular box.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

14th February 2020



~ Agenda ~

21st February 2020

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 21st February 2020, at the

Allen Centre, Kalbarri commencing at 1.00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

14th February 2020

SHIRE OF NORTHAMPTON

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Signed  _____

Date 14th February 2020

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
21st February 2020

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 December 2019

6. RECEIVAL OF MINUTES

- 6.1 Annual Electors Meeting – 22nd January 2020
- 6.2 Northampton Playing Courts Tender Selection Committee – 22nd January 2020

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

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18th December 2019**

12.1 OPENING

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

12.2 PRESENT

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr S Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Cr L Sudlow – Councillor elect		Northampton Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works & Technical Services	
Mrs Michelle Allen	Planning Officer	

12.2.1 LEAVE OF ABSENCE

Nil

12.2.2 APOLOGIES

Nil

12.3 OATH OF ALLEGIENCE & DECLARATION

Councillor elect Liz Sudlow took the Oath of Allegiance and Declaration for an Elected Member.

12.3 QUESTION TIME

Nil

12.4 DISCLOSURE OF INTEREST

Cr STOCK-STANDEN declared a closely associated person interest in Item 7.1.2 Request for Quote (RFQ – 02/2020) - Supply of Fleet Vehicles – 2019/2020 two (2) x utilities as Cr STOCK-STANDEN has a family member who has an interest in the tender process and she may incur a gain or loss from the decision of Council.

Cr STOCK-STANDEN declared a financial interest in Item 7.3.1 Adoption of Scheme Amendment No 5 to LPS No. 10 as Cr STOCK-STANDEN has a financial interest in a parcel of land adjacent to the scheme amendment and she may incur a gain or loss from the decision of Council.

Cr SUCKLING declared a financial interest in Item 7.3.1 Adoption of Scheme Amendment No 5 to LPS No. 10 as Cr SUCKLING has a financial interest in a parcel of land adjacent to the scheme amendment and she may incur a gain or loss from the decision of Council.

Cr HAY declared an impartiality interest in Item 7.5.1 Request for Funding (Kalbarri Holiday Guide 2020) as Cr HAY is a member of the Kalbarri Visitor Centre.

Cr KRAKOUER declared an impartiality interest in Item 7.5.1 Request for Funding (Kalbarri Holiday Guide 2020) as Cr KRAKOUER is a member of the Kalbarri Visitor Centre.

12.5 CONFIRMATION OF MINUTES**12.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 15th NOVEMBER 2019**

Moved Cr SUCKLING, seconded Cr SMITH

That the minutes of the Ordinary Meeting of Council held on the 15th November 2019 be confirmed as a true and correct record.

CARRIED 9/0

12.5.2 BUSINESS ARISING FROM MINUTES

Nil

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18th December 2019

12.6 RECEIVAL OF MINUTES

12.6.1 AUDIT COMMITTEE MEETING MINUTES

Moved Cr KRAKOUER, seconded Cr SMITH

That the minutes of the Audit Committee Meeting held on the 18th December 2019 be received.

CARRIED 9/0

12.6.2 ADOPTION OF ANNUAL REPORT, RISK MANAGEMENT POLICY/STRATEGY AND RISK MANAGEMENT COMPLIANCE CALENDAR
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Moved Cr SUCKLING, seconded Cr HAY

That Council:

1. Adopts the 2018/2019 Annual Report including the Annual Financial Statements and Audit Report as presented; and
2. Recognises that whilst the Operating Surplus Ratio is below the target set by the Department, this situation is due to this ratio not including Financial Assistance Grants (FAG's) and recommends that the CEO correspond with the Minister and request the Department review this ratio as it does not fairly represent the financial performance of any Local Government entities that have a significant proportion of their annual revenue associated with FAG's grants.
3. Adopts the Risk Management Policy and replaces the existing Risk Management Policy 1.0 in the Policy Manual with the new policy;
4. Adopts the Risk Management Strategy 2019; and
5. Notes the Risk Management Compliance Calendar as presented.

CARRIED 9/0

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th December 2019**

12.7 WORKS & ENGINEERING REPORT**12.7.1 INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS
PROGRAM (ITEM 7.1.1)**

Noted

**12.7.2 REQUEST FOR QUOTE (RFQ – 02/2020) - SUPPLY OF FLEET VEHICLES
– 2019/2020 TWO (2) x UTILITIES - (ITEM 7.1.2)**

Cr STOCK-STANDEN declared a closely associated person interest in this item as a family member has submitted a tender for the purchase of one of the trade vehicles and departed the meeting at 1.12pm.

Moved Cr SUCKLING, seconded Cr HAY

That Council accepts the following 'Request for Quotes' (02/2020) for the supply of fleet vehicles as advertised.

Vehicle 1

Northampton Ranger – 4WD space/extra cab as per specifications.

That Council accepts the 'Request for Quote' from Geraldton Auto Wholesalers, for the supply of one new Isuzu Dmax SX Automatic space cab utility with trade vehicle (P236 – NR9890) to be released as 'Outright Purchase' to Ms. Penny Cripps for \$6400 (exc. GST). Total price to Council \$35,335.45 (exc. GST).

Vehicle 2

Northampton Grader - 2WD single cab as per specifications.

That Council accepts the 'Request for Quote' from Geraldton Auto Wholesalers for the supply of one new Isuzu Dmax SX single cab utility with trade vehicles to be released via 'Outright Purchase' to Mr. Michael Day (P202 – NR8245) for \$727-00 (exc. GST) and Mr. Tim Maver (P275 CGG041C) for \$5500-00 (exc. GST). Total price to Council \$22,270.27 (exc. GST).

CARRIED 8/0

Cr STOCK-STANDEN returned to the meeting at 1.20pm.

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12.7.3 REQUEST FOR QUOTE (RFQ – 03/2020) - SUPPLY OF FLEET VEHICLES
– 2019/2020 - ONE (1) x 6 WHEEL TIP TRUCK WITH TANDEM AXLE
PIG TRAILER - (ITEM 7.1.3)

Moved Cr KRAKOUER, seconded Cr HAY

That Council accept the tender submitted by Purcher International Pty Ltd to supply a FUSO SHOGUN FV70 6 Wheel Tip Truck with a Tandem Axle Pig Trailer (Truck Body and Trailer by P and G Body Builders) at \$ 290,400.00 (exc GST). Trade vehicle/s (Shire plant number P228 – NR9842 and P207 – NR9378) be released to Purcher International Pty Ltd at the trade price of \$89,000.00 (exc GST) Total price to Council \$ 201,400.00 (exc. GST).

CARRIED 9/0

12.7.4 REQUEST FOR QUOTE (RFQ – 04/2020) - SUPPLY OF FLEET VEHICLES
– 2019/2020 - ONE (1) x VIBRATING SMOOTH DRUM ROLLER
(ITEM 7.1.4)

Moved Cr SUDLOW, seconded Cr PIKE

That Council accept the tender submitted by Westrac Pty Ltd to supply a Caterpillar CS74B Vibrating Smooth Drum Roller at \$ 170,560.00 (exc GST). Trade vehicle (Shire plant number P204 – NR8941) be released to Westrac Pty Ltd at the trade price of \$27,500.00 (exc GST) Total price to Council \$143,060.00 (exc. GST).

CARRIED 9/0

Neil Broadhurst departed the meeting at 1.36pm.

12.8 HEALTH & BUILDING REPORT**12.8.1 BUILDING APPROVALS (ITEM 7.2.1)**

Noted.

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12.9 TOWN PLANNING REPORT

12.9.1 ADOPTION OF SCHEME AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 10 (NORTHAMPTON) – PT LOT 101 GLANCE STREET, HORROCKS (ITEM 7.3.1)
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Cr SUCKLING declared a financial interest in this item as owns land neighbouring the property within the application and therefore may incur a financial gain or loss from the decision of Council and left the meeting at 1.37pm

Cr STOCK-STANDEN declared a financial interest in this item as owns land neighbouring the property within the application and therefore may incur a financial gain or loss from the decision of Council and left the meeting at 1.37pm

Moved Cr KRAKOUER, seconded Cr HAY

That Council:

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

CARRIED 7/0

Cr SUCKLING AND Cr STOCK STANDEN returned to the meeting at 1.41pm.

**12.9.2 PROPOSED FOOD PROCESSING VEHICLE (FISH PROCESSING TRUCK)
– SHOP 5, 10 PORTER STREET KALBARRI, AND COMMERCIAL VEHICLE
PARKING – LOT 605 (NO. 2) SALAMIT PLACE, KALBARRI AND NON-
FIXED BENCH SEATING (ITEM 7.3.2)**

Moved Cr STOCK-STANDEN, seconded Cr STEWART

1. That Council refuses to grant development approval for the operation of a food processing vehicle (fish processing truck) due to the following reasons:
 - a) The location of vehicle at the rear of Shop 5, 10 Porter Street Kalbarri is not considered to comply with the purpose and intent of the commercial zone;
 - b) The location of the vehicle at the rear of Shop 5, 10 Porter Street, Kalbarri is considered to detrimentally affect the amenity of adjoining owners and the locality in general;
 - c) The land use conflicts resulting from no separation distance between the fish processing vehicle and the existing commercial development will result in unacceptable environmental impacts, specifically the impact of odour;
 - d) The use of the lot for the permanent location of a fish processing vehicle is not considered to be able to store, manage and collect waste adequately; and
 - e) The use of the lot for the parking of a food processing vehicle will impact on access/egress and vehicle manoeuvrability within the service area (rear) of 10 Porter Street, Kalbarri.
2. That Council grant development approval for non-fixed (portable) bench seating at the front of Shop 4 and Shop 5, 10 Porter Street, Kalbarri subject to the following conditions:
 - a) This approval is issued only to Peter Fong and Thi Ngoc Van Nguyen and is NOT transferable to any other person or to any other land parcel. Should there be any change in respect of which this development approval is issued this approval shall no longer be valid;
 - b) That the non-fixed alfresco seating is only permitted in the area/s as marked on the attached plan/s dated 18 December 2019 adjacent to

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Shop 4 and Shop 5, 10 Porter Street, Kalbarri and shall not, in the opinion of the local government, conflict with or inconvenience adjacent businesses;

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

Advice Notes:

- i Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.
- ii. The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.
- iii. If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

CARRIED 9/0**12.9.3 AMENDMENT OF LOCAL PLANNING POLICY – STREET WALLS AND FRONT FENCES IN KALBARRI 2018(ITEM 7.3.3)**

Moved Cr SUCKLING, seconded Cr STOCK-STANDEN

That Council:

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

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

CARRIED 8/1

Cr Smith voted against the motion

**12.9.4 PROPOSED EXTENSION OF NON-COMFORMING USE – BUS
STORAGE (OUTBUILDING) – LOT 250 (NO. 21) HAMERSLEY STREET,
NORTHAMPTON (ITEM 7.3.4)**

Moved Cr HAY, seconded Cr PIKE

That Council:

1. Grant development approval for the extension of the non-conforming use and additional outbuilding on Lot 250 (No. 21) Hamersley Street, Northampton subject to the following conditions:
 - (a) Development/use shall be in accordance with the attached approved plan(s) dated 18 December 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;
 - (b) Approve the location of the outbuilding, as proposed by the applicant, with a minimum primary street setback of 11.54 metres;
 - (c) The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise;
 - (c) A building permit shall be issued by the local government prior to the commencement of any work on the site;
 - (d) All stormwater is to be disposed of onsite to the approval of the local government;
 - (e) Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
 - (f) A detailed schedule of external materials, finishes and colours to be used in the construction of the development shall be submitted prior to lodgement of an application for a building permit for the approval of the local government;

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- (g) The approved outbuilding is only to be used for general and vehicle storage purposes and minor maintenance upon vehicles housed therein to the approval of the Local Government and shall NOT be used for habitation, commercial or industrial purposes; and
- (h) The walls of the outbuilding are to be constructed of coated metal sheeting (Colorbond), in a colour to match the proposed single dwelling and existing outbuilding. The use of uncoated metal sheeting (i.e. zincalume) for the walls is not permitted.

Advice Notes:

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

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

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

Note 4: Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition.

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

CARRIED 9/0

10.9.5 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.5)
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Noted.

12.10 FINANCE REPORT**12.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)**

Moved Cr SUCKLING, seconded Cr SMITH

That Municipal Fund Cheques 21800 to 21810 inclusive totalling \$50,458.36, Municipal EFT payments numbered EFT20053 to EFT20121 inclusive totalling \$350,418.64, Trust Fund Cheques 2476 to 2483, totalling \$10,281.57, Direct Debit payments numbered GJ0507 to GJ0513 inclusive totalling \$247,584.07 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 9/0

10.10.2 MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2019 (ITEM 7.4.2)

Moved Cr STOCK-STANDEN, seconded Cr SMITH

That Council adopts the Monthly Financial Report for the period ending 30 November 2019.

CARRIED 9/0

12.11 ADMINISTRATION & CORPORATE REPORT**12.11.1 REQUEST FOR FUNDING – KALBARRI HOLIDAY GUIDE 2020 (ITEM 7.5.1)**

Cr KRAKOUER declared an impartiality interest in this matter as is a financial member of the Kalbarri Visitors Centre that promotes his business and departed the meeting at 2.33pm.

Cr HAY declared an impartiality interest in this matter as is a financial member of the Kalbarri Visitors Centre that promotes his business and departed the meeting at 2.33pm.

Moved Cr STOCK-STANDEN seconded Cr SUDLOW

That Council refuses the request of \$3300 and that the Kalbarri Visitor Centre cover the cost through the additional operating funds of \$15,000 provided by the Shire of Northampton.

CARRIED 7/0

Cr HAY and Cr KRAKOUER returned to the meeting at 2.36pm.

12.11.2 2020 COUNCIL MEETING DATES (ITEM 7.5.2)

Moved Cr STEWART, seconded Cr SUDLOW

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

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

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

CARRIED 9/0

12.11.3 OFFICIAL OPENING – RSL DEVELOPMENT (ITEM 7.5.3)

Moved Cr STEWART, seconded Cr SUCKLING

That:

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

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

President & Councillors of the Shire of Northampton (and partners)
Executive of the Shire of Northampton (and partners)
Ron Allen – Freeman of the Shire
George Parker – Freeman of the Shire
Hon Shane Love
Hon Darren West
Hon Melissa Price
Architect & Building Contractor for the project
Northampton RSL Branch Executive & Members
WA RSL President
WA RSL Chief Executive Officer
Northampton Tourist Association Executive & Committee
WA Tourism representative (CEO)

CARRIED 9/0

12.11.4 BASIS OF RATES - KALBARRI ROAD, KALBARRI (ITEM 7.5.4)

Moved Cr SIMKIN, seconded Cr STEWART

That Council request the Minister for Local Government to change the basis of rating from Unimproved Values to Gross Rental Values for 6322 (Lot 17), 6314 (Lot18) and 6286 (Lot11673) Kalbarri Road, Kalbarri due to the predominant use of the land being residential.

CARRIED 9/0

12.11.5 RECONSTRUCTION OF TWO PLAYING COURTS TENDER (ITEM 7.5.5)
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Moved Cr SMITH seconded Cr SUDLOW

That Council form a committee with membership being Councillors Simkin, Hay, Stock-Standen, Smith and the CEO with delegated authority to determine tenders for the construction of two playing courts with playing lines for the sports of tennis, netball and basketball tenders.

CARRIED 9/0 BY AN ABSOLUTE MAJORITY

12.11.6 2019 - 2020 ANNUAL ELECTORS MEETING (ITEM 7.5.6)

Moved Cr PIKE , seconded Cr STEWART

That the Annual Electors meeting be held Wednesday 22nd January 2020 commencing at 5.00pm at the Northampton Council Chambers.

CARRIED 9/0

Council adjourned at 2.52pm for an Australian Citizenship Ceremony for Mrs Anna Cripps and afternoon tea.

Meeting reconvened at 3:12pm with the following in attendance:

Cr Simkin, Cr Krakouer, Cr Stock-Standen, Cr Sudlow, Cr Suckling, Cr Hay, Cr Pike, Cr Smith, Cr Stewart, Garry Keefe, Grant Middleton, and Michelle Allen,

12.11.7 PINK LAKE MASTER PLAN DESIGN

The CEO presented plans with options of development of car parking and viewing areas for the Pink Lake that have been developed by the Pink Lake Stakeholders group.

Moved Cr PIKE, seconded Cr STEWART

That Council supports in principle the Pink Lake Master Plan concept designs being plan designs 10, 11, 12 and 13 and nominate design 10A as the preferred first option for the design of the Gregory parking and viewing area on the Port Gregory Road.

CARRIED 9/0

12.11.8 INFLUX OF VISITATION – PINK LAKE – CHINESE NEW YEAR (ITEM 7.5.7)

Moved Cr SIMKIN, seconded Cr SUDLOW

That Council to cater for an influx of visitation to the Pink Lake for the Chinese New Year period 25th January to 8th February 2020:

SHIRE OF NORTHAMPTON**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th December 2019**

1. Hire additional 12 portable ablutions and 2 hand wash stations to be services by the supplier to be located on the vacant area neighbouring the Fire Station at Gregory;
2. Hire two small skip bins to be located at the main lookout parking area;
3. Approve the temporary change in the speed zone at 100 metre intervals from 70km/hr to 60km/hr and then to 40km/hr signage be installed reflecting this. Also advertising of the reduced speed zone for the period be undertaken;
4. Install permanent signage warning road users of pedestrians ahead or similar;
5. That the costs for the implementation of the above be declared authorised expenditure and the budget saving/surplus of \$27,395 from the purchase of and sale of utilities be utilised to cove this cost;
6. That Council approach tour providers and in bound operators (if known) to consider providing financial assistance to the Shire of Northampton for the costs to be incurred for the influx of tourists visiting the Pink Lake during the Chinese New Year period; and
7. That Council correspond to the WA Tourism to express concern at the lack of support/assistance from them to assist Council with the costs to be incurred to provide services to manage tourism impacts at the Pink Lake for the Chinese New Year period.

CARRIED BY AN ABSOLUTE MAJORITY 9/0

12.12 PRESIDENT'S REPORT

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

- 2/12/2019 Northern Zone Council meeting, Mingenew
- 9/12/2029 Lotteries Commission presentation, Kalbarri Foreshore Development
- 10/12 2019 Exit Audit Meeting, Northampton
- 12/12/2019 Australian Citizenship presentation, Kalbarri
- 14/12/2019 Opening Disability Toilet Facility, Kalbarri
- 16/12/2019 Pink Lake Master Plan Meeting, Geraldton
- 17/12/2019 Carnarvon to Muchea Infrastructure Australia Meeting

12.13 VICE PRESIDENT'S REPORT

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

- 9/12/2019 Lotteries Commission presentation, Kalbarri Foreshore Development
- 14/12/2019 Opening Disability Toilet Facility, Kalbarri

12.14 COUNCILLORS REPORTS**12.14.1 CR SUCKLING**

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

- 14/12/2019 Official Launch of Mooniemia Naagudja Aboriginal Corporation

Cr SUCKLING conveyed her apologies in advance for the 22 January 2020 Electors Meeting and for the Ordinary meeting of Council on 21 February 2020.

12.14.2 CR SMITH

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

- 25/11/2019 Kalbarri Visitor Centre Annual General Meeting
- 3/12/2019 Kalbarri Visitor Centre Committee Meeting
- 9/12/2019 Lotteries Commission presentation, Kalbarri Foreshore Development
- 14/12/2019 Opening Disability Toilet Facility, Kalbarri

12.14.3 CR PIKE

Since the last council meeting Cr PIKE reported his/her attendance at:

- 27/11/2019 RoadWise Meeting, Kalbarri
- 9/12/2019 Lotteries Commission presentation, Kalbarri Foreshore Development

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
18th December 2019**

12.15 NEW ITEMS OF BUSINESS

Nil

12.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday 21st February 2020 commencing at 1.00pm in the Allen Centre, Kalbarri.

12.17 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 4.06pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 16 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 21ST FEBRUARY 2020.

PRESIDING MEMBER: _____

DATE: _____

SHIRE OF NORTHAMPTON

**Minutes of Annual Electors Meeting held at the Northampton Council Chamber,
Hampton Road, Northampton 22nd January 2020**

1. OPENING

The President thanked all members present for their attendance and declared the meeting open at 5.00pm.

2. PRESENT

Cr C Simkin	President	Northampton Ward
Cr T Hay		Northampton Ward
Cr S Smith		Kalbarri Ward
Cr S Stock-Standen		Northampton Ward
Mr Garry Keefe	Chief Executive Officer	

Electors:

Robyn Simkin

3. APOLOGIES

Cr L Sudlow and Cr R Suckling

4. CONFIRMATION OF PREVIOUS MINUTES – 16th JANUARY 2019

Moved Cr Hay, seconded Cr Smith

That the minutes of the Annual Electors Meeting held on the 16th January 2019 be confirmed as true and correct record.

CARRIED

5. BUSINESS ARISING FROM MINUTES

Nil

6. RECEIVAL OF ANNUAL REPORT FOR 2018/2019

Moved Cr Hay, seconded Cr Stock-Standen

That the Annual Report, including the President's Report, Senior Executive Officer's Reports, Annual Financial Statements and Audit Report for the year ended 30th June 2019, be received.

CARRIED

SHIRE OF NORTHAMPTON

**Minutes of Annual Electors Meeting held at the Northampton Council Chamber,
Hampton Road, Northampton 22nd January 2020**

7. GENERAL BUSINESS

Nil

8. CLOSURE

There being no further business, the President thanked all present for their attendance and declared the meeting closed at 5.02pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 2 WERE CONFIRMED AS A TRUE AND
CORRECT RECORD ON _____

PRESIDING MEMBER: _____

DATE: _____

SHIRE OF NORTHAMPTON

Minutes of the Northampton Shire Council Northampton Playing Courts Tender Selection Committee held at the Northampton Council Chambers, Hampton Road, Northampton, on Wednesday 22nd January 2020

1 OPENING

There being no Chairperson elected due to a newly formed Committee, the CEO declared the meeting open at 4.35pm.

2 PRESENT

Cr C Simkin	Northampton Ward (Member)
Cr T Hay	Northampton Ward (Member)
Cr S Stock-Standen	Northampton Ward (Member)
Cr S Smith	Kalbarri Ward (Member)
Mr Garry Keefe	Chief Executive Officer

3 APOLOGIES

Nil

4 ELECTION OF CHAIRPERSON

Being a new committee with no Chairperson elected, the CEO called for nominations for Chairperson.

Cr Stock-Standen nominated Cr Hay. There being no other further nominations Cr Hay was elected to the position of Chairperson and took the chair.

5 QUESTION TIME

There were no members of the public present therefore no questions were put to the committee.

6 DETERMINATION OF NORTHAMPTON PLAYING COURTS REDEVELOPMENT TENDER – TENDER 07/2020

Moved Cr SIMKIN, seconded Cr STEWART

That the tender submitted by Sport and Recreation Services for the redevelopment of two playing courts at the Northampton Community Centre be accepted.

CARRIED 4/0

7 CLOSE OF MEETING

There being no further business, the Chairperson thanked all present for their attendance and declared the meeting closed at 4.41pm

SHIRE OF NORTHAMPTON

Minutes of the Northampton Shire Council Northampton Playing Courts Tender Selection Committee held at the Northampton Council Chambers, Hampton Road, Northampton, on Wednesday 22nd January 2020

THESE MINUTES CONSISTING OF PAGES 1 TO 3 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 22ND JANUARY 2020.

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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7.1.1 INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM**REPORTING OFFICER:**
DATE OF REPORT:**Neil Broadhurst - MWTS**
12th February 2020

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 Frosty Gully, Hatch, Oakabella, James, and Swamps Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Frosty Gully, Hatch, Oakabella, James, and Swamps Road/s.

Maintenance Items

- Northampton and Rural areas – General sign replacement and maintenance works.
- Northampton – Pruning of road verge vegetation.
- Kalbarri – Maintenance and repairs to Nature Based playground area.
- Port Gregory – Installation of temporary speed zone signage for the Pink Lake viewing area along Port Gregory Road.
- Binnu – Works to toilets and clearance of water line/s.
- Horrocks Road and Whitecliffs Road guidepost replacement works.
- Balla Whellarra Road – Removal and treatment of termite mounds along road edge.
- Harvey Road – Vegetation removal/clean-up to road verge.

Other Items (Budget)

- Hatch Road – Works continuing to install sealed floodway including road sealing, concrete walls upstream and downstream plus rock protection works.
- Harvey/Horry Road – Works recommenced to construct and seal the remaining 2.0 kms from end of existing bitumen up Muskerri Hill. Total to be achieved is 3.6kms of sealed road.
- Northampton cemetery memorial tree – Preliminary set out and earthworks surrounding the approved plan.
- Northampton – Hampton Gardens paving and preparation for seat installation west side of Hampton Gardens.
- Erwood Road roadworks commenced.

Plant Items

- New Roller received
- New utility vehicles received.

For Council information.

SHIRE OF NORTHAMPTON

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

(February 2020)

2019/2020 Budget Works	Job No	Status	Comments
<u>Regional Road Group Projects</u>			
Kalbarri Road (Shared funding - RTR) Shoulder Reconditioning works 46.00 - 54.00 slk	RR12	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
Port Gregory Road Shoulder Reconditioning works - full length	RR13		
<u>Roads to Recovery</u>			
Binnu West Road (Carry over) Realign Chilimony Road intersection	RT25	COMPLETE	Completion of Grant extension
Kalbarri Road (Shared funding - RTR) Shoulder Reconditioning works 46.00 - 54.00 slk	RT29	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
Port Gregory Road (Shared funding - RTR) Shoulder Reconditioning works - full length	RT26		
Harvey Road / Horry Road Construction and Bitumen seal (3.25km's)	RT32		Works continuing, 1.6kms seal prior to Christmas 2019 Remaining 2.0kms planned for February 12th/13th
Erwood Street and Thornton Avenue Construction and Bitumen seal	RT33		Works commenced
<u>Commodity Route Funding</u>			
Harvey Road / Horry Road (Share funding R2R) Construction and Bitumen seal (3.25km's)	T727		Works continuing, 1.6kms seal prior to Christmas 2019 Remaining 2.0kms planned for February 12th/13th
Cont.			

2019/2020 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FUND CONSTRUCTION</u>			
<u>Northampton</u>			
Northampton - Bateman Street Construct and Seal 210m	R971		
Northampton - Lions Park Construct and seal car park			
<u>Kalbarri</u>			
Kalbarri - Blue Holes access - c/park (C/Over 2018/2019) Construct access road, car park, fencing, landscaping	R989		
Kalbarri - Walker Street (C/Over 2018/2019) Reseal (0.107 - 0.370)	R979		
Kalbarri - Karina Mews Street (C/Over 2018/2019) Kerb replacement and Reseal	R982		
Kalbarri - Gantheaume Crescent Reseal (0.120 - 0.820)	R987		
Kalbarri - Patrick Crescent Reseal (0.000 - 0.330)	R988		
Kalbarri - Ralph Street Reseal (0.000 - 0.530)	R989		
Port Gregory Road Shoulder Reconditioning - Edge reinstatement provisions	R991		
Kalbarri - CBD area Police Station Asphalt reseal	R963		
Kalbarri - Porter Street Asphalt reseal	R976		
Kalbarri - Smith Street Asphalt reseal	R990		
Cont.			

2019/2020 Budget Works	Job No	Status	Comments
<u>Rural</u>			
Hatch Road Install culvert and seal crossing	R985		Works commenced Bitumen sealed planned for February 12th/13th. Concrete works approved
<u>MUNICIPAL FOOTPATHS</u>			
Northampton - Stephen Street (C/Over 2018/2019) Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		
Kalbarri - Glass Street Install DUP Tiki Cove to Medical Centre	F709		
Kalbarri - Grey Street Install DUP Rushton Street to Red Bluff Road	F708		
Kalbarri - Malaluca Pathway Undertake identified reinstatement works	T379	COMPLETE	
Port Gregory Install DUP Port Street to Lynton Avenue		COMPLETE	
Cont.			

MUNICIPAL FUND CONSTRUCTION	Job No	Status	Comments
<u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u>			
Northampton - Hampton Gardens Replace stairs at toilet			Materials received
Northampton - Hampton Gardens Install paving and table/chairs on west side			Materials received, Works commenced
Northampton - Lions Park Ablutions Install pump and additional leach drains			Works/Quote within budget amount being finalised
Northampton - Oval renovation Undertake Verti mowing		COMPLETE	
Kalbarri - Grey Street/Red Bluff car park Install 3 x seats and concrete slabs		COMPLETE	
Kalbarri - Oval/Tennis court area Install safety barrier booth ends		COMPLETE	
Kalbarri Depot Remove loading ramp and repair fencing			Works commenced
Kalbarri Depot Construct and install bus shed/shelter		COMPLETE	Managed/Supervised by CEO
Kalbarri Depot Install cover/roof over concrete tank.			Materials received at Kalbarri Depot
Kalbarri - Blue Holes car park area Fence upgrade at completion of car park			
Binnu tip site Establish new site/trenches			
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (6 wheeler) Purchase new - trade/sell existing P228 Truck		Awarded	Advertised - Delivery April / May 2020
Northampton - New Truck Trailer Purchase new - trade/sell existing P262 (NR9376) Trailer Cont.		Awarded	Advertised - Delivery April / May 2020

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

HEALTH AND BUILDING REPORT CONTENTS

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7.2.1	INFORMATION ITEM: BUILDING STATISTICS
	DATE OF REPORT: 14 th February 2020
	RESPONSIBLE OFFICER: Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for December 2019 and January 2020.

OFFICER RECOMMENDATION – ITEM 7.2.1
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For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - DECEMBER 2019									
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials	Area m2	Value	Fees
						1. Floor 2. Wall 3. Roof			1. App Fee 2. BCITF 3. BRB 4. Other
03/12/2019	1745	L Pierce PO Box 334 NORTHAMPTON	Superstruct W/A 3 Eustace Rd WAGGRAKINE	2 (Lot 350) Shea Rd NORTHAMPTON	Reroof	1. n/a 2. n/a 3. n/a	n/a	\$17,386	1. 105.00 2. 0.00 3. 61.65 4. 0.00
03/12/2019	1748	Dept of Comm. Housing 201 Marine Tce GERALDTON	Wilson P/L PO Box 213 NORTHAMPTON	4 (Lot 784) Tiki Cove KALBARRI	Patio	1. Concrete 2. n/a 3. C/Bond	30	\$20,000	1. 105.00 2. 0.00 3. 61.65 4. 15.00
03/12/2019	1742	M Goebel PO Box 3 KALBARRI	Owner/Builder	7 (Lot 261) Explorer Avenue KALBARRI	Additon to Building	1. Concrete 2. Hardiflex 3. C/Bond	126	\$19,000	1. 105.00 2. 0.00 3. 61.65 4. 236.00
04/12/2019	1738	C & L Woodcock PO Box 173 NORTHAMPTON	L Connolly 278 Eliza Shaw Drive WHITE PEAK	214 (Lot 118) Hampton Rd NORTHAMPTON	Retaining Wall & Transportable Ablution Block	1. Steel 2. C/Bond 3. C/Bond	18	\$12,000	1. 105.00 2. 0.00 3. 61.65 4. 0.00
04/12/2019	1743	T Van Evans 271 The Esplanade Mt Pleasant	W/A Country Builders PO Box 567 GERALDTON	23 (Lot 73) Port St PORT GREGORY	Dwelling	1. Concrete 2. Brick 3. C/Bond	340	\$434,752	1. 340.03 2. 369.50 3. 677.81 4. 736.00
04/12/2019	1719	B & M Bridgeman PO Box 171 NORTHAMPTON	M Barnden PO Box 184 NORTHAMPTON	6 (Lot 9) Glance Cove HORROCKS	Dwelling	1. Concrete 2. Brick 3. C/Bond	274	\$275,000	1. 880.00 2. 550.00 3. 376.75 4. 246.00
18/12/2019	1756	G Ralph PO Box 322 KALBARRI	Simple Life Nominees PO Box 147 KALBARRI	25 (Lot 562) Sutherland St KALBARRI	Shed	1. Concrete 2. Metal 3. Metal	197	\$60,000	1. 105.00 2. 120.00 3. 82.20 4. 0.00
19/12/2019	1752	S Reynolds 6 Lands Edge BLUFF POINT	B Smith PO Box 3463 BLUFF POINT	71 (Lot 203) Glance St HORROCKS	Carport	1. Concrete 2. n/a 3. C/Bond	35	\$13,000	1. 105.00 2. 0.00 3. 61.65 4. 15.00
19/12/2019	1754	M & L Peach PO Box 5180 FALCON	TR Homes 105 Kelvin Road MADDINGTON	129 (Lot 32) Wanneroo Road NORTHAMPTON	Dwelling	1. Concrete 2. C/Bond 3. C/Bond	240	\$338,297	1. 642.76 2. 0.00 3. 463.47 4. 500.00
23/12/2019	1743	B McDonald PO Box 533 KALBARRI	K Perkins 7 Salanit Place KALBARRI	2 (Lot 863) Sequita Way KALBARRI	Patio	1. Timber 2. n/a 3. C/Bond	42	\$18,500	1. 105.00 2. 0.00 3. 61.65 4. 0.00
23/12/2019	1757	Dept of Education PO Box 584 KALBARRI	Simple Life Nominees PO Box 147 KALBARRI	48 (Lot 3002) Hackney St KALBARRI	Shade Shelter	1. Concrete 2. n/a 3. C/Bond	88	\$36,300	1. 116.16 2. 72.60 3. 61.65 4. 0.00
23/12/2019	1750	Shire of Northampton PO Box 61 NORTHAMPTON	C Saunders PO Box 1465 KALBARRI	5 (Lot 175) Kaiber St KALBARRI	Carport	1. Concrete 2. n/a 3. C/Bond	48	\$11,000	1. n/a 2. 0.00 3. 61.65 4. 0.00

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 21st February 2020

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - JANUARY 2020									
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials	Area m2	Value	Fees
						1. Floor			1. App Fee
						2. Wall			2. BCITF
						3. Roof			3. BRB
							4. Other		
09/01/2020	1758	D Brunning & E Eggleston 29 Willcock St FERNDAL WA 6148	Owner/Builder	8 (Lot 676) Callion Way KALBARRI	Addition	1. Timber	10	\$4,500	1. 105.00
						2. H/plnk			2. 0.00
						3. Zinc			3. 61.65
									4. 0.00
09/01/2020	1760	L & H Reynolds PO Box 68 NORTHAMPTON	Shoreline Outdoor World PO Box 3223 BLUFF POINT	21 (Lot 250) Hammersley Street NORTHAMPTON	Shed	1. Concrete	60	\$26,320	1. 105.00
						2. Metal			2. 0.00
						3. Metal			3. 61.65
									4. 0.00
16/01/2020	1740	S Baldwin PO Box 614 KALBARRI	Owner/Builder	4 (Lot 16) Goodenia Way KALBARRI	Patio	1. B/Pav	37	\$14,000	1. 105.00
						2. n/a			2. 0.00
						3. C/bond			3. 61.65
									4. 0.00
22/01/2020	1753	Summerstar Pty Ltd 8 Mallion St EMBLETON WA 6062	Holtro Modular PO Box 4 BASSENDEAN	399 (Lot 10646) Red Bluff Road KALBARRI	Shed	1. Concrete	64	\$30,000	1. 105.00
						2. Brick			2. 60.00
						3. C/bond			3. 61.65
									4. 0.00
22/01/2020	1759	M Peach PO Box 5180 FALCON WA 6210	J Finlay 2 Boyd St GERALDTON	129 (Lot 32) Wannerenooka Rd NORTHAMPTON	Shed	1. Concrete	70	\$19,200	1. 105.00
						2. C/Bond			2. 0.00
						3. C/bond			3. 61.65
									4. 0.00
22/01/2020	1761	J Murray PO Box 646 KALBARRI WA 6536	G Turner PO Box 396 KALBARRI WA 6536	8 (Lot 147) Smith St KALBARRI	Carport	1. Gravel	29	\$11,606	1. 105.00
						2. n/a			2. 0.00
						3. C/bond			3. 61.65
									4. 0.00

TOWN PLANNING CONTENTS

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7.3.1 PROPOSED SHIPPING CONTAINER (TRAINING) AND REQUEST FOR FEE REDUCTION – KALBARRI STATE EMERGENCY SERVICES – LOT 262 (NO. 11) MAGEE CRESCENT, KALBARRI

LOCATION:	Lot 262 (No. 11) Magee Crescent, Kalbarri
FILE REFERENCE:	10.6.1.2
DATE OF REPORT:	4 February 2020
APPLICANT:	S Cable, Kalbarri State Emergency Service
OWNER:	State of Western Australia – Fire and Emergency Services Authority of WA
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER:	Garry Keffe – Chief Executive Officer
APPENDICES:	
1.	Application Information
2.	Email Correspondence

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 permanent placement of a shipping container on the abovementioned lot for training purposes. Whilst zoned Commercial under *Local Planning Scheme No 11 – Kalbarri*, the property is also designated as Reserve 30524 which is vested in the Fire and Emergency Services Authority of Western Australia. Council consideration is required as the proposed shipping container will be placed on a site already populated with structures from seven (7) previous building applications since 1999. The Applicant has also requested that the fees for this development be waived as the project will benefit the Kalbarri Community due to the group being active as an emergency service responder for the district.

This report recommends conditional approval of the Application and the waiver of the \$147-00 Development Application fee.

LOCALITY PLANS:

Figure 1 - Location Plan for Lot 262 (No. 11) Magee Crescent, Kalbarri

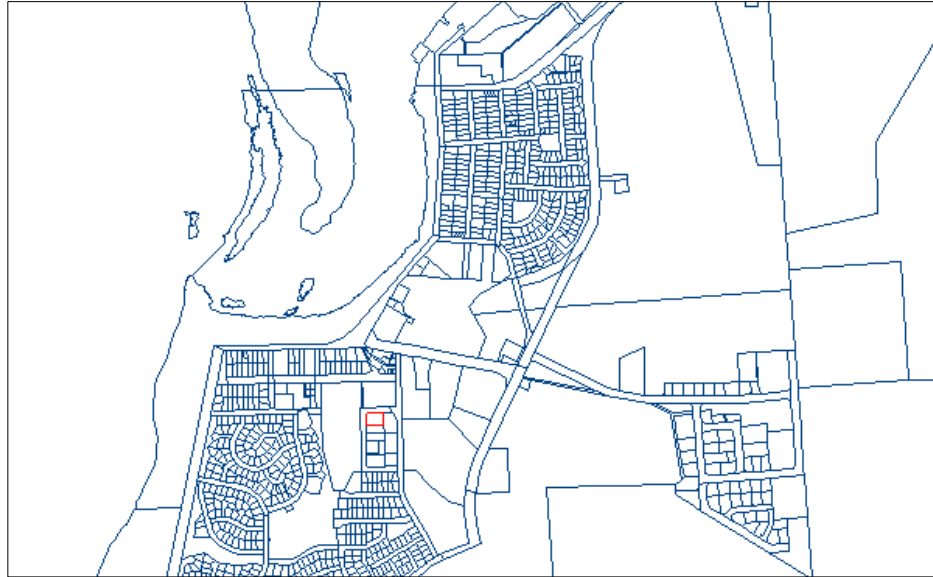


Figure 2 – Aerial View for Lot 262 (No. 11) Magee Crescent, Kalbarri



BACKGROUND:

A Development Application was received in November 2019 to place a shipping container permanently on the abovementioned lot.

The lot is classified as Reserve 30524. It was historically vested in the Shire of Northampton, initially for the purpose of 'Transport Depot'. Since 1999 the purpose of the vesting has been 'Emergency Services' and on the 4 September 2009 the Management Order for the Reserve was altered and the current vesting authority is now the Fire and Emergency Services Authority of Western Australia.

Regardless of its Reserve status, the lot is zoned 'Commercial' under *Local Planning Scheme No. 11 – Kalbarri*, therefore Development Approval is required for any development on the site.

It is further noted for Council information the building approvals granted historically for this site since 1999 :-

5 May 1999	99058	Emergency Services Building	Kaye & Benning
21 June 2000	00064	Machinery Shelter	M J Watts
4 April 2003	03054	Storage Shed	D O'Brien – Kalbarri FES
21 Oct 2009	09113	Rescue Tower	S Cable, Kalbarri SES
5 Mar 2013	1087	Shed	L E Nairn Pty Ltd
11 Mar 2015	1316	Patio	SES/VFRS Joint Facility
7 Nov 2018	1634	VMR Boat Shed	Simple Life Projects

The Proposal:

The proposal is for the permanent placement of a shipping container beside two (2) existing outbuildings located behind the emergency services main building on the rear boundary of the site. The proposed shipping container is 2.5 metres in height and will be placed on six (6) 600mm square concrete blocks and then covered with a steel gabled roof with approximately 300mm overhand on the eaves. The maximum height of the structure, including roof, will be 3.3 metres. A door will be installed on the northern end which will face the existing State Emergency Services building and the external walls of the shipping container will be painted so as to address streetscape/amenity of the area.

The purpose of erecting the shipping container under cover of a gabled roof is to provide a 'real roof safety system' training capability for emergency personnel in Kalbarri.

The proposed location of the shipping container will meet boundary setback provisions and be set back approximately 1.5 metres from the rear (southern) boundary and be in line with two (2) existing outbuildings in that location.

Full details of the application are provided in **Appendices 1 and 2**.

In consideration of the Application, the following information is provided:-

Lot size	3.5 ha
Existing Development	Emergency Services Complex
Existing Services	Power, Water, Phone and Sewer
Access & Frontage	Magee Crescent – 64 metre frontage
Topography	Flat
Vegetation	Cleared
Surrounding Land	Commercial, Public Purposes Reserve – School

COMMUNITY/GOVERNMENTAL CONSULTATION:

Nil.

FINANCIAL & BUDGET IMPLICATIONS:

The estimated cost of the development is \$15,000 which would typically incur a development application fee of \$147.00. The Applicant has requested that Council waive this Application fee as the shipping container structure is considered to provide a training resource for those involved in emergency services in Kalbarri.

In addition, 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

Lot 262 is zoned 'Commercial' under Local Planning Scheme No. 11 – Kalbarri with a 'Community Purpose' a 'D' use, or a use that is not permitted unless the local government has exercised its discretion by granting development approval.

Objectives

The objectives of the 'Commercial' zone are:

- To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.
- To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of faces.
- To ensure that development is not detrimental to the amenity of the adjoining owners or residential properties in the locality.

These objectives are largely not applicable to the proposed development, as it is not commercial in nature. However, as the property is also a Reserve for the purposes of 'Emergency Services', it is considered that the proposed shipping container is in keeping with the purpose intended for the land.

Development Standards

The Development Standards for the 'Commercial' zone are:

Minimum Setback			Maximum Site Coverage	Minimum Lot Size	Landscaping
Front (m)	Side (m)	Rear (m)			
Nil	Nil	6	(B)	500m ²	10%

(B) As determined by Council upon application.

Rear setback provisions for development within a 'Commercial' zone require a 6 metre setback on the rear boundary for servicing/transfer of goods/bin storage, however, it is acknowledged that this development is not specifically commercial in nature. Variation is sought for a 1.5m rear setback but it is considered to be in-line with existing development of the site.

POLICY IMPLICATIONS:

Local: Shire of Northampton's Local Planning Policy 'Shipping Containers'

Objectives

The objectives of the Local Planning Policy Shipping Containers is:

- To ensure an acceptable quality of development is achieved that does not detrimentally affect the amenity and streetscape of the locality.

- *To establish guidelines for the assessment of proposals to place shipping containers or other similar re-locatable storage units on land within the municipality.*

3.2 Policy Measures

- 3.2.1 *The placement of a shipping container or similar relocatable storage unit on land, other than industrial land and rural land greater than 20 hectares in area, requires the development approval of the local government as it is considered to fall within the definitions of 'building' and therefore, 'development' under the Scheme.*
- 3.2.2 *In general, development approval to a maximum of 12 months will only be granted where the structure is being used for the temporary storage of plant, machinery and/or building equipment on a building site, a building permit has been issued and remains current, and construction of a dwelling has commenced.*
- 3.2.3 *It is considered that shipping containers (or other similar relocatable storage units) can have an adverse effect on the visual amenity of an area, and therefore there is a need to ensure appropriate development standards in order to safeguard the visual impact of shipping containers on the streetscape.*
- 3.2.4 *For the purposes of assessment and approval, the local government will classify a shipping container or other similar relocatable storage units as an outbuilding ancillary to the approved use of the land.*
- 3.2.5 *The permanent use and placement of shipping containers in Residential zoned areas is not supported.*
- 3.2.6 *Other than industrial and rural zoned land (for properties greater than 20 hectares in area) the local government will generally not support:*
- a) *more than one (1) shipping container on a property; and*
 - b) *a container that exceeds 6.0m in length, 2.4m in width, and 2.6m in height.*

3.2.7 *In order for the local government to issue development approval, the applicant must address that the proposed shipping container or other similar relocatable storage unit will (at a minimum):*

- a) *not result in a detrimental impact on the amenity of the land or any adjoining land or development;*
- b) *not impinge on any boundary setbacks, as required by the Scheme, or be located in front of the building line, or be visually prominent from any public road;*
- c) *not compromise any associated approved development or use by:*
 - *impinging on any car parking bays required to satisfy the minimum car parking requirement for the associated approved development or use;*
 - *being located within an existing service yard or bin storage area;*
 - *obstructing any existing access or visual truncation provided to an accessway, pedestrian or traffic;*
- d) *be in good repair with no visible rust marks, a uniform colour to complement the building to which it is ancillary or surrounding natural landscape features; and*
- e) *be appropriately screened (vegetation or otherwise), where considered necessary by the local government, in order to meet a. above and the objectives of this policy.*

COMMENT:

The proposed shipping container is considered to comply with *Local Planning Scheme No. 11 – Kalbarri* and the *Shire of Northampton's Local Planning Policy - Shipping Containers* for the following reasons:

- The shipping container will be appropriately covered with a gabled roof structure;
- All outside surfaces of the shipping container will be painted in a uniform colour to complement the buildings to which it is ancillary; and
- Appropriate screening (vegetation or otherwise) will be installed to address amenity of the locality should the façade of the container be visible from Magee Crescent.

Given the purpose for which the shipping container is being constructed, it is considered appropriate for Council to waive the \$147-00 Development Application Fee.

VOTING REQUIREMENT:

Absolute Majority Required (if waiving development fees)

COMMENT/CONCLUSION:

It is recommended that Council grant Development Approval for the shipping container to be placed permanently on Lot 262 (No. 11) Magee Crescent, Kalbarri and waive the Development Application Fee of \$147-00.

OFFICER RECOMMENDATION – ITEM 7.3.1

That Council

- 1. Grant Development Approval for a shipping container to be erected on Lot 262 (No. 11) Magee Crescent, Kalbarri subject to the following conditions:**
 - (a) Development shall be in accordance with the attached approved plans dated 21 February 2020 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 prior written approval of the local government;**
 - (b) If the development/use the subject of this approval is not substantially completed within a period of two (2) years after the date of this determination the approval shall lapse and be of no further effect;**
 - (c) A building permit shall be issued by the local government prior to the commencement of any work on the site;**
 - (d) All stormwater is to be disposed of onsite to the specifications and approval of the local government;**
 - (e) Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;**

- (f) Should any façade of the sea container be visible from Magee Crescent, the shipping container shall be appropriately screened from view from the street, with the screening to be to the approval of the local government;**
 - (g) The shipping container shall be in good repair with no visible rust marks, and be of a uniform colour to complement the surrounding buildings and natural landscape features; and**
 - (h) The shipping container will be covered with a gabled roof structure with a maximum overall height of 3.3 metres and extend to a maximum overhang on eaves of 300 mm;**
 - (d) The Applicant shall provide to the Shire of Northampton photographs of each elevation of the shipping container, prior to placement of the container upon Lot 262 (No. 11) Magee Crescent, Kalbarri, with the condition of the shipping container to be to the approval of the local government.**
 - (h) Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition: and**
- 2. Waive the \$147-00 Development Application Fee in recognition of the community benefit the shipping container structure will provide as a training module.**

APPENDIX 1 – APPLICATION INFORMATION

To whom it may concern

As our group is an emergency service responder (State Emergency Service) and applied for facilities that are for proposes of enhancing training, especially on a regional level, we would appreciate your considerations for exemption of fees.

We intend to build a gable roof over the sea container for sole purpose of simulating a house roof but saving time in training as area of roof is small. We are conscious of ascetics of the sea container and as such intend to colour match in keeping with surrounding structures.

Thank you for your considerations

Steve Cable

A handwritten signature in blue ink, appearing to read "S. Cable", is placed next to the name "Steve Cable".

Local manager

Kalbarri SES

Kalbarri

0417994277



APPENDIX 2 – EMAIL CORRESPONDENCE

On Fri 13 Dec 2019 at 1:08, kalbarrises@gmail.com> wrote

Re: Development Application - Shipping container Lot 262 (No. 11) Magee Crescent, Kalbarri

kalbarrises@gmail.com

To – cdo@northampton.wa.gov.au

Hi Michelle

To answer your questions:

- The sea container is 2.5 met high. The gabled roof will be standard build, approx 300mm overhang on eaves and approx. 600 -800 mm high at the apex.
- The sea container will look like a small shed, all so consider:
 1. The container cannot be seen from outside the yard as the container is almost completely enshrined by existing sheds and or school oval. The block it is situated on is not residential.
 2. The only surface that can ever be seen from out side the yard is one side of the container which will be painted to blend in with all other sheds surrounding the container.
 3. The door is located on the end facing the existing SES building.(North) (this can only be seen from the back of the SES building.)
 4. The sea-container is to simulate our response role to storm damage (Trees/ wind). These activities require Roof Safety Systems, pitching ladders and repair simulated roof damage. The container is a time management facility for the above training, as to use a real roof the same training takes up three times longer and has the potential to damage the building roof.
- Note: Most regional training is undertaken in Kalbarri hence the desire to create a training facility second to none.
- The sea container will be ascetically in tune with its surroundings, in fact you would never know it was a sea container with out close inspection.
- Please feel free to ring me if any queries or concerns.
- Regards Steve
- 0417994277

Kalbarri State Emergency Service
P.O. Box 197 KALBARRI WA 6536
Ph Office: 08 9937 2398
Duty Phone: 0417 994 277
Sat Phone: 0450 943 555
Unit Manager - Steve Cable - 0417 994 277
Accounts - Loni Visser - 0458 663 995
kalbarrises@gmail.com



On Thu, 12 Dec 2019 at 14:59, Michelle Allen <cdo@northampton.wa.gov.au> wrote:

Att – Stephen Cable

I have received a Development Application regarding the abovementioned proposal and your written request to waive the associated building and planning fees.

I require more details from you to be in a position to assess your application as follows:-

1. You are proposing to cover the container with a gabled roof but it is not clear how big the roof structure will be, nor is it clear how high the container is. When taking into account the types of modification to be undertaken, consideration should be given such that the container will take the appearance of a typical outbuilding from the view from the street.
2. Where is the door located?
3. I have attached the Shire of Northampton's Local Planning Policy *Shipping Containers* which clearly states that that shipping containers can have an adverse effect on the visual amenity of the area, therefore there is a need to ensure appropriate development standards are implemented so as to safeguard the visual impact. Your application does not demonstrate that appropriate cladding and screening of the container will occur to satisfactorily modify the appearance of the container (to the extent that it is unlikely to have a detrimental impact upon the amenity of the streetscape/area). How are you planning to address this point?
4. I am not clear on the proposed 'use' for the shipping container other than the words 'training facility' which appear on the plans. Can you outline what the container is proposed to be used for in the way of a training facility?

Once I am in receipt of this additional information and been able to assess your application, I will be in a position to forward your request to waive the associated fees to Council at their next meeting in February 2020.

I look forward to hearing from you regarding the above matters.

Kind Regards,
Michelle Allen



Michelle Allen
Planning Officer

A: PO Box 61 Northampton WA 6535

P: (08) 9934 1202 F: (08) 9934 1072

E: cdo@northampton.wa.gov.au

7.3.2 RETROSPECTIVE DEVELOPMENT APPROVAL - PROPOSED OUTBUILDING AND RETAINING WALL - LOT 6 (NO. 37) ESSEX STREET, NORTHAMPTON

LOCATION:	Lot 6 (No. 37) Essex Street, Northampton
FILE REFERENCE:	10.8.1.1/ A1112
APPLICANT:	M Barnden
OWNER:	Darren Maver
DATE OF REPORT:	6 February 2020
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER:	Garry Keeffe – Chief Executive Officer

APPENDICES:

1. Application Information
2. Photos of site
3. 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:

Council is in receipt of a retrospective Development Application to erect an outbuilding and associated retaining wall at Lot 6 (No. 37) Essex Street, Northampton.

The applicant proposes to erect the outbuilding within an area elevated by a retaining wall already constructed and situated 900mm off the secondary street boundary, which is 2.1 metres under the minimum setback provisions of the *Residential Design Codes (R-Codes)*. Furthermore, given the size, height and bulk of the building once erected on the elevated site it is considered to not meet provisions that require developments on boundaries to contribute to and be consistent with an established streetscape.

Council consideration is required as construction of the development has already commenced without the required local government approvals being in place therefore it is in contravention of the *Planning and Development Act (2005)* of Western Australia, the *Shire of Northampton's Local Planning Scheme No. 10* and the *Outbuilding Local Planning Policy (2018)*. As well, the development does not

comply with the 'deemed-to-comply' standards of the *Residential Design Codes* (R-Codes).

This report recommends conditional approval of the proposed outbuilding.

LOCALITY PLANS:

Figure 1 – Location Plan for Lot 6 (No. 37) Essex Street, Northampton

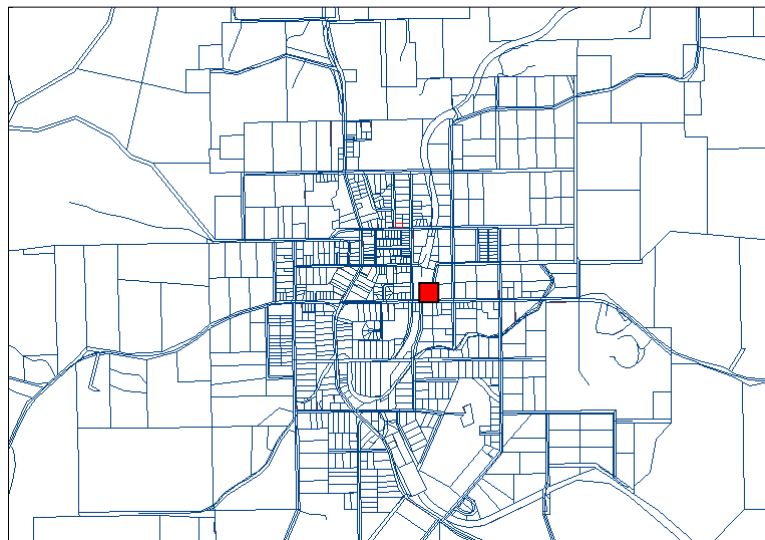


Figure 2 – Aerial photograph of Lot 6 (No. 37) Essex Street, Northampton



BACKGROUND:

The Applicant's application to Council for a proposed outbuilding 13m x 9.01m (117m²) together with an associated retaining wall came to Council retrospectively in December 2019 after the Owner bought the matter to the attention of Shire Officers.

The Owner visited the Shire to make enquiries regarding the status of building and planning applications for the proposed development on his property as the Applicant (being the builder) was the party responsible for local government approvals.

Shire Officers advised no applications had been submitted by the Applicant until recently and were still to be considered by the Planning and Building Departments. The Owner subsequently advised that construction had commenced on the development with a retaining wall erected, a concrete pad laid and materials for the outbuilding were on site in preparation for construction of the outbuilding.

Shire Officers commenced compliance proceedings and advised the Applicant in writing that all building work must cease immediately. Written advice was also provided to the Owner.

In consideration of the application the following information is provided:

Lot Size	1171m ²
Existing Development	Dwelling 1982
Corner lot	Essex St and Thornton Street
Vehicular Access	via Essex Street
Secondary Street	Thornton Street
Vegetation	Landscaped
Surrounding Land	Residential

The subject property has one dwelling and a retaining wall erected to a maximum height of 600mm that retains the lot directly adjacent to the carport which is attached to the dwelling.

Information pertaining to the application, including a Site Plan and Elevations are included as **Appendix 1** to this report.

Photographs of the site and construction activity undertaken are attached at **Appendix 2**.

The Proposal:

The Applicant's application is seeking retrospective development approval for the construction of an outbuilding and associated retaining wall.

The subject property has one dwelling erected in 1982 and a retaining wall already in-situ to a maximum height of 600mm (as illustrated in **Figure 4** in **Appendix 2**) that retains the lot directly adjacent to the carport attached to the existing dwelling.

The applicant proposes to construct a 13m x 9.01m (117m²) outbuilding with a wall height of 2.9m and an apex height of 3.695m. The outbuilding is proposed to be located 15m from the primary street (southern) boundary, 0.900m from the secondary street boundary and 1.8m from the rear (northern) boundary. The roof and wall cladding will be constructed of coated metal sheeting (colorbond) in colorbond colour "Deep Ocean".

The owner has indicated that the intention is for the proposed outbuilding to be used for storage purposes, along with a double garage and workshop.

It is proposed to erect the outbuilding within an area situated on the western side of the lot, as illustrated in **Figure 3**, with the structure sitting atop a retaining wall setback 900mm off the secondary street boundary (Thornton Street) which is 2.1 metres under the minimum setback provisions of the Residential Design Codes (R-Codes).

Once erected in the proposed position, the outbuilding will sit atop a retaining wall that is elevated between 600mm and 1.2 metres above natural ground level on the western side of the lot with a maximum height of 4.895m off natural ground level on the south-west corner of the structure. Access and manoeuvrability to the outbuilding is proposed via Essex Street and will run parallel to the current driveway but will necessitate sharp turns by vehicles to afford successful access and egress to the structure.

Figure 3 – Proposed location of outbuilding and retaining wall



- Proposed retaining wall (600mm to 1.2m)
- Current retaining wall adjacent to carport (maximum 600mm)
- Proposed outbuilding
- Current driveway to carport
- Entry to proposed outbuilding
- Roller door entry to proposed outbuilding
- Proposed landscaping

COMMUNITY & GOVERNMENT CONSULTATION:

Clause 3.6.2 of the 'Outbuildings' Local Planning Policy states:

"A development application is required for reduced setbacks for rural residential areas and areas coded R15 and lower and in considering applications, consultation with the adjoining property is required."

In considering this application, advertising was undertaken on 15 January 2020 to five neighbouring landowners, so as to comply with the Shire of Northampton's

Local Planning Scheme No. 10, the Local Planning Policy ‘Outbuildings’ and the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 with no objections being received by close of the advertising period on 31 January 2020. Three written submissions were received in support of the application.

FINANCIAL & BUDGET IMPLICATIONS:

The owner has paid the development application fee totaling \$147.00, being the initial planning fee and the applicant subsequently paid the sum of \$294 (twice the sum of \$147) by way of penalty where the development had commenced prior to approval being granted.

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
Planning and Development (Local Planning Schemes) Regulations 2015
Planning Policy 7.3 Residential Design Codes (R-Codes)
Local: Shire of Northampton Local Planning Scheme No. 10 –Northampton*

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 60 Requirement for development approval states:-

A person must not commence or carry out any works on, or use, land in the Scheme area unless –

- (a) the person has obtained the development approval of the local government under Part 8; or*
- (b) the development is of a type referred to in clause 61.*

Shire of Northampton Local Planning Scheme No. 10 – Northampton

The land is zoned “Residential R10” under *Shire of Northampton Local Planning Scheme No. 10* with a “Dwelling” and ‘Retaining Wall’ considered permitted uses.

The objectives of the ‘Residential’ zone under Scheme No. 10 are:

‘To provide a variety of lot sizes and housing types, and accommodate a range of compatible uses, to cater for the diverse housing needs of the community at a range of densities that can ultimately support the provision of local services.’

State Planning Policy 7.3 – Residential Design Codes (R-Codes)

The *Residential Design Codes Volume 1* govern development on residential zoned land and provide a performance approach to control residential development through the application of design elements and provisions. ‘Deemed-to-comply’ provisions provide a straightforward means for development to comply and ‘Design principles’ enable an alternate pathway for proposals to be considered to achieve an acceptable outcome.

Outbuilding

In order to provide an appropriate assessment of the proposed outbuilding the following definitions are provided from the *Residential Design Codes*:

Garage: *Any roofed structure, other than a carport, designed to accommodate one or more motor vehicles and attached to the dwelling.*

Outbuilding: *An enclosed non-habitable structure that is detached from any dwelling.*

As the proposed building is not attached to the dwelling it is considered to fall within the definition of an “Outbuilding”.

The proposed outbuilding does not comply with all the ‘Deemed-to-Comply’ provisions of Clause 5.4.3 Outbuildings of the R-Codes with regard to the maximum wall height and maximum ridge heights, nor does it comply with the ‘design principle’ provision in relation to detracting from the streetscape or the visual amenity of residents and neighbouring properties.

‘Deemed-to-Comply’ requirements of the above provision of the R-Codes requires that outbuildings:

- i. *Are not attached to a dwelling;*
- ii. *Are non-habitable;*
- iii. *Collectively do not exceed 60m² in area or 10% in aggregate of the site area, whichever is the lesser (unless a Local Planning Policy provides otherwise);*

- iv. *Do not exceed a wall height of 2.4m (unless a Local Planning Policy provides otherwise);*
- v. *Do not exceed a ridge height of 4.2m (unless a Local Planning Policy provides otherwise);*
- vi. *Are not within the primary street or secondary street setback area;*
- vii. *Do not reduce the amount of open space required in Table 1; and*
- viii. *Comply with the siting and design requirements for the dwelling, but do not need to meet rear setback requirements of Table 1.*

The proposed outbuilding is not considered to meet all of the 'deemed-to-comply' criteria, in particular Clauses C3 (iv), (v) and (vi) which requires that outbuilding wall height not exceed 2.4m, that ridge height not exceed 4.2m and are not within the secondary street setback area.

For this reason the development must comply with the Design Principle P3 :

Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

Retaining Wall

Clause C8 of Section 5.3.8 Retaining Walls of the R-Codes allows retaining walls greater than 0.5m in height to be set back from lot boundaries in accordance with the setback provisions of Table 1 of the R-Codes. Therefore, the proposed 14m retaining wall should be setback 3 metres from the secondary street (Thornton Street) boundary and has been setback a minimum of 900mm which is 2.1m under the provision.

POLICY IMPLICATIONS:

Local: Shire of Northampton Local Planning Policy – Outbuildings

Council adopted the “Outbuildings” Local Planning Policy on 19 December 2007, with the latest review of the Policy being in August 2018. The objective of the Policy is to provide guidance to Staff and Council when making decisions for the purpose of providing consistent and equitable advice and planning decisions.

The Local Planning Policy for Outbuildings states the following objectives:

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

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

The relevant sections of Clause 3.3 Maximum Standards for R10 and Higher Density of the Local Planning Policy states:

- 3.3.3 *Increases in total maximum height to a maximum of 5m may be considered where all of the following criteria can be achieved:*
- a) *The outbuilding must be constructed in the same materials and finish to the existing (or approved) dwelling.*
 - b) *The roof pitch of the outbuilding is to match the roof pitch of the existing (or approved) dwelling.*
 - c) *The overall total maximum height of the outbuilding is not to be any higher than the highest part of the existing (or approved) dwelling.*
 - d) *The outbuilding is not within the primary or secondary street setback area.*
 - e) *The outbuilding footprint is not greater than the existing (or approved) dwelling footprint.*
 - f) *The aggregate floor area is not greater than the maximum area prescribed in clause 3.3.2 (the intent is if higher outbuildings are approved, the footprint of the outbuilding is reduced, thereby reducing building bulk).*
 - g) *Setbacks to comply with the R-Codes.*
 - h) *Consultation with adjoining properties is required.*

The proposed outbuilding is not considered to meet all the criteria of Clause 3.3 of the LPP, in particular Clause 3.3.3 (d) which requires that outbuildings are not within the secondary street setback area. The elevation of the outbuilding on the primary street setback side (south-west corner) will exceed Clause 3.3.2 provision

for a maximum total height of 4.5 metres and stand 4.9 metres above natural ground level on the south west corner of that face as it will sit atop a retaining wall measuring 1.2 metres high on that corner.

The development, however, will meet the provision relating to the outbuilding footprint not being greater than the existing dwelling footprint.

Clause 3.10.1 of the Local Planning Policy, clearly states:

Regardless of zoning, on lots of 4ha or less, an outbuilding is to be located entirely behind any existing dwelling on the lot unless the outbuilding is consistent in design and constructed in the same materials and colours as the dwelling.

The location of the single dwelling to the eastern side of the corner lot makes for a limiting situation for the siting of an outbuilding behind the dwelling as per provisions of the *Shire of Northampton's Local Planning Policy Outbuildings (2018)*. Therefore siting of the structure on the western side of the lot is considered appropriate with the exception of the minimum secondary street setback distance in place and the height of the already constructed retaining wall.

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

STRATEGIC IMPLICATIONS:

Nil.

COMMENT/CONCLUSION:

Assessment of the application retrospectively, indicates that the proposed outbuilding and retaining wall do not comply with the Shire of Northampton's policies and Local Planning Scheme No. 10 and the 'Deemed-to-Comply' standards of the R-Codes on a number of provisions.

Whilst the proposed development does not strictly comply with these requirements it is considered that the proposal be assessed on its individual merit.

Retaining Wall

The applicant has constructed a retaining wall that is setback 900mm, instead of 3 metres from the secondary street and runs in a southerly direction on the western side of the lot measuring 600mm high at the northern end and rises to a maximum height of 1.2 metres at the southern end. The concrete pad upon which the outbuilding is proposed to sit has been laid and forms part of the retaining wall development.

A cement fibre fence of aged, partly broken and missing panels remains adjacent to the retaining wall on the western side and also runs on the southern side of the lot. The current fence is considered to also detract from the streetscape and visual amenity of the locality.

Given the significant reduction in the retaining wall from the secondary street and the poor nature of the existing fencing, It is recommended that Council include a requirement for the preparation and implementation of a landscaping plan which will adequately address the streetscape impacts of the development.

Outbuilding

As the outbuilding is partly constructed and is located separate to the existing dwelling, due to the nature of the lot orientation, it is considered that this application warrants departure from the requirements of the *Outbuildings* Local Planning Policy in respect of being located behind a dwelling and not within the secondary street setback area.

Streetscape

As per the design principle criteria outbuildings should not detract from the streetscape. As the proposed outbuilding has only a 900mm setback from Thornton Street (secondary street) and will be elevated it is considered to have an impact on the streetscape.

The reduced setback from the secondary street is considered to be of concern and the impact is further compounded by the fact the proposed outbuilding will be elevated on a retaining wall structure. It is considered that the bulk and scale of the proposed outbuilding (117m²) will have a detrimental impact on the streetscape unless some screening measures are applied to reduce the overall impact.

In support of the application the landowner has stated that the outbuilding will be used as a storage and garage/workshop structure and as such has two roller doors facing east (inwards to the lot/dwelling). Thus, the proposed placement will allow for amelioration options to be installed along the southern side boundary, that will assist in addressing streetscape impacts.

It is therefore recommended that Council support the recommendation for a landscaping plan on the southern side of the structure be submitted by the landowner to the approval of the local government prior to recommencement of development/land use.

Amenity of Residents or Neighbouring Properties

Consultation has been undertaken with adjoining landowners and no objections were received. Three written submissions were received in support of the proposal suggesting that amenity considerations in relation to the development by landowners within the locality was not a concern.

Due to the size of the outbuilding, the height of the retaining wall, the impact to streetscape amenity and the inability to achieve required setback distance on the secondary street boundary as the development has already commenced, Shire Officer's consider it appropriate that screening and amelioration options be an integral part of the approval of the application.

It is noted that no objections were received from the five adjacent landowners to the proposed development.

Having taken into consideration the requirements of the Shire of Northampton's policies and Local Planning Scheme No. 10 and the 'deemed-to-comply' standards of the R-Codes, it is recommended that Council approve the Retrospective Application for Development Approval with conditions that require screening and upgrade to fencing in order to address streetscape amenity appropriately.

VOTING REQUIREMENT:

Simple majority required

OFFICER RECOMMENDATION – ITEM 7.3.2

That Council, having taken into consideration the provisions of the State Planning Policy 7.3 Residential Design Codes, the Shire of Northampton's Local Planning Scheme No. 10 (Northampton) and the Shire's 'Outbuildings' Local Planning Policy, grant retrospective development approval for the construction of an outbuilding and retaining wall upon Lot 6 (No. 37) Essex Street, Northampton subject to the following conditions:

- 1. Development shall be in accordance with the attached approved plan(s) dated 21 February 2020 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 approval) requires further application and development approval for that use/addition;**
- 3. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;**
- 4. All stormwater is to be disposed of on-site to the specifications and approval of the local government;**
- 5. A building permit shall be issued by the local government prior to the commencement of any additional works on site;**
- 6. Installation of crossing place/s to the standards and specifications of the local government; and**
- 7. Prior to the commencement of the development/land use a landscaping plan shall be submitted to and approved by the local government. The approved landscaping plan is to be implemented in full prior to the commencement of the approved use and maintained thereafter to the approval of the local government and will include:-**
 - a) The area adjacent to the front/southern side of the outbuilding to be landscaped effectively and maintained thereafter as a screening measure; and**

- b) The boundary fence on the western and southern sides of the lot to be replaced/upgraded.**

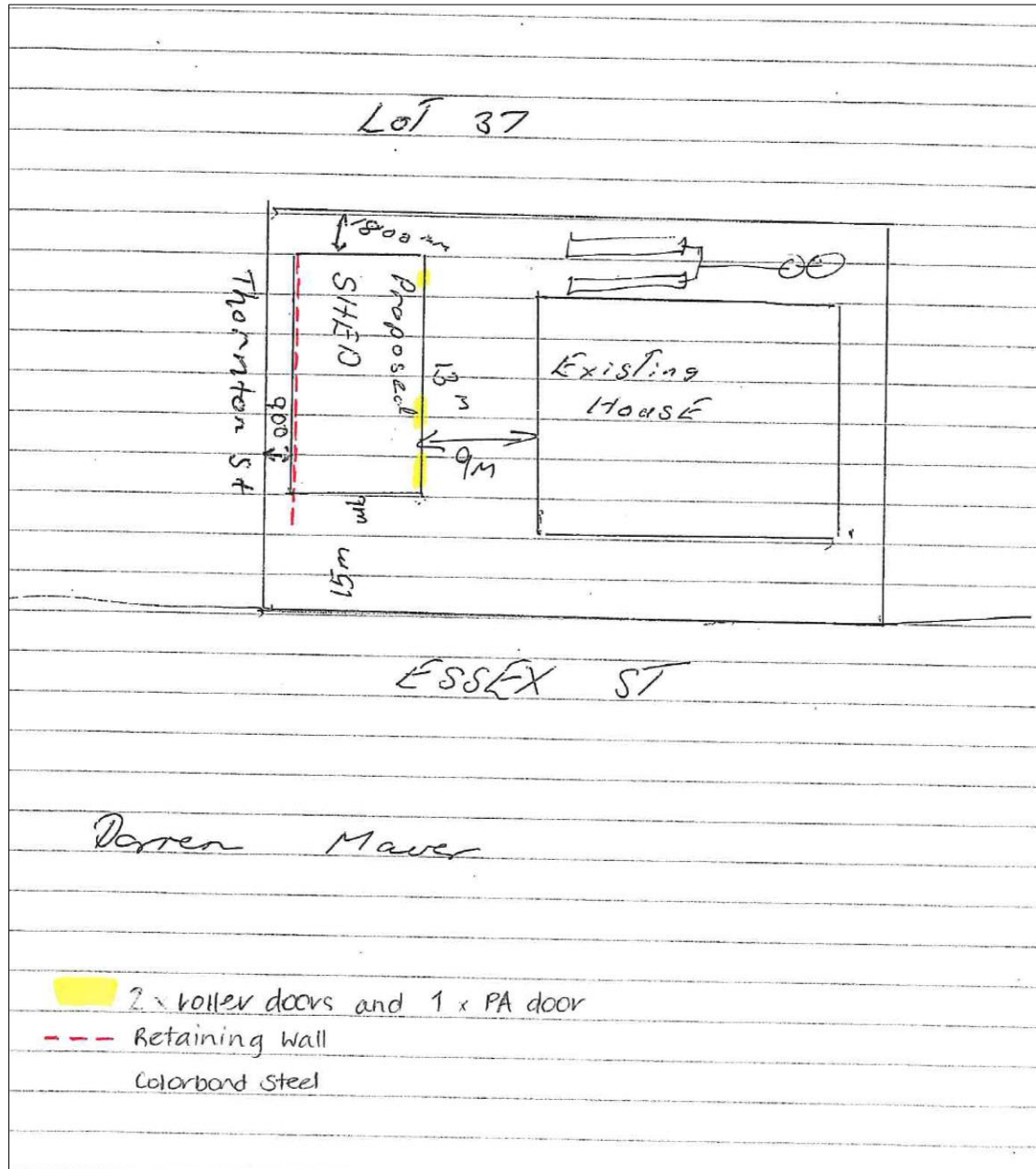
Advice Notes

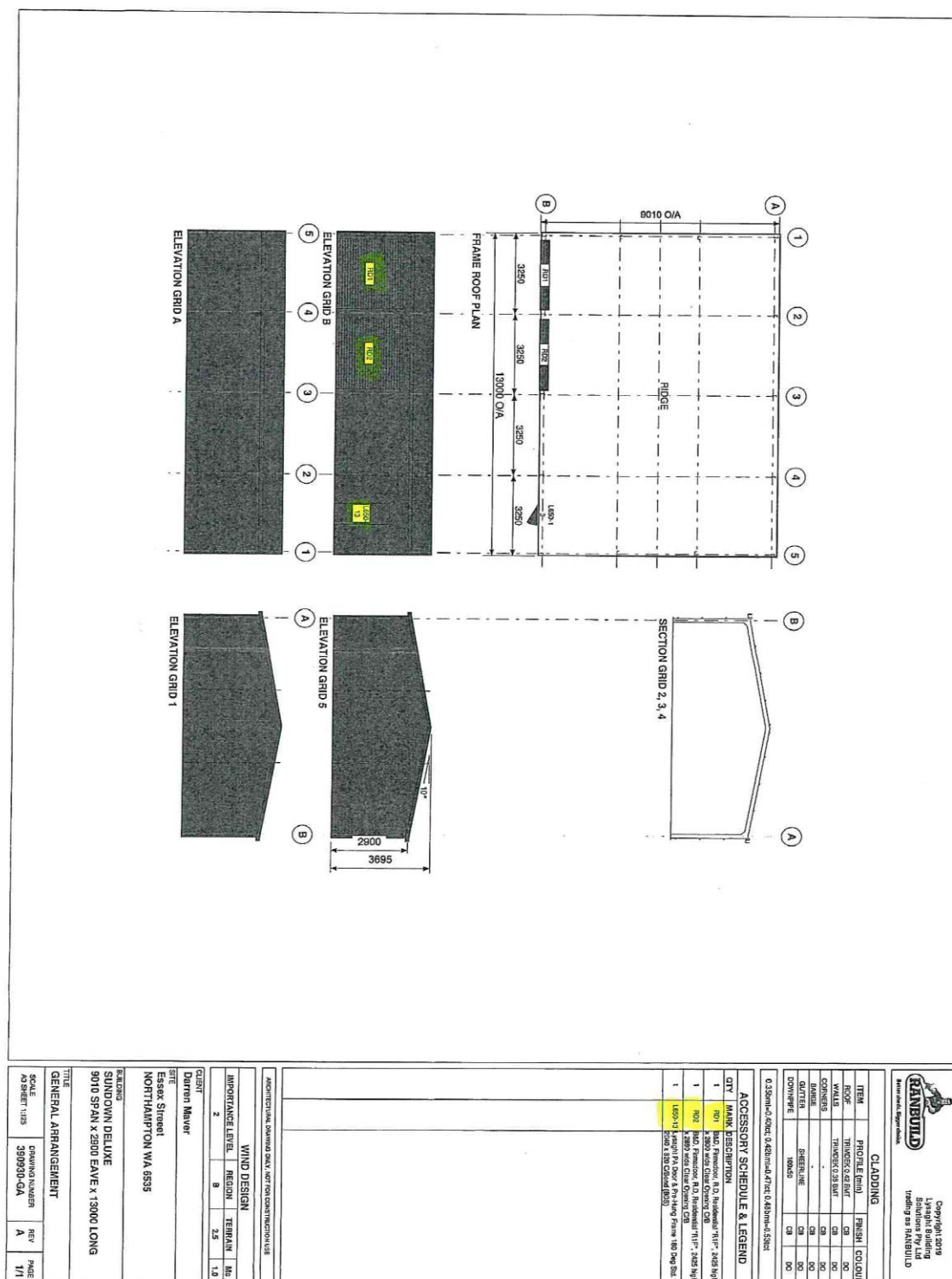
Note 1: If the development/use the subject of this approval is not substantially commenced within a six month period, the approval will lapse and be of no further effect.

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.

APPENDIX 1 - APPLICATION INFORMATION





APPENDIX 2 – PHOTOS OF SITE

Figure 4 – Older retaining wall adjacent to dwelling



Figure 5 – Photographs of construction already commenced





SCHEDULE OF SUBMISSIONS**RETROSPECTIVE DEVELOPMENT APPROVAL – OUTBUILDING AND RETAINING WALL
(Lot 6 (No. 37) Essex Street, Northampton)**

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	21/01/2020 (mail)	William Bruce Cornell	Support	
2.	21/01/2020 (mail)	D Maver	Support	
3.	23/01/2020 (email)	Rick Hasleby	Support	

7.3.3 PROPOSED AMENDMENT TO MOBILE FOOD VEHICLE DEVELOPMENT APPROVAL – JETTY FISH TRUCK – RESERVE 52436 GREY STREET, KALBARRI

LOCATION:	Reserve 52436 Grey Street, Kalbarri
APPLICANT:	Russell Smith
OWNER:	State of Western Australia / Shire of Northampton
FILE REFERENCE:	10.6.1.3/10.6.7/ R52436/A4760
DATE OF REPORT:	10 April 2019
REPORTING OFFICER:	Michelle Allen – Planning Officer Garry Keeffe – Chief Executive Officer
APPENDICES:	
1.	Application description
2.	Schedule of Submissions

AUTHORITY / DISCRETION:

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

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:

A request to relocate the applicant's mobile food vehicle to another area within the Reserve 52436 (adjacent to the Land-Backed Wharf area) has been received from the owner of The Jetty Fish Truck who sells fresh and frozen seafood from the mobile food van at the reserve location.

The proposed amendment has been referred to Council for their consideration due to the original application having been determined by Council, which therefore requires any proposed amendment to also be considered by Council. The proposed use is also to be undertaken on Shire-managed reserve land, which requires the approval of Council.

This report recommends conditional approval of the amendment to Development Approval 2019-020 to relocate within Reserve 52436 for the purpose of operating a Mobile Food Vehicle.

LOCALITY PLANS:

Figure 1. Location of Reserve 52436 Grey Street, Kalbarri

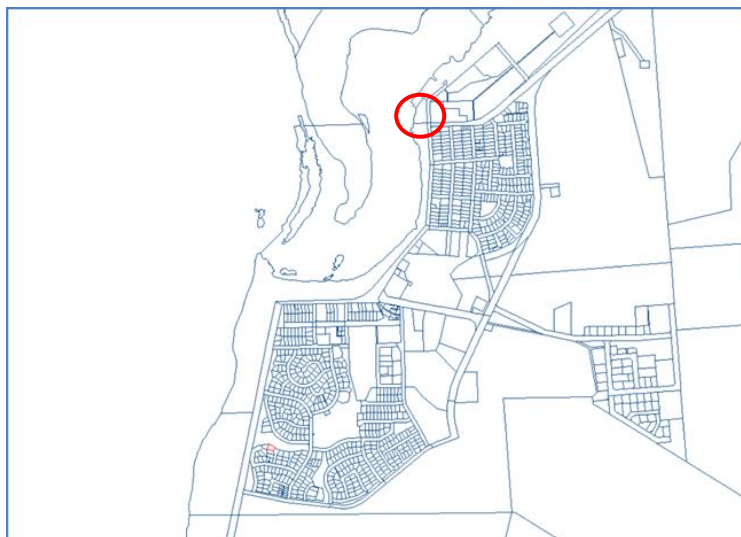


Figure 2. Site Plan of Reserve 52436 Grey Street, Kalbarri



Proposed new location

BACKGROUND:

Previously the Applicant operated his Mobile food Vehicle from Reserve 50396, being the Kalbarri Land-backed Wharf but difficulty in negotiating a new agreement with the Department of Transport resulted in the Applicant lodging a formal Application for Development Approval with the Shire of Northampton in 2019.

An Application for Development Approval was received in March 2019 for the Applicant to operate his Mobile Food Vehicle (the Jetty Fish Truck) from Reserve 52436 and connect to a metered power supply and utilise water from the adjacent ablution block. Council, at their April meeting, considered the application and determined to approve the mobile food vehicle subject to a number of conditions, as per the following motion:

“That Council approves the Application for Development Approval for a food van to operate upon Reserve 52436 Grey Street, Kalbarri subject to the following conditions:

- 1. Determines the appropriate fee for this application and the use of Reserve 52436 as \$297 application fee plus \$500 for one year reserve user fee.*
- 2. That Council approves the Application for Development Approval for a food van to operate upon Reserve 52436, subject to the following conditions:*
 - a. Development/use shall be in accordance with the attached approved plans dated 17 April 2019 and subject to any modifications required as a consequence of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;*
 - b. Any additions to, or change to, the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;*
 - c. This Development Approval and Mobile Food Vehicle Permit is valid until 17 April 2020, after which the further renewal of the approval by the local government is required annually. It is the responsibility of the operator to apply in good time before expiration, and the local government will not*

automatically re-issue approvals;

- d. *The Mobile Food Vehicle Permit issued shall be displayed on the dash or another prominent visible location of the approved vehicle at all operating times;*
- e. *The approval is for one (1) Mobile Food Vehicle only;*
- f. *The Applicant shall at no time interfere or obstruct the operations and activities of the commercial fishing activities upon the Kalbarri Land-Backed Wharf, or any approved users of the land-backed wharf, to the satisfaction of the local government;*
- g. *Should substantiated ongoing complaints be received in relation to Condition No. (f), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;*
- h. *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;*
- i. *The approved hours of operation of this food van are between 8am and 5pm, 7 days per week;*
- j. *This approval allows the following signs:*
Reserve 52436 - two (2) portable A-Frame or flag signs:
 - (i) *one sign to be located immediately adjacent to the food van upon Reserve 52436; and*
 - (ii) *the location of the second sign to be determined by the local government so as not to conflict with the entry statement to the land-backed wharf;*
- k. *The approved signs as per Condition No. (j) must be removed at the end of trading each day and shall only be displayed when trading is currently being undertaken;*
- l. *No further signs shall be permitted in relation to this Development Approval;*

- m. *This approval is issued only to R. Smith and is NOT transferable to any other person or to any other land parcel, without the further application and approval of the Shire of Northampton;*
- n. *The food van is approved to sell fresh and frozen seafood items only;*
- o. *The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;*
- p. *The land use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise;*
- q. *The mobile food vehicle is required to be removed from the approved Reserve locations at the close of business each day and is not permitted to be stored overnight upon any Reserve;*
- r. *The use of a generator upon Reserve 52436 is only allowed during power outages and when the on-site power source is not accessible. At all other times, the Applicant shall utilise the power source provided by the Shire of Northampton;*
- s. *The Applicant shall be wholly financially responsible for the use of electricity accessed via the metred outlet upon Reserve 52436;*
- t. *The food van is permitted to be stored within the property boundaries of Lot 2 (No. 24) Sutherland Street, Kalbarri outside of trading hours; and*
- u. *The Shire of Northampton reserves the right to reposition the mobile food van's permitted trading area, to be undertaken in consultation with the Applicant, so as to improve the efficiency and effectiveness of the site's use, if required.*

Advice Notes

- 1. *The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all*

conditions contained within said approvals are upheld during the operations of the business.

2. *The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Health Act and Regulations, the Food Act and Regulations and the Environmental Protection (Noise) Regulations, is required at all times;*
3. *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.*

CARRIED 9/0

Since the decision of Council, the Applicant has made a request to relocate the mobile food van to the upper sealed carpark section within Reserve 52436 as illustrated on the site plan in **Figure 2**.

The Proposal:

The Applicant proposes to operate a Mobile Food Vehicle, known as the Jetty Fish Truck, upon a portion of Reserve 52436 Grey Street, Kalbarri (the reserve area immediately adjacent to the Kalbarri Land-Backed Wharf), as marked in red in **Figure 2**, above. This area marked in yellow was the applicant's previously approved area which was to the north of the fuel tank and west of the ablution block and will be approximately a 3m x 6.5m land area.

In consideration of the application the following information is also provided:

Lot Size	8,175m ²
Access & Frontage	Access via Grey Street
Services	Water and Power
Surrounding Land Uses	Reserves (Harbour Purposes)- immediately adjacent, and Recreation & Parklands further south and north), Special Control Area 3 – Anchorage Mixed Use Precinct Tourism, and Murchison River activities and uses

COMMUNITY & GOVERNMENT CONSULTATION:

The original application in March 2019 for the operation of the proposed mobile food van was advertised in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 26 days from 15 March 2019 until 10th April 2019 as per the following:

- Public advertising - notice of the development placed in the Geraldton Guardian;
- 68 letters to adjacent land and business owners in the Anchorage Precinct;
- 4 letters to adjacent property owners to proposed home business (for the parking and storage of the commercial vehicle);
- A Notice of the development was also advertised at each of the Shire's administration buildings; and
- A Notice of the development was also advertised upon the Shire's website.

During the above advertising periods the following submissions were received:

- One (1) objection to the proposed storage of a commercial vehicle upon the residential land holding;
- One (1) submission of support for the proposed use of Reserve 52436;

A submission schedule, including a summary of the submissions and comments made, is provided as **Appendix 2** to this report.

The application for the relocation mobile food van has not been advertised. Should Council consider that the relocation of the fish truck to the sealed car park area be a contentious location and therefore not a minor amendment, then public advertising of the proposal can be undertaken.

FINANCIAL & BUDGET IMPLICATIONS:

Due to the recent adoption of *Local Planning Policy – Mobile Food Vehicles (LPP)*, the Applicant has paid the following fees and charges:

- An Application fee of \$50; and
- A 12 month permit of \$1,000.

The Applicant will also be required to pay for their own power use upon Reserve 52436.

Should Council determine not to require the Applicant to lodge an Application for Development Approval for the proposed amendment, and instead determine the request on its merit as presented, then the usual fee required (being \$147) will not be charged to the Applicant.

Should Council require the Applicant to lodge a formal amendment by means of an Application for Development Approval, and then subsequently refuse the amendment, and the Applicant thereafter 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

Planning and Development (Local Planning Scheme) Regulations 2015

Local: Shire of Northampton Local Planning Scheme No. 11

Shire of Northampton Local Planning Scheme No. 11

The land is zoned 'Reserve – Public Open Space' under Local Planning Scheme No. 11 with the objectives of the Reserve being:

- *"To set aside areas for public open space, particularly those established under the Planning and Development Act 2005 s. 152.*
- *To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage."*

The land area is also a public reserve (Reserve 52436) that is vested with the Shire of Northampton for 'Fishing and Tourist Industries Purposes'. No objectives are specifically cited for this reserve and therefore the objectives would be considered to be activities that support and enhance fishing and tourism use and development.

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

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

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

Therefore, for a ‘Use Not Listed’, it must be determined whether the proposal is considered to be consistent with the objectives of the ‘Public Open Space’ and ‘Fishing and Tourist Industries Purposes’ reserves.

Planning and Development (Local Planning Scheme) Regulations 2015

The Planning and Development (Local Planning Schemes) Regulations (“the Regulations”) sets out the requirement for amending a development approval, as per the following:

77. Amending or cancelling development approval

- (1) *An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —*
 - (a) *to amend the approval so as to extend the period within which any development approved must be substantially commenced;*
 - (b) *to amend or delete any condition to which the approval is subject;*
 - (c) *to amend an aspect of the development approved which, if amended, would not substantially change the development approved;*
 - (d) *to cancel the approval.*
- (2) **An application under subclause (1) -**
 - (a) **is to be made in accordance with the requirements in Part 8 and dealt with under this**

- Part as if it were an application for development approval; and**
- (b) may be made during or after the period within which the development approved must be substantially commenced.
 - (3) **Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied that the application relates to a minor amendment to the development approval.**
 - (4) The local government may determine an application made under subclause (1) by -
 - (a) approving the application without conditions; or
 - (b) approving the application with conditions; or
 - (c) refusing the application.

Part 8 of the Regulations relate to the Application for Development Approval requirements, as per the following:

“Part 8 — Applications for development approval

62. Form of application

- (1) **An application for development approval must be -**
 - (a) **made in the form of the “Application for development approval” set out in clause 86(1); and**
 - (b) **signed by the owner of the land on which the proposed development is to be located; and**
 - (c) **accompanied by any fee for an application of that type set out in the Planning and Development Regulations 2009 or prescribed under the Local Government Act 1995; and**
 - (d) **accompanied by the plans and information specified in clause 63.**

64. Advertising applications

- (1) **An application for development approval must be advertised under this clause if the proposed development -**
 - (a) **relates to the extension of a non conforming use; or**
 - (b) **relates to a use if -**
 - (i) **the use is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located; and**

- (ii) *the local government determines that the use may be consistent with the objective of that zone and that notice of the application should be given;*
 - or
 - (c) *does not comply with a requirement of this Scheme; or*
 - (d) *is a development for which the local government requires a heritage assessment to be carried out under clause 11(1);*
 - or
 - (e) *is of a type that this Scheme requires to be advertised.*
- (2) *The local government may waive a requirement for an application to be advertised in the circumstances set out in subclause (1)(c) if the local government is satisfied that the departure from the requirements of this Scheme is of a minor nature.*
- (3) ***The local government may advertise, or require the applicant to advertise, an application for development approval in one or more of the following ways -***
 - (a) ***by giving notice of the proposed use or development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval, including a statement that submissions may be made to the local government by a specified day being a day not less than 14 days from the day on which the notice is given to the person;***
 - (b) *by publishing a notice of the proposed use or development in a newspaper circulating in the Scheme area including a statement that submissions may be made to the local government by a specified day being a day not less than 14 days from the day on which the notice is published;*
 - (c) *by publishing a notice of the proposed use or development by electronic means in a form approved by the local government CEO including a statement that submissions may be made to the local government by a specified day being a day not less than 14 days from the day on which the notice is published;*
 - (d) *by erecting a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed use or development for a period of not less than 14 days from the day on which the sign is erected including on each sign a statement that submissions may be made to*

the local government by a specified day being a day not less than 14 days from the day on which the sign is erected.”

POLICY IMPLICATIONS:

*Local: Shire of Northampton Kalbarri Townsite Strategy
Shire of Northampton Policy Manual 2018
Local Planning Policy - Commercial Recreational Tourism Activity on Crown Reserves (2018)
Shire of Northampton Local Planning Policy – Mobile Food Vehicles*

Shire of Northampton Kalbarri Townsite Strategy

The strategic vision of the *Kalbarri Townsite Local Planning Strategy* is:

“To develop a long term Strategy for the future development and enhancement of Kalbarri that recognises, builds upon and promotes the tourism and residential values of the location in an environmentally and economically sustainable manner.”

The strategic objectives of the Strategy are:

- *“To enhance Kalbarri’s position as a premier family holiday destination within Western Australia while recognising the continuing value and importance of non-family Intrastate, Interstate and International visitors.*
- *To broaden Kalbarri’s economic and employment base by furthering Kalbarri’s position as a desirable alternative residential and employment location within the Mid-West.*
- *To protect and enhance Kalbarri’s unique urban values and particularly its connectivity to the surrounding natural environment together with its compactness and high level of walkability.”*

The subject site sits adjacent to the ‘A1 – Fisherman’s Wharf’ planning area of the Anchorage Precinct under the *Shire of Northampton Kalbarri Townsite Strategy*. The Strategy identifies the following use and development provisions for the A1 – Fisherman’s Wharf site, as per the table below:

Planning Area	Use & Development Provisions
A1	<p>Fisherman's Wharf :</p> <p>Land-backed Wharf with Restaurant / Kiosk / Fish & Chips / Outdoor Seating & Al Fresco Dining.</p> <p>Consider also inclusion of a Marine Interpretive Centre (Physical, European & Aboriginal use, Marine Flora & Fauna, Sea Horse Centre) as part of the Fisherman's Wharf development. Alternatively, include in larger single Interpretive Centre with Visitor Centre incorporating the equivalent Terrestrial aspects.</p> <p>Require cash-in-lieu contributions to construction / upgrading of public carparks in vicinity and particularly POS area and Boat Trailer carparks in lieu of provision of on-site parking.</p> <p>Identify site boundaries in association with Department of Planning (DP) and State Land Services (SLS) and reserve appropriately with power to lease.</p> <p>Following completion of site definition prepare Detailed Local Structure Plan of site as basis for future subdivision, land and seabed leases and development approvals. Advertise Detailed Local Structure Plan for public comment for a minimum 28 days. Assess comments received and finalise for adoption by Council and WA Planning Commission.</p>
	<p>Rezone site under new Kalbarri Planning Scheme to Special Use Zone - Tourist Commercial and related provisions including an Interpretation of Tourist Commercial – minimum 42 day public advertising during rezoning period.</p> <p>Development to be subject to :</p> <ul style="list-style-type: none"> ▫ Approval by Council and WA Planning Commission of a Detailed Local Structure Plan of site and minimum 28 day public advertising period; and ▫ Approval to Commence Development including condition requiring payment of cash-in-lieu for parking prior to issue of a Building Licence.

Shire of Northampton Policy Manual 2018

Under Shire's currently adopted Policies, it is considered that the mobile food vehicle meets in part the provisions of Council's Policy in relation to Itinerant Food Vendors, in that the food van has been approved for multiple trading locations in and around Kalbarri. Whilst the mobile food van is not entirely itinerant, 8.5 of the Policy can be considered by Council, when determining what is the appropriate use of their Reserve/s:

"8.5 Conditions of Approval of Itinerant Food Vendors

An application under the Shire of Northampton Health Local Laws 2007 Part 10 Section 10.1.2 Itinerant Food Vendor's Licence shall only be approved subject to the following:

- (i) **excepting where specifically approved by Council so that the proprietor or proprietors do not operate within 500 metres of any business within the Shire offering similar produce for sale;***
- (ii) **excepting where specifically approved by Council the proprietor or proprietors shall not operate within a Townsite during the normal trading hours of any business within that Townsite which is offering similar produce for sale;***
- (iii) the proprietor or proprietors shall not park in any Car Park, Rest Area, Roadside or Verge excepting for the period it takes to serve his immediate customer after which he/they must move on;*
- (iv) the proprietor or proprietors only offering for sale foods for which they have been specifically approved and licensed by the Council;*
- (v) the Itinerant Food Vendors vehicle meeting the requirement of the Health Act 1911 and any associated Regulations; and*
- (vi) the proprietor or proprietors meeting any other conditions which the Council may from time to time impose."*

The Shire of Northampton's Policy Manual also sets out the following provisions with regard to trading in public places:

"Generally, the offering of a service, product or merchandise that is freely available through normal business outlets within a town will not be considered a desirable trading activity, and therefore will not have a licence issued.

However if the trading site is so isolated from those businesses it is deemed that it is not likely to have any significant effect on those businesses, then a licence may still be issued for the activity.

A general test of desirability will be applied to each application in the context of the service or goods to be provided and overall benefit that may be realized from allowing the trade....

In the case of Food Vendors they will not be permitted to trade within 300m of any location that is deemed to sell the same or similar product in any locality in the Shire."

It is noted that the above Policy does not specifically apply to Itinerant Food Vendors but does apply to Food Vendors generally (with which the Applicant is considered to be a mixture of the two). The above Policy typically applies to vendors trading for a period of not more than 3 consecutive days.

Local Planning Policy - Commercial Recreational Tourism Activity on Crown Reserves (2018)

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 3.3.1 of the Policy states the following in relation to land-based activities:

“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...

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.”

Local Planning Policy – Mobile Food Vehicles

The *Local Planning Policy for Mobile Food Vehicles* was adopted by Council at their 15 March 2019 Ordinary Meeting, and therefore the provisions of the policy apply.

The *Local Planning Policy* states the following objectives:

- *“Provide guidance on the requirements for the operation of mobile food vehicles within the Shire of Northampton;*
- *Allow mobile food vehicles to operate in locations which support the activation of underutilised public spaces;*
- *Ensure mobile food vehicles operate in a way which complements existing food businesses within town sites;*
- *Ensure mobile food vehicles are of a temporary nature;*
- *Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and*
- *Ensure mobile food vehicle operators practice safe food handling in accordance with the Food Act 2008.”*

The *Local Planning Policy* also details the following sites as being suitable for mobile food vehicles, identifying the proposed site as being able to accommodate two mobile food vehicles:

“Kalbarri:

- *Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf (Site C)*
- *Red Bluff Beach Road (Site D)”*

The Policy also states the following in relation to proposed mobile food vehicles:

“3.6 Waste Management

3.6.1 *The mobile food vehicle operator is required to maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:*

- a) *When trading at an approved location the trade area must be cleaned frequently;*
- b) *No waste or litter from the vehicle may be disposed of into Shire of Northampton's rubbish bins. Mobile food vehicle operators must provide adequately sized bins for patrons use and remove all rubbish from the approved location at the end of trade;*
- c) *A holding tank for wastewater must be located beneath the vehicle; and*
- d) *Waste water, solid waste, litter or any other pollutant must not be placed on the site or allowed to enter the stormwater system, and must be disposed of appropriately and in compliance with relevant legislation and local government requirements.*

3.7 Fixtures

3.7.1 *A mobile food vehicle may only be permitted to have temporary fixtures (subject to attaining the approval of the local government) such as tables, chairs, signs and umbrellas and be in accordance with the following:*

- a) *The fixtures are to be of a temporary nature and removed from the site at the end of trade each day;*
- b) *The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;*
- c) *All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm; and*
- d) *Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic.*

3.8 Noise

3.8.1 *The use of amplified noise is prohibited.*

3.8.2 *Generators must not have a manufacturer specified operational volume greater than 75dB. Noise emissions will be required to be monitored on an ongoing basis to ensure ageing equipment remains below this threshold, or compliance procedures may apply.*

3.8.3 *Notwithstanding the above provision (clause 3.8.2) all mobile food vehicle noise (including the generator) must comply with the*

assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.

3.9 Advertising

3.9.1 All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign and one tear drop banner and:

- a) Shall be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle, with this location being subject to the approval of the Shire of Northampton;*
- b) A-frame signs shall not exceed any dimension of 1m or an area of 1m² on any side;*
- c) Shall be secured in accordance with any requirements of the Shire of Northampton; and*

A-frame signs and tear drop banners will be considered to be temporary fixtures and must comply with the requirements detail in cl. 3.7 of this policy.

3.10 Power

3.10.1 Mobile food vehicles need to be provided with their own power supply unless otherwise approved by Council. The use of generators upon Reserve 52436 will not be permitted except in emergency situations (e.g. power outages).

3.11 Public Risk Management

3.11.1 The permit holder assumes responsibility for any acts of negligence arising from their activity.

3.11.2 The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location."

STRATEGIC IMPLICATIONS:

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

- Strategy/s:
- 1. Promotion of industrial and commercial activities that add value to the existing industries and activities within the shire.
 - 2. Functionality of Marine facilities

Key Actions: 3.3.2 Protect existing marine/boating facilities

COMMENT:

A number of factors have been considered in relation to this proposed use, with each of these factors being detailed separately below.

Is the request a minor amendment?

Council must determine whether they consider the amendment to be a minor amendment under the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Under the deemed provisions of the Regulations, an amendment to an existing development approval is to be dealt with as if it were a new application for development approval, and therefore the usual assessment procedures would be undertaken including consultation in accordance with the Regulations. A development application fee would also typically be charged. In accordance with the Regulations, the Shire of Northampton usually charges a planning fee at 66% of the original application fee for any proposed amendment. This fee seeks to cover the cost of staff time to prepare the required correspondence and any reports and documents that may also be required to be prepared.

Council has the ability to waive or vary a requirement under the *Planning and Development (Local Planning Schemes) Regulations* in respect of an application if the local government is satisfied that the application relates to a minor amendment of the existing development approval. Therefore, Council must determine whether they consider the proposed amendment/s to be a minor amendment. This may be based upon whether the proposed amendment will result in the approved use becoming less compliant with the provisions and policies of Council and statutory or strategic documents. If the proposed amendment continues to meet the existing provisions, then Council may determine the amendment as a minor amendment.

If Council supports the Applicant's request, and considers the proposed amendments as minor amendments, they have the discretion to waive the requirements of the Regulations (as outlined above), and may not require the applicant to lodge an Application for Development Approval, or pay the required fee for assessment.

CONCLUSION:

Council has must determine whether to support or not support the Applicant's request to relocate his mobile food van to the upper sealed section of the carpark upon the Shire-managed Reserve 52436.

Should Council support the applicant's request, consideration is also required to determine if an additional application fee is payable by the applicant to apply the amendment to the existing Development Approval 2019-020 or Council may choose to use their discretion and waive the fee.

1. Council may determine that the request is not a minor amendment to the existing development approval and require the Applicant to lodge an Application for Development Approval and pay the fee of \$50
2. Council may determine that the request is a minor amendment to the existing development approval and support the request of the Applicant. That is, Council may determine to support the amendment and permit the applicant to relocate and treat this as a minor amendment to the existing Development Approval D/A 2019-020, whereby the Applicant would not need to lodge an Application for Development Approval or pay an additional application fee.

VOTING REQUIREMENT:

Absolute Majority Required (if waiving development fees).

OFFICER RECOMMENDATION – ITEM 7.3.3	APPROVAL
<ol style="list-style-type: none"> 1. That Council determines the appropriate fee for this application and the use of Reserve 52436 as either: <ol style="list-style-type: none"> a. \$50 application fee (as per the new <i>Local Planning Policy – Mobile Food Vehicles</i>); OR b. Apply Council discretion and waive the additional application fee (as per the <i>Planning and Development (Local Planning Schemes) Regulations</i>. DELETE WHICHEVER DOES NOT APPLY (A or B) 2. That Council approves the Application for Development Approval for a food van to operate upon Reserve 52436, subject to the following conditions: 	

- a. Development/use shall be in accordance with the attached approved plans dated 21 February 2020 and subject to any modifications required as a consequence of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;**
- b. Any additions to, or change to, the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**
- c. This Development Approval and Mobile Food Vehicle Permit is valid until 17 April 2020, after which the further renewal of the approval by the local government is required annually. It is the responsibility of the operator to apply in good time before expiration, and the local government will not automatically re-issue approvals;**
- d. The Shire of Northampton reserves the right to reposition the mobile food van's permitted trading area, to be undertaken in consultation with the Applicant, so as to improve the efficiency and effectiveness of the site's use, if required.**

Advice Notes

- 1. The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.**
- 2. The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Health Act and Regulations, the Food Act and Regulations and the Environmental Protection (Noise) Regulations, is required at all times;**
- 3. 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. APPLICATION INFORMATION

MR Russell Smith,
Jetty Fish Truck,
P.O Box 690,
Kalbarri, WA, 6536

To the Shire President and Councilors
Shire of Northampton
Northampton, WA,

Dear Council,

Your reference No 10.6.1.3/OCR 31403/R 52436 (A5176) 18/4/2019

I hereby wish to make written request to relocate my business, known as The Jetty Fish Truck, to the upper sealed carpark at the junction of Grey Street and Clotworthy Street, Kalbarri.

At present the Truck is only permitted to be parked at the bottom unsealed carpark, behind the ablution block. During the summer the area becomes extremely dusty which could present health issues, and then disintegrates into a muddy quagmire when the rain comes.

There are also safety issues with regards to wharf traffic versus tourist, customer traffic. There are no designated carpark areas and traffic can become quite unruly. The local sailing club also congregate in this area and causes vehicle congestion.

Since moving the Truck from the sealed wharf area, business has dropped off considerably, due to the fact that it can't be seen by passing traffic. Tourists who are unfamiliar with the area aren't aware that the Truck is situated behind and below the ablution block.

Repositioning to the upper sealed carpark would eliminate health and safety issues that are presented in the lower carpark. The position change would allow safer vehicle access and parking and attract more passing traffic and tourist traffic.

I ask that you give consideration to this relocation request at your earliest convenience.

Yours sincerely,



Russell Smith.
29th January, 2020.



APPENDIX 2. SCHEDULE OF SUBMISSIONS (Original application March 2019)

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1	26/3/2019	Energy West Social Multiple units, Kalbarri Beach Resort	SUPPORT No further detail provided.	Noted.
2	3/4/2019	K Baldwin Lot 890 (No. 55) Gantheaume Cr, Kalbarri	OBJECTION 1. Waste from truck is discharged into garden in front of premises which emits offensive odour. 2. The proposal should have included an expiry date for when storage of the vehicle ceases, eg 6-12 months.	Noted. Odour impacts are a valid planning consideration, however the Applicant has now advised that the truck will be stored within the Industrial Area, rather than the Residential Area, and therefore impact upon adjoining landowners is expected to be minimised.

7.3.4 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 21 FEBRUARY 2020
REPORTING OFFICER: Michelle Allen – Planning Officer

COMMENT:

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

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
089	BW & MJ Bridgeman	LOT 9 (UNIT 1/NO. 6) GLANCE COVE HORROCKS	DWELLING – TOWN CENTRE ZONING	18 December 2019
090	Peter Nong & Vanessa Nguyen	SHOP 5 (NO. 10) PORTER STREET KALBARRI	FOOD PROCESSING VEHICLE (FISH PROCESSING TRUCK) AND COMMERCIAL VEHICLE PARKING	18 December 2019 REFUSAL
091	Peter Nong & Vanessa Nguyen	SHOPS 4 & 5 (NO. 10) PORTER STREET, KALBARRI	NON-FIXED BENCH SEATING	18 December 2019
092	LJ & H Reynolds	NON CONFORMING USE/ BUS STORAGE (OUTBUILDING)	21 HAMERSLEY STREET, NORTHAMPTON	18 December 2019
093	K Perkins	PATIO – R-CODE VARIATIONS	LOT 863 (NO. 2) SEQUITA WAY KALBARRI	14 January 2020
001	P & McGuigan	LOT 365 (NO. 7A) NAIRN PLACE, KALBARRI	OUTBUILDING – R-CODE VARIATIONS	14 January 2020

002	J & M Hasleby	LOT 49 (NO. 48) MITCHELL STREET, HORROCKS	DWELLING – R-CODE VARIATIONS	14 January 2020
003	Adventurethon Australia Pty Ltd	RESERVE 25307	EVENT	14 January 2020
004	Halsall & Associates	LOT 10646 (NO. 399) RED BLUFF ROAD, KALBARRI	OUTBUILDING AND ADJACENT CAMPSITE	17 January 2020
005	L Ahearn	LOT 54 FIRST AVENUE, HORROCKS	OUTBUILDING (RETROSPECTIVE)	11 February 2020

OFFICER RECOMMENDATION – ITEM 7.3.4

For Council Information

7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – DECEMBER 2019	19
7.4.3	MONTHLY FINANCIAL STATEMENTS – JANUARY 2020	46

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 February 2020
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 21st February 2020, 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 21811 to 21849 inclusive totalling \$175,732.48, Municipal EFT payments numbered EFT20122 to EFT20389 inclusive totalling \$1,358,271.67, Trust Fund Cheques 2484 to 2499, totalling \$8,375.04, Direct Debit payments numbered GJ0605 to GJ0711 inclusive totalling \$222,755.09 be passed for payment and the items therein be declared authorised expenditure.

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Chq #	Date	Name	Description	Amount
21811	06-12-2019	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	18684.33
21812	06-12-2019	KALBARRI GAS	45KG GAS	135.00
21813	06-12-2019	KLEENHEAT GAS	FACILITY FEE/CYLINDER SERVICE FEE	79.20
21814	06-12-2019	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES RECOVERY UNPAID RATES	4858.15
21815	06-12-2019	SYNERGY	ELECTRICITY CHARGES	9410.41
21816	06-12-2019	SHIRE OF NORTHAMPTON	NCCA 19/20 OPERATING GRANT	2000.00
21817	10-12-2019	GORDON FRASER	35YRS SERVICE AWARD	1200.00
21818	10-12-2019	KARENE SEDGWICK	35YRS SERVICE AWARD	1200.00
21819		CANCELLED		
21820	10-12-2019	TELSTRA	TELEPHONE CHARGES	1855.43
21821	10-12-2019	WATER CORPORATION	WATER USE & SERVICE CHARGES	16903.84
21822		CANCELLED		
21823	18-12-2019	TIM HAY	CR FEES DEC 2019	2356.44
21824	18-12-2019	CRAIG SIMKIN	CR FEES DEC 2019	18296.54
21825	18-12-2019	PETER STEWART	CR FEES DEC 2019	2198.02
21826	18-12-2019	E E SUDLOW	CR FEES DEC 2019	819.31
21827	19-12-2019	FALCARRAGH PTY LTD	RATES REFUND	1105.47
21828	23-12-2019	AUSTRALIA POST	POSTAGE	190.34
21829	23-12-2019	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	2916.54
21830	23-12-2019	RE & VA CLARKE	ECO FLORE BORE LICENCE	1040.00
21831	23-12-2019	SONYA HASLEBY	10YR SERVICE AWARD	100.00
21832	23-12-2019	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE FENCING PROVISIONS	2812.15
21833	23-12-2019	NORTHAMPTON MOTOR HOTEL	DFES FIRE REFRESHMENTS	300.00
21834	23-12-2019	SYNERGY	ELECTRICITY CHARGES	13087.95
21835	23-12-2019	TELSTRA	TELEPHONE CHARGES	1034.74
21836	14-01-2020	TELSTRA	TELEPHONE CHARGES	1155.46
21837	14-01-2020	SYNERGY	ELECTRICITY CHARGES	16789.19
21838	17-01-2020	ALINTA ENERGY	GAS	104.40
21839	17-01-2020	AUSTRALIA POST	POSTAGE	680.33

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Chq #	Date	Name	Description	Amount
21840	17-01-2020	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	19265.40
21841	17-01-2020	GERALDTON MOWER & REPAIR SPECIALISTS	CHAINSAWS	88.00
21842	17-01-2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES LEASE	2128.25
21843	17-01-2020	TERRANCE GARDINER	KAL DR SURGERY PAINTING	295.00
21844	17-01-2020	SHIRE OF NORTHAMPTON	BA1750 SEEBREEZE CARPORT	61.65
21845	30-01-2020	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	175.10
21846	30-01-2020	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	7453.19
21847	30-01-2020	MCLEODS BARRISTERS & SOLICITORS	ASSIGNMENT OF LEASE	413.67
21848	30-01-2020	SYNERGY	ELECTRICITY CHARGES	23077.28
21849	30-01-2020	TELSTRA	TELEPHONE CHARGES	1461.70
				<u>\$175,732.48</u>

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ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT20122	02-12-2019	WESTERN AUSTRALIAN TREASURY CORP	LOAN 154 & 151	22663.25
EFT20123	06-12-2019	ABROLHOS ELECTRICS	JETTY SWITCH BOARD/BBQ MTCE	1102.97
EFT20124	06-12-2019	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	EXCAVATOR HIRE	302.50
EFT20125	06-12-2019	KALBARRI IGA	REFRESHMENTS/GOODS	92.90
EFT20126	06-12-2019	ANGIE'S CAFE	REFRESHMENTS	280.00
EFT20127	06-12-2019	BLACKWOODS	TRAFFIC CONES	604.69
EFT20128	06-12-2019	BLUESTAR EARTHMOVING	HARV/HOR RDS EXCAVATOR-ROCK BREAKER	8882.50
EFT20129	06-12-2019	BOSTON CONTRACTING	HARV/HOR WATER TRUCK	16615.50
EFT20130	06-12-2019	B P ROADHOUSE NORTHAMPTON	REFRESH, FUEL	350.00
EFT20131	06-12-2019	BUNNINGS BUILDING SUPPLIES	SEEDLINGS	286.42
EFT20132	06-12-2019	JUPPS CARPETS & CERAMICS PTY LTD	NTON BOWLING CLUB VINYL PLANK	4440.00
EFT20133	06-12-2019	CHEM CENTRE	WATER SAMPLES	275.00
EFT20134	06-12-2019	CHRISTIE PARKSAFE	KAL FSHORE BBQ ELEC	6578.00
EFT20135	06-12-2019	CLARKSON FREIGHTLINES	FREIGHT	313.59
EFT20136	06-12-2019	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	145.36
EFT20137	06-12-2019	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	478.80
EFT20138	06-12-2019	TOLL TRANSPORT PTY LTD	FREIGHT	816.62
EFT20139	06-12-2019	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE	261.05
EFT20140	06-12-2019	DEPARTMENT OF COMMUNITIES HOUSING	KAL AGED DEED TERMINATION	21311.38
EFT20141	06-12-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT20142	06-12-2019	SIMON DRAGE	NCC REPAIR CEILING SQUASH COURT	856.68
EFT20143	06-12-2019	D-TRANS	PARTS	350.88
EFT20144	06-12-2019	ELITE ELECTRICAL CONTRACTING	NTON RSL AIRCON	19919.80
EFT20145	06-12-2019	EXTERIA	LUCKY BAY WINDBREAKS	2618.00
EFT20146	06-12-2019	FENN PLUMBING & GAS	REPAIR BBQ	699.38

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EFT #	Date	Name	Description	Amount
EFT20147	06-12-2019	DEPARTMENT OF FIRE AND EMERGENCY	19/20 ESL	4772.61
EFT20148	06-12-2019	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	597.31
EFT20149	06-12-2019	FORPARK AUSTRALIA	TODDLER SWING	725.45
EFT20150	06-12-2019	GERALDTON LOCK & KEY SPECIALISTS	KEYS CUT	33.00
EFT20151	06-12-2019	GERALDTON SIGN MAKERS	SIGNS	160.60
EFT20152	06-12-2019	GOLDINGS PAVING CENTRE	HAMPTON GARD STAIRS ROADPAVE	5364.20
EFT20153	06-12-2019	GREAT SOUTHERN FUEL SUPPLY	NOV/DEC DEPOT FUEL, FUEL CARDS	65679.61
EFT20154	06-12-2019	HALAM HOME HANDYMAN SERVICES	SALAMIT GARDEN MTCE	790.00
EFT20155	06-12-2019	HASLEBYS HARDWARE SUPPLIES	OCT/NOV SPRINKLERS, FERT, HARDWARE	6382.53
EFT20156	06-12-2019	HEARING & AUDIOLOGY	WORKCOVER AUDIO TESTING	1620.00
EFT20157	06-12-2019	HILLE, THOMPSON & DELFOS	SURVEY MARY ST NTON (MENS SHED)	1485.00
EFT20158	06-12-2019	J HINE & SON CONSTRUCTION	RSL HALL 6TH PROGRESS CLAIM	121443.34
EFT20159	06-12-2019	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD PERTH	PARTS	1001.70
EFT20160	06-12-2019	HOSEXPRESS	PARTS	433.15
EFT20161	06-12-2019	JASON SIGNMAKERS	OVERLAY STICKERS	58.26
EFT20162	06-12-2019	KALBARRI EXPRESS FREIGHT	FREIGHT	477.95
EFT20163	06-12-2019	KALBARRI WAREHOUSE	HARDWARE, RAPIDSET,	507.25
EFT20164	06-12-2019	KALBARRI NEWSAGENCY	STATIONERY	44.85
EFT20165	06-12-2019	KALBARRI AUTO ELECTRICS	KALB TRUCK AIRCON REPAIRS	1051.35
EFT20166	06-12-2019	KALBARRI CONSTRUCTION	KCC FIT WINDOW	820.00
EFT20167	06-12-2019	KALBARRI OCCASIONAL CHILD CARE CENTRE	KCC 19/20 OPERATING GRANT	2000.00
EFT20168	06-12-2019	KOMATSU AUSTRALIA PTY LTD	PARTS	19.71
EFT20169	06-12-2019	KALBARRI PEST CONTROL (BC DIGGINS & KP LAW)	VISUAL TERMITE INSPECT/PEST CONTROL	230.00
EFT20170	06-12-2019	LGISWA	LGIS ONSITE SKIN CANCER SCREENING	6576.35
EFT20171	06-12-2019	LGIS INSURANCE BROKING	MV INSURANCE ADJUSTMENT 18/19	1021.06

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EFT #	Date	Name	Description	Amount
EFT20172	06-12-2019	LOGIC IT PTY LTD	HIGH SPEED FIXED WIRELESS PROJECT	33000.00
EFT20173	06-12-2019	MARKETFORCE	ADVERTISING	1507.33
EFT20174	06-12-2019	LGRCEU	PAYROLL DEDUCTIONS	246.00
EFT20175	06-12-2019	GERALDTON TOYOTA	VEHICLE SERVICE	401.06
EFT20176	06-12-2019	FLICK ANTICIMEX PTY LTD	ABLUTION SERVICES	7135.75
EFT20177	06-12-2019	NORTHAMPTON IGA	REFRESH,GOODS	227.71
EFT20178	06-12-2019	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	1139.10
EFT20179	06-12-2019	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL MTCE	3874.45
EFT20180	06-12-2019	NOVUS WINDSCREENS GERALDTON	PLANT WINDSCREEN	322.00
EFT20181	06-12-2019	O'BRIEN SMASH REPAIRS	INSURANCE EXCESS	300.00
EFT20182	06-12-2019	OPTEON (MID WEST WA) PTY LTD	VALUATION LOT 82 KITSON NTON	1400.00
EFT20183	06-12-2019	PEMCO DIESEL PTY LTD	PARTS	580.80
EFT20184	06-12-2019	PLATINUM ELECTRICIANS MIDWEST	REPLACE CONSUMER POLE OLD RAIL	2757.13
EFT20185	06-12-2019	PORT GREGORY CARAVAN PARK	PT GREG FIRE TRUCK FUEL	241.10
EFT20186	06-12-2019	PURCHER INTERNATIONAL	PARTS	483.38
EFT20187	06-12-2019	QUIK CORP PTY LTD	KALB BIOWEED SPRAY	517.00
EFT20188	06-12-2019	REPEAT PLASTICS WA	PREMIER SLIMLINE TABLE & BENCH SETTINGS	13023.96
EFT20189	06-12-2019	ROAD RUNNER MECHANICAL SERVICES	INSTALL VEHICLE AIR TANKS	2245.78
EFT20190	06-12-2019	SUN CITY PRINT & DESIGN	STATIONERY	3644.00
EFT20191	06-12-2019	STAR TRACK EXPRESS	FREIGHT	148.02
EFT20192	06-12-2019	THEM EARTHMOVING PTY LTD	HARV/HOR RD HIRE SEMI SIDETIPPER	5324.00
EFT20193	06-12-2019	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	HAV/HOR RD GRAVEL PUSHUP	4840.00
EFT20194	06-12-2019	2V NET IT SOLUTIONS	COMP MTCE, LAPTOP, NOTEBOOK	3688.00
EFT20195	06-12-2019	DATATRAX PTY LTD	KVC QUARTERY VIDEO AD	395.00
EFT20196	06-12-2019	CLEANAWAY CO PTY LTD	REFUSE COLLECTION/SITE MTCE	43541.09
EFT20197	06-12-2019	LANDGATE	ANNUAL SLIP SUBSCRIPTION, VALUATION	2385.85
EFT20198	06-12-2019	WEIRDO'S CARPENTRY & MAINTENANCE	KAL CAMP ABLUTION PAVING	1661.50

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EFT #	Date	Name	Description	Amount
EFT20199	06-12-2019	WESTRAC EQUIPMENT PTY LTD	PLANT REPAIRS	3188.10
EFT20200	06-12-2019	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1316.90
EFT20201	06-12-2019	WESTERN AUSTRALIAN TREASURY CORP	LOAN 156	27791.42
EFT20202	06-12-2019	NORTHAMPTON TYRES	SUPPLY&FIT 7 TYRES	2525.00
EFT20203	06-12-2019	WURTH AUSTRALIA WEST	HARDWARE/GOODS	141.28
EFT20204	06-12-2019	VOXSON SALES PTY LTD	LED RADAR SPEED SIGN	5840.23
EFT20205	12-12-2019	AUSTRALIAN TAXATION OFFICE	NOV 2019 BAS	36529.00
EFT20206	12-12-2019	GLENN BANGAY	REIMB WATER CORP	1360.39
EFT20207	12-12-2019	RIC DAVEY	ANIMAL EUTHANASIA	360.00
EFT20208	12-12-2019	GRANT MIDDLETON	REIMB WESTNET	241.13
EFT20209	12-12-2019	OWEN SIMKIN	REIMB FUEL	116.22
EFT20210	12-12-2019	TWELVETIGERS PTY LTD	RATES REFUND	5984.04
EFT20211	13-12-2019	AT & DE WILSON PTY LTD	OLD SCHOOL EXTERNAL PAINTING	23396.50
EFT20212	19-12-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4719.00
EFT20213	23-12-2019	ALL CLEANING AND MAINTENANCE	SALAMIT RES CLEANING	594.00
EFT20214	23-12-2019	ASHMOORE TRUST	KAL REFUSE LIMESTONE STEPS	2035.00
EFT20215	23-12-2019	AUSSIE SHEDS GROUP	KALB DEPOT SHED FINAL KIT PAYMENT	16590.00
EFT20216	23-12-2019	BATAVIA COAST TRIMMERS	NCC REPAIR AND REINSTALL SHADE SAIL	330.00
EFT20217	23-12-2019	BLUESTAR EARTHMOVING	HARVEY/HORRY SEMI-SIDE TIPPER TRAILER HIRE	3960.00
EFT20218	23-12-2019	COATES HIRE OPERATIONS PTY LIMITED	GENERATOR HIRE	378.68
EFT20219	23-12-2019	WINC AUSTRALIA PTY LTD	STATIONERY	98.48
EFT20220	23-12-2019	TOLL TRANSPORT PTY LTD	FREIGHT	251.82
EFT20221	23-12-2019	COVS PARTS PTY LTD	DEGREASER, FILTER	261.43
EFT20222	23-12-2019	SIMON DRAGE	RESIDENCE DISABILITY RAILS	234.30
EFT20223	23-12-2019	GARRY DUNGATE	OLD POLICE ST VERANDAH FLOOR REPAIRS	1760.00
EFT20224	23-12-2019	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	MTCE GRADING KALB COASTAL	660.00
EFT20225	23-12-2019	ENGIN PTY LTD	ENGIN CHARGES	287.41

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20226	23-12-2019	FENN PLUMBING & GAS	CHINAMANS REPLACE CISTERN/PIPE	1479.50
EFT20227	23-12-2019	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	400.97
EFT20228	23-12-2019	GEOFABRICS AUSTRALASIA PTY LTD	TAPE	531.30
EFT20229	23-12-2019	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM - QUARTER	780.00
EFT20230	23-12-2019	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	669.37
EFT20231	23-12-2019	HALAM HOME HANDYMAN SERVICES	HOUSE CALLION REPAIR RETIC	217.90
EFT20232	23-12-2019	C + J HANSON PLUMBING CONTRACTORS	NTON GARDENS REPAIR PIPE	279.11
EFT20233	23-12-2019	J R & A HERSEY	GLOVES, WIPES	412.89
EFT20234	23-12-2019	INSTANT RACKING & SHELVING	TOOL BOX	419.00
EFT20235	23-12-2019	JASON SIGNMAKERS	SIGNS	2212.03
EFT20236	23-12-2019	KALBARRI AUTO CENTRE	VEHICLE REMOVAL	100.00
EFT20237	23-12-2019	KALBARRI EXPRESS FREIGHT	FREIGHT	151.25
EFT20238	23-12-2019	KALBARRI WAREHOUSE	MERANTI, SOLENOID, VALVES, RETIC	747.20
EFT20239	23-12-2019	KALBARRI CARRIERS	FREIGHT	165.00
EFT20240	23-12-2019	KALBARRI REFRIGERATION AIRCON	ALLEN CENTRE SERVICE AIRCON	1057.00
EFT20241	23-12-2019	KALBARRI PEST CONTROL (BC DIGGINS & KP LAW)	VISUAL TERMITE INSPECT/PEST CONTROL	460.00
EFT20242	23-12-2019	SHANE KRAKOUER	CR FEES DEC 2019	6941.59
EFT20243	23-12-2019	KALBARRI SPORTS & REC	GRANT - HALF COURT	6000.00
EFT20244	23-12-2019	LENANE HOLDINGS PTY LTD	HAV/HOR RDS ROLLER HIRE	18287.50
EFT20245	23-12-2019	LGRCEU	PAYROLL DEDUCTIONS	123.00
EFT20246	23-12-2019	MIDWEST TREE SERVICES	KCC LOP TREE	957.00
EFT20247	23-12-2019	SHIRE OF MINGENEW	VELPIC ONLINE TRAINING PLATFORM 19/20	513.33
EFT20249	23-12-2019	MODERN TEACHING AIDS PTY LTD	NCCA CLEANING GOODS	299.09
EFT20250	23-12-2019	THE WORKWEAR GROUP PTY LTD	UNIFORMS	1670.48
EFT20251	23-12-2019	NORTHAMPTON LIONS CLUB	CONTRIBUTION 2019 SENIOR CITIZENS XMAS	500.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20252	23-12-2019	GERALDTON CLEANPAK TOTAL SOLUTIONS	CLEANING PRODUCTS	993.88
EFT20253	23-12-2019	DESMOND PIKE	CR FEES DEC 2019	2000.00
EFT20254	23-12-2019	ROAD RUNNER MECHANICAL SERVICES	PLANT REPAIRS	1935.82
EFT20255	23-12-2019	MIDWEST SWEEPING CONTRACTORS	STREET SWEEPING	9528.15
EFT20256	23-12-2019	SANDRA STOCK-STANDEN	CR FEES DEC 2019	1703.96
EFT20257	23-12-2019	THE SHEARING SHED CAFE	REFRESHMENTS	355.00
EFT20258	23-12-2019	PAUL SHERIFF	COMPUTER MTCE	220.00
EFT20259	23-12-2019	STEWART SMITH	CR FEES DEC 2019	2865.84
EFT20260	23-12-2019	STAR TRACK EXPRESS	FREIGHT	10.60
EFT20261	23-12-2019	ROSLYN SUCKLING	CR FEES DEC 2019	2769.80
EFT20262	23-12-2019	2V NET IT SOLUTIONS	COMPUTER MTCE	299.00
EFT20263	23-12-2019	TOTAL TOILETS	PUMP SEPTICS/DUMP POINT	2456.80
EFT20264	23-12-2019	CLEANAWAY CO PTY LTD	RUBBISH COLLECTION/SITE MTCE	40654.96
EFT20265	23-12-2019	WESTRAC EQUIPMENT PTY LTD	PARTS	885.51
EFT20266	23-12-2019	WA LOCAL GOVERNMENT ASSOCIATION	CR COURSE MANAGE RECOVERY ACTIVITIES	688.00
EFT20267	23-12-2019	WESTERN RESOURCE RECOVERY PTY LTD	PUMP SEPTICS	580.00
EFT20268	23-12-2019	WILLIAMS & HUGHES	LEGAL SERVICES	3096.94
EFT20269	23-12-2019	CT & L WOODCOCK	TOWABLE SPREADER, DIGITAL LOC, HWARE	7297.20
EFT20270	23-12-2019	WURTH AUSTRALIA WEST	PARTS	4.40
EFT20271	23-12-2019	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT20272	24-12-2019	NORTHAMPTON BOWLING CLUB	XMAS FUNCTION	4197.00
EFT20273	24-12-2019	HAYLEY JANE PIERCE	NCCA WAGE PAYOUT	3740.33
EFT20274	24-12-2019	RIC DAVEY	REIMB GLASSES	300.00
EFT20275	24-12-2019	J HINE & SON CONSTRUCTION	RSL PRACTICAL COMPLETION	19000.92
EFT20276	03-01-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	3718.00
EFT20277	03-01-2019	SIMPLE LIFE PROJECTS	FORESHORE SHADE SHELTERS	37050.00
EFT20278	03-01-2019	TEAKLE & LALOR	RSL HALL DESIGN/DRAFTING ADDITIONS	6546.76

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20279	03-01-2020	AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2019	29385.00
EFT20280	09-01-2020	GLENN BANGAY	REIMB NODE1	79.95
EFT20281	09-01-2020	SAMANTHA CALDWELL	NCCA REIMB BOUNCY CASTLE HIRE	250.00
EFT20282	09-01-2020	LEO RYAN	REIMB DODO LINE RENTAL	39.90
EFT20283	17-01-2020	ABCO PRODUCTS PTY LTD	E-ZYME CRYSTALS	1372.94
EFT20284	17-01-2020	ABROLHOS ELECTRICS	KCC INSTALL POWER POINTS	1109.79
EFT20285	17-01-2020	AMD AUDIT & ASSURANCE PTY LTD	2019 CERT DEFERRED PENSIONER RATES	440.00
EFT20286	17-01-2020	KALBARRI IGA	CLEANING PRODUCTS	30.34
EFT20287	17-01-2020	BORAL CONSTRUCTION MATERIALS GROUP LTD	HARVEY/HORR RDS SEALING AGG	11132.26
EFT20288	17-01-2020	BOSTON CONTRACTING	HARVY/HORRY WATER CART HIRE	10868.00
EFT20289	17-01-2020	CENTRAL WEST PUMP SERVICE	HORROCKS FORESHORE PUMP	526.90
EFT20290	17-01-2020	CITY ELECTRIC SUPPLY PTY LTD	KAL FSHORE SOLAR BOLLARDS	24420.00
EFT20291	17-01-2020	CHEM-DRY	CARPET CLEANING NTON OFFICE	886.60
EFT20292	17-01-2020	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	73.87
EFT20293	17-01-2020	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	433.95
EFT20294	17-01-2020	TOLL TRANSPORT PTY LTD	FREIGHT	100.53
EFT20295	17-01-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4576.00
EFT20296	17-01-2020	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	MURCH HS RD MTCE GRADING	960.00
EFT20297	17-01-2020	ENGIN PTY LTD	ENGIN CHARGES	213.47
EFT20298	17-01-2020	GERALDTON BUILDING SERVICES & CABINETS	RSL RECEPTION COUNTER & OPEN SHELF UNIT	4786.10
EFT20299	17-01-2020	ATOM GERALDTON	LENSE WIPES	193.34
EFT20300	17-01-2020	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	351.43
EFT20301	17-01-2020	C + J HANSON PLUMBING CONTRACTORS	NTON OFFICE REPAIR PIPE HWS	548.64
EFT20302	17-01-2020	HOSEXPRESS	HOSE	351.86
EFT20303	17-01-2020	KALBARRI AUTO CENTRE	VEHICLE REMOVE TO DEPOT	99.00
EFT20304	17-01-2020	KALBARRI SES UNIT INC.	19/20 ESL FUNDING 3RD Q	8507.50

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20305	17-01-2020	KALBARRI EXPRESS FREIGHT	FREIGHT	394.46
EFT20306	17-01-2020	KALBARRI WAREHOUSE	HANDLE D PULL, MERANTI DAR, SIKAFLEX	219.35
EFT20307	17-01-2020	KALBARRI LAWNMOWING SERVICE	PT GREG LAWNMOWING	190.00
EFT20308	17-01-2020	KALBARRI CARRIERS	FREIGHT	347.88
EFT20309	17-01-2020	KALBARRI NEWSAGENCY	STATIONERY USB	18.95
EFT20310	17-01-2020	KALBARRI AUTO ELECTRICS	KALB MOWER SUPPLY & FIT BATTERY	180.00
EFT20311	17-01-2020	KALBARRI REFRIGERATION AND AIRCONDITIONING SERVICE	KAL DR SURGERY AIRCON	1464.10
EFT20312	17-01-2020	KALBARRI SHUTTLE	XMAS FUNCTION DRIVER	330.00
EFT20313	17-01-2020	MARKETFORCE	ADVERTISING	348.77
EFT20314	17-01-2020	LGRCEU	PAYROLL DEDUCTIONS	246.00
EFT20315	17-01-2020	GERALDTON TOYOTA	VEHICLE SERVICE	996.67
EFT20316	17-01-2020	NAPA GERALDTON	TRUCK WASH, PENETRANT, RAGS	373.69
EFT20317	17-01-2020	THE WORKWEAR GROUP PTY LTD	UNIFORMS	545.28
EFT20318	17-01-2020	NORTHAMPTON IGA	GOODS/REFRESHMENTS	376.76
EFT20319	17-01-2020	NORTHAMPTON NEWSAGENCY	STATIONERY,NEWSPAPERS	1042.49
EFT20320	17-01-2020	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL MTCE	972.60
EFT20321	17-01-2020	NOVUS WINDSCREENS GERALDTON	JCB BACKHOE WINDSCREEN	1970.54
EFT20322	17-01-2020	GERALDTON CLEANPAK TOTAL SOLUTIONS	CLEANING PRODUCTS	599.41
EFT20323	17-01-2020	OPTEON PROPERTY GROUP PTY LTD	VALUATION LOT 121158, 1 GLANCE ST HKS	7341.20
EFT20324	17-01-2020	PURCHER INTERNATIONAL	PARTS	412.24
EFT20325	17-01-2020	QUANTUM SURVEYS	HARVEY/HORRY SURVEY FINAL SETOUT	7988.75
EFT20326	17-01-2020	REPEAT PLASTICS WA	KALB FSHORE BOLLARDS	204.83
EFT20327	17-01-2020	ROAD RUNNER MECHANICAL SERVICES	ISUZU TRUCK INCREASE AIRTANK SIZE	1724.76
EFT20328	17-01-2020	THE SHEARING SHED CAFE	REFRESHMENTS	135.00
EFT20329	17-01-2020	PAUL SHERIFF	CONFIGURE NEW SERVER	605.00
EFT20330	17-01-2020	SPALDING ELECTRICAL SERVICES	WATER BORE ELECTRICAL REPAIRS	1500.40
EFT20331	17-01-2020	LANDGATE	VALUATION EXPENSES	162.36

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20332	17-01-2020	WESTERN POWER	ROBINSON ST STREET LIGHTING	4521.00
EFT20333	17-01-2020	WEST AUSTRALIAN NEWSPAPERS LTD	KVC WEST AUSTRALIAN TRAVEL FEATURE	1697.35
EFT20334	17-01-2020	WESTERN AUSTRALIAN TREASURY CORP	LOAN 153	23874.14
EFT20335	17-01-2020	NORTHAMPTON TYRES	SUPPLY & FIT 2 TYRES, PUNCTURE REPAIR	805.00
EFT20336	17-01-2020	WILLIAMS & HUGHES	LEASE RENEWAL	1892.02
EFT20337	17-01-2020	CT & L WOODCOCK	HARDWARE TRICLOPHR & DINGO	4744.65
EFT20338	09-01-2020	SARAH GOODGAME	LUCKY BAY REFUND FEES	120.00
EFT20339	28-01-2020	GARRY DUNGATE	OLD POLICE ST REPAIR STONE WORK	7700.00
EFT20340	28-01-2020	OWEN SIMKIN	REIMB FUEL	21.06
EFT20341	29-01-2020	LEANNE RANDALL	REFUND RSL HALL BOND LESS EXP	104.00
EFT20342	30-01-2020	ABROLHOS ELECTRICS	KALBARRI DEPOT BORE REPLACE PUMP	3009.38
EFT20343	30-01-2020	AFGRI EQUIPMENT AUST PTY LTD	PARTS	259.05
EFT20344	30-01-2020	BRUCE ROCK ENGINEERING	PARTS	31.24
EFT20345	30-01-2020	BUNNINGS BUILDING SUPPLIES	PUNNETS, SNAIL KILLER, FERTILISER, SEASOL	423.52
EFT20346	30-01-2020	BUTLER CREATIVE	NCCA - 2020 PROGRAM DIARY	56.00
EFT20347	30-01-2020	CENTRAL WEST PUMP SERVICE	KALBARRI ECO FLORA BOREFIELD PUMP	7084.00
EFT20348	30-01-2020	COASTAL PLUMBING & GAS FITTING	RELOCATE WATER LINE	480.70
EFT20349	30-01-2020	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	559.27
EFT20350	30-01-2020	TOLL TRANSPORT PTY LTD	FREIGHT	299.08
EFT20351	30-01-2020	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE - NTPN	330.00
EFT20352	30-01-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT20353	30-01-2020	DEPARTMENT OF TRANSPORT	KALBARRI MARINE FACILITY REIMB WATER	38.37
EFT20354	30-01-2020	D-TRANS	WELDING REPAIRS FUEL TANK	443.97
EFT20355	30-01-2020	FENN PLUMBING & GAS	PLUMBING REPAIRS	281.05
EFT20356	30-01-2020	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE, GST	243.30
EFT20357	30-01-2020	GERALDTON TROPHY CENTRE	ACRYLIC BADGE	22.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20358	30-01-2020	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	1002.00
EFT20359	30-01-2020	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL/FUEL CARD PURCHASES	21026.42
EFT20360	30-01-2020	GUARDIAN PRINT & GRAPHICS	STATIONERY	325.00
EFT20361	30-01-2020	HASLEBYS HARDWARE SUPPLIES	KALBARRI POP UP SPRINKLER , RETIC	7706.39
EFT20362	30-01-2020	HOSEXPRESS	HOSE	457.05
EFT20363	30-01-2020	INSTANT RACKING & SHELVING	NTON DEPOT H/DUTY SWIVEL & BRAKE	196.00
EFT20364	30-01-2020	JASON SIGNMAKERS	SIGNS	1242.00
EFT20365	30-01-2020	KALBARRI MOTOR HOTEL	KALBARRI VBFB - REFRESHMENT	275.94
EFT20366	30-01-2020	KALBARRI EXPRESS FREIGHT	FREIGHT	100.43
EFT20367	30-01-2020	LIONS CANCER INSTITUTE	DONATION CHIDRENS EASTER	200.00
EFT20368	30-01-2020	LGIS RISK MANAGEMENT	REGIONAL RISK CO ORDINATOR PROG	6367.90
EFT20369	30-01-2020	MARK ARMSTRONG ELECTRICAL	KALBARRI DEPOT SHED - ELECTRICAL	2640.00
EFT20370	30-01-2020	LGRCEU	PAYROLL DEDUCTIONS	123.00
EFT20371	30-01-2020	GERALDTON TOYOTA	KEY BATTERY	12.22
EFT20372	30-01-2020	MIDWEST FINANCIAL	AQUITTAL OF OLD SCHOOL REDEV PROJECT	550.00
EFT20373	30-01-2020	FLICK ANTICIMEX PTY LTD	SANITARY DISPOSAL UNIT	239.52
EFT20374	30-01-2020	NORTHAMPTON IGA	NCCA GOODS	42.09
EFT20375	30-01-2020	NORTHAMPTON NEWSAGENCY	NCCA STATIONERY	77.45
EFT20376	30-01-2020	GERALDTON CLEANPAK TOTAL SOLUTIONS	TOILET PRODUCTS	125.40
EFT20377	30-01-2020	OFFICE OF THE AUDITOR GENERAL	AUDIT YEAR ENDED 30 JUNE 2019	44000.00
EFT20378	30-01-2020	PROTECTOR FIRE SERVICES	SERVICE FIRE EQUIPMENT	5628.97
EFT20379	30-01-2020	ROAD RUNNER MECHANICAL SERVICES	SUPPLY OF PARTS	944.31
EFT20380	30-01-2020	2V NET IT SOLUTIONS	COMPTER MTCE	609.00
EFT20381	30-01-2020	TOTAL TOILETS	PINK LAKE ABLUTIONS CHINESE NEW YEAR	9570.00
EFT20382	30-01-2020	CLEANAWAY CO PTY LTD	REFUSE COLLECTION/SITE MTCE	42193.83
EFT20383	30-01-2020	WESTRAC EQUIPMENT PTY LTD	2019 CAT ROLLER (VIB) P300 NR10540	188230.44

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

EFT #	Date	Name	Description	Amount
EFT20384	30-01-2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	CR COURSE FINANCIAL REPORTS/BUDGET	950.00
EFT20385	30-01-2020	WESTERN AUSTRALIAN TREASURY CORP	LOANS GFEE	4416.93
EFT20386	30-01-2020	NORTHAMPTON TYRES	HKS FIRE UNIT PUMP, BINNU LIGHT ATTACK, 2 TYRES, PUNCTURE REPAIR	10315.50
EFT20387	30-01-2020	WILLIAMS MUFFLERS BRAKES TYRES	MUFFLER	413.60
EFT20388	30-01-2020	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBS	278.00
EFT20389	30-01-2020	LEANNE RANDALL	REFUND RSL HALL BOND (BALANCE)	30.00
				<u>\$1,358,271.67</u>

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2484	09-12-2019	MCAULLAY BUILDERS PTY LTD	REFUND KERB DEPOSIT BA 1706	500.00
2485	09-12-2019	REDINK HOMES MIDWEST	REFUND KERB DEPOSIT BA1652	500.00
2486	09-12-2019	DEPT OF MINES, INDUSTRY REG&SAFETY	BRB NOVEMBER	965.51
2487	09-12-2019	SHIRE OF NORTHAMPTON	BRB COMMISSION NOVEMBER 2019	25.00
2488	09-12-2019	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCTF NOVEMBER 2019	1159.50
2489	09-12-2019	SHIRE OF NORTHAMPTON	BCTF COMMISSION NOVEMBER 2019	16.50
2490	12-12-2019	PATRICIA MCDONALD	REFUND COMMUNITY BUS BOND	200.00
2491	12-12-2019	NORTHAMPTON HISTORICAL SOCIETY	REFUND COMMUNITY BUS BOND	200.00
2492	12-12-2019	DEPT FOR PLANNING & INFRASTRUCTURE	SPECIAL SERIES PLATES 007NR	200.00
2493	19-12-2019	NORTHAMPTON DISTRICT HIGH SCHOOL	ONELIFE - PRINTING	500.00
2494	08-01-2020	DEPT FOR PLANNING & INFRASTRUCTURE	SPECIAL SERIES PLATES 232NR	200.00
2495	15-01-2020	DEPT OF MINES, INDUSTRY, REGULATION & SAFETY	BRB DEC 2019	1889.03
2496	15-01-2020	SHIRE OF NORTHAMPTON	BRB COMMISSION DEC 2019	40.00
2497	15-01-2020	SHIRE OF NORTHAMPTON	BCTF COMMISSION DECEMBER 2019	24.75
2498	15-01-2020	BUILDING AND CONSTRUCTION INDUSTRY	BCTF DECEMBER 2019	1754.75
2499	24-01-2020	DEPT FOR PLANNING & INFRASTRUCTURE	SPECIAL SERIES PLATES 69NR	200.00
				<u>\$8,375.04</u>

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	12/12/2019	PAYROLL	FN/E 12/12/2019	91057.00
	12/12/2019	SUPERCHOICE	SUPERANNUATION FN/E 12/12/2019	21671.94
	24/12/2019	PAYROLL	FN/E 25/12/2019	104140.03
	24/12/2019	SUPERCHOICE	SUPERANNUATION FN/E 25/12/2019	26381.55
GJ0605	31-12-19	NATIONAL AUSTRALIA BANK	BANK FEES	123.24
GJ0606	31-12-19	COMMONWEALTH BANK	BPOINT FEES	95.66
GJ0607	31-12-19	NATIONAL AUSTRALIA BANK	BPAY	310.64
GJ0609	31-12-19	CEO CORPORATE CARD	BANK CHARGES	9.00
GJ0611	31-12-19	DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	81.76
			KAL CHILD CARE IINET	80.29
			2V NET COMPUTER EXPS OFFICE 365	403.04
			WATER CORPORATION - CHARGES	332.66
			CONFERENCE EXPS	720.00
				1626.75
	9/01/2020	PAYROLL	FN/E 09/01/2020	90003.00
	15/01/2020	SUPERCHOICE	SUPERANNUATION FN/E 09/01/2020	21697.02
	23/01/2020	PAYROLL	FN/E 23/01/2020	86345.00
	30/01/2020	SUPERCHOICE	SUPERANNUATION FN/E 23/01/2020	21826.26
GJ0705	31-01-20	NATIONAL AUSTRALIA BANK	BANK FEES	154.08
GJ0706	31-01-20	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	569.07
GJ0707	31-01-20	COMMONWEALTH BANK	BPOINT FEES	185.76
GJ0708	31-01-20	NATIONAL AUSTRALIA BANK	BPAY	118.80
GJ0710	31-01-20	CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	284.80
				293.80
GJ0711	31-01-20	DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	81.02

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 FEBRUARY 2020

Jnl #	Date	Name	Description	Amount	
			KAL CHILD CARE IINET	81.17	
			2V NET COMPUTER EXPS OFFICE 365	309.25	2590.01
				<u>\$222,755.09</u>	

7.4.2 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2019

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 February 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for December 2019

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 December 2019 are detailed from page 1 to page 25 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31 December 2019 financial position is comprised of the following:

Total operating revenue has a positive variance of \$187,477. Part of this revenue variance can be attributed to the Bush Fire Risk Mitigation grant (50%) payment totalling \$45,000 and the Rates Trainee grant payments. Both grants were not included in the 19/20 budget but will be offset by expense items during the second half of this financial year.

Total operating expenditure has a negative variance of \$32,460.

The operating expenditure and revenue variances are not considered significant and generally relate to timing differences between budget and actuals. Any significant variances will be dealt with in the budget review process.

Investing and Financing variances are expected to reconcile by the end of the financial year. It is anticipated there will be no significant budget variations apart from road projects. Any significant delays associated with road projects will be reported as the year progresses.

Further explanations of material variations are detailed by reporting program in Note 14 of the Monthly Financial Report.

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 December 2019.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2019

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2019**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 January 2020

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. 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.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

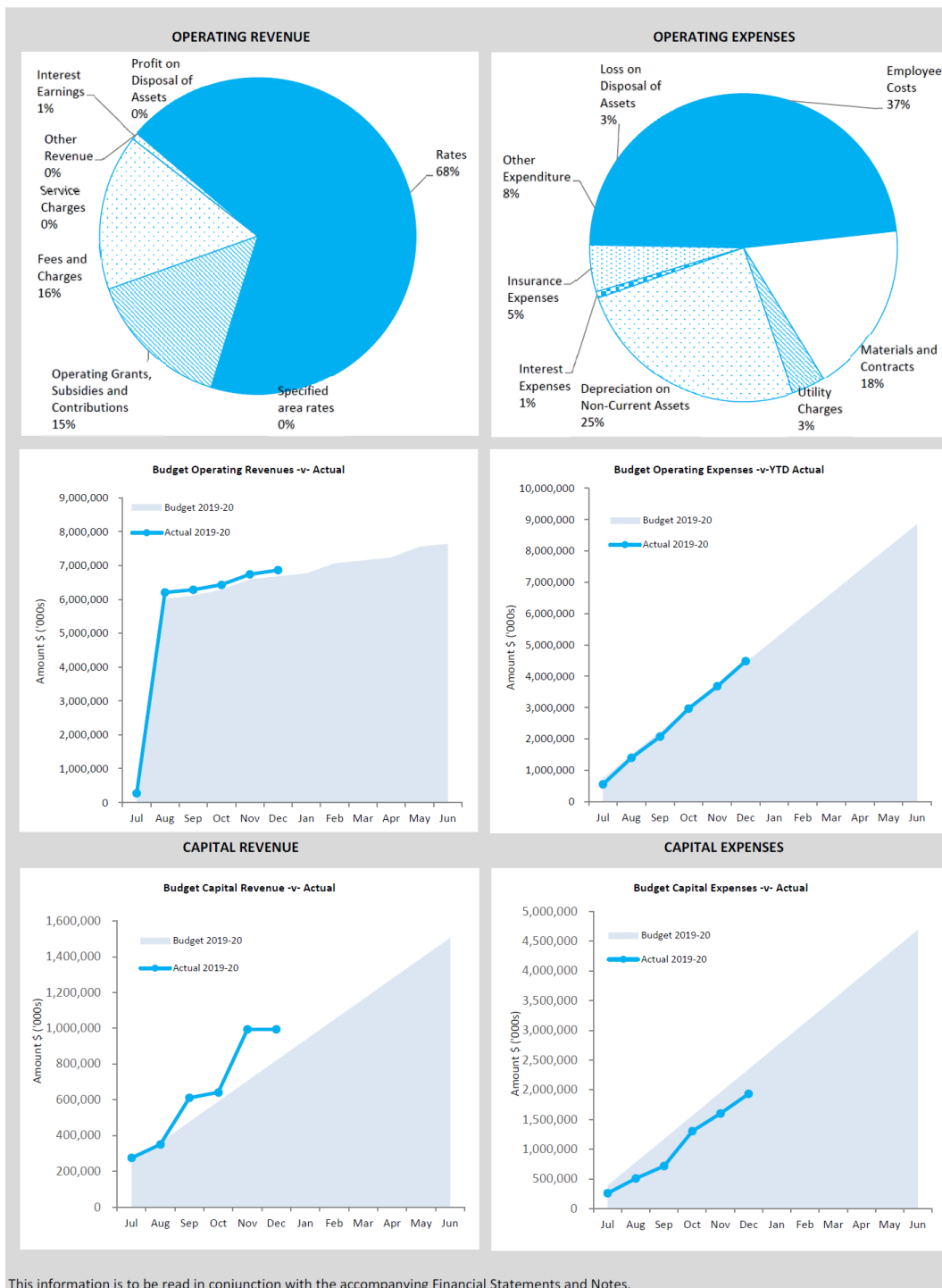
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2019

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2019

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the Council for the provision of governance of the district.
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	
To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH	
To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, administration of health local laws and maintenance
EDUCATION AND WELFARE	
To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre's, operational costs associated with the Northampton Child Care Association and Kalbarri Aged Care Housing maintenance.
HOUSING	
To provide and maintain shire housing.	Provision and maintenance of shire housing.
COMMUNITY AMENITIES	
To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE	
To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.	Maintenance of public halls and buildings, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, other cultural facilities.
TRANSPORT	
To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES	
To help promote the shire and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of camping facilities. Provision of Building Services and Port Gregory Water Supply.
OTHER PROPERTY AND SERVICES	
To monitor and control Shire's overhead operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	
Revenue from operating activities							
Governance		60,154	30,072	90,222	60,150	200.02%	▲
General purpose funding	6	5,650,065	5,171,073	5,133,299	(37,774)	(0.73%)	▼
Law, order and public safety		73,383	36,672	90,303	53,631	146.25%	▲
Health		40,112	20,046	12,319	(7,727)	(38.54%)	▼
Education and welfare		226,362	124,290	182,663	58,373	46.97%	▲
Housing		53,436	26,712	30,381	3,669	13.74%	
Community amenities		886,277	821,769	800,635	(21,134)	(2.57%)	▼
Recreation and culture		81,418	40,680	68,375	27,695	68.08%	▲
Transport		180,166	176,361	175,143	(1,218)	(0.69%)	
Economic services		274,600	170,862	224,994	54,132	31.68%	▲
Other property and services		122,565	61,266	58,945	(2,321)	(3.79%)	
		7,648,538	6,679,803	6,867,280	187,477		▲
Expenditure from operating activities							
Governance		(884,872)	(455,964)	(494,709)	(38,745)	(8.50%)	▼
General purpose funding		(220,112)	(110,034)	(121,764)	(11,730)	(10.66%)	▼
Law, order and public safety		(338,993)	(169,374)	(191,582)	(22,208)	(13.11%)	▼
Health		(168,239)	(84,090)	(91,104)	(7,014)	(8.34%)	▼
Education and welfare		(314,994)	(157,440)	(178,819)	(21,379)	(13.58%)	▼
Housing		(100,877)	(50,346)	(62,888)	(12,542)	(24.91%)	▼
Community amenities		(1,584,857)	(792,138)	(742,209)	49,929	6.30%	▲
Recreation and culture		(1,650,663)	(824,892)	(763,159)	61,733	7.48%	▲
Transport		(3,094,055)	(1,556,928)	(1,418,628)	138,300	8.88%	▲
Economic services		(467,989)	(233,898)	(284,275)	(50,377)	(21.54%)	▼
Other property and services		(40,565)	(20,208)	(138,635)	(118,427)	(586.04%)	▼
		(8,866,216)	(4,455,312)	(4,487,772)	(32,460)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,088,970	1,265,998	177,028	16.26%	▲
Amount attributable to operating activities		940,342	3,313,461	3,645,506	332,045		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	829,595	994,023	164,428	19.82%	▲
Proceeds from disposal of assets	7	116,900	102,690	33,864	(68,826)	(67.02%)	▼
Purchase of property, plant and equipment	8	(4,534,836)	(2,267,280)	(1,934,038)	333,242	14.70%	▲
Amount attributable to investing activities		(2,917,550)	(1,334,995)	(906,151)	428,844		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self supporting loans	9	36,391	18,180	9,091	(9,089)	(49.99%)	▼
Transfer from reserves	10	58,694	29,347	58,694	29,347	100.00%	▲
Repayment of debentures	9	(157,325)	(78,642)	(77,942)	700	0.89%	
Transfer to reserves	10	(60,200)	(30,100)	(89,718)	(59,618)	(198.07%)	▼
Amount attributable to financing activities		242,560	(61,215)	(99,875)	(38,660)		▼
Closing funding surplus / (deficit)	1(c)	0	3,651,899	4,403,350			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 0.00% whichever is the greater.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 5

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2019

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

GRANT REVENUE

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

Assets that were acquired for consideration that was less than fair value principally to enable the Shire to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was signification less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation have not been recognised in revenue and expenditure as the fair value of the services cannot be reliably estimated and the services would not have been purchased if they had not been donated.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

EXPENSES

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	▲
Revenue from operating activities							
Rates	6	4,703,547	4,682,915	4,704,767	21,852	0.47%	▲
Operating grants, subsidies and contributions	11	1,557,893	865,459	1,017,465	152,006	17.56%	▲
Fees and charges		1,280,648	1,052,481	1,096,977	44,496	4.23%	▲
Interest earnings		106,450	78,948	48,072	(30,876)	(39.11%)	▼
Profit on disposal of assets	7	0	0	11,845	11,845	0.00%	
		7,648,538	6,679,803	6,879,124	199,321		▲
Expenditure from operating activities							
Employee costs		(3,365,648)	(1,682,466)	(1,659,240)	23,226	1.38%	▲
Materials and contracts		(2,164,572)	(1,081,746)	(809,926)	271,820	25.13%	▲
Utility charges		(320,250)	(160,014)	(158,025)	1,989	1.24%	
Depreciation on non-current assets		(2,149,300)	(1,074,606)	(1,122,032)	(47,426)	(4.41%)	▼
Interest expenses		(64,877)	(32,424)	(30,265)	2,159	6.66%	
Insurance expenses		(209,440)	(104,496)	(221,190)	(116,694)	(111.67%)	▼
Other expenditure		(583,409)	(305,196)	(343,129)	(37,933)	(12.43%)	▼
Loss on disposal of assets	7	(8,720)	(14,364)	(155,811)	(141,447)	(984.73%)	▼
		(8,866,216)	(4,455,312)	(4,499,617)	(44,305)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,088,970	1,265,998	177,028	16.26%	▲
Amount attributable to operating activities		940,342	3,313,461	3,645,505	332,044		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	829,595	994,023	164,428	19.82%	▲
Proceeds from disposal of assets	7	116,900	102,690	33,864	(68,826)	(67.02%)	▼
Payments for property, plant and equipment	8	(4,534,836)	(2,267,280)	(1,934,038)	333,242	(14.70%)	▲
Amount attributable to investing activities		(2,917,550)	(1,334,995)	(906,151)	428,844		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self-supporting loans	9	36,391	18,180	9,091	(9,089)	(49.99%)	▼
Transfer from reserves	10	58,694	29,347	58,694	29,347	100.00%	▲
Repayment of debentures	9	(157,325)	(78,642)	(77,942)	700	0.89%	
Transfer to reserves	10	(60,200)	(30,100)	(89,718)	(59,618)	(198.07%)	▼
Amount attributable to financing activities		242,560	(61,215)	(99,875)	(38,660)		
Closing funding surplus / (deficit)	1(c)	0	3,651,899	4,403,350			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 14 for an explanation of the reasons for the variance.

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	8,720	143,966
Add: Depreciation on assets		2,149,300	1,122,032
Total non-cash items excluded from operating activities		2,158,020	1,265,998

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2019	Year to Date 31 December 2019
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(926,128)	(957,152)
Less: Land Held for Resale		(235,000)	(235,000)
Add: Borrowings	9	157,324	58,612
Add: Provisions - employee	10	757,961	757,961
Total adjustments to net current assets		(245,843)	(375,579)

(c) Net current assets used in the Statement of Financial Activity

Current assets			
Cash and cash equivalents	2	2,898,520	4,218,948
Rates receivables	3	290,052	840,441
Receivables	3	165,426	201,396
Other current assets	4	243,023	381,562
Less: Current liabilities			
Payables	5	(694,825)	(69,648)
Borrowings	9	(157,324)	(58,612)
Provisions	10	(735,158)	(735,158)
Less: Total adjustments to net current assets	1(b)	(245,843)	(375,579)
Closing funding surplus / (deficit)		1,763,871	4,403,350

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

FOR THE PERIOD ENDED 31 DECEMBER 2019

NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Deposits	Municipal	1,243,031		1,243,031		NAB		At call
Petty Cash	Cash on Hand	1,650		1,650				
Investment	Reserves	0	957,153	957,153		NAB	1.08%	15/5/20
Cash Deposits	Trust	0	38,819	38,819	38,819	NAB		At Call
Retention	Term Deposit	16,053		16,053		NAB	1.47%	14/10/20
Investment	Term Deposit	1,000,000		1,000,000		NAB	1.71%	20/02/20
Investment	Term Deposit	500,000		500,000		NAB	1.58%	18/3/20
Investment	Term Deposit	501,061		501,061		NAB	1.60%	17/1/20
Total		3,261,795	995,972	4,257,768	38,819			
Comprising								
Cash and cash equivalents		3,261,795	995,972	4,257,768	38,819			
		3,261,795	995,972	4,257,768	38,819			

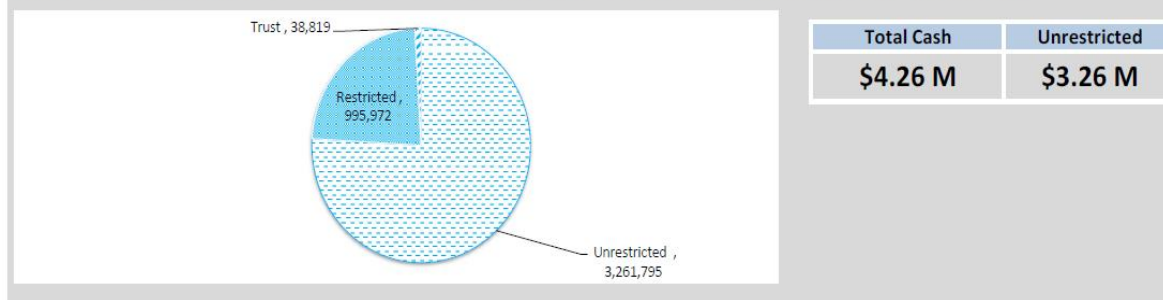
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

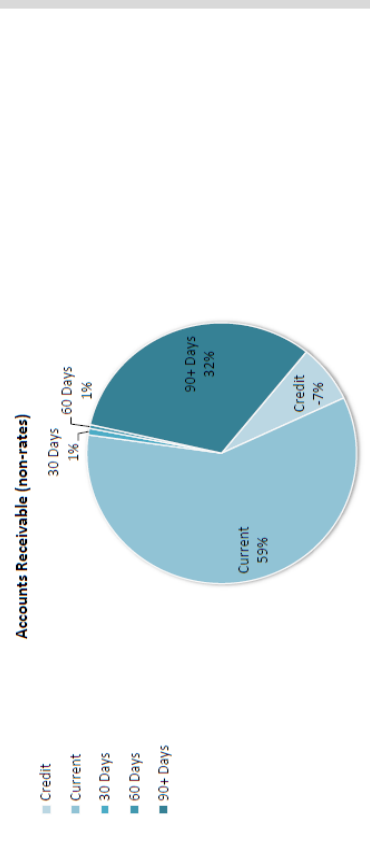
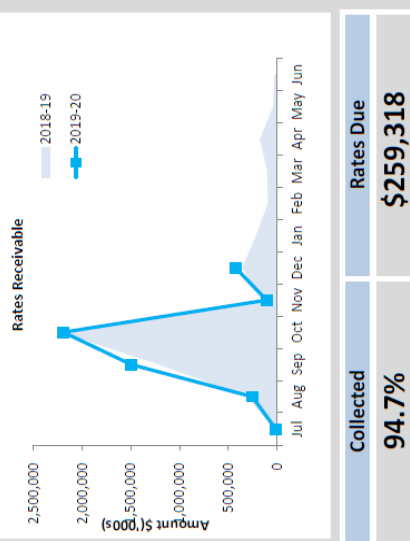


OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

	31-Dec-19	30 Jun 2019
Rates receivable	\$	\$
Opening arrears previous years	251,835	302,667
Levied this year	4,704,767	4,574,430
Less- collections to date	(4,116,161)	(4,617,780)
Equals current outstanding	840,441	259,318
Net rates collectable	840,441	259,318
% Collected	83%	94.7%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general						\$
Percentage	(5,624)	46,386	629	358	25,305	67,053
	(8.4%)	69.2%	0.9%	0.5%	37.7%	
Balance per trial balance						
Sundry receivable						67,053
GST receivable						1,853
Rubbish Receivables						63,449
Accrued Income						(9,921)
Emergency Services Levy						78,963
Total receivables general outstanding						201,396
Amounts shown above include GST (where applicable)						

KEY INFORMATION
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due	\$201,396
Over 30 Days	39%
Over 90 Days	37.7%

Collected	94.7%
Rates Due	\$259,318

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 December 2019
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Materials	8,023	138,539	0	146,562
Land Held for Resale	235,000	0	0	235,000
Total other current assets				381,562
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

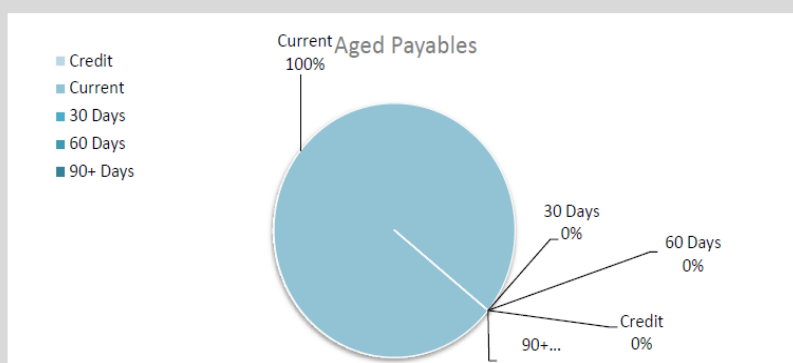
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	49,788	0	0	0	49,788
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors		49,788				49,788
Accrued salaries and wages	(5,201)					(5,201)
Bonds and Deposits		25,060				25,060
Total payables general outstanding	(5,201)	74,848	0	0	0	69,648

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Creditors Due

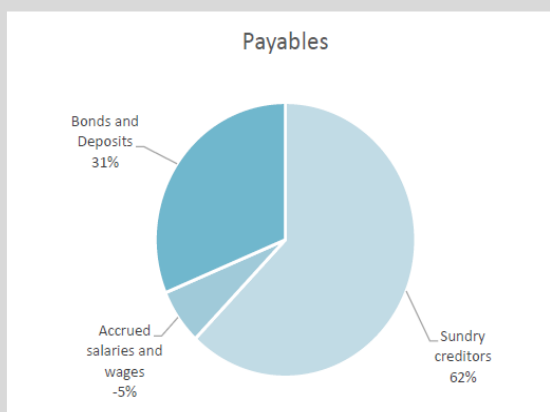
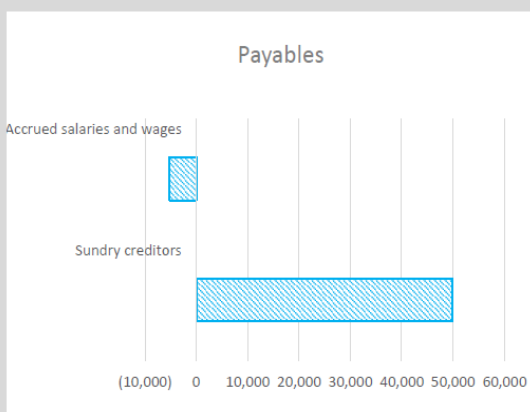
\$69,648

Over 30 Days

0%

Over 90 Days

0%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

General rate revenue	RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget				YTD Actual			
				Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates
					\$	\$	\$	\$	\$	\$	\$
Gross rental value											
	General GRV	0.079912	1,565	17,471,427	1,692,940	0	0	1,692,940	1,701,415	1,000	0
Unimproved value											
	General UV	0.012610	438	177,062,768	2,355,757	0	0	2,355,757	2,355,757	(5)	1,237
	Sub-Total		2,003	194,534,195	4,048,697	0	0	4,048,697	4,057,172	995	1,237
Minimum payment											
Gross rental value											
	General GRV	565	1,015	7,299,852	573,475	0	0	573,475	570,650	0	0
Unimproved value											
	General UV	565	71	3,203,562	40,115			40,115	34,465	0	0
	Sub-total		1,086	10,503,414	613,590	0	0	613,590	605,115	0	0
	Discount							0			
	Total general rates							4,662,287	4,663,271		
Specified area rates											
	Kalbarri Tourism	0.001733		17,324,563	30,000	0	0	30,000	30,236	0	0
	Port Gregory Water Supply	0.019819		568,148	11,260	0	0	11,260	11,260	0	0
	Total specified area rates			17,892,711	41,260	0	0	41,260	41,497	0	0
	Total							4,703,547	4,704,767		

Please refer to the compilation report

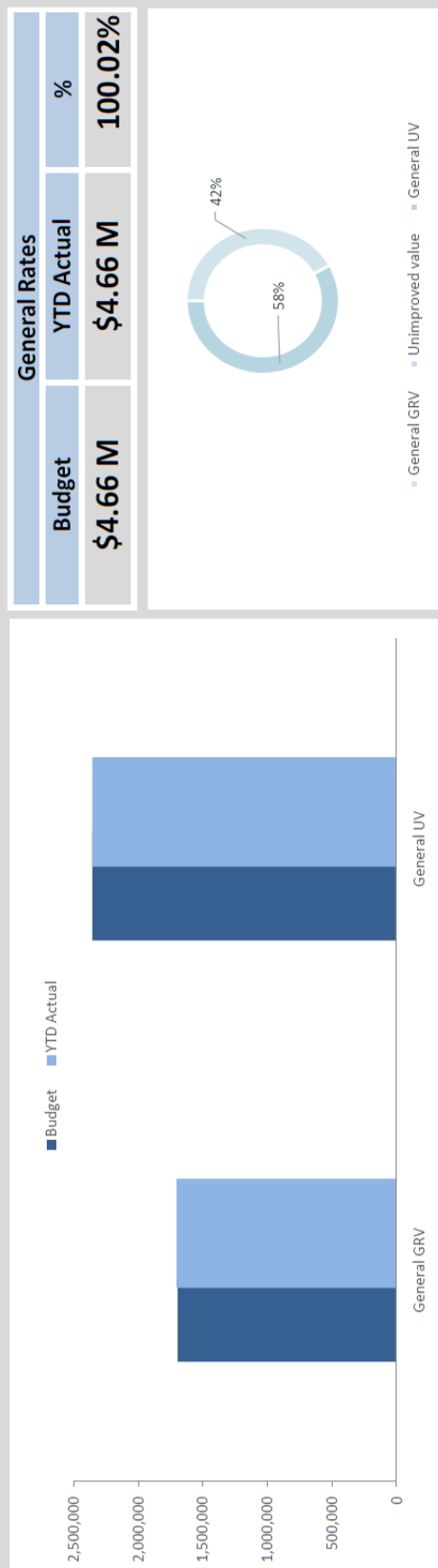
SHIRE OF NORTHAMPTON | 13

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

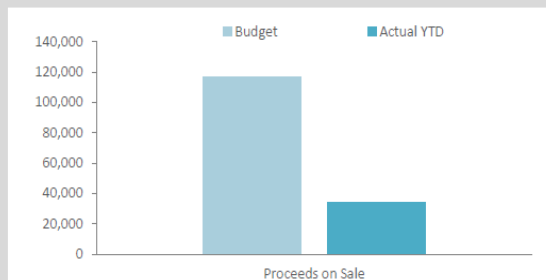
SHIRE OF NORTHAMPTON | 14

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Proceeds	Profit	Net Book		Profit	(Loss)
		Value	Value			Value	Value		
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41751	P265 - Ford Everest (CEO)	17,120	28,400	11,280	0	16,519	28,364	11,845	0
	Education and welfare								
30067	Aged Care Units Hackney Street Kalbar	0	0	0	0	150,830	0	0	(150,830)
	Transport								
41756	P269 - Isuzu Dmax 4x2 (Grader Op Mai	11,000	3,000	0	(8,000)			0	0
41739	P259 - Mazda BT50 4x2 ute (Grader Op	7,000	2,000	0	(5,000)			0	0
41727	P244 - Ford Ranger 2.2 T/D (M'tce Clea	8,000	500	0	(7,500)			0	0
41720	P236 - Isuzu Dmax (Horrocks)	11,000	3,000	0	(8,000)			0	0
41707	P228 - Mitsubishi Fuso Tipper 2011	35,500	35,000	0	(500)			0	0
41686	P207 - Pig Trailer side/rear tipper	10,000	15,000	5,000	0			0	0
41683	P204 - Dynapac Vibe Roller	26,000	30,000	4,000	0			0	0
41,762	P275 - Mitsubishi Triton (Lucky Bay)	0	0	0	0	10,481	5,500	0	(4,981)
		125,620	116,900	20,280	(29,000)	177,830	33,864	11,845	(155,811)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$116,900	\$33,864	29%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

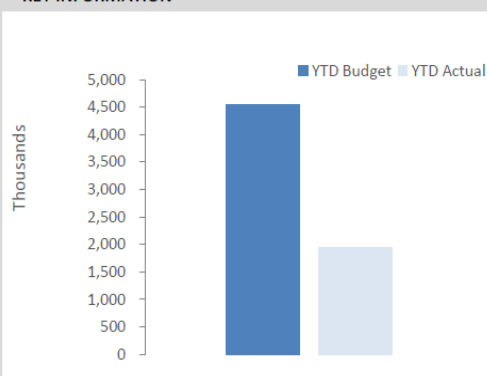
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	854,035	427,002	638,580	211,578
Furniture and equipment	21,500	10,746	0	(10,746)
Plant and equipment	751,400	375,690	139,262	(236,428)
Infrastructure - Roads	1,928,213	964,038	1,058,532	94,494
Infrastructure - Footpaths & Carparks	536,238	268,086	24,003	(244,083)
Infrastructure - Parks & Ovals	443,450	221,718	73,661	(148,057)
Capital Expenditure Totals	4,534,836	2,267,280	1,934,038	(333,242)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Borrowings	365,000	0	0	0
Other (disposals & C/Fwd)	116,900	102,690	33,864	(68,826)
Cash backed reserves				
Leave Reserve	0	256,008	0	(256,008)
Roadworks Reserve	0	29,641	0	(29,641)
Kalbarri Airport Reserve	0	85,516	0	(85,516)
Building/Housing Reserve	0	121,865	0	(121,865)
Kalbarri Aged Persons Accommodation Reserve	58,694	0	58,694	58,694
Computer and Office Equipment Reserve	0	33,944	0	(33,944)
Land Development Reserve	0	364,161	0	(364,161)
Port Gregory Water Supply Reserve	0	36,500	0	(36,500)
Tourism Infrastructure Reserve	0	100,000	0	(100,000)
Contribution - operations	2,493,856	(363,431)	847,457	1,210,888
Capital funding total	4,534,836	2,267,280	1,934,038	(333,242)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



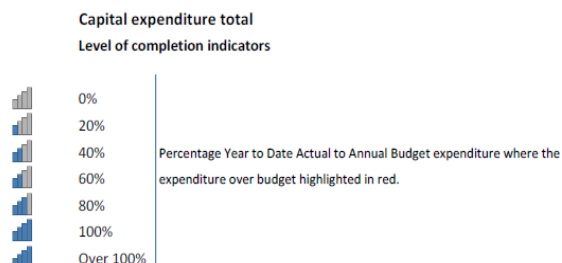
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.53 M	\$1.93 M	43%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%


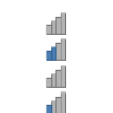
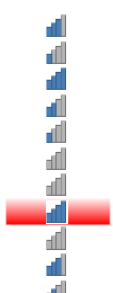
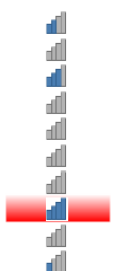


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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
	Governance				
	Replace Councillor iPads x 9	5,000	2,499	0	5,000
	Replace Desktop computers x 11	16,500	8,247	0	16,500
	Replace CEO Vehicle	54,100	27,048	54,275	(175)
	Governance Total	75,600	37,794	54,275	21,325
	Communities Amenities				
	New ablutions at Blueholes	110,000	54,996	0	110,000
	Northampton Cemetery Fence	48,500	24,250	37,564	10,936
	Erect shelter at HCC Playground	25,000	12,500	0	25,000
	Communities Amenities Total	183,500	91,746	37,564	145,936
	Recreation And Culture				
	Construct Extension to RSL Hall	610,100	305,046	509,628	100,472
	Replace Stairs Horrocks	18,000	9,000	5,833	12,167
	Horrocks Information Shelter	7,800	3,900	7,800	(0)
	Install Replas Seats Grey St/Red Bluff	6,600	3,300	4,891	1,709
	Kalbarri Foreshore Parkland Redevelopment	127,300	63,648	17,575	109,725
	Blue Holes Carpark Redevelopment R969	135,450	67,710	0	135,450
	Northampton Community Centre Courts Upgrade	210,250	105,120	0	210,250
	Kalbarri Camp School Disabled Ablutions	26,000	12,996	26,447	(447)
	Lions Park - Asphalt Seal Car Park	103,385	51,684	0	103,385
	Old School Building Upgrades	77,935	38,964	74,135	3,800
	Recreation And Culture Total	1,322,820	661,368	646,308	676,512
	Transport				
	Road Construction	1,928,213	964,038	1,058,532	869,681
	Footpath Construction	297,403	148,692	24,003	273,400
	Bus Shed - Kalbarri Depot	30,000	15,000	28,371	1,629
	Tip Truck Northampton	250,000	124,998	0	250,000
	Tipping Trailer Northampton	85,000	42,499	0	85,000
	Vibe Roller	180,000	89,999	0	180,000
	Utility - Grader Operator x 2	82,000	41,000	0	82,000
	Utility - Northampton Mtce/Cleaner	28,300	14,150	28,674	(374)
	Utility - Northampton Ranger	52,000	26,000	659	51,341
	Transport Total	2,932,916	1,466,376	1,140,239	1,792,677
	Economic ServicesOther Property and Services				
	Lucky Bay Caretaker vehicle	20,000	9,996	55,653	(35,653)
	Other Property and Services Total	20,000	9,996	55,653	(35,653)
	Capital Expenditure by Program Total	4,534,836	2,267,280	1,934,038	2,600,798

Please refer to the compilation report

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FINANCING ACTIVITIES
NOTE 9
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

Repayments - borrowings

Information on borrowings

Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Housing	\$	\$	\$	\$	\$	\$	\$	\$	\$
Loan 154 - Staff Housing	223,447	0	0	17,005	34,288	206,442	189,159	3,653	8,497
Recreation and culture									
Loan 156 - RSL Hall Extensions	477,359	0	0	22,641	45,516	454,718	431,843	5,150	10,771
Transport									
Loan 153 - Plant Purchases	154,454	0	0	20,360	41,130	134,094	113,324	3,514	7,716
Loan 157 - Plant Purchases	0	0	365,000	0	0	0	365,000	0	0
	855,260	0	365,000	60,006	120,934	795,254	1,099,326	12,317	26,984
Self supporting loans									
Education and welfare									
Loan 155 - Pioneer Lodge	372,568	0	0	7,200	14,542	365,368	358,026	7,358	17,126
Recreation and culture									
Loan 151 - Kalbarri Bowling Club	3,839	0	0	1,891	3,839	1,948	0	114	202
Other property and services									
Loan 152 - Staff Housing (CEO)	311,752	0	0	8,845	18,010	302,907	293,742	10,476	20,565
	688,159	0	0	17,936	36,391	670,223	651,768	17,948	37,893
Total	1,543,419	0	365,000	77,942	157,325	1,465,477	1,751,094	30,265	64,877
Current borrowings	157,325					58,612			
Non-current borrowings	1,386,094					1,406,865			
	1,543,419					1,465,477			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

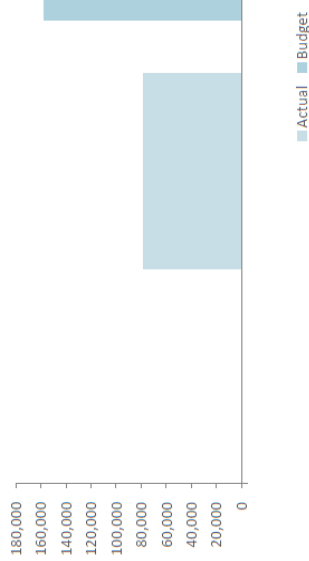
New borrowings 2019-20

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 157 - Plant Purchases	\$ 0	\$ 365,000	WATC	Fixed	10	\$ 0	% 2	\$ 0	\$ 365,000	\$ 365,000
	0	365,000				0		0	365,000	365,000

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings (Principal Repayments)



Principal repayments

\$77,942

Interest earned

\$48,072

Interest expense

\$30,265

Reserves balance

\$.96 M

Loans due

\$1.47 M

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

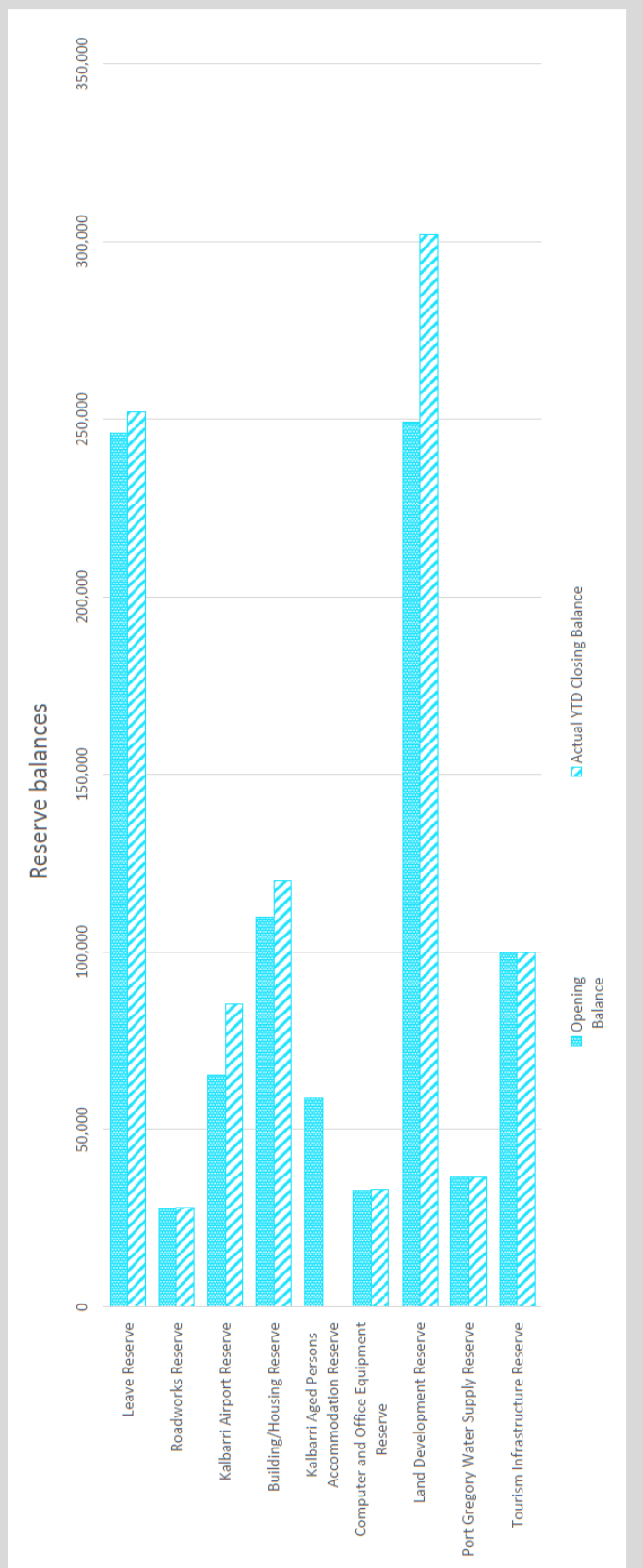
Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	246,008	5,000	938	5,000	5,000	0	0	256,008	251,946
Roadworks Reserve	27,641	2,000	373	0	0	0	0	29,641	28,014
Kalbarri Airport Reserve	65,315	200	42	20,000	20,000	0	0	85,515	85,357
Building/Housing Reserve	109,865	2,000	373	10,000	10,000	0	0	121,865	120,238
Kalbarri Aged Persons Accommodation Reserve	58,694	0	0	0	0	(58,694)	(58,694)	0	0
Computer and Office Equipment Reserve	32,944	1,000	192	0	0	0	0	33,944	33,136
Land Development Reserve	249,161	15,000	2,800	0	50,000	0	0	264,161	301,961
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve	100,000	0	0	0	0	0	0	100,000	100,000
	926,128	25,200	4,718	35,000	85,000	(58,694)	(58,694)	927,634	957,152

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

KEY INFORMATION



Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

NOTE 11
OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Dec 2019	Current Liability 31 Dec 2019	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
Rates Trainee/DPIRD	0	0	0	0	0	0	0	30,000
General purpose funding								
Grants Commission - General/	0	0	0	0	0	442,069	221,034	231,794
Grants Commission - Roads/	0	0	0	0	0	397,616	198,808	167,178
Law, order, public safety								
Emergency Services Levy - BFB	0	0	0	0	0	31,710	15,853	18,986
Emergency Services Levy - SES	0	0	0	0	0	25,523	12,759	15,282
Grant Revenue - BFRM	0	0	0	0	0	0	0	45,000
Education and welfare								
NCCA Operational Grant/Fundraising	0	0	0	0	0	62,000	30,996	62,000
Community amenities								
GRANT - CHARMAP	0	0	0	0	0	25,000	12,498	0
Transport								
MRD - Maintenance	0	0	0	0	0	172,575	172,575	172,575
	0	0	0	0	0	1,156,493	664,523	742,814

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

NOTE 12
NON-OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent non operating grants, subsidies and contributions liability				Non operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Dec 2019	Current Liability 31 Dec 2019	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Recreation and culture								
Kalbarri Foreshore Redevelopment				0		0	0	52,965
Northampton Community Centre				0		134,417	67,206	0
Old School				0		12,493	12,493	0
Transport								
Regional Road Group Funding				0		306,666	153,330	234,448
Royalties For Regions - White Cliffs/Binnu West Rd				0		146,326	146,326	146,326
Roads to Recovery Funding				0		453,484	226,740	381,484
Commodity Route Funding				0		447,000	223,500	178,800
	0	0	0	0	0	1,500,386	829,595	994,023

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**NOTE 13
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 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Dec 2019
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	24,336	(20,628)	3,892
Community Bus Bond	4,800	1,400	(2,000)	4,200
Unclaimed Monies - Rates	4,044	3,116	0	7,160
Nomination Deposits	0	240	0	240
Council Housing Bonds	0	1,400	(1,400)	0
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	420	0	(420)	0
Special Series Plates	770	620	(1,170)	220
Northampton Child Care Association	22,235	0	(22,235)	0
Horrocks Memorial Wall	0	500	(175)	325
One Life	1,940	0	(500)	1,440
Rubbish Tip Key Bond	1,400	0	0	1,400
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	0	19,342	(448)	18,894
	36,842	50,954	(48,976)	38,820

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**NOTE 14
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 Actual materially.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	60,190	200.15%	▲ Permanent	Var due to Rates Trainee grant payment
General purpose funding	(37,774)	(0.73%)	▼ Permanent	Var associated with reduced FAG's grant
Law, order and public safety	53,631	146.25%	▲ Permanent	Var due to BFRM grant payment
Health	(7,727)	(38.54%)	▼ Timing	Actuals and budget will converge as the year progresses
Education and welfare	58,373	46.97%	▲ Timing	Var due to NCCA grant/rebate plus aged housing rent
Community amenities	(21,134)	(2.57%)	▼ Timing	Var due to refuse site fees budget profile, will reconcile
Recreation and culture	27,695	68.08%	▲ Timing	Actuals and budget will converge as the year progresses
Economic services	54,132	31.68%	▲ Timing	Var due to budget profile, will reconcile
Expenditure from operating activities				
Governance	(38,745)	(8.50%)	▼ Timing	Var due to subscriptions/allowance exp, will reconcile
General purpose funding	(11,730)	(10.66%)	▼ Permanent	Var due to legal fees
Law, order and public safety	(22,208)	(13.11%)	▼ Timing	Var due to payment timing plus Pt Gregory BFB toilet
Health	(7,014)	(8.34%)	▼ Timing	Actuals and budget will converge as the year progresses
Education and welfare	(21,379)	(13.58%)	▼ Permanent	Var due to Kal'b aged housing maintenance exp
Housing	(12,542)	(24.91%)	▼ Permanent	Var due to new septic system at oval house
Community amenities	49,929	6.30%	▲ Timing	Var due to lag in rubbish collection costs invoices
Recreation and culture	61,733	7.48%	▲ Timing	Actuals and budget will converge as the year progresses
Transport	138,300	8.88%	▲ Timing	Actuals and budget will converge as the year progresses
Economic services	(50,377)	(21.54%)	▼ Timing	Var due to budget profile, will reconcile
Other property and services	(118,427)	(586.04%)	▼ Permanent	Var due to Kal'b Aged Housing units asset write off
Investing activities				
Non-operating grants, subsidies and contributions	164,428	19.82%	▲ Timing	Actuals and budget will converge as the year progresses
Capital acquisitions	333,242	14.70%	▲ Timing	Roadworks progressing with some project delays
Financing activities				
Self-supporting loan principal	(9,089)	(49.99%)	▼ Timing	Will reconcile, budget timing situation only
Transfer from reserves	29,347	100.00%	▲ Timing	Will reconcile, budget timing situation only
Transfer to reserves	(59,618)	(198.07%)	▼ Timing	Will reconcile, budget timing situation only

7.4.3 MONTHLY FINANCIAL STATEMENTS – JANUARY 2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 February 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for January 2020

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 January 2020 are detailed from page 1 to page 25 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31 January 2020 financial position is comprised of the following:

Total operating revenue has a positive variance of \$221,674. Part of this revenue variance can be attributed to the Bush Fire Risk Mitigation grant (50%) payment totalling \$45,000, the additional BFB Supplemental Operating payment of \$11,931 and the Rates Trainee grant payments. These grants plus the revenue from the Kitson Court Land sale were not included in the 19/20 budget but will be offset by expense items during the second half of this financial year.

Total operating expenditure has a negative variance of \$90,028 which is largely due to the equity write off of the aged housing units in Kalbarri due to the handover of the properties.

The operating expenditure and revenue variances are not considered significant and generally relate to timing differences between budget and actuals. Any significant variances will be dealt with in the budget review process.

Investing and Financing variances are expected to reconcile by the end of the financial year. It is anticipated there will be no significant budget variations apart from road projects. Any significant delays associated with road projects will be reported as the year progresses.

Further explanations of material variations are detailed by reporting program in Note 14 of the Monthly Financial Report.

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 January 2020.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 January 2020

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 January 2020

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. 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.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

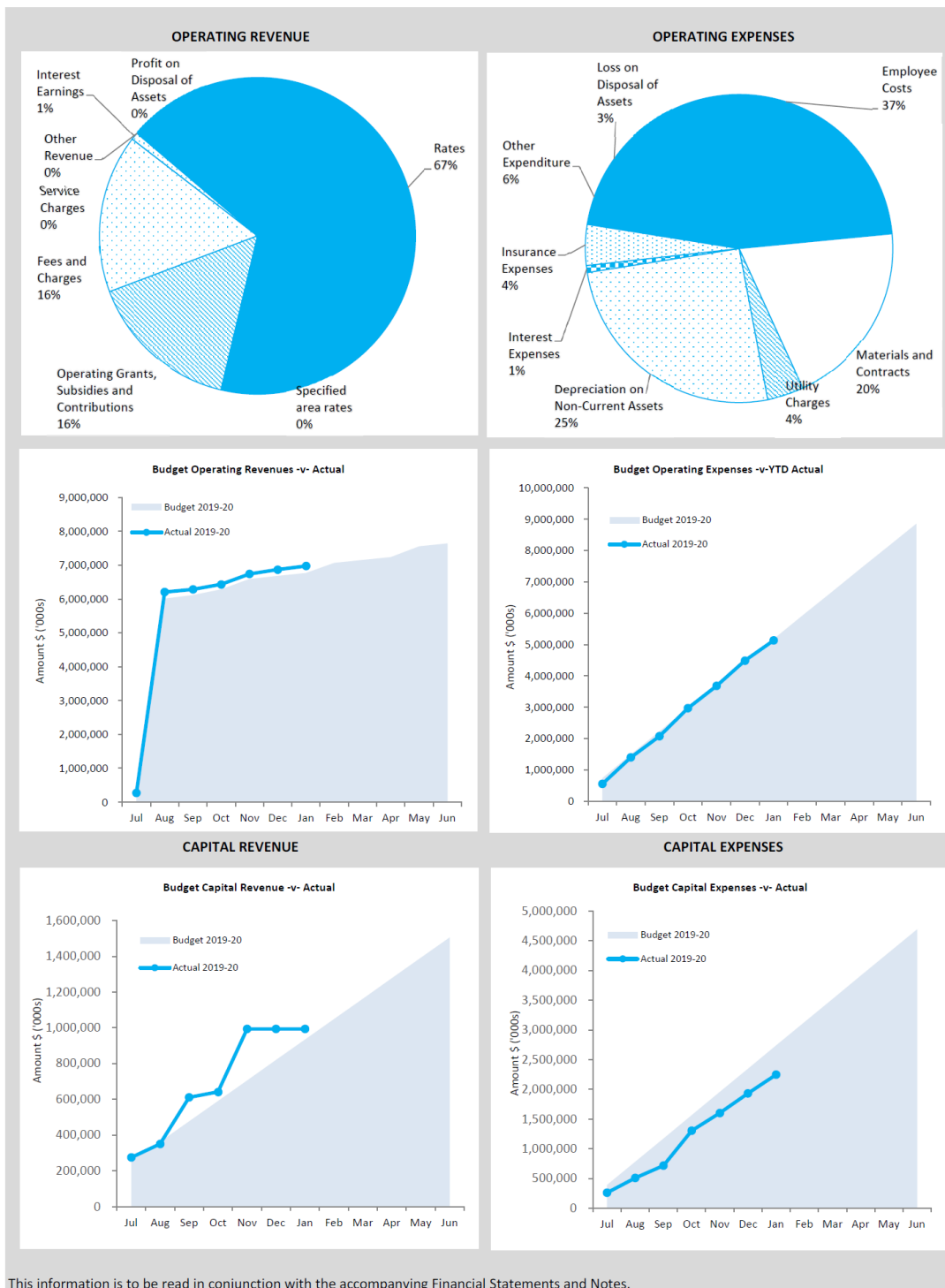
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2020

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the Council for the provision of governance of the district.
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	
To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH	
To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, administration of health local laws and maintenance
EDUCATION AND WELFARE	
To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre's, operational costs associated with the Northampton Child Care Association and Kalbarri Aged Care Housing maintenance.
HOUSING	
To provide and maintain shire housing.	Provision and maintenance of shire housing.
COMMUNITY AMENITIES	
To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE	
To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.	Maintenance of public halls and buildings, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, other cultural facilities.
TRANSPORT	
To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES	
To help promote the shire and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of camping facilities. Provision of Building Services and Port Gregory Water Supply.
OTHER PROPERTY AND SERVICES	
To monitor and control Shire's overhead operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	
Revenue from operating activities							
Governance		60,154	35,084	95,628	60,544	172.57%	▲
General purpose funding	6	5,650,065	5,177,322	5,140,297	(37,025)	(0.72%)	▼
Law, order and public safety		73,383	42,784	108,450	65,666	153.48%	▲
Health		40,112	23,387	12,544	(10,843)	(46.36%)	▼
Education and welfare		226,362	141,299	188,859	47,560	33.66%	▲
Housing		53,436	31,164	36,163	4,999	16.04%	▲
Community amenities		886,277	832,511	811,400	(21,111)	(2.54%)	▼
Recreation and culture		81,418	47,460	69,796	22,336	47.06%	▲
Transport		180,166	176,992	175,157	(1,835)	(1.04%)	▼
Economic services		274,600	188,144	266,090	77,946	41.43%	▲
Other property and services		122,565	71,477	73,069	1,592	2.23%	▲
		7,648,538	6,767,624	6,977,454	209,830		▲
Expenditure from operating activities							
Governance		(884,872)	(527,682)	(587,577)	(59,895)	(11.35%)	▼
General purpose funding		(220,112)	(128,373)	(139,335)	(10,962)	(8.54%)	▼
Law, order and public safety		(338,993)	(197,603)	(224,209)	(26,606)	(13.46%)	▼
Health		(168,239)	(98,105)	(104,149)	(6,044)	(6.16%)	▼
Education and welfare		(314,994)	(183,680)	(190,260)	(6,580)	(3.58%)	▼
Housing		(100,877)	(58,737)	(67,405)	(8,668)	(14.76%)	▼
Community amenities		(1,584,857)	(924,161)	(886,700)	37,461	4.05%	▲
Recreation and culture		(1,650,663)	(962,374)	(900,703)	61,671	6.41%	▲
Transport		(3,094,055)	(1,708,026)	(1,576,657)	131,369	7.69%	▲
Economic services		(467,989)	(272,881)	(324,489)	(51,608)	(18.91%)	▼
Other property and services		(40,565)	(23,576)	(135,050)	(111,474)	(472.83%)	▼
		(8,866,216)	(5,085,198)	(5,136,534)	(51,336)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,267,131	1,456,184	189,053	14.92%	▲
Amount attributable to operating activities		940,342	2,949,557	3,297,104	347,547		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	941,391	994,023	52,632	5.59%	▲
Proceeds from disposal of assets	7	116,900	105,056	33,864	(71,192)	(67.77%)	▼
Purchase of property, plant and equipment	8	(4,534,836)	(2,645,160)	(2,250,503)	394,657	14.92%	▲
Amount attributable to investing activities		(2,917,550)	(1,598,713)	(1,222,616)	376,097		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self supporting loans	9	36,391	21,210	17,936	(3,274)	(15.44%)	▼
Transfer from reserves	10	58,694	34,238	58,694	24,456	71.43%	▲
Repayment of debentures	9	(157,325)	(91,749)	(98,712)	(6,963)	(7.59%)	▼
Transfer to reserves	10	(60,200)	(35,117)	(89,718)	(54,602)	(155.49%)	▼
Amount attributable to financing activities		242,560	(71,418)	(111,800)	(40,383)		▼
Closing funding surplus / (deficit)	1(c)	0	3,014,075	3,726,559			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 0.00% whichever is the greater.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 5

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

GRANT REVENUE

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

Assets that were acquired for consideration that was less than fair value principally to enable the Shire to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significant less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation have not been recognised in revenue and expenditure as the fair value of the services cannot be reliably estimated and the services would not have been purchased if they had not been donated.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

EXPENSES

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	▲
Revenue from operating activities							
Rates	6	4,703,547	4,686,353	4,706,142	19,789	0.42%	▲
Operating grants, subsidies and contributions	11	1,557,893	907,260	1,086,490	179,230	19.76%	▲
Fees and charges		1,280,648	1,090,480	1,131,140	40,660	3.73%	▲
Interest earnings		106,450	83,531	53,683	(29,848)	(35.73%)	▼
Profit on disposal of assets	7	0	0	11,844	11,844	0.00%	
		7,648,538	6,767,624	6,989,298	221,674		▲
Expenditure from operating activities							
Employee costs		(3,365,648)	(1,962,877)	(1,909,003)	53,874	2.74%	▲
Materials and contracts		(2,164,572)	(1,262,037)	(1,014,777)	247,260	19.59%	▲
Utility charges		(320,250)	(186,683)	(196,991)	(10,308)	(5.52%)	▼
Depreciation on non-current assets		(2,149,300)	(1,253,707)	(1,312,217)	(58,510)	(4.67%)	▼
Interest expenses		(64,877)	(37,828)	(37,787)	41	0.11%	
Insurance expenses		(209,440)	(121,912)	(221,190)	(99,278)	(81.43%)	▼
Other expenditure		(583,409)	(246,730)	(300,603)	(53,873)	(21.83%)	▼
Loss on disposal of assets	7	(8,720)	13,424	(155,811)	(169,235)	1260.69%	▼
		(8,866,216)	(5,058,350)	(5,148,378)	(90,028)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,267,131	1,456,184	189,053	14.92%	▲
Amount attributable to operating activities		940,342	2,976,405	3,297,104	320,699		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	941,391	994,023	52,632	5.59%	▲
Proceeds from disposal of assets	7	116,900	105,056	33,864	(71,192)	(67.77%)	▼
Payments for property, plant and equipment	8	(4,534,836)	(2,645,160)	(2,250,503)	394,657	(14.92%)	▲
Amount attributable to investing activities		(2,917,550)	(1,598,713)	(1,222,616)	376,097		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self-supporting loans	9	36,391	21,210	17,936	(3,274)	(15.44%)	
Transfer from reserves	10	58,694	34,238	58,694	24,456	71.43%	▲
Repayment of debentures	9	(157,325)	(91,749)	(98,712)	(6,963)	(7.59%)	▼
Transfer to reserves	10	(60,200)	(35,117)	(89,718)	(54,602)	(155.49%)	▼
Amount attributable to financing activities		242,560	(71,418)	(111,800)	(40,383)		
Closing funding surplus / (deficit)	1(c)	0	3,040,923	3,726,559			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 14 for an explanation of the reasons for the variance.

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	8,720	143,966
Add: Depreciation on assets		2,149,300	1,312,217
Total non-cash items excluded from operating activities		2,158,020	1,456,184

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30-06-2019	Year to Date 31 January 2020
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(926,128)	(957,152)
Less: Land Held for Resale		(235,000)	(235,000)
Add: Borrowings	9	157,324	58,612
Add: Provisions - employee	10	757,961	757,961
Total adjustments to net current assets		(245,843)	(375,579)

(c) Net current assets used in the Statement of Financial Activity

Current assets			
Cash and cash equivalents	2	2,898,520	3,558,534
Rates receivables	3	290,052	733,799
Receivables	3	165,426	316,477
Other current assets	4	243,023	399,652
Less: Current liabilities			
Payables	5	(694,825)	(112,554)
Borrowings	9	(157,324)	(58,612)
Provisions	10	(735,158)	(735,158)
Less: Total adjustments to net current assets	1(b)	(245,843)	(375,579)
Closing funding surplus / (deficit)		1,763,871	3,726,559

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

FOR THE PERIOD ENDED 31 JANUARY 2020

NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Deposits	Municipal	1,082,616		1,082,616		NAB		At call
Petty Cash	Cash on Hand	1,650		1,650				
Investment	Reserves	0	957,153	957,153		NAB	1.08%	15/05/2020
Cash Deposits	Trust	0	36,335	36,335	36,335	NAB		At Call
Retention	Term Deposit	16,053		16,053		NAB	1.47%	14/10/2020
Investment	Term Deposit	1,000,000		1,000,000		NAB	1.71%	20/02/20
Investment	Term Deposit	501,061		501,061		NAB	1.58%	18/03/2020
Total		2,601,381	993,488	3,594,869	36,335			
Comprising								
Cash and cash equivalents		2,601,381	993,488	3,594,869	36,335			
		2,601,381	993,488	3,594,869	36,335			

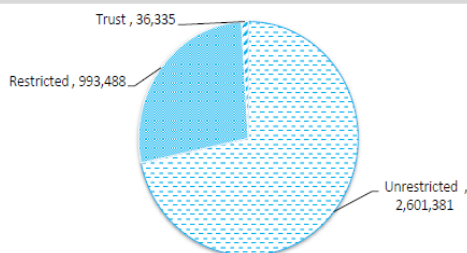
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



Total Cash	Unrestricted
\$3.59 M	\$2.6 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

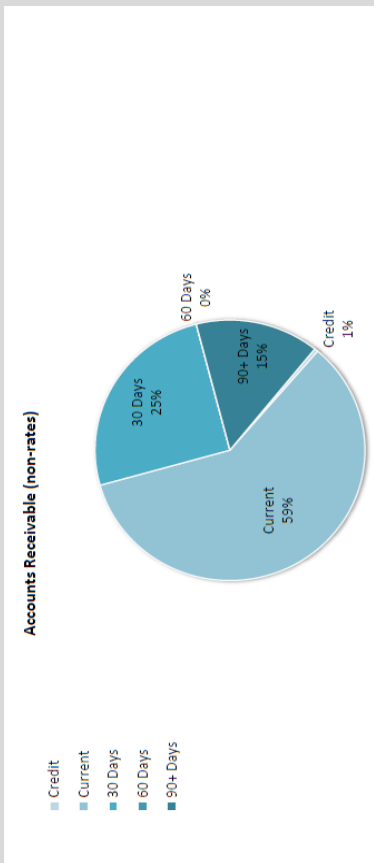
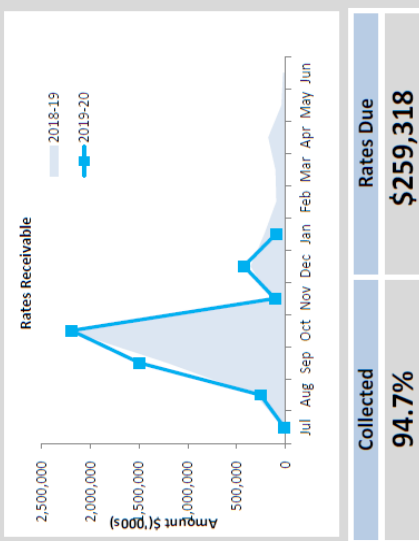
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	31-Jan-20	30 June 2019
Rates receivable	\$	\$
Opening arrears previous years	251,835	302,667
Levied this year	4,706,142	4,574,430
Less - collections to date	(4,224,178)	(4,617,780)
Equals current outstanding	733,799	259,318
Net rates collectable	733,799	259,318
% Collected	85.2%	94.7%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	(593)	83,777	35,689	0	20,959	139,831
Percentage	(0.4%)	59.9%	25.5%	0%	15%	
Balance per trial balance						
Sundry receivable						139,831
GST receivable						55,900
Rubbish Recievables						57,857
Accrued Income						(9,921)
Emergency Services Levy						72,810
Total receivables general outstanding						316,477
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 January 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Materials	8,023	156,629	0	164,652
Land Held for Resale	235,000	0	0	235,000
Total other current assets				399,652
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

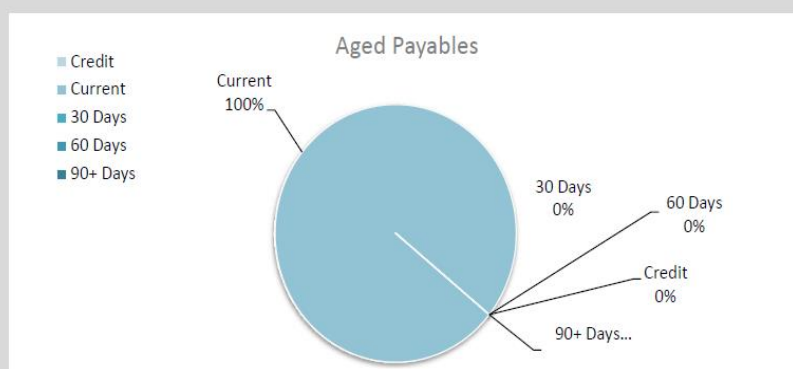
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 5
Payables

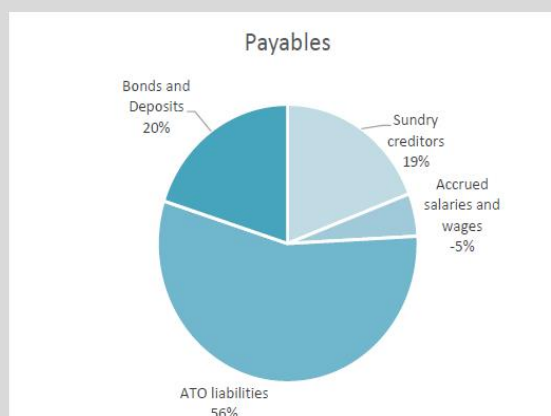
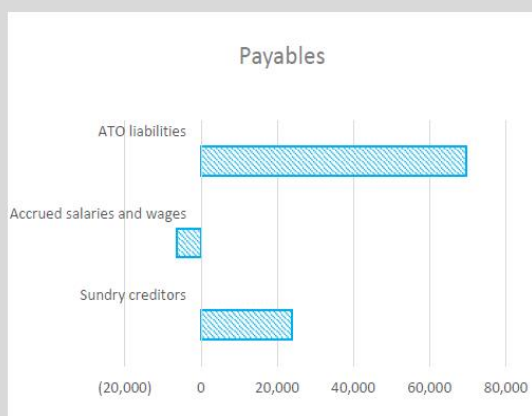
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	49,788	0	0	0	49,788
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors		23,975				23,975
Accrued salaries and wages	(6,214)					(6,214)
ATO liabilities		69,732				69,732
Bonds and Deposits		25,060				25,060
Total payables general outstanding	(6,214)	118,768	0	0	0	112,554
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Creditors Due
\$112,554
Over 30 Days
0%
Over 90 Days
0%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

General rate revenue	RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual		
					Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates
					\$	\$	\$	\$	\$	\$
Gross rental value										
General GRV	0.079912	1,565	17,471,427	1,692,940	0	0	0	1,701,415	2,406	0
Unimproved value										
General UV	0.012610	438	177,062,768	2,355,757	0	0	0	2,355,757	(5)	1,237
Sub-Total		2,003	194,534,195	4,048,697	0	0	0	4,057,172	2,401	1,237
Minimum payment										
Gross rental value										
General GRV	565	1,015	7,299,852	573,475	0	0	0	570,650	0	0
Unimproved value										
General UV	565	71	3,203,562	40,115				34,465	0	0
Sub-total		1,086	10,503,414	613,590	0	0	0	605,115	0	0
Discount								0		(1,268)
Total general rates								4,662,287		4,664,657
Specified area rates										
Kalbarri Tourism	0.001733		17,324,563	30,000	0	0	0	30,250	0	0
Port Gregory Water Supply	0.019819		568,148	11,260	0	0	0	11,235	0	0
Total specified area rates			17,892,711	41,260	0	0	0	41,485	0	0
Total								4,703,547		4,706,142

Please refer to the compilation report

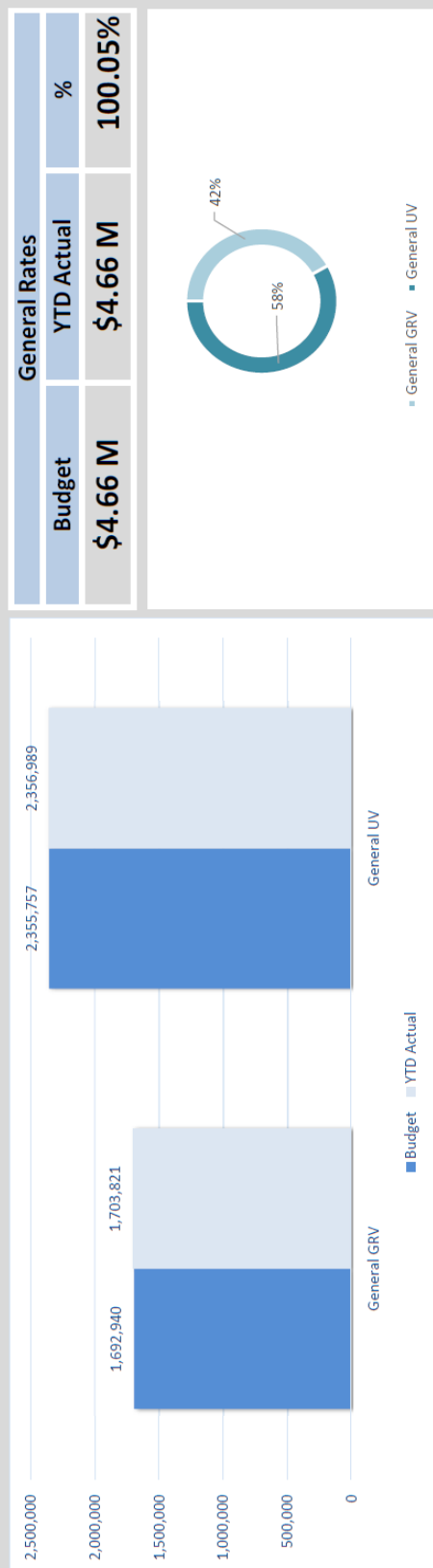
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OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

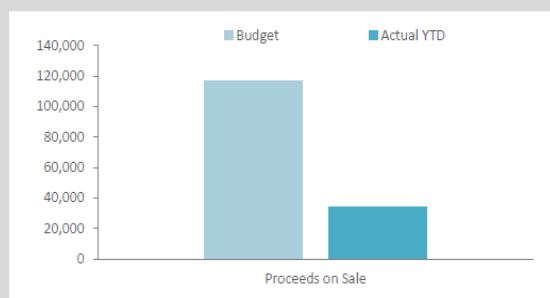
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
Governance									
41751	P265 - Ford Everest (CEO)	17,120	28,400	11,280	0	16,519	28,364	11,844	0
Education and welfare									
30067	Aged Care Units Hackney Street Kalbar	0	0	0	0	150,830	0	0	(150,830)
Transport									
41756	P269 - Isuzu Dmax 4x2 (Grader Op Mai	11,000	3,000	0	(8,000)			0	0
41739	P259 - Mazda BT50 4x2 ute (Grader Op	7,000	2,000	0	(5,000)			0	0
41727	P244 - Ford Ranger 2.2 T/D (M/tce Clea	8,000	500	0	(7,500)			0	0
41720	P236 - Isuzu Dmax (Horrocks)	11,000	3,000	0	(8,000)			0	0
41707	P228 - Mitsubishi Fuso Tipper 2011	35,500	35,000	0	(500)			0	0
41686	P207 - Pig Trailer side/rear tipper	10,000	15,000	5,000	0			0	0
41683	P204 - Dynapac Vibe Roller	26,000	30,000	4,000	0			0	0
41,762	P275 - Mitsubishi Triton (Lucky Bay)	0	0	0	0	10,481	5,500	0	(4,981)
		125,620	116,900	20,280	(29,000)	177,830	33,864	11,844	(155,811)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$116,900	\$33,864	29%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

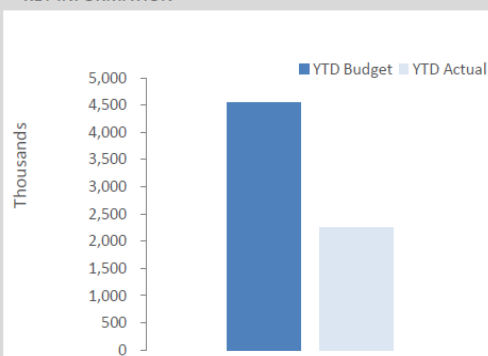
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	854,035	498,169	651,533	153,364
Furniture and equipment	21,500	12,537	0	(12,537)
Plant and equipment	751,400	438,305	309,822	(128,483)
Infrastructure - Roads	1,928,213	1,124,711	1,134,901	10,190
Infrastructure - Footpaths & Carparks	536,238	312,767	24,003	(288,764)
Infrastructure - Parks & Ovals	443,450	258,671	130,244	(128,427)
Capital Expenditure Totals	4,534,836	2,645,160	2,250,503	(394,657)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Borrowings	365,000	0	0	0
Other (disposals & C/Fwd)	116,900	105,056	33,864	(71,192)
Cash backed reserves				
Leave Reserve	0	256,008	0	(256,008)
Roadworks Reserve	0	29,641	0	(29,641)
Kalbarri Airport Reserve	0	85,516	0	(85,516)
Building/Housing Reserve	0	121,865	0	(121,865)
Kalbarri Aged Persons Accommodation Reserve	58,694	0	58,694	58,694
Computer and Office Equipment Reserve	0	33,944	0	(33,944)
Land Development Reserve	0	364,161	0	(364,161)
Port Gregory Water Supply Reserve	0	36,500	0	(36,500)
Tourism Infrastructure Reserve	0	100,000	0	(100,000)
Contribution - operations	2,493,856	12,083	1,163,922	1,151,839
Capital funding total	4,534,836	2,645,160	2,250,503	(394,657)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION










































Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.53 M	\$2.25 M	50%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total					
Level of completion indicators					
	0%	Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.			
	20%				
	40%				
	60%				
	80%				
	100%				
	Over 100%				
%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Governance					
	Replace Councillor iPads x 9	5,000	2,916	0	5,000
	Replace Desktop computers x 11	16,500	9,621	0	16,500
	Replace CEO Vehicle	54,100	31,556	54,275	(175)
	Governance Total	75,600	44,093	54,275	21,325
Communities Amenities					
	New ablutions at Blueholes	110,000	64,162	0	110,000
	Northampton Cemetery Fence	48,500	28,292	37,564	10,936
	Erect shelter at HCC Playground	25,000	14,583	0	25,000
	Communities Amenities Total	183,500	107,037	37,564	145,936
Recreation And Culture					
	Construct Extension to RSL Hall	610,100	355,887	519,931	90,169
	Replace Stairs Horrocks	18,000	10,500	5,833	12,167
	Horrocks Information Shelter	7,800	4,550	7,800	(0)
	Install Replas Seats Grey St/Red Bluff	6,600	3,850	4,891	1,709
	Kalbarri Foreshore Parkland Redevelopment	127,300	74,256	73,773	53,527
	Blue Holes Carpark Redevelopment R969	135,450	78,995	0	135,450
	Northampton Community Centre Courts Upgrade	210,250	122,640	384	209,866
	Kalbarri Camp School Disabled Ablutions	26,000	15,162	26,447	(447)
	Lions Park - Asphalt Seal Car Park	103,385	60,298	0	103,385
	Old School Building Upgrades	77,935	45,458	74,135	3,800
	Recreation And Culture Total	1,322,820	771,596	713,193	609,627
Transport					
	Road Construction	1,928,213	1,124,711	1,134,901	793,312
	Footpath Construction	297,403	173,474	24,003	273,400
	Bus Shed - Kalbarri Depot	30,000	17,500	31,021	(1,021)
	Tip Truck Northampton	250,000	145,831	0	250,000
	Tipping Trailer Northampton	85,000	49,583	0	85,000
	Vibe Roller	180,000	104,998	170,560	9,440
	Utility - Grader Operator x 2	82,000	47,833	0	82,000
	Utility - Northampton Mtce/Cleaner	28,300	16,508	28,674	(374)
	Utility - Northampton Ranger	52,000	30,333	659	51,341
	Transport Total	2,932,916	1,710,772	1,389,818	1,543,098
Economic ServicesOther Property and Services					
	Lucky Bay Caretaker vehicle	20,000	11,662	55,653	(35,653)
	Other Property and Services Total	20,000	11,662	55,653	(35,653)
	Capital Expenditure by Program Total	4,534,836	2,645,160	2,250,503	2,284,333

Please refer to the compilation report

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FINANCING ACTIVITIES
NOTE 9
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

Repayments - borrowings

Information on borrowings	Particulars	1 July 2019		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		\$	\$	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Housing	Loan 154 - Staff Housing	223,447	0	0	0	17,005	34,288	206,442	189,159	3,653	8,497
	Recreation and culture	477,359	0	0	0	22,641	45,516	454,718	431,843	5,150	10,771
Transport	Loan 153 - Plant Purchases	154,454	0	0	0	41,130	41,130	113,324	113,324	6,618	7,716
	Loan 157 - Plant Purchases	0	0	0	365,000	0	0	0	365,000	0	0
Total		855,260	0	0	365,000	80,776	120,934	774,484	1,099,326	15,422	26,984
Self supporting loans											
Education and welfare	Loan 155 - Pioneer Lodge	372,568	0	0	0	7,200	14,542	365,368	358,026	7,358	17,126
	Recreation and culture	3,839	0	0	0	1,891	3,839	1,948	0	114	202
Other property and services		311,752	0	0	0	8,845	18,010	302,907	293,742	10,476	20,565
Total		688,159	0	0	0	17,936	36,391	670,223	651,768	17,948	37,893
Total		1,543,419	0	0	365,000	98,712	157,325	1,444,707	1,751,094	33,370	64,877
Current borrowings		157,325						58,612			
Non-current borrowings		1,386,094						1,386,095			
Total		1,543,419						1,444,707			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

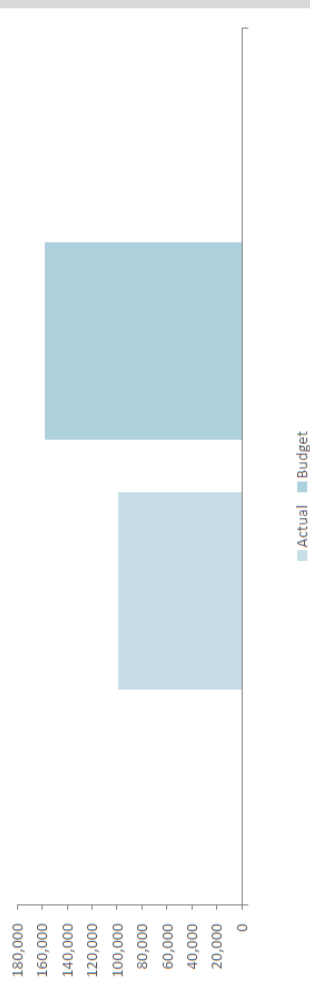
New borrowings 2019-20

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 157 - Plant Purchases	\$ 0	\$ 365,000	WATC	Fixed	10	\$ 0	% 2	\$ 0	\$ 365,000	\$ 365,000
	0	365,000				0		0	365,000	365,000

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings (Principal Repayments)



Principal repayments

\$98,712

Interest earned

\$53,683

Interest expense

\$33,370

Reserves balance

\$.96 M

Loans due

\$1.44 M

Please refer to the compilation report

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OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

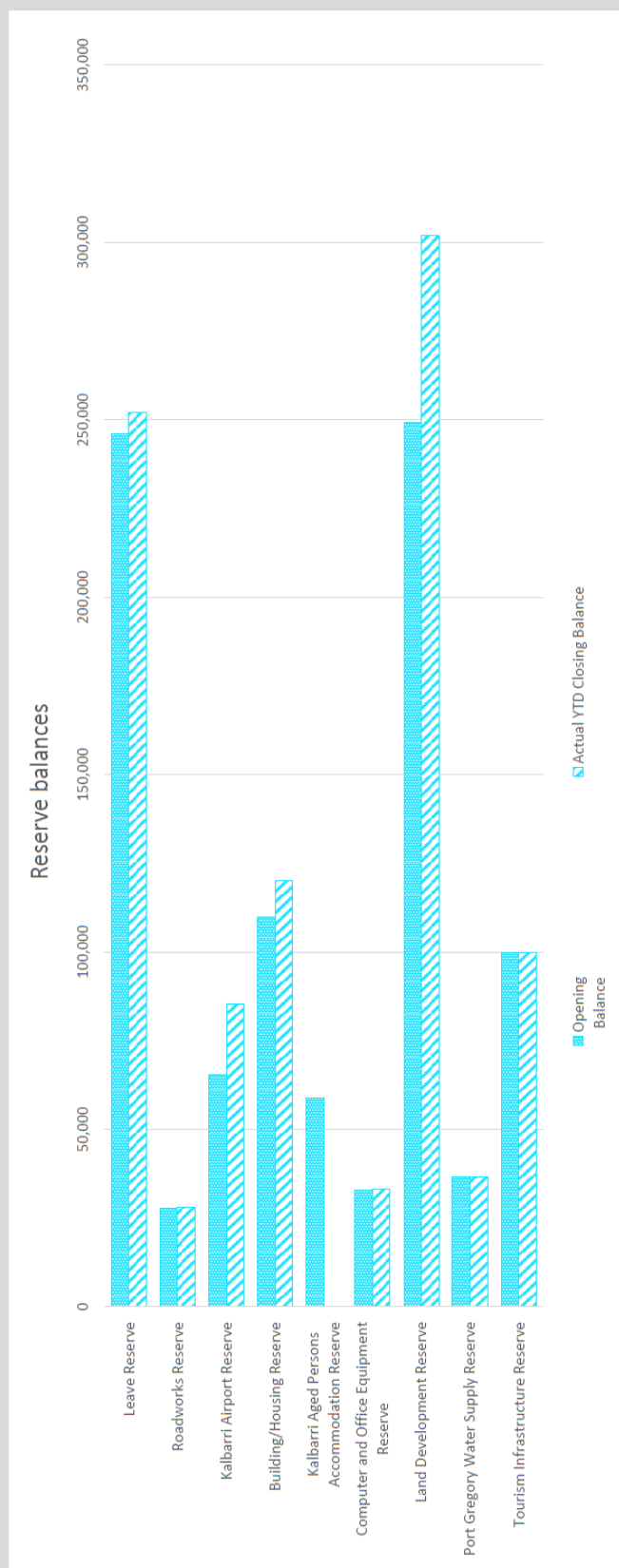
Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	246,008	5,000	938	5,000	5,000	0	0	256,008	251,946
Roadworks Reserve	27,641	2,000	373	0	0	0	0	29,641	28,014
Kalbarri Airport Reserve	65,315	200	42	20,000	20,000	0	0	85,515	85,357
Building/Housing Reserve	109,865	2,000	373	10,000	10,000	0	0	121,865	120,238
Kalbarri Aged Persons Accommodation Rese	58,694	0	0	0	0	(58,694)	(58,694)	0	0
Computer and Office Equipment Reserve	32,944	1,000	192	0	0	0	0	33,944	33,136
Land Development Reserve	249,161	15,000	2,800	0	50,000	0	0	264,161	301,961
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve	100,000	0	0	0	0	0	0	100,000	100,000
	926,128	25,200	4,718	35,000	85,000	(58,694)	(58,694)	927,634	957,152

Please refer to the compilation report

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KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

NOTE 11
OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Current Liability 31 Jan 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies							
Governance							
Rates Trainee/DPIRD	0	0	0	0	0	0	30,000
General purpose funding							
Grants Commission - General/	0	0	0	0	442,069	221,034	231,794
Grants Commission - Roads/	0	0	0	0	397,616	198,808	167,178
Law, order, public safety							
Emergency Services Levy - BFB	0	0	0	0	31,710	18,496	28,653
Emergency Services Levy - SES	0	0	0	0	25,523	14,887	23,062
Grant Revenue - BFRM	0	0	0	0	0	0	45,000
Education and welfare							
NCCA Operational Grant/Fundraising	0	0	0	0	62,000	36,162	62,000
Community amenities							
GRANT - CHARMAP	0	0	0	0	25,000	14,581	0
Transport							
MRD - Maintenance	0	0	0	0	172,575	172,575	172,575
Economic services							
Pink Lake Facilities Grant	0			0	0	0	25,000
	0	0	0	0	1,156,493	676,543	785,262

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 22

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent non operating grants, subsidies and contributions liability				Non operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jan 2020	Current Liability 31 Jan 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Recreation and culture								
Kalbarri Foreshore Redevelopment				0		0	0	52,965
Northampton Community Centre				0		134,417	78,407	0
Old School				0		12,493	12,493	0
Transport								
Regional Road Group Funding				0		306,666	178,885	234,448
Royalties For Regions - White Cliffs/Binnu West Rd				0		146,326	146,326	146,326
Roads to Recovery Funding				0		453,484	264,530	381,484
Commodity Route Funding				0		447,000	260,750	178,800
	0	0	0	0	0	1,500,386	941,391	994,023

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**NOTE 13
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 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Jan 2020
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	25,340	(24,336)	1,187
Community Bus Bond	4,800	1,400	(2,000)	4,200
Unclaimed Monies - Rates	4,044	3,116	0	7,160
Nomination Deposits	0	240	0	240
Council Housing Bonds	0	1,400	(1,400)	0
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	420	230	(650)	0
Special Series Plates	770	1,240	(1,570)	440
Northampton Child Care Association	22,235	0	(22,235)	0
Horrocks Memorial Wall	0	500	(175)	325
One Life	1,940	0	(500)	1,440
Rubbish Tip Key Bond	1,400	0	0	1,400
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	0	19,342	(448)	18,894
	36,842	52,808	(53,315)	36,336

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**NOTE 14
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 Actual materially.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	60,544	172.57%	▲ Permanent	Var due to Rates Trainee grant payment
General purpose funding	(37,025)	(0.72%)	▼ Permanent	Var associated with reduced FAG's grant
Law, order and public safety	65,666	153.48%	▲ Permanent	Var due to BFRM grant payment
Health	(10,843)	(46.36%)	▼ Timing	Actuals and budget will converge as the year progresses
Education and welfare	47,560	33.66%	▲ Timing	Var due to NCCA grant/rebate plus aged housing rent
Community amenities	(21,111)	(2.54%)	▼ Timing	Var due to refuse site fees budget profile, will reconcile
Recreation and culture	22,336	47.06%	▲ Timing	Actuals and budget will converge as the year progresses
Economic services	77,946	41.43%	▲ Timing	Var due to budget profile, will reconcile
Expenditure from operating activities				
Governance	(59,895)	(11.35%)	▼ Timing	Var due to subscriptions/allowance exp, will reconcile
General purpose funding	(10,962)	(8.54%)	▼ Permanent	Var due to legal fees
Law, order and public safety	(26,606)	(13.46%)	▼ Timing	Var due to payment timing plus Pt Gregory BFB toilet
Health	(6,044)	(6.16%)	▼ Timing	Actuals and budget will converge as the year progresses
Education and welfare	(6,580)	(3.58%)	▼ Permanent	Var due to Kal'b aged housing maintenance exp
Housing	(8,668)	(14.76%)	▼ Permanent	Var due to new septic system at oval house
Community amenities	37,461	4.05%	▲ Timing	Var due to lag in rubbish collection costs invoices
Recreation and culture	61,671	6.41%	▲ Timing	Actuals and budget will converge as the year progresses
Transport	131,369	7.69%	▲ Timing	Actuals and budget will converge as the year progresses
Economic services	(51,608)	(18.91%)	▼ Timing	Var due to budget profile, will reconcile
Other property and services	(111,474)	(472.83%)	▼ Permanent	Var due to Kal'b Aged Housing units asset write off
Investing activities				
Non-operating grants, subsidies and contributions	52,632	5.59%	▲ Timing	Actuals and budget will converge as the year progresses
Capital acquisitions	394,657	14.92%	▲ Timing	Roadworks progressing with some project delays
Financing activities				
Transfer from reserves	24,456	71.43%	▲ Timing	Will reconcile, budget timing situation only
Repayment of debentures	(6,963)	(7.59%)	▼ Timing	Will reconcile, budget timing situation only
Transfer to reserves	(54,602)	(155.49%)	▼ Timing	Will reconcile, budget timing situation only

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 25

ADMINISTRATION & CORPORATE REPORT

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7.5.1	CARAVAN GROUP MUSTER
LOCATION:	Horrocks Recreation Oval
FILE REFERENCE:	13.2.4
CORRESPONDENT:	Horrocks Community Centre
DATE OF REPORT:	29 January 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Correspondence received from the HCC 2. Letter of Support from Winton Muster

SUMMARY:

Request for Council support for the holding of a caravan muster by the “Bushtacker Owners Group” (BOG).

BACKGROUND:

A request has been received through the Horrocks Community Centre on behalf of the Bushtacker Owners Group for the holding of a caravan muster at Horrocks for the period 9th to 19th September 2021, refer Appendices 1.

The muster is to be held over a 10 day period with up to 60 caravans being involved with the majority of participants camping on the Horrocks oval. The HCC state that some may stay within the Horrocks Beach Caravan Park.

The local BOG owners are submitting an application to the Australian body of the group to hold the muster in Horrocks.

At the Bourke Muster the BOG contributed \$24,000 to the following organisations in Bourke. The BOG undertakes to raise funds through their activities for community groups where they are holding the muster.

Bourke Laundry Service \$5,000 – operated by the Shire of Bourke for community members in need.

Men’s Shed \$500

Local Progress Association \$2,000

Rotary Club \$1,000

CWA \$500

Bourke Junior Cricket \$500

Bourke Swimming Club \$500

Blue Robinson Foundation \$4,000 (Supports Cancer patients receiving treatment away from home)

Muda Aboriginal Corp \$500

Pony Club \$500

Junior Rugby League \$500
Kirr Dancers \$500
Clontarf – Dane Parnaby \$500
Bourke District Hospital \$6,000 for a patient lifting unit
McGrath Foundation \$500
Prostate Cancer Research \$500
RFDS \$500

TOWN PLANNING IMPLICATIONS:

Lot 12151 is zoned as a 'Local Scheme Reserve - Public Open Space' under *Local Planning Scheme No. 10* ('LPS10'), as defined within the latest Scheme Conversion, which is almost nearing gazettal stage.

The objectives of the zone are:

- *To set aside areas for public open space, particularly those established under the Planning and Development Act 2005 s.152.*
- *To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.*

Clause 61(2)(d) of the 'Deemed' Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('LPS Regs') requires the use to obtain Development Approval on the basis that it is not considered temporary given that it will be in existence longer than 48 hours in any 12 month period.

The use of the subject site for a one off, camping style event does not fall within any specific use class definition and therefore is considered to be a 'use not listed' for the purposes of assessment against the Scheme.

Therefore in accordance with cl. 18(4) of LPS10:

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

- (a) *determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- (b) *determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*

- (c) *determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

Council firstly needs to consider that the proposed use of the subject site for a one off, camping style event is consistent with the objectives of the 'Local Scheme Reserves - Public Open Space' zone or that it may be consistent and give notice under clause 64 (public advertising).

HEALTH OFFICERS COMMENTS:

Legislative Requirements –

Under the Caravan Parks and Camping Ground Regulation 1997 (as amended) there is no requirement that people using a caravan or camper van must stay in a licenced caravan park if one is located within the area they are camping. This allows for self-contained caravans and camper vans to stay over-night at designated RV Over-night Stops that many local authorities around Australia have established, as well as in road-side pull-in bays.

Regulation 11 (1) (d) allows for a person to camp on land which is –

- (i) *Held by a State instrumentality in freehold or leasehold; or Dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality,*

In accordance with the permission of that instrumentality.

Therefore Council can approve the use of the Horrocks Oval as a temporary camp site for the 10 days of the Bushtracker Owners Group's main muster in September 2021.

If the caravans and camper vans are self-contained with their own toilet and shower then these facilities do not need to be provided for a temporary camp site. However, access to a blackwater dump point is required within a reasonable distance from the temporary camp site.

Commentary Regarding Previous Bushtracker Owners Group Visits –

Email queries were sent to the Shire of Bourke and the Mitchell Caravan Park in Bourke, NSW to ascertain information about the Group's stay in Bourke in September 2019 and their comments are outlined below:-

- Shire of Bourke staff, advised that being involved in some of the arrangements, the Group would be welcomed back to Bourke anytime. Their organisation etc was excellent, and communication and cooperation with Council and attention to detail the same.
- Mitchell Caravan Park Managers advised that they had about 5-6 vans from the Bushtracker Owner Group stay at the Park 1 or 2 night before the muster commenced; and maybe 1-2 vans stayed over-night after the muster finished. They stated that the people from the Group they met were lovely and the support the local Bourke clubs received from the Group with help towards some of their wish lists was welcomed.

Email query was sent to the Shire of Chapman Valley to ascertain information about the Group's stay in Nabawa in 2014 and the comments are outlined below:-

- The Group stayed at the Nanson Showgrounds. The Group paid the Shire's standard camping fee at the time. The number of caravans and camper vans that attended was around 42 as stated by HCC. The Shire had no issues with the Group; they were well behaved and left the site clean.

Advised there would be no issue if the Group wanted to return to the Shire.

Comment from the Lessee of Horrocks Beach Caravan Park –

The Lessee of the Horrocks Beach Caravan Park was approached for comment about the HCC's proposal. He advised that he was aware of the proposal and was not happy that the proposal was to use the Horrocks Oval and not the Horrocks Caravan Park. He believes that the Caravan Park can accommodate most if not all of the caravans and camper vans that would travel to Horrocks for the main muster. He believes that the Group should stay at the Caravan Park and hopes that Council will not support this proposal and will not approve camping on the Horrocks Oval.

CEO COMMENT:

There are a number of matters that the Council needs to consider and no doubt further negotiations with the HCC and the Bushtrakers Group will need to occur.

The HCC outline a number services required which involve the Council and will need to be further negotiated being:

- Exclusive use of the Horrocks oval for camping
- On site temporary black water dump
- Three fire pits (location, effect on oval, security etc)
- Provision of refuse reciprocals and service of those reciprocals

It is considered that the remainder of the items mentioned are either under the management of the HCC or the group themselves.

An issue is the none use of the Horrocks Caravan Park and Council will need to take into account this when considering approval for the use of the Horrocks Oval. Although it is advised in the correspondence that a number of the group are likely to accommodate themselves within the caravan park.

Within the correspondence reference is made for the need of a temporary laundry facility. In discussion with Mr Terry Cripps (member and organiser of the muster) this will not be required as a majority of the caravans have laundry facilities.

The provision of temporary black water dump point is a requirement. Preliminary investigations so far have indicated there are no known portable black water dump points available. A local supplier of portable toilets is considering the manufacturing of a portable dump point and if this does proceed then this option could be available.

With the black water dump point, if a mobile/portable unit is not available it may require the Council to install a dump point in Horrocks. Cost to install a unit with a 4,000 litre tank is:

4,000l septic tank (poly)	\$3,000
Dump Point Unit	\$1,400
Installation	<u>\$4,500</u>
Total Cost	\$8,900

The Campervan and Motorhome Club of Australia provide subsidies for dump points. They will contribute to the dump point unit and signage, therefore within the above costs the \$1,400 is the subsidy, cost to Council will be \$7,500.

The location of a dump point in Horrocks is a difficult one and the only recommended site is near the public ablutions east of the tennis courts. However this site has access issues with a steep gravel surface road access which could be a concern for non-four wheel drive vehicles towing a caravan, remembering a dump point if installed is available for all users. It may be a necessity to bitumen seal the access road.

If Council is to consider the installation of a dump point in Horrocks then this needs to be listed for consideration within the 2020/21 Budget.

A temporary facility cannot be connected to the existing public toilets septic as the chemicals used in caravan black water adversely affect the bacteria in the septic tanks and the anaerobic breakdown of the effluent in the system fails.

The refuse removal is not a major cost. One skip bin similar to those already at Horrocks is all that is required and based on the cost of the two recently placed at the Pink Lake, cost would be in the vicinity of \$670.

There is no doubt that this event would be of economic benefit to not just Horrocks but to the other towns within the Shire with the planned visits to Northampton, Kalbarri, Port Gregory and in rural areas for viewing of wildflowers.

FINANCIAL & BUDGET IMPLICATIONS:

Costs will be incurred for refuse and if a portable dump point is available for hire, but it is not expected that Council is to be responsible for costs for the muster. Costs for refuse removal etc are to be determined and the group is then advised of a charge that is to occur.

Apart from the refuse and possible hire of a portable dump point, there is no other charges to BOG from a Council perspective as the group are using other community group facilities who operate those facilities and charge accordingly.

For their recent muster in Bourke Town, the cost from the local shire was \$3,500 of which was charged to the BOG.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Caravan & Camping Regulations 1997

Local: Shire of Northampton Local Planning Scheme No. 10 -Northampton

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.1

That Council support the Bushtrackers Owners Group in conducting a caravan owners muster at the Horrocks Oval in 2021 and:

- 1. Approve the camping of an estimated 60 caravans on the Horrocks Oval for the period 19th to 25th September 2021.**
- 2. Council to provide a skip bin on site for refuse removal and the cost for this service to be charged to the Bushtrackers Owners Group.**
- 3. That approval be granted for three fire pits located on the Horrocks oval subject to the pits being decommissioned at the end of the muster and left in a safe and clean and tidy state.**
- 4. That Council consider the installation of a dump point at Horrocks with the 2020/2021 Budget.**

APPENDICES 1 – Horrocks Community Centre Correspondence



16 January 2020

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

NORTHAMPTON SHIRE COUNCIL				
File: 13-2-4				
16 JAN 2020				
Admin	Eng	Hlth Bldg	Town Plan	Rang
CK				

Dear Garry,

RE – POTENTIAL BUSHTRACKER OWNERS GROUP VISIT

We are writing to yourself and Council on behalf of the Horrocks Community Centre Inc. after an approach was made to us from a member of the Bushtracker Owners Group (BOG) seeking to explore the possibility of holding a muster event in 2021 on the oval at Horrocks or suitable surrounding area.

HCC Intent

In this first instance, we are seeking to explore with you the possibility of accommodating the Bushtracker Owners Group for their Annual Muster at the Horrocks Oval for 10 days in September 2021.

Locally driven vision

This same member has had informal discussions earlier with you and since that time has worked with his wife to fully investigate the idea of facilitating a tour of this group to Western Australia. They have investigated a number of sites within our Shire to ascertain their suitability to hold such an event. Oakabella Homestead (lack of sufficient water), Northbrook Farmstay (not enough flat ground) and Northampton Showgrounds (conflicting date with annual show) are some of the sites explored. They have also independently approached us (local Community Group) and the Shire's Environmental Health Officer and the Planning Officer to more fully explore the concept.

Background – Bushtrackers Owners Group (BOG)

The Bushtracker Owners Group is a national group who converge annually for a muster at different sites around Australia and while the primary purpose is to hold the BOG Annual General Meeting, these gatherings are designed to be informative and entertaining and seek to provide their members with a memorable experience. Interestingly, this group held an Annual General Meeting Muster (AGM Muster) in 2014 at Nabawa on 18 September to 28 September where 84 members (42 caravans) attended. Most important is the historical reputation the BOG embrace which is to uphold their reputation and guarantee that no local community ever regrets the visit of this touring group – they leave no trace on the landscape of their visit but they do leave a legacy in spirit.

MURRAY CRIDDLE (President)
PH: 0427 471 644 | E: mcridle1@bigpond.com.

MICHELLE ALLEN (Secretary)
PH: 0427 174 227 | E: rdmhallen@bigpond.com.

Locally driven research

When examining options to accommodate this request, we have found that many communities throughout Australia have accommodated this touring group in one area (as they request) despite the presence of a local caravan park. There is no denying there are matters to address in this regard at Horrocks, however, we remain forthright and confident in recognising what a broader outlook can achieve if an open and receptive atmosphere is fostered.

Our investigations with both large and smaller communities who have facilitated these one-off events around Australia has revealed that the effect on the local accommodation provider has NOT proven to be detrimental but it has required a strongly driven and open minded approach from a local, a community, a Shire and a commerce perspective to develop the 'vision' and recognise the 'opportunity' such a visit can provide if a strong community driven purpose is embraced by all without fear or favour.

Local examples

Examination of recent examples around Australia who have facilitated this unique touring group have stated that despite initial reservations from local park owners on finding the group were opting to stay in a 'raw' local location, they have risen to the challenge of doing business differently and found that some caravan owners of the group always opted to stay within a local park anyway. These Park owners recognised the need to look at the visit differently and picked up and developed opportunities on a pre/post Muster activity basis rather than focussing solely on the ten (10) day official visit. (History in some places showed that they attracted a certain number of the touring group anyway for a variety of reasons - being able to provide a consistent electricity supply for sleep apnoea sufferers and those who wanted their own space and more importantly being able to accommodate their regular clientele without interruption.)

Vision

We believe this is a one-off opportunity to engage with a touring group and the social and economic impact this gathering could have on the communities of Horrocks, Port Gregory, Northampton and Kalbarri will be significant and long lasting. Over their ten day stay in this region, members of the group will buy local, visit local tourist attractions and participate in community events all of which have the potential to leave a positive and lasting impact on our communities. For example, as a consequence of accommodating this group recently to hold their annual muster within the Bourke area of New South Wales, the sum of \$24,500 was injected into that local community after an orderly process was instigated with that Shire to identify local need through a grant process. Facilitating a collaborative approach enabled this community to install and upgrade services within the aged care, hospital and disability areas of their region.

Preliminary Proposal

As a one-off event, and with Council permission, we propose to accommodate the Bushtracker Owners Group Muster at the Horrocks Oval for the 10 days. Further investigations are required by us to explore the requirements on a number of fronts including the provision of a temporary black water dump site and a temporary laundry facility – just two areas of potential need identified in this preliminary stage.

Projected Attendees

60 caravans/120 patrons maximum

Necessary Insurances to be in place

- All necessary insurances (including Public Liability) specific to this event to be held by the Horrocks Community Centre Inc. and the Shire of Northampton.

Services/Inclusions to be negotiated/co-ordinated/confirmed

- Exclusive use of Horrocks Oval for 10 days including permit to consume alcohol;
- Use of Horrocks Community Centre for pre-arranged times (power, water, kitchen, office),
- On site temporary black water dump point,
- On site temporary laundry facility,
- 3 x Fire pits and 5 tonnes firewood included (co-ordinated with local Terry Cripps),
- Wheelie Bins including regular disposal of garbage for the ten days,
- Transportation options from Horrocks to Northampton Showground and Kalbarri on set day/s,
- Carpet Bowls activity – Horrocks Community Centre,
- Planning, Health, Bushfire approval permits,
- Availability of a BBQ trailer;
- Clean up and remediation of oval by Horrocks Community and BOG.

Major Attractions within the region:

- Kalbarri Skywalk
- Pink Lake at Port Gregory
- Northampton District Agricultural Show 2021
- Ewe Turn installations Northampton
- Local Museum – Cheverton House, Motors & Machinery Museum
- Wildflower Season
- Abrolhos Island Day Trips

Potential Entertainment/Social services available to the group from within the local region

- Pre/Post AGM Muster accommodation and activity co-ordinated by local Caravan Park owner/s,
- Local musicians and/or bands,
- Local poet,
- Local author/s,
- Caterers – 10 days of opportunity (High Tea/ Crayfish Festival/ Annual General Meeting Muster Dinner/Brekky event),
- Big screen event/s at Horrocks Community Centre (September Football & Rugby events).

Reality

Should the Shire of Northampton consider this a viable proposition and worthy of further investigation, then we are proposing to actively assist and work with you to ultimately develop a commercially attractive proposal in a very competitive environment to present to the Bushtracker Owners Group demonstrating that this Shire is worth visiting and that we are all up to supporting and facilitating a dynamic experience for all in 2021.

We look forward to further discussion with you at your earliest opportunity regarding the above proposal.

Yours faithfully,



MURRAY CRIDDLE
President

APPENDICES 2 – Letter of Support from Winton Muster Organiser

PO Box 92
WINTON Q 4735

25th January 2020

Mobile 0429 806 140

TO WHOM IT MAY CONCERN

As Event Coordinator of the Winton Outback Festival and a Board Executive of the Outback Queensland Tourism Association, I would like to emphasize the impact to Winton some three years ago when over 120 members of the Bushtracker's Owners Group (BOG) visited our small town of Winton (population 900) to conduct a Caravan Rally.

At that particular time Winton was drought stricken - and is also still today. The benefit of having this group visit Winton in not so good times was a valuable asset to the Community. The Winton Shire Council opened up their Showgrounds Complex to cater for the large number of campers which over the week-long stay generated a massive economic injection for Winton in general which the businesses were very appreciative of.

As well as the local businesses receiving a large financial benefit, Winton's not-for-profit organizations also assisted by giving their time to make the group welcome, as well as donating their venues to allow the group to host BBQ Breakfast's and also dinners.

Tourism is vital to rural and regional communities, and encouraging caravan musters in our towns contributes not only to the overall local economy, but to a unique holiday experience, and we know how fast good news spreads with grey nomads when they receive a warm welcome when visiting your town.

Yours sincerely,



Robyn Stephens OAM
OQTA Board Director & Event Coordinator Winton Outback Festival
Mobile 0429 806 140
Email: info@outbackfestival.com.au

7.5.2

REVISED MARKET ANNUAL RENT – LOT 589 KALBARRI

LOCATION:	Lot 589, Reserve 25448 Grey Street, Kalbarri
FILE REFERENCE:	9.1.4
DATE OF REPORT:	30 January 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Valuation Report (provided under separate cover)

SUMMARY:

Council to adopt revised annual rent as per revised market rent.

LOCALITY PLANS:



BACKGROUND:

Lot 589, Crown Reserve 254448 has a Management Order drawn in the favour of Council and is leased to the Murchison River Caravan Park for the purposes of caravan and camping.

As per Item 5(b) of “The Schedule” of the lease for the above property, a market review of the annual rent is to be undertaken every five years with the next review due 15th February 2020. The revised rent must be undertaken by a licenced valuer which has occurred, and the valuation report is at Appendices 1, provided under separate cover.

The current annual rent is \$13,528 and the revised market rent determined is to remain unchanged at \$13,528. The revised rent is to apply as from 1 July 2020 to keep within the budget cycle.

Although the rent review recommends no change, the annual rent is still increased by CPI (Perth March quarter) annually.

The lessee has been advised of the revised rent and supports the recommended revised market rent.

FINANCIAL & BUDGET IMPLICATIONS:

Costs of \$2,200 has been incurred for the market valuation which is shared equally between both parties.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

There are no statutory implications as this matter only relates to a rental review.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.2

That Council adopt the recommended Annual Market Rental Valuation of \$13,528 per annum for Lot 589 Grey Street, Kalbarri and to apply as from 1 July 2020.

7.5.3

REVISED MARKET ANNUAL RENT – LOT 200 KALBARRI

LOCATION:	Lot 200, Reserve 52435 Grey Street, Kalbarri
FILE REFERENCE:	9.1.4
DATE OF REPORT:	30 January 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Valuation Report (provided under separate cover)

SUMMARY:

Council to adopt revised annual rent as per revised market rent.

LOCALITY PLANS:



BACKGROUND:

Lot 200, Crown Reserve 52435 has a Management Order drawn in the favour of Council and a portion is leased to Bailey's Marine Fuels Australia for the purposes of fuel supplies to marine vessels. The area leased is the fuel storage tank area and an area for the pipeline to the commercial jetty.

As per Item 5(b) of “The Schedule” of the lease for the above property, a market review of the annual rent is to be undertaken every five years with the next review due 15th February 2020. The revised rent must be undertaken by a licenced valuer which has occurred, and the valuation report is at Appendices 1, provided under separate cover.

The current annual rent is \$3,836 and the revised market rent determined is to remain unchanged at \$3,836. The revised rent is to apply as from 1 July 2020 to keep within the budget cycle.

Although the rent review recommends no change, the annual rent is still increased by CPI (Perth March quarter) annually.

The lessee has been advised of the revised rent and requested to provide comment however at the time of compiling this report no comment has been received.

FINANCIAL & BUDGET IMPLICATIONS:

Costs of \$1,850 has been incurred for the market valuation which is shared equally between both parties.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

There are no statutory implications as this matter only relates to a rental review.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.3

That Council adopt the recommended Annual Market Rental Valuation of \$3,836 per annum for the lease on portion of Lot 200 Grey Street, Kalbarri and to apply as from 1 July 2020.

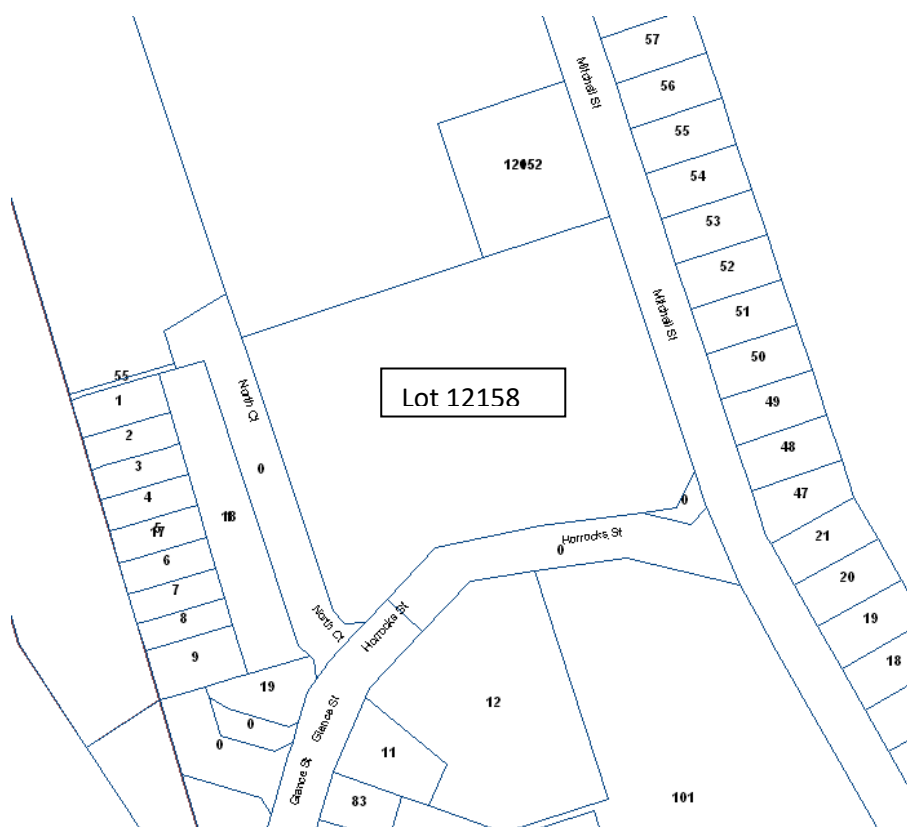
7.5.4 REVISED MARKET ANNUAL RENT – LOT 12158 HORROCKS

LOCATION:	Lot 12158, Reserve 29152 Glance Street, Horrocks
FILE REFERENCE:	9.1.4
DATE OF REPORT:	30 January 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Valuation Report (provided under separate cover)

SUMMARY:

Council to adopt revised annual rent as per revised market rent.

LOCALITY PLANS:



BACKGROUND:

Lot 12158, Crown Reserve 29152 has a Management Order drawn in the favour of Council and is leased to Summerstar Pty Ltd for the purposes of caravan and camping.

As per Item 5(b) of “The Schedule” of the lease for the above property, a market review of the annual rent is to be undertaken every five years with the next review supposed to have occurred August 2019. The revised rent must be undertaken by a licenced valuer which has occurred, and the valuation report is at Appendices 1, provided under separate cover.

The current annual rent is \$20,144 and the revised market rent determined is to remain unchanged at \$28,000. The annual rent is increased by CPI (Perth March quarter) annually.

The lessee has been advised of the revised rent and requested to provide comment however at the time of compiling this report no comment has been received.

FINANCIAL & BUDGET IMPLICATIONS:

Costs of \$2,623 has been incurred for the market valuation which is shared equally between both parties.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

There are no statutory implications as this matter only relates to a rental review.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.4

That Council adopt the recommended Annual Market Rental Valuation of \$28,000 per annum for the lease of Lot 12158 Glance Street Horrocks with the revised rent to apply as from 1 July 2020.

7.5.5	HORROCKS ABLUTIONS & COMMUNITY KITCHENS – RUST TREATMENT
	<p>LOCATION: Glance Street, Horrocks</p> <p>FILE REFERENCE: 10.2.3 & 11.1.2</p> <p>DATE OF REPORT: 30 January 2020</p> <p>REPORTING OFFICER: Garry Keeffe</p> <p>APPENDICES:</p> <ol style="list-style-type: none"> 1. Quotation for Works 2. Photos of rust areas

SUMMARY:

Council to list for further consideration within the 2020/2021 Budget a provision of \$30,000 (plus GST) to treat rust at the Horrocks ablutions and community kitchens.

BACKGROUND:

In previous years attempts have been made to treat the rust that is prominent on the main steel structures of both the public toilets and community kitchens at Horrocks.

A recent inspection has revealed that the rust is now at a stage that simple treatments are not effective and treatment by sandblasting the steel and recoating it would be the best long term option. All steel areas need to be attended to.

Photos of some of the rust areas are at Appendices 2 and Councillors are encouraged to inspect the buildings.

COMMENT:

Two sandblasting firms that undertake this type of work were requested to inspect the buildings and provide a quote for the 2020/2021 Budget. Unfortunately only one firm responded, and their quote is attached, being \$29,970 plus GST.

The works require the removal of all roof sheeting on both buildings to allow the sandblasting and re-coating to occur therefore the facilities will not be available for use during the works period which is estimated to take 8 days. The buildings will be fenced to prevent public from entering the area.

The works also include the repainting of the water tank on site.

This is considered the best option to prolong the life of these important items of infrastructure and Council is encouraged to secure this provision within the 2020/2021 Budget.

FINANCIAL & BUDGET IMPLICATIONS:

No implications as relates to future budget.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council secure a provision of \$30,000 within the 2020/2021 budget for the sandblasting and recoating of steel structures of the Horrocks public toilets and community kitchens.

APPENDICES 1 – Quote for Works



1 of 2

74 Foskew Way, Geraldton, Western Australia 6532
Email: management@renoblastgeraldton.com.au Web: www.renoblast.com.au
Phone: **0419 244 474** or **99 233 680**

Date: 02-01-2020
Attention: Garry Keefe
Customer: Northampton Shire

*2020/21
Budget*

Quotation No. 2020

Dear Garry
Please find your quotation on the below listed item/s.

Amount entered

Details: Community Kitchens, Water Tank & Shelter - Horrocks.



Surface Treatment:

- **Surface Preparation.**
- R.B.S system 1.
- All surfaces shall be visually inspected for signs of oil, grease and dirt contamination, if contamination is identified the area shall be thoroughly cleaned prior to abrasive blasting.
- Abrasive blast clean - class Sa2.5.
- Surface anchor profile 40-75µm.
- Blast media used - premium grade Garnet.
- **Coating Application.**
- RenoBlast shall adhere to all TDS and coating guidelines outlining storage, mixing, thinning, induction times, application, curing and re-coating times.
- Stripe coating of edges, nuts, bolts and areas inaccessible by spray gun shall be performed preceding all full coats of paint.
- 1st coat Phoenix Metalfix Rust Convertor @75µm.
- 2nd coat Interseal 670HS @150µm.
- 3rd coat Interthane 990 @75µm.
- Overall Dry Film Thickness 300µm.
- Colour - Colour match existing scheme.
- QA/QC documentation provided by RenoBlast.
- Surface preparation and coating application shall comply with AS/NZL standards 1627.4 & 2312.

Work Scope:

- RenoBlast will ensure its team all has current and relevant tickets, inductions and licenses applicable to this project.
- A team of 2 men inclusive of one supervisor and 1 blaster/painter to carry out works over an estimated period of 8 days 11 hours per day.
- All permits, pre-starts, SWMS's, and JSA's to be carried out when applicable.
- RenoBlast will prepare the truck, equipment, paint, abrasive, QA/QC equipment, consumables and other relevant items at the RenoBlast workshop prior to travelling to Horrocks daily.
- Mobilize on site.
- Pre-start meeting and discussion about JSA.

QUALITY

EXCELLENCE

SERVICE



2 of 2

- Setup of work area.
- Remove existing sheeting from framework.
- Set up access to structure (small scaffold).
- Encapsulate structures as required to contain dust & paint.
- Abrasive blast of steel to Sa2.5.
- Applying paint system as above.
- Cleanup and removal of left over garnet, rubbish etc.
- QA/QC documentation specification adhered to.
- Surface preparation of Sa2.5.
- Coating application of R.B.S system 1.
- Demobilize from site.

Cost: As per Schedule of Rates (1 supervisor & 1 blaster/painter for 8 days @ 12 hours p/day).

Labour Travel - 8 days/2 hours	\$ 1,920.00 +GST
Labour Onsite - 8 days/9 hours	\$ 12,600.00 +GST
Truck Travel - 1300km	\$ 1,300.00 +GST
Truck - 8 days	\$ 1,600.00 +GST
Compressor - 8 days	\$ 3,200.00 +GST
Blast Equipment - 1 day	\$ 200.00 +GST
Spray Pump - 7 days	\$ 700.00 +GST
Tools - 8 days	\$ 800.00 +GST
QA/QC Equipment - 1 Week Hire	\$ 500.00 +GST
Garnet	\$ 550.00 +GST
Paint	\$ 3,350.00 +GST
Thinners/Gunwash	\$ 850.00 +GST
Consumables	\$ 2,400.00 +GST

Total **\$ 29,970.00+GST**

Clarifications:

1. Above price is exclusive of GST.
2. Quote is valid for 30 days.
3. All works will be performed to relevant codes and standards and/or manufacturers specifications.
4. This quote is based on information provided by you, it is priced for standard abrasive blasting and painting processes and is subject to being confirmed prior to performing the works. Additional charges may apply if variations in works are required and will be approved by you prior to work commencing.
5. QA/QC documentation will be provided by Reno Blast if requested and/or required.

If you have any further queries please do not hesitate to contact us at your earliest convenience.

Kind regards
Sam Basile
Director
0419 244 474

QUALITY

EXCELLENCE

SERVICE

APPENDICES 2 – Photos of rust areas





7.5.6	PLAYING COURTS UPGRADE – NORTHAMPTON COMMUNITY CENTRE
LOCATION:	Northampton Community Centre
FILE REFERENCE:	11.1.8
DATE OF REPORT:	3 February 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Quotes & Specifications sent out separate To the main agenda

SUMMARY:

Council to accept a quote for new playing lights approve additional expenditure for the lights and additional costs to be incurred for the upgrade of two playing courts for netball, basketball and tennis.

BACKGROUND:

Council in the 2019/20 budget approved the reconstruction of two playing courts at the Northampton Community Centre for the sports of netball, basketball and tennis. The project also included the upgrade of playing lights for these sports.

COMMENT:

Tenders were called for the courts redevelopment with only one tender submitted, being Sport and Recreation Surfaces, that was approved by the appointed Council committee with delegated power to accept the tender. Works are to commence within the coming weeks.

FINANCIAL & BUDGET IMPLICATIONS:

The budget for the works is as per the following:

Court redevelopment	\$153,400
Upgrade of Playing Lights	<u>\$ 27,910</u>
Total estimated cost	\$181,310

Funded by:	
CSRFF Grant	\$ 60,437
Northampton Netball Club	\$ 30,000
Northampton Tennis Club	\$ 15,000
Shire of Northampton	\$ 75,873

As in the background comment, an upgrade of lights is to also occur. Within the grant application and budget for the project, the lights were estimated at \$27,910 and based on a suppliers quote that was far less than other quotes received, however it has now been discovered that quote is only to upgrade lighting for big ball sports and will not service the playing of tennis. This advice has only just been received recently.

The revised quotes received for lighting to allow for the three sports to be played in the evening are as per the following

Verlindens Electrical (Geraldton)	\$33,630
Vizona Lighting (Perth)	\$43,670
Platinum Electrics	\$35,454

The lighting proposed by Verlindens are 500w LED lights, requiring eight lights to be installed, and Vizona are 300w LED lights and require eight lights to be installed. The lights proposed by Platinum are 300w LED lights and require 16 lights, 8 for each court. All lights are to be attached to existing light towers. (Refer to specifications that have been forwarded by email).

Platinum state that their supplier indicated that using more lights allows each light to illuminate different points on the court. This keeps a more consistent brightness across the court area without causing any hotspots.

Australian Tennis lighting requirements for club competition is 435 Lux for average initial Lux level and 350 for averaged maintained Lux level. All quotes received have the average level of required Lux.

Based on the quotes received additional cost will be within a range of \$15,760 and \$5,720, depending on which quote is accepted.

In addition the cost for the courts redevelopment has increased by \$3,630 from the time when quotes were first obtained in July 2019. Therefore with the additional cost in lights and the courts redevelopment the over total project cost in the range of \$19,030 to \$9,350.

To cover this additional cost, Council at the December meeting approved purchase of utilities which had a budget saving of \$27,390. This savings was to be used to assist with the supply of portable toilets and skip bins at the Pink Lake for Chinese New Year, estimated cost \$29,000. However with the \$25,000 grant received to assist with these costs, and the fact now that the costs will not reach the estimate, actual costs incurred to date is \$23,017, plus an estimated \$1,000 of costs to be incurred, this savings can be used to accommodate the additional expenditure.

All quotes and specifications will be emailed to Councillors as the print on some of the info is too small to read and by emailing them Councillors can zoom in to increase the print size.

COUNCIL POLICY REQUIREMENTS:

In determining the lighting upgrade quote, Council also needs to take into consideration the following Council policy.

Policy 2.1 – Local Purchasing Policy

2. Purchase of goods and services that are subject to the Local Government (Functions and General) Regulations 1996 are to be dealt with accordingly, but also giving preference of 5% variation to local contractors.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – authorising additional unbudgeted expenditure

Although the additional costs can be covered if the foresaid budget savings, Council is still required to formally approve the additional costs that will be incurred.

STRATEGIC & CORPORATE BUSINESS PLANS

The project has been approved with in the CBP for 2019/20.

The Community Strategic Plan states: Strategy
Sporting precincts to support local talent

Key Action - 3.5.1 Ensure Sporting facilities are in line with population trends

Measure of Success - Value of grants directed at sporting infrastructure across the Shire

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.6

That Council:

- 1. Determine which quote is to be accepted.**
- 2. Approve the additional expenditure of (amount to be inserted as dependent on which lighting supplier is appointed) to cover additional costs for the upgrade of two playing courts and upgrade of playing lights and this be declared authorised expenditure.**

7.5.7

NCCA FUNDING REQUEST – SHED PURCHASE

LOCATION:	Northampton Child Care Association 92 Stephen Street, Northampton
FILE REFERENCE:	8.1.2
CORRESPONDENT:	Northampton Child Care Association
DATE OF REPORT:	3 February 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. NCCA Coordinator Report on Shed condition 2. Photos of existing shed

SUMMARY:

Council to consider a funding request to assist with the construction of a new storage shed at the Northampton Child Care premises.

LOCALITY PLAN:



BACKGROUND:

A request has been received from the NCCA requesting Council to assist with funding for the purchase and construction of a new storage shed to store all of their playing equipment, toys etc.

The NCCA existing storage shed has a number of issues, one primary one being that it is not waterproof due to its age and there is equipment that they cannot store in the shed because of this reason. Refer to Appendices 1 – NCCA Coordinators report on the current shed.

The NCCA have secured a CBH grant of \$5,000 to assist with replacing the shed and are currently seeking other contributions/grants to assist, however these are an unknown and therefore the NCCA is seeking Council assistance.

To reduce costs for the overall shed replacement, the NCCA intend to dismantle the shed themselves however are also seeking Council works staff to assist with the shed removal.

COMMENT:

When the first request came, NCCA where advised to obtain three quotes which they have now received and are as per the following:

Quote 1 – Aussie Sheds		
Supply and install including concrete floor		\$14,355 GST exc
Shed size 8m length x 6m wide x 2.4m high		
Quote 2 – Sheds & Homes		
Supply only		\$6,563 GST exc
Shed size 8m length x 5m wide x 2.4m high		
Quote 3 – Shoreline Outdoor World		
Supply and construct including concrete floor		
Shed size 8m length x 5.3m wide x 2.5m high		\$12,808 GST exc

With quote 2 the estimated erection and concrete flooring is \$7,500 based on other quotes the NCCA received, therefore total cost be an estimated \$14,100. Therefore based on the above and if the NCCA are unable to secure additional funding the request from Council to finance would be an estimated \$9,400 (rounded).

One other area that is a concern is the long term viability of the centre. As Council is aware the centre had a reprieve in obtaining an operating grant of \$64,000 for 2019/20 however no ongoing funding for operations has yet been confirmed. In the current financial year based on current income and expenditure trends it is likely that their operations will end with an estimated surplus of \$16,000. If a surplus does occur an amount of \$11,740 is to be repaid to Council for the 2018/19 deficit that the centre incurred.

If the centre does cease operations, then the need for a new storage shed is not required.

The NCCA have been requested if they have operational funding for 2020/21 of which at the time of compiling this report they had not responded.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision within the 2019/20 Budget for this purchase.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

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

OFFICER RECOMMENDATION – ITEM 7.5.7

For Council determination.

APPENDICES 1 – Coordinator report on shed

Hi beck

With the placement of the shed at the moment it is in a very awkward position, it might not look far to walk to get out equipment and put back at the end of the day but the amount of resources we get out everyday for the children around 40 bits including several 20 kg bikes this can take its toll on educators

I would like to see it moved more towards and facing Stephen St so the door is as close as possible to the gate or even better if inline with the vege boxes that are already there and fenced off so the garage is the fence, making it face this way will give the children freedom of choice as they will be able to see all the resources that we have on offer as we guess what the children will want to play with as they are not allowed up to the current shed as it is unsafe and unlicensed

The state of the shed, is not water proof meaning I can not store any equipment the needs to stay dry, our wooden walking planks and rolling tubes are currently being stored in the cot room as ncca can not afford for these to get wet, splinter and be a hazard for the children,

When it rains we end up with a puddle of water that moistens the whole shed and toys giving it a funky smell and coating of water, which is not in any way good for our metal climbing frames, bikes and wooden swings

The door in it self is a hazard, to lift up we have to do this manually and being so old gets stuck, on top of that it does not stop at the required height, it comes over the rollers and gets stuck open making it very dangerous to try and fix to close

When the shed door is closed it is not flush with the ground, meaning snakes and lizards can make there way into there with out us knowing until we open the door

All our equipment is up to childcare regulations meaning they are very expensive, to put that into perspective, one bike is \$500, one climbing frame is \$350, a pack of sand pit toys is \$150,

We are not allowed to use cheap and nasty equipment as they last no where near as long as what proper childcare equipment last

The current shed with how the weather can reach all out equipment will slash the time that our equipment can be safely used, having a new weather proof shed will keep all our equipment and resources as new for as long as possible and make them safe for the many children who will benefit from them

APPENDICES 2 – Photos of existing shed



7.5.8	JAKES POINT ABLUTIONS
LOCATION:	Jakes Point - Kalbarri
FILE REFERENCE:	10.2.3
DATE OF REPORT:	3 February 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Design of Toilets

SUMMARY:

Council to consider revised costings for the construction of ablutions at Jakes Point and the progression of when these ablutions are to be constructed.

LOCALITY PLANS:

Refer Appendices 1.

BACKGROUND:

Council within the 2019/20 budget made provision for the construction of public toilets at Jakes Point. Following an onsite meeting with community representatives a site to the south of the access road into the Jakes Point car park was agreed to.

From community consultation the preferred design is to be the same design of toilets recently constructed within the Kalbarri National Park. Approval from the Department of Biodiversity, Conservation and Attractions to utilise their design has been received.

Costings for this design (see Appendices 1) have now been obtained from the construction company who built the recent ones at Meenarra Hill and come at an estimated cost of \$178,566 which also includes the dual use pathway from Red Bluff Road and access steps and pathway from Jakes access road. In addition to the construction costs the following costs will also be incurred:

Design and Documentation - \$6,400 GST Excl

Site inspection and discussion to finalise brief

Documentation to new brief requirements and site location

Liaise with structural documentation and coordinate documentation

Modify specification to suit new requirements

Obtain certificate of design compliance (fees not included)

Construction Administration - \$4,800 GST Excl

Review tenders and recommend

Answer technical queries during tender and construction

Site inspection during construction 3 of

Administration of contractual requirements

End of defects period inspection

Taking into account all of the above the overall total estimated cost for the ablutions will be \$189,766. The 2019/20 budget provision is \$110,000.

COMMENT:

The estimated cost is far in excess of the budget provision and is due to the design of the facility.

With the construction costs exceeding \$150,000 and if Council does progress with its construction then tenders will need to be called as per the requirements of the Local Government Act 1995.

If Council does progress to tender, then it is unlikely that any significant construction will occur this financial year. Reason being is that we would need to allow for a month for specification documents and advertising calling for tenders. A further two to three weeks to allow tenderers to consider the build and then a further time period for presentation back to Council which based on the above timelines would be at the April 2020 Council meeting and therefore works would not commence until late May early June 2020.

On the above basis Council can progress with the ablution's construction by utilising the current budget allocation of \$110,000 to have all documentation and specifications completed, undertake the calling of tenders and cover costs for startup construction if any. As this provision is unlikely to be expended by 30 June 2020 then the balance be carried over to 2020/2021 budget and the Council to commit a further provision of whatever is required once final costs are known in the 2020/21 Budget.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Tender Regulations

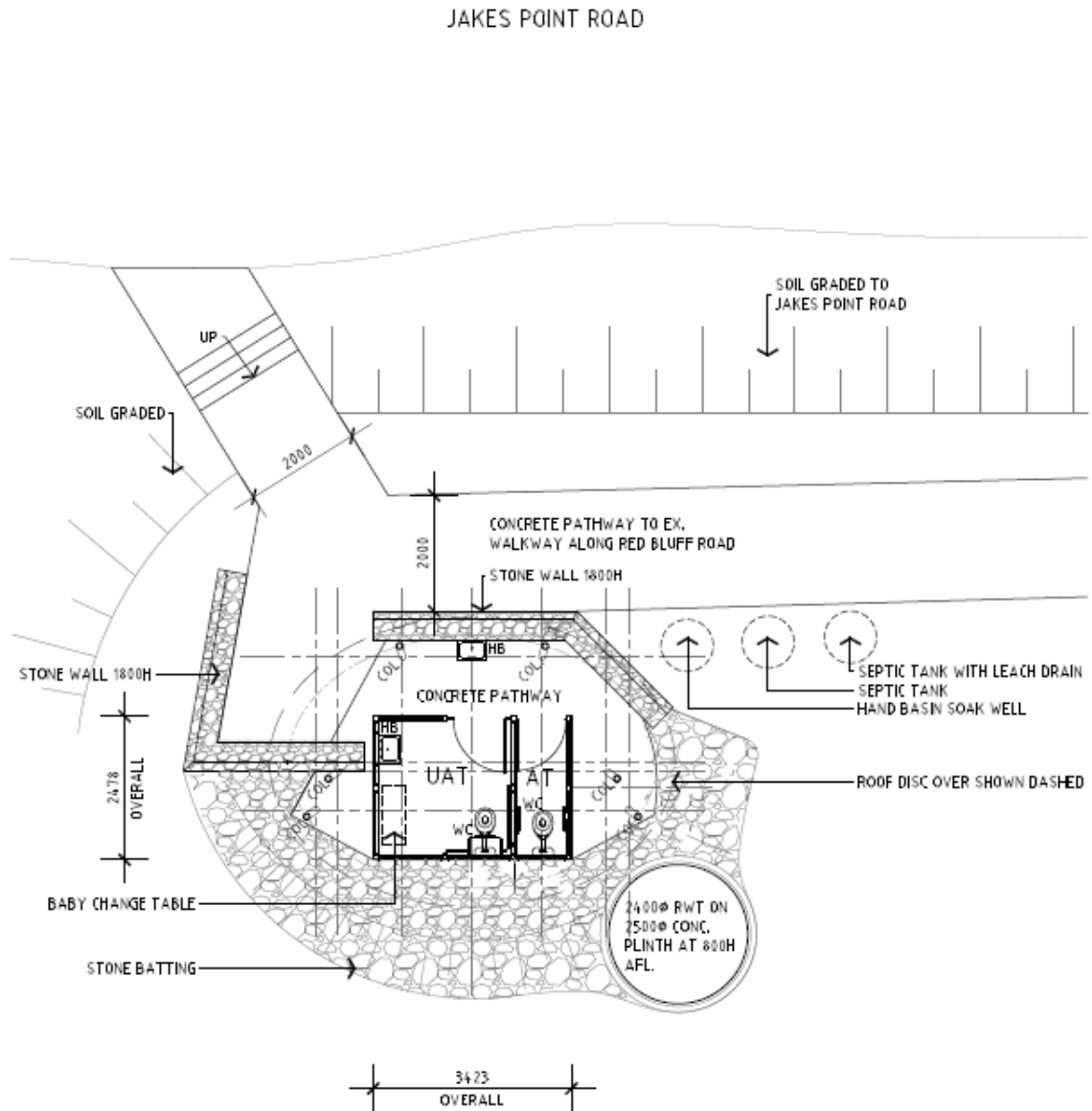
VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.8

For Council consideration.

APPENDICES 1 – Jakes Point Toilet Design



FLOOR PLAN

SCALE 1:100



7.5.9	RETICULATION RENEWAL – COUNCIL RESIDENCE NORTHAMPTON	
	LOCATION: FILE REFERENCE: DATE OF REPORT: REPORTING OFFICER: APPENDICES:	Lot 43 Bateman Street, Northampton 9.1.2 3 February 2020 Garry Keeffe 1. Plan of area to be reticulated 2. Photos of current condition

DECLARATION OF INTEREST:

The CEO declares a closely associated interest in this matter as his son in law has submitted a quote on the proposed works and may receive a financial gain from the decision of Council

SUMMARY:

Council to consider the installation of a new reticulation system at Lot 43 Bateman Street, Northampton.

BACKGROUND

Lot 43 Bateman Street is a Council owned residence that is provided to the Northampton Doctors surgery for the housing of doctors.

Concern has been raised by the surgery of the unusable reticulation system which has resulted in lawns and gardens not being kept. Upon inspection it was found that only the front yard and one side section of lawn (western side) was in fact reticulated. It is also a concern that this has not been raised previously considering the house has been used for the housing of doctors for many years.

The Principal Building Surveyor obtained two quotes for the supply and installation of all new reticulation, first quote Great Northern Rural Services \$8,931 and the second quote Think Water for \$8,348 GST exclusive.

COMMENT:

Upon receipt of the above quotes the CEO considered these to be excessive and therefore requested his son in law who has a reticulation/landscaping business and trades as SPC Gardens in Geraldton to also provide a quote, his quote is \$6,500 exclusive of GST.

STATUTORY IMPLICATIONS:

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

Should Council wish to proceed with these works in the current financial year and as there is no provision for this expenditure or use of a reserve fund to finance such costs within the 2019/2020 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

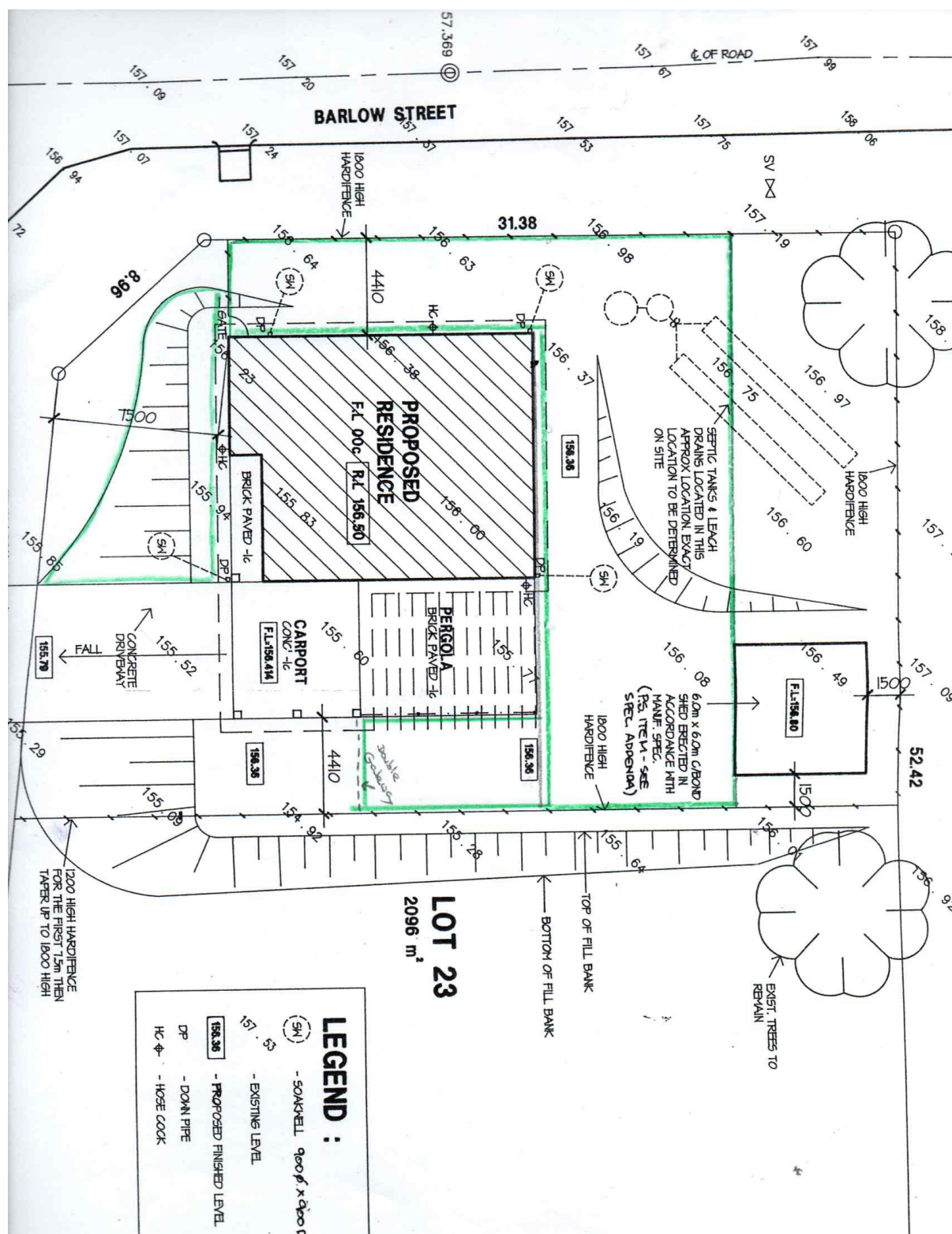
VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.9

For Council determination.

APPENDICES 1 – Area of property to be reticulated



APPENDICES 2 – Photos of current lawn & garden condition





7.5.10 COMMUNITY ENGAGEMENT POLICY

FILE REFERENCE:	4.2.4
DATE OF REPORT:	10 February 2020
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to adopt a Community Engagement Policy.

BACKGROUND:

With the introduction of regulatory framework for Integrated Planning, it had implications for the focus of community engagement in the local government sector. As Council is aware the regulations require all local governments to develop a Strategic Community Plan together with the community.

Community engagement ensures communities can participate in decisions that affect them, and at a level that meets their expectations. It helps strengthen the relationship between communities and government, enabling stakeholders to become part of the process, while assisting to build consensus.

As part of Community consultation, it is recommended as best practice that local government adopt a Community Consultation Policy

COMMENT:

To date Council has not adopted a Community Consultation Policy and this has been an oversight as the adoption of such a policy is not a legislative at this stage however as stated above is recommended as best practice.

Following is a draft Community Consultation Policy for Council consideration.

COMMUNITY CONSULTATION POLICY

Purpose

This policy sets out the governing principles for community engagement and consultation that underpin the Integrated Planning and Reporting framework to ensure the strategic direction of the organisation is with in keeping with community values and aspirations.

Objectives

The objective of this policy is to provide guidance to Councillors and Officers in planning, implementing and reviewing community engagement and consultation for key projects, strategic planning and policy development. This will ensure informed decision-making, transparency, timely and effective communication with key stakeholders and the general community.

Adopted Policy

- Council is committed to providing leadership and a strong commitment to information sharing, consultation and active participation of the community in contributing to the decision making process.
- Council acknowledges the right of the community to access information, provide feedback, be consulted and actively participate in strategic planning or in key projects of service development. Council's obligations to respond to the community when exercising these rights will be clearly stated in specific consultation processes.
- Objectives for, and limits to, information, consultation and active participation during planning, project and key service development will be defined from the outset. The respective roles and responsibilities of the community (including individuals and groups) and Council (including Councillors and officers) will be made clear as well as to who makes final decisions once the information is analysed.
- The approach for specific consultations will be tailored to the target audiences and consider all other factors outlined in this policy.
- Consultation will be undertaken as early in the planning process as possible to allow to widen the scope of consultation and to improve the outcomes. Adequate time will be made available for consultation to be effective.

- Information provided by Council during planning, project and key service development will be objective, complete and accessible. All those involved in a consultation process will have equal treatment when exercising their rights of access to information and participation.
- Council will ensure adequate financial, human and technical resources are available to make a consultation initiative effective. The allocation of resources will be considered in relation to broader budgetary restraints and the implications to existing priorities. Council will support its officers in consultation initiatives.
- Consultation on specific planning, project and key service development will be coordinated across Council to enhance knowledge management, ensure policy coherence, avoid duplication and reduce the risk of “consultation fatigue” within the community.
- Council will be accountable for the use made of input from a consultation process. Council will ensure consultation processes are open, transparent and amenable to external scrutiny and review.
- Council will actively and openly evaluate its consultation processes and practices in planning, project and key service development. The results of evaluation will directly impact upon future consultation initiatives.

Outcomes

Measures of success of consultation will include assessments of whether:

- The interests of all parties have been served;
- Expectations concerning the process have been met;
- Consensus, consent and commitment have emerged;
- The process has encouraged generation of the best options;
- Objective criteria have been used to assess the different options under consideration;
- Understanding has been enhanced;
- Relationships between Council and the community and within the community have been enhanced.
- The decision resulting from the consultation has been stable and enduring.

Responsibility

Responsibility for the implementation of this policy rests with the Council, CEO and staff of the Shire

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.10

That Council adopt the Community Consultation Policy as presented.

7.5.11 PORT GREGORY WATER SUPPLY STORAGE TANK

LOCATION:	Port Gregory
FILE REFERENCE:	10.7.2
DATE OF REPORT:	11 February 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Photos of tank 2. Details of quote

SUMMARY:

Council to consider the immediate replacement of a storage tank for the Port Gregory Water Supply.

LOCALITY PLANS:



BACKGROUND:

A report has been received by the CEO that the main water distribution storage concrete tank was showing signs of cracking. Upon an inspection the tank is cracking in several areas and will need replacement and it is recommended that this replacement be undertaken immediately. The tank capacity is 100,000litres.

COMMENT:

The tank in question is the main tank for the Gregory townsite. Water from the bore field is pumped to this tank and also distributed to three other tanks which two are reserve tanks in case of a breakdown and the other is a distribution tank to the townsite. If the tank in question fails then a major disruption to the water supply could occur if other piping/tap infrastructure is also damaged.

A quote has been obtained from a local supplier (see Appendices 2) for the provision of a RT100 Kingspan Rhino Tank in colourbond Ultra to cater for the close proximity to the ocean. Tank capacity is 104,450 litres.

To supply and erect the tank the quote is \$11,600 exclusive of GST. Council will be responsible for additional costs for the removal of the existing tank and to prepare a pad for the new tank and connection to the existing water supply infrastructure. Costs for these items are not yet known.

FINANCIAL & BUDGET IMPLICATIONS

There is no provision for the above works within the 2019/20 budget and Council has the option of either undertaking the works and declaring the costs as authorised expenditure, or instead of being a burden on the current budget use the Port Gregory Water Supply Reserve Funds to cover the costs, or defer the matter for consideration within the 2020/2021 Budget, which is not the preferred option in case the tank does fail.

The current balance of the Port Gregory Water Supply Reserve Fund is \$36,500. This reserve funds original purpose was to replace the pipeline for the Port Gregory water supply when at the time it was considered a necessity however to date the pipeline is not in need of replacement.

STATUTORY IMPLICATIONS:

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

Should Council wish to proceed with these works in the current financial year and as there is no provision for this expenditure or use of a reserve fund to finance such costs within the 2019/2020 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.11

That Council immediately replace the main storage tank for the Port Gregory Water Supply and the cost for these works be declared authorised expenditure.

APPENDICES 1 – Photos of tank



APPENDICES – Quote to replace tank



ABN: 28 151 043 048

PO Box 700 Northampton WA 6535
Ph: 08 99 342 838 Mob: 0439 651 375
Email: c-leraham@bigpond.com Web: www.midwestgroundwater.com

QUOTE

Northampton Shire
Hampton Road
PO Box 61
NORTHAMPTON WA 6535

Date 11 Feb 2020
Quote Number QU-0180
Expiry 12 Mar 2020

Description	Quantity	Unit	GST	Amount AUD
Quote for 1 RT 100 Kingspan Rhino Water Tank in Colourbond Ultra (due to proximity to ocean). (104,250L). Supplied and installed on your prepared pad (cracker dust). Water connection to tank not included. - 10 year Pro rata Warranty. For Port Gregory Water Supply.	1.00	11,600.00	10%	11,600.00
Including Standard Components 1 x 50mm Outlet & valve 1 x 50mm Inlet in lieu of Leaf Filter Basket 1 x 100mm Bell Mouth Overflow 1 x 50mm Scour Drain 1 x Lockable Access Hutch 1 x Removeable Internal/External Ladder One set Sacrificial Anodes - Rhino Infinity Tank Liner - Supplied and installed onto your prepared tank pad. (as per Rural Base Prep PDF attached)				
Additional Components 1 x 100mm Outlet 1 x 50mm Inlet Geo Textile Underlay				
			Subtotal	11,600.00
			Total GST	1,160.00
			Invoice Total	12,760.00