



**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 20<sup>th</sup> March 2020 in the Council Chambers, Northampton commencing at 1.00pm.

- 11.00am – Presentation by GHD consultants for Coastal Hazard Risk Management Adaption Plan for Horrocks Beach.

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read 'G. Keeffe', is positioned above the printed name.

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**  
13<sup>th</sup> March 2020



# ~ Agenda ~

**20<sup>th</sup> March 2020**

## **NOTICE OF MEETING**

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 20<sup>th</sup> March 2020, at

The Council Chambers, Northampton commencing at 1.00pm.

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

**20<sup>th</sup> March 2020**

**SHIRE OF NORTHAMPTON**

**DISCLAIMER**

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

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

Signed  \_\_\_\_\_

Date 13<sup>th</sup> March 2020

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

**AGENDA  
ORDINARY MEETING OF COUNCIL  
20<sup>th</sup> March 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 – 21<sup>st</sup> February 2020

**6. RECEIVAL OF MINUTES**

- 6.1 Audit Committee Meeting – 20<sup>th</sup> March 2020

**7. REPORTS**

- 7.1 Works & Technical Services
- 7.2 Health & Building
- 7.3 Town Planning
- 7.4 Finance
- 7.5 Administration & 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**

## **WORKS & ENGINEERING REPORT CONTENTS**

|       |  |   |
|-------|--|---|
| 7.1.1 | INFORMATION ITEMS<br>MAINTENANCE /CONSTRUCTION WORKS PROGRAM | 2 |
|-------|--|---|

|              |   |
|--------------|---|
| <b>7.1.1</b> | <b>INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM</b> |
|--------------|---|

|                           |                               |
|---------------------------|-------------------------------|
| <b>REPORTING OFFICER:</b> | <b>Neil Broadhurst - MWTS</b> |
| <b>DATE OF REPORT:</b>    | <b>11th March 2020</b>        |

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 Isseka East, Oakabella Homestead, and Starling Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Isseka East, Norman Wells, James, Oakabella Homestead, Starling, Swamp, Gill, Frosty Gully, Rob, Bowes River, Little Bay, Yallabartharra, Isachar Back, Walsh and Taylor Road/s.

**Maintenance Items**

- Northampton and Rural areas – General sign replacement and maintenance works.
- Kalbarri – Maintenance via chemical spraying to foreshore footpath area.
- Kalbarri – Selective verge mowing and tree pruning works.

**Other Items (Budget)**

- Hatch Road – Works completed to install sealed floodway including road sealing, concrete walls upstream and downstream plus rock protection works. Reseal works and general site cleanup works required.
- Harvey/Horry Road – Works completed to construct and seal 3.6kms from end of existing bitumen up Muskerry Hill. Reseal works, culvert headwall works, and guidepost installation works required.
- Northampton cemetery memorial tree – Works commenced to stone wall installation surrounding the approved plan.
- Northampton – Hampton Gardens paving and improvement works. Works completed pending table and chair installation.
- Northampton - Erwood Road roadworks commenced. Service relocation issue to be resolved surrounding a major Water Authority Western Australia reticulation line. Works outside of this area continuing.
- Northampton – Lions car park construction. – Works have commenced.
- Kalbarri – Foreshore footpath solar lights/bollards progressively being installed.

**Plant Items**

- Aggregate Spreader Box/s x 3 – update control panel installed

**For Council information.**

# SHIRE OF NORTHAMPTON

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

(March 2020)

| 2019/2020 Budget Works   | Job No | Status   | Comments  |
|--|--------|----------|---|
| <b><u>Regional Road Group Projects</u></b>   |        |          |   |
| <b>Kalbarri Road (Shared funding - RTR)</b><br>Shoulder Reconditioning works 46.00 - 54.00 slk | RR12   | COMPLETE | Works awarded to RDH, Works completed 6th October 2019                                  |
| <b>Port Gregory Road</b><br>Shoulder Reconditioning works - full length                        | RR13   |          |   |
| <b><u>Roads to Recovery</u></b>  |        |          |   |
| <b>Binnu West Road (Carry over)</b><br>Realign Chilimony Road intersection                     | RT25   | COMPLETE | Completion of Grant extension   |
| <b>Kalbarri Road (Shared funding - RTR)</b><br>Shoulder Reconditioning works 46.00 - 54.00 slk | RT29   | COMPLETE | Works awarded to RDH, Works completed 6th October 2019                                  |
| <b>Port Gregory Road (Shared funding - RTR)</b><br>Shoulder Reconditioning works - full length | RT26   |          |   |
| <b>Harvey Road / Horry Road</b><br>Construction and Bitumen seal (3.6km's)                     | RT32   |          | Works completed, 3.6kms completed<br>Reseal and culvert headwall installation remaining |
| <b>Erwood Street and Thornton Avenue</b><br>Construction and Bitumen seal                      | RT33   |          | Works commenced   |
| <b><u>Commodity Route Funding</u></b>  |        |          |   |
| <b>Harvey Road / Horry Road (Share funding R2R)</b><br>Construction and Bitumen seal (3.6km's) | T727   |          | Works completed, 3.6kms completed<br>Reseal and culvert headwall installation remaining |
| Cont.  |        |          |   |
| 2019/2020 Budget Works   | Job No | Status   | Comments  |



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

|  |               |               |  |
|--|---------------|---------------|--|
| <b>Hatch Road</b><br>Install culvert and seal crossing   | R985          |               | Works commenced<br>Bitumen reseal and site tidy up outstanding |
| <b><u>MUNICIPAL FOOTPATHS</u></b>  |               |               |  |
| <b>Northampton - Stephen Street (C/Over 2018/2019)</b><br>Replace DUP from NWCH to West Street | F702          |               |  |
| <b>Kalbarri - Grey Street</b><br>Replace DUP at front of Allen Centre                          | F707          |               |  |
| <b>Kalbarri - Glass Street</b><br>Install DUP Tiki Cove to Medical Centre                      | F709          |               |  |
| <b>Kalbarri - Grey Street</b><br>Install DUP Rushton Street to Red Bluff Road                  | F708          |               |  |
| <b>Kalbarri - Malaluca Pathway</b><br>Undertake identified reinstatement works                 | T379          | COMPLETE      |  |
| <b>Port Gregory</b><br>Install DUP Port Street to Lynton Avenue                                |               | COMPLETE      |  |
| Cont.  |               |               |  |
| <b>MUNICIPAL FUND CONSTRUCTION</b>   | <b>Job No</b> | <b>Status</b> | <b>Comments</b>  |
| <b><u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u></b>                                     |               |               |  |

|   |               |               |  |
|---|---------------|---------------|--|
| <b>Northampton - Hampton Gardens</b><br>Replace stairs at toilet  |               |               | Materials received                               |
| <b>Northampton - Hampton Gardens</b><br>Install paving and table/chairs on west side                        |               | COMPLETE      | Pending installation of table and chairs         |
| <b>Northampton - Lions Park Ablutions</b><br>Install pump and additional leach drains                       |               |               | Works/Quote within budget amount being finalised |
| <b>Northampton - Oval renovation</b><br>Undertake Verti mowing  |               | COMPLETE      |  |
| <b>Kalbarri - Grey Street/Red Bluff car park</b><br>Install 3 x seats and concrete slabs                    |               | COMPLETE      |  |
| <b>Kalbarri - Oval/Tennis court area</b><br>Install safety barrier booth ends                               |               | COMPLETE      |  |
| <b>Kalbarri Depot</b><br>Remove loading ramp and repair fencing   |               |               | Works commenced                                  |
| <b>Kalbarri Depot</b><br>Construct and install bus shed/shelter   |               | COMPLETE      | Managed/Supervised by CEO                        |
| <b>Kalbarri Depot</b><br>Install cover/roof over concrete tank.   |               |               | Materials received at Kalbarri Depot             |
| <b>Kalbarri - Blue Holes car park area</b><br>Fence upgrade at completion of car park                       |               |               |  |
| <b>Binnu tip site</b><br>Establish new site/trenches  |               |               |  |
| <b><u>PLANT ITEMS - Major</u></b>   |               |               |  |
| <b>Northampton - New Truck (6 wheeler)</b><br>Purchase new - trade/sell existing P228 Truck                 |               | Awarded       | Advertised - Delivery April / May 2020           |
| <b>Northampton - New Truck Trailer</b><br>Purchase new - trade/sell existing P262 (NR9376) Trailer<br>Cont. |               | Awarded       | Advertised - Delivery April / May 2020           |
| <b>2019/2020 Budget Works</b>   | <b>Job No</b> | <b>Status</b> | <b>Comments</b>                                  |
| <b>Northampton - New Vibe Roller</b><br>Purchase new - trade/sell existing P204 (NR8941) Roller             |               | COMPLETE      |  |

|  |  |          |                              |
|--|--|----------|------------------------------|
| <b>Northampton - Utility - Gardener/Cleaner</b><br>Purchase New - trade/sell P236 (NR9890)- N/ton utility        |  | COMPLETE |                              |
| <b>Northampton - Utility - Northampton Ranger</b><br>Purchase New - trade/sell P236- Horrocks utility            |  | COMPLETE |                              |
| <b>Northampton - Utility - Grader operator</b><br>Purchase New - trade/sell P198 (NR82) - Nton tip utility       |  |          | Vehicle replacement deferred |
| <b>Northampton - Utility - Grader operator</b><br>Purchase New - trade/sell P202 (NR8245) - Kalbarri tip utility |  | COMPLETE |                              |
| <b><u>PLANT ITEMS - Minor/Other/Sundry tools</u></b>   |  |          |                              |
| 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

|       |  |   |
|-------|--|---|
| 7.2.1 | BUILDING STATISTICS FOR THE MONTH OF FEBRUARY 2020 | 2 |
|-------|--|---|

|                             |   |
|-----------------------------|---|
| <b>7.2.1</b>                | <b>INFORMATION ITEM: BUILDING STATISTICS</b>          |
| <b>DATE OF REPORT:</b>      | <b>13<sup>th</sup> March 2020</b>                     |
| <b>RESPONSIBLE OFFICER:</b> | <b>Glenn Bangay – Principal EHO/Building Surveyor</b> |

### **1. BUILDING STATISTICS**

Attached for Councils' information are the Building Statistics for March 2020.

|  |
|--|
| <b>OFFICER RECOMMENDATION – ITEM 7.2.1</b> |
|--|

|                                 |
|---------------------------------|
| <b>For Council information.</b> |
|---------------------------------|

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - FEBRUARY 2020 |          |  |  |   |                                   |           |           |             |         |          |             |            |            |            |
|---|----------|--|--|---|-----------------------------------|-----------|-----------|-------------|---------|----------|-------------|------------|------------|------------|
| 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   |
| 12-02-20  | 1770     | J&F RALPH PO<br>BOX 322<br>KALBARRI              | GLISS<br>HOLDINGS PO<br>BOX 64<br>KALBARRI         | 20 ( Lot 340) PENN St<br>KALBARRI               | Demolition                        | 1. N/A    | 2. ACM    | 3. ACM      | 600m2   | \$10,000 | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 12-02-20  | 1765     | L AHEARN 6<br>SHOREVIEW<br>STREET<br>WANDINA     | K AHEARN 6<br>SHOREVIEW ST<br>WANDINA              | LoT 54 FIRST AV<br>HORROCKS                     | SHED<br>RETROSPECTIVE<br>APPROVAL | 1. CONC   | 2. HIFLEX | 3. C / BOND | 13m2    | \$4,000  | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 19-02-20  | 1768     | SANPOINT ENT<br>PTY LTD PO<br>BOX 39<br>KALBARRI | BATAVIA<br>METAL<br>ROOFING 21 BOX<br>ST GERALDTON | 60 ( Lot 188)<br>JEFFREY BROWNE<br>WAY KALBARRI | DEMOLITION<br>/REROOF             | 1. N/A    | 2. N/A    | 3. ACM      | 420m2   | \$10,000 | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 19-02-20  | 1769     | SANPOINT ENT<br>PTY LTD PO<br>BOX 39<br>KALBARRI | BATAVIA<br>METAL<br>ROOFING 21 BOX<br>ST GERALDTON | 60 (Lot 188) JEFFREY<br>BROWNE WAY<br>KALBARRI  | REROOF                            | 1. N/A    | 2. N/A    | 3. CBOND    | 420m2   | \$20,000 | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 25-02-20  | 1767     | L GOAD PO BOX<br>415 GERALDTON                   | NORWEST BLD<br>GROUP 279<br>PLACE RD<br>GERALDTON  | 393 ( Lot 3157 )<br>ISSEKA ROAD EAST<br>BOWES   | SHED                              | 1. CONC   | 2. STEEL  | 3. STEEL    | 120m2   | \$41,360 | 1. \$132.35 | 2. \$82.72 | 3. \$61.65 | 4. \$0.00  |
| 25-02-20  | 1771     | C McGUIGAN PO<br>BOX 239<br>KALBARRI             | QIB  | 71 (Lot 2) NAIRN<br>PLACE KALBARRI              | GARAGE                            | 1. CONC   | 2. STEEL  | 3. CBOND    | 72m2    | \$19,500 | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 27-02-20  | 1747     | KALBARRI SES<br>PO BOX 197<br>KALBARRI           | QIB  | 11 (Lot 262) MAGEE<br>CRES KALBARRI             | SEA CONTAINER                     | 1. CONC   | 2. METAL  | 3. METAL    | 15m2    | \$15,000 | 1. \$0.00   | 2. \$0.00  | 3. \$61.65 | 4. \$0.00  |
| 27-02-20  | 1751     | D MAVER PO<br>BOX 370<br>NORTHAMPTON             | M BARNDEN PO<br>BOX 184<br>NORTHAMPTON             | 6 (LoT37 ) ESSEX ST<br>NORTHAMPTON              | SHED /GARAGE                      | 1. CONC   | 2. STEEL  | 3. CBOND    | 117m2   | \$20,000 | 1. \$105.00 | 2. \$0.00  | 3. \$61.65 | 4. \$10.00 |

## TOWN PLANNING CONTENTS

|              |   |           |
|--------------|---|-----------|
| <b>7.3.1</b> | <b>PROPOSED CONTAINER DEPOSIT SCHEME INFRASTRUCTURE SITES – IN SHOP/OVER COUNTER RETURN POINT - LOT 537 (NO. 55) HACKNEY STREET, KALBARRI, AND CONTAINER COLLECTION/STORAGE SITE - LOT 3 (NO. 8) ATKINSON CRESCENT, KALBARRI.....</b> | <b>2</b>  |
| <b>7.3.2</b> | <b>SUMMARY OF PLANNING INFORMATION ITEMS.....</b>   | <b>18</b> |



**7.3.1 PROPOSED CONTAINER DEPOSIT SCHEME INFRASTRUCTURE SITES – IN SHOP/OVER COUNTER RETURN POINT - LOT 537 (NO. 55) HACKNEY STREET, KALBARRI, AND CONTAINER COLLECTION/STORAGE SITE - LOT 3 (NO. 8) ATKINSON CRESCENT, KALBARRI**

|                             |   |
|-----------------------------|---|
| <b>LOCATION:</b>            | Lot 537 (N. 55) Hackney Street, Kalbarri<br>Lot 3 (No. 8) Atkinson Crescent, Kalbarri |
| <b>FILE REFERENCE:</b>      | 10.6.1.3  |
| <b>DATE OF REPORT:</b>      | 11 March 2020   |
| <b>APPLICANT:</b>           | P Dooley, Hutt Lagoon Pty Ltd   |
| <b>OWNER:</b>               | W M Marshall, F Reid-Evans  |
| <b>REPORTING OFFICER:</b>   | Michelle Allen – Planning Officer   |
| <b>RESPONSIBLE OFFICER:</b> | Garry Keefe – Chief Executive Officer   |

**APPENDICES:**

1. Application Information
2. Applicant's In-Shop Site Plan
3. Refund Point Application Outcome
4. Collection Cage Examples
5. Sorting Table Examples

**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.*

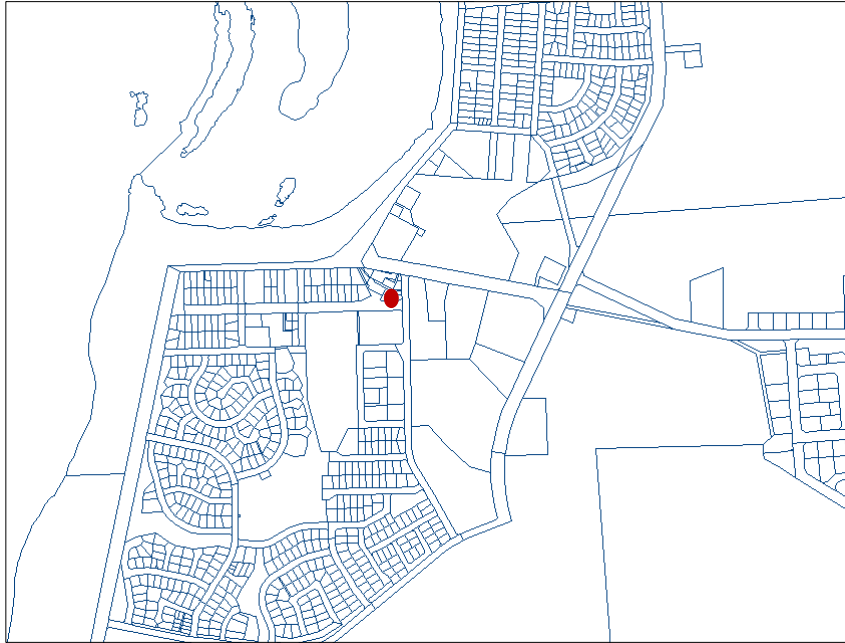
**SUMMARY:**

An Application has been received to develop two Container Deposit Scheme (CDS) infrastructure sites within Kalbarri to facilitate the deposit/return of containers for recycling purposes within WA. The applicant is seeking to develop two sites in Kalbarri with the first being an 'in shop/over-the-counter/bag drop return point' within the applicant's current retail outlet at Lot 537 (No. 55) Hackney Street, Kalbarri and the second proposed site is as a 'waste storage facility' at Lot 3 (No. 8) Atkinson Crescent, Kalbarri.

This report recommends conditional approval of the Application

**LOCALITY PLANS:**

**Figure 1 - Location Plan for Lot 537 (No. 55) Hackney Street, Kalbarri**

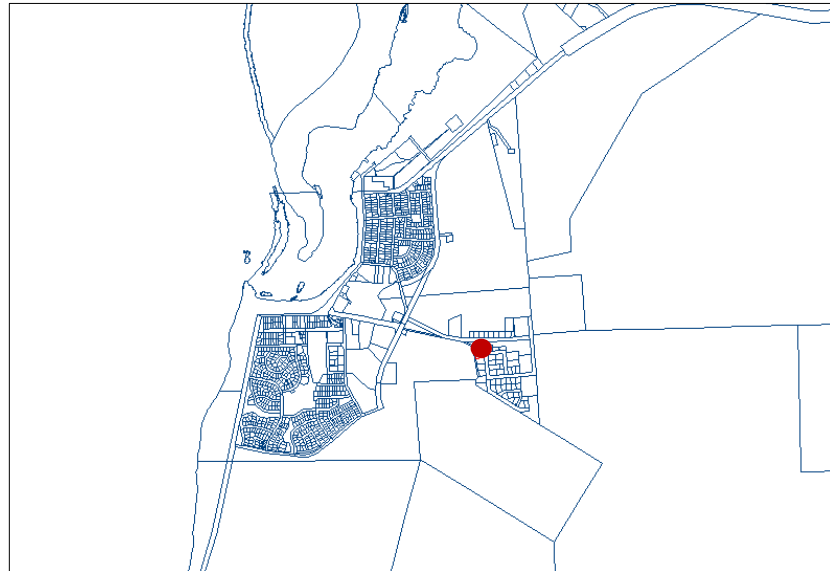


**Figure 2 – Aerial View for Lot 537 (No. 55) Hackney Street, Kalbarri**



**LOCALITY PLANS:**

**Figure 3 - Location Plan for Lot 3 (No. 8) Atkinson Crescent, Kalbarri**



**Figure 4 – Aerial View for Lot 3 (No. 8) Atkinson Crescent, Kalbarri**



**BACKGROUND:**

The State Government is implementing a Container Deposit Scheme (CDS) to complement existing kerb side recycling services around the state and to encourage a recycling culture.

The CDS aims to increase the recovery and rate of recycling beverage containers in order to reduce the impact of litter on the natural environment. It provides for a refund to be paid to any person who returns an eligible beverage container through the scheme. The CDS operates by the return of containers via various container return points and is not intended to collect normal household waste. The CDS will be aligned with those in other Australian jurisdictions - providing a 10 cent refund for all eligible beverage containers.

In March 2019, the *Waste Avoidance and Resource Recovery Act (2007)* (WA) (Act) was amended to provide for the introduction of a state-wide Container Deposit Scheme, to commence on 2 June 2020.

As a consequence, the State Government appointed a not for profit entity WA Return Recycle Renew Limited (WARRL) as the Scheme Coordinator in Western Australia with the branding and name for the scheme set to change to “Containers for Change”.

The State aims to have more than 170 refund points across WA set to open on the launch date. The applicant successfully applied back in 2019 to be a refund point operator in Kalbarri (**Appendix 3**).

The container deposit scheme works by charging a small additional cost to consumers which can be recouped when containers are disposed of through collection points. This pays for the container collection system.

**The Proposal:**

The proposal is to develop two infrastructure sites to facilitate the return of containers in Kalbarri. The first proposed site being an ‘*in shop/over-the-counter/bag drop return point*’ within the applicant’s current retail outlet at Lot 537 (No. 55) Hackney Street, Kalbarri (**Figure 1 and 2**) and the second proposed site is as a ‘*waste storage facility*’ at Lot 3 (No. 8) Atkinson Crescent, Kalbarri (**Figures 3 and 4**).

The Applicant currently operates a retail outlet and a licensed post office at 55 Hackney Street which includes the provision of postal and banking services as well

as retail services selling camping, fishing and homeware products. The applicant is proposing to reduce the current area within the retail outlet that accommodates camping supplies to facilitate an appropriate 'in shop' refund point area measuring 4m x 3m which will have equipment such as wheelie bins, wire containers and tables to collect, sort and store collected containers.

Trading hours for the in-shop refund point will be Monday to Friday 8-30am to 5-00pm and 9-00am to noon on Saturday. At the end of each trading day, the collected containers will be transferred from the 'in-shop' refund point by the applicant to a secure storage facility at 8 Atkinson Crescent, Kalbarri where they will be stored in special cages (**Appendix 4**) within the storage shed until collected by a vendor for recycling.

Details of the application information are provided in **Appendices 1** and **2**.

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

**Lot 537 (No. 55) Hackney Street, Kalbarri**

|                      |                               |
|----------------------|-------------------------------|
| Lot size             | 118m <sup>2</sup>             |
| Existing Development | Commercial                    |
| Existing Services    | Power, Water, Phone and Sewer |
| Access & Frontage    | Hackney Street                |
| Topography           | Flat                          |
| Vegetation           | Cleared                       |
| Surrounding Land     | Commercial                    |
|                      |                               |

**Lot 3 (No. 8) Atkinson Crescent, Kalbarri**

|                      |                               |
|----------------------|-------------------------------|
| Lot size             | 6665m <sup>2</sup>            |
| Existing Development | Light Industrial              |
| Existing Services    | Power, Water, Phone and Sewer |
| Access & Frontage    | Atkinson Crescent             |
| Topography           | Flat                          |
| Vegetation           | Cleared                       |
| Surrounding Land     | Light Industrial              |

**COMMUNITY/GOVERNMENTAL CONSULTATION:**

Nil.

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

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

### **STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*State: Planning and Development (Local Planning Scheme) Regulations 2015*

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

#### Shire of Northampton Local Planning Scheme No. 11

Lot 537 (No. 55) Hackney Street, Kalbarri, is zoned 'Commercial' under Local Planning Scheme No. 11 – Kalbarri with a 'Shop' being a 'P' (permitted) use in that zone but a 'Container Deposit Scheme Facility' is a use not listed in the current Scheme.

It is further noted that the 'Shop' use class is the predominate use of the Hackney Street site to which all other uses carried out on the premises are incidental. Therefore, the proposed 'Container Deposit Scheme Facility' use is considered incidental to the primary use of the premises.

The 'Container Deposit Scheme Facility' is a use class not listed within the current Scheme therefore Council needs to ascertain if this application meets the objectives of that zone.

The land is zoned 'Commercial' under Local Planning Scheme No. 11 with the objectives of the zone being:

- *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.*

Clause 3.3.4 of LPS No. 11 states:

*3.3.4 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.*

Lot 3 (No. 8) Atkinson Crescent, Kalbarri is zoned 'General Industry' under Local Planning Scheme No. 11 – Kalbarri with a 'Waste Storage Facility' being a 'P' (permitted) use within that zone. The objectives of the 'General Industry' zone are:

- *To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.*
- *To accommodate industry that would not otherwise comply with the performance standards of light industry.*
- *Seek to manage impacts such as noise, dust and odour within the zone.*

According to the General definitions contained within the Local Planning Scheme No. 11 - Kalbarri, the definition of a 'waste storage facility' means '*premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale*'.

**POLICY IMPLICATIONS:**

*State: Container Deposit Scheme Infrastructure (May 2019)*

A Position Statement was released by the Department of Planning, Lands and Heritage in May 2019 titled *Container Deposit Scheme Infrastructure* and applies across WA to all CDS infrastructure with the objectives of that policy being to:

- *Ensure a coordinated approach to the provision of CDS infrastructure throughout WA;*
- *Ensure that appropriate locations are chosen for the installation of CDS infrastructure;*
- *Ensure the timely roll out of infrastructure in support of the scheme's establishment and ongoing operational needs; and*
- *Establish minimum development requirements to exempt certain CDS infrastructure from requiring planning approval, for adoption by local governments.*

**COMMENT:**

The proposed infrastructure sites are considered to comply with the *Planning and Development (Local Planning Scheme) Regulations 2015*, the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the State's *Container Deposit Scheme Infrastructure Policy* for the following reasons:

- The proposed uses meet objectives of both the 'Commercial' and the 'General Industry' zones;
- The proposed sites fit in with local amenity considerations and will not impact upon visual amenity or result in any vegetation removal;
- Car parking requirements are currently serviced within the commercial precinct of Kalbarri;
- The in-shop refund point is universally accessible and is not considered to impact on pedestrian or vehicle traffic;
- The proposed collection containers comply with CDS infrastructure requirements;
- Safety and security provisions are considered appropriate and allow for passive surveillance at both sites (in shop site is closed at the end of the trading day and collection cages are stored inside the building at the proposed waste storage site); and
- Signage will only be installed at the in-shop site and will meet CDS infrastructure guidelines.



**VOTING REQUIREMENT:**

*Absolute Majority Required:* Yes

**COMMENT/CONCLUSION:**

It is recommended that Council grant Development Approval for the two infrastructure sites in Kalbarri with the first being an ‘*in shop/over-the-counter/bag drop return point*’ within the applicant’s current retail outlet at Lot 537 (No. 55) Hackney Street, Kalbarri and the second proposed site as a ‘*waste storage facility*’ at Lot 3 (No. 8) Atkinson Crescent, Kalbarri.

**OFFICER RECOMMENDATION – ITEM 7.3.1**

**That Council**

- 1. Grant Development Approval for an ‘in shop / over the counter / bag drop’ infrastructure site on Lot 537 (No. 55) Hackney Street, Kalbarri and for a ‘container collection/storage’ infrastructure site on Lot 3 (No. 8) Atkinson Crescent, Kalbarri subject to the following conditions:**
  - (a) Development shall be in accordance with the attached approved plans dated 20 March 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) The development must not result in any change to the approved land use in a way that would result in the use no longer complying with any of the relevant development standards and/or requirements of the Scheme;**
  - (d) 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;**

- (e) The collection site/s must not restrict any vehicular or pedestrian access to or from, or entry to any building on, the land on which the infrastructure is located;**
- (f) The infrastructure must not obstruct the operation of, or access to, any utility services on the land on which the infrastructure is located or on adjacent land;**
- (f) The infrastructure must be located in an area to be visually unobtrusive, and must be secured, locked and immovable;**
- (g) The loading and/or unloading of collection containers by the Applicant at the in-shop site (Lot 537/No. 55 Hackney Street, Kalbarri) is to occur after the close of trading each day;**
- (h) The removal of collection containers from the waste storage facility site (Lot 3/No. 8 Atkinson Crescent, Kalbarri) shall occur on a regular basis, to the approval of the Local Government;**
- (i) No goods or materials are to be stored externally or in the areas set aside for parking, landscaping or within access driveways; and**
- (j) The infrastructure must not display any advertising signage other than promotional or branding material approved under the operation of the container deposit scheme, and be consistent in colour and finish to that of nearby existing buildings and to the approval of the Local Government;**

**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: *To ensure compliance with all environmental health regulations, advice must be obtained from the Shire of Northampton's Environmental Health Officer.***

## APPENDIX 1 – APPLICATION INFORMATION

Hutt Lagoon Pty Ltd  
3 Wiebbe Hayes Lane  
Geraldton  
WA 6536  
Date

Chief Executive Officer  
Shire of Northampton  
Hampton Road  
Northampton  
WA 6535

Dear Garry Keeffe:

I wish to outline the proposal for the Kalbarri Containers for Cash scheme and the Kalbarri Refund Collection Point.

The scheme is to be rolled out across Western Australia on 2<sup>nd</sup> June 2020. Hutt Lagoon Pty Ltd has been awarded the contract to operate in the Kalbarri area. The refund point location 55, Hackney Street, Kalbarri and the storage of containers to be located at 8, Atkinson Crescent, Kalbarri.

55, Hackney St is currently operated as Licensed Post Office Kalbarri and Marina Home & Leisure, selling postal and banking services for the local community. Camping fishing and homewares is sold in conjunction. The area allocated to camping supplies etc. is to be reduced to accommodate the Refund Point (plan is attached).

Local community groups will be offered a bag service where they can drop off collected containers in bags which will later be counted and the funds/monies deposited directly into their nominated bank accounts.

Many people now walk to the Post Office and any litter they collect can now be recycled with 10c paid per container payable in cash or they can nominate a charity or local group to receive the money, a big plus for the local environment I'm sure you will agree.

At close of business the containers will be transferred to a secure storage shed 8, Atkinson Crescent. The containers will be stored in special cages until collected by Cleenaway for recycling. Kalbarri Pest Control will ensure a clean workplace and ongoing pest management.

Should you wish to discuss further, or require a site visit please do not hesitate to contact me.

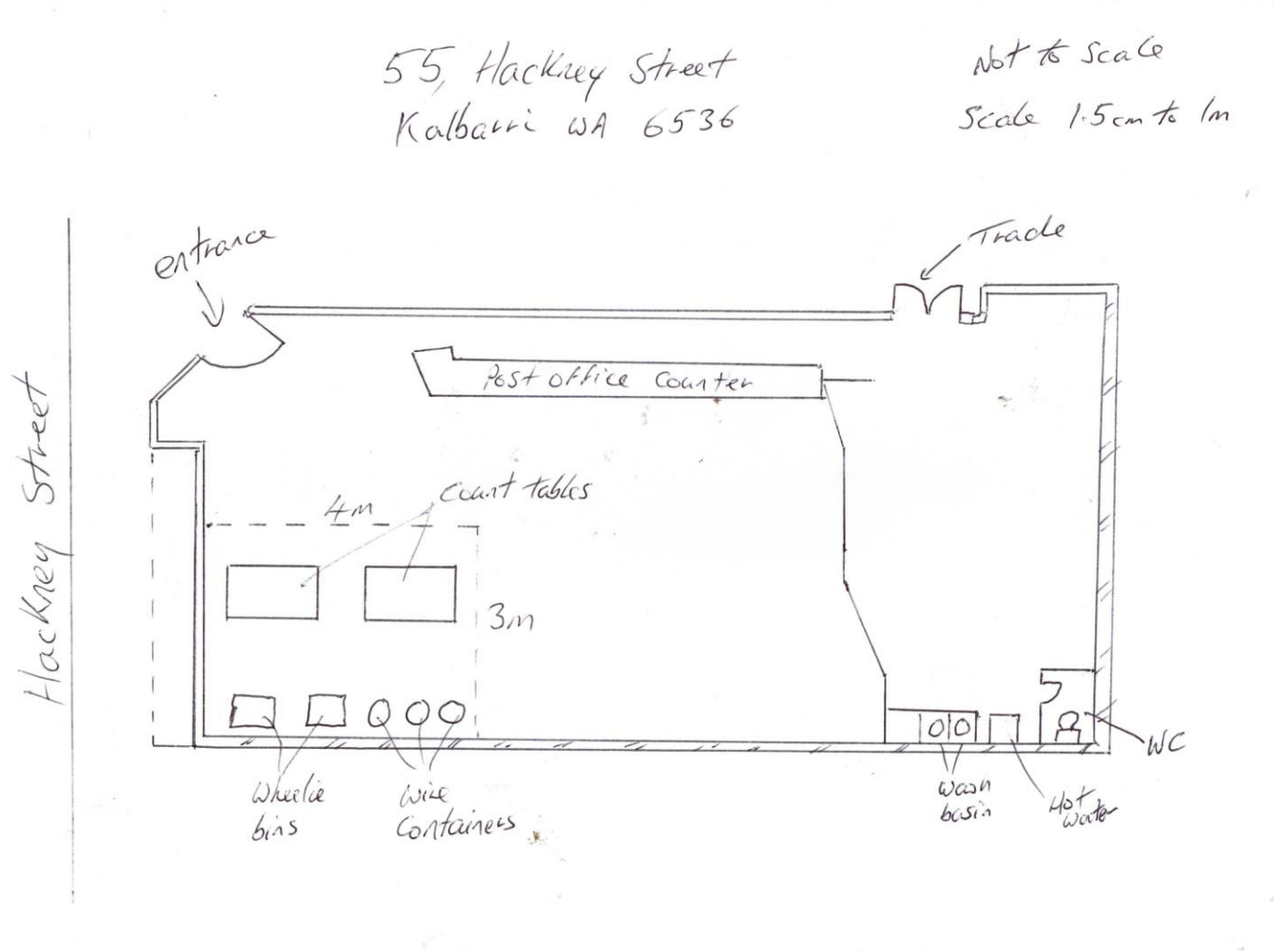
Regards,



Peter Dooley

Director; Ph 0406 490 260

APPENDIX 2 – APPLICANT'S IN-SHOP SITE PLAN



**APPENDIX 3 – REFUND POINT APPLICATION OUTCOME**



18 December 2019

Peter Dooley  
Hutt Lagoon Pty Ltd  
peterdooley98@gmail.com

Dear Peter

**WA CONTAINER DEPOSIT SCHEME: CONTAINERS FOR CHANGE  
REFUND POINT APPLICATION OUTCOME**

WA Return Recycle Renew Ltd (WARRRL) is pleased to advise that your application to deliver Refund Point/s for the Western Australian Container Deposit Scheme, Containers for Change, has been **successful**, subject to the Final Conditions set out below.

**REFUND POINTS TO BE DELIVERED:**

The table below summarises the Containers for Change Refund Points that you have been selected to deliver:

| Location     | Address                            | Type             | Distance to nearest approved Refund Point location |
|--------------|------------------------------------|------------------|--|
| Kalbarri     | 55 Hackney Street<br>Kalbarri 6536 | Over the Counter | 152  |
| <b>TOTAL</b> |                                    |                  |  |

Please note that the locations for some Refund Points are yet to be confirmed. Therefore, the distance to your nearest approved Refund Point location may change.

**UPDATED REFUND POINT AGREEMENT**

WARRRL has updated the Refund Point Agreement to align with the Regulations, gazetted to Parliament today.

The final Refund Point Agreement has been provided to you with this letter. The final Refund Point Agreement must be entered into by **all** Refund Point operators.

Final amendments to the Refund Point Agreement are summarised in attachment: Refund Point Agreement Amendments. This summary outlines the changes to the draft Agreement previously accessible via the online WARRRL applicant portal (no longer live); these changes are reflected in the final Refund Point Agreement attached.

**APPENDIX 4 – COLLECTION CAGE EXAMPLES**

**(PROPOSED TO BE USED AT ATKINSON CRESCENT, KALBARRI)**



*Omni-tuff  
Bolt together  
double cage*

*2200  
x 1160  
x 1300 mm*



*Omni-tuff  
Bolt together single  
cage*

*1160  
x 1160  
x 1300 h. mm*



**APPENDIX 5 – SORTING TABLE EXAMPLES  
(PROPOSED TO BE USED AT HACKNEY STREET, KALBARRI )**





**7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS**

**DATE OF REPORT:** 20 MARCH 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                                 |
|----------|-------------------------------|---|---|--------------------------------------|
| 006      | L Ahearn                      | LOT 54 FIRST AVENUE,<br>HORROCKS                | OUTBUILDING (RETROSPECTIVE)                                 | 11 February 2020                     |
| 007      | B & S Dicker                  | LOT 27 (NO. 8) AMBER VISTA,<br>KALBARRI         | OUTBUILDING WITH R-CODE<br>VARIATIONS                       | 19 February 2020                     |
| 008      | M Barnden                     | LOT 6 (NO. 37) ESSEX STREET,<br>NORTHAMPTON     | RETROSPECTIVE OUTBUILDING AND<br>RETAINING WALL             | 21 February 2020<br>Ordinary Meeting |
| 2019-020 | R Smith                       | RESERVE 52436 GREY STREET<br>KALBARRI           | MOBILE FOOD VEHICLE – AMENDMENT<br>(RELOCATION)             | 21 February 2020<br>Ordinary Meeting |
| 009      | Kalbarri SES –<br>Steve Cable | LOT 262 (NO. 11) MAGEE<br>CRESCENT,<br>KALBARRI | PROPOSED SHIPPING CONTAINER<br>(TRAINING) AND FEE REDUCTION | 21 February 2020<br>Ordinary Meeting |
| 010      | DL & NR Hayward               | LOT 2 (NO. 7) RANCH COURT,<br>KALBARRI          | OUTBUILDING (SITE VARIATION)                                | 26 February 2020                     |
| 011      | AJ & RM Minchinton            | LOT 10 (NO. 10) RANCH COURT,<br>KALBARRI        | PROPOSED TEMPORARY SHIPPING<br>CONTAINER                    | 3 March 2020                         |

|     |                              |  |  |              |
|-----|------------------------------|--|--|--------------|
| 012 | Grasama and<br>Lesha Pty Ltd | <b>LOT 700 (NO. 203) HAMPTON<br/>ROAD, NORTHAMPTON</b> | <b>PROPOSED SIGNAGE- ROADHOUSE</b>                       | 4 March 2020 |
| 013 | GS Turner & YM<br>Whitehead  | <b>LOT 967 (NO. 10) PEDERICK<br/>PLACE, KALBARRI</b>   | <b>PROPOSED OUTBUILDING PATIO –<br/>R-CODE VARIATION</b> | 4 March 2020 |

**OFFICER RECOMMENDATION – ITEM 7.3.2**

**For Council Information**

|       |  |    |
|-------|--|----|
| 7.4.1 | ACCOUNTS FOR PAYMENT                         | 2  |
| 7.4.2 | MONTHLY FINANCIAL STATEMENTS – FEBRUARY 2020 | 10 |
| 7.4.3 | 2019/2020 BUDGET REVIEW                      | 37 |
| 7.4.4 | ASSET VALUE WRITE OFF                        | 43 |

**7.4.1 ACCOUNTS FOR PAYMENT**

|                                |                                    |
|--------------------------------|------------------------------------|
| <b>FILE REFERENCE:</b>         | <b>1.1.1</b>                       |
| <b>DATE OF REPORT:</b>         | <b>10 March 2020</b>               |
| <b>DISCLOSURE OF INTEREST:</b> | <b>Nil</b>                         |
| <b>REPORTING OFFICER:</b>      | <b>Leanne Rowe/Grant Middleton</b> |
| <b>APPENDICES:</b>             | <b>1. List of Accounts</b>         |

**SUMMARY**

Council to authorise the payments as presented.

**BACKGROUND:**

A list of payments submitted to Council on 20<sup>th</sup> March 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 21850 to 21866 inclusive totalling \$50,476.88, Municipal EFT payments numbered EFT20390 to EFT20495 inclusive totalling \$434,609.89, Trust Fund Cheques 2500 to 2504, totalling \$1,003.94, Direct Debit payments numbered GJ08003 to GJ0812 inclusive totalling \$224,910.44 be passed for payment and the items therein be declared authorised expenditure.**

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

| Chq # | Date       | Name                                 | Description                   | Amount             |
|-------|------------|--------------------------------------|-------------------------------|--------------------|
| 21850 | 07-02-2020 | HUGH MORISON                         | POSTAGE BOOK 'A TIME TO REAP' | 10.00              |
| 21851 | 10-02-2020 | WATER CORPORATION                    | WATER USE & SERVICE CHARGES   | 17622.01           |
| 21852 | 10-02-2020 | SHIRE OF NORTHAMPTON                 | NR9541 LICENSE                | 23.95              |
| 21853 | 10-02-2020 | TELSTRA                              | TELEPHONE CHARGES             | 1508.56            |
| 21854 | 11-02-2020 | BRODY ROLAND GABY                    | RATES REFUND                  | 92.96              |
| 21855 | 14-02-2020 | AUSTRALIA POST                       | POSTAGE                       | 488.89             |
| 21856 | 14-02-2020 | CITY OF GREATER GERALDTON            | REFUSE DISPOSAL               | 3517.47            |
| 21857 | 14-02-2020 | DEPARTMENT OF COMMUNITIES            | NCCA SERVICE TEMPORARY WAIVER | 111.00             |
| 21858 | 14-02-2020 | MCLEODS BARRISTERS & SOLICITORS      | LEGAL FEES                    | 5130.10            |
| 21859 | 14-02-2020 | SYNERGY                              | ELECTRICITY CHARGES           | 13455.84           |
| 21860 | 19-02-2020 | PETTY CASH - NORTHAMPTON             | PETTY CASH RECOUP             | 177.30             |
| 21861 | 24-02-2020 | MR OWEN ALFRED MORGAN                | RATES REFUND                  | 453.82             |
| 21862 | 25-02-2020 | TELSTRA                              | TELEPHONE CHARGES             | 1126.02            |
| 21863 | 26-02-2020 | AUSTRALIA POST                       | POST BOX 563 KALBARRI RENEWAL | 39.00              |
| 21864 | 26-02-2020 | CITY OF GREATER GERALDTON            | REFUSE DISPOSAL               | 6135.68            |
| 21865 | 26-02-2020 | GERALDTON MOWER & REPAIR SPECIALISTS | BAR OIL, ROLLOMATIC, CHAIN    | 426.80             |
| 21866 | 26-02-2020 | MCLEODS BARRISTERS & SOLICITORS      | LEGAL SERVICES                | 157.48             |
|       |            |                                      |                               | <b>\$50,476.88</b> |

**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

| <b>EFT #</b> | <b>Date</b> | <b>Name</b>                            | <b>Description</b>                | <b>Amount</b> |
|--------------|-------------|--|-----------------------------------|---------------|
| EFT20390     | 06-02-2020  | GLENN BANGAY                           | REIMB SYNERGY                     | 152.38        |
| EFT20391     | 06-02-2020  | BRIAN S HUTCHINSON                     | REIMB TELSTRA LINE RENTAL         | 190.50        |
| EFT20392     | 06-02-2020  | LEO RYAN                               | REIMB DODO LINE RENTAL            | 170.70        |
| EFT20393     | 06-02-2020  | OWEN SIMKIN                            | REIMB FUEL                        | 56.16         |
| EFT20394     | 06-02-2020  | SPORT AND RECREATION SURFACES PL       | NCC DEPOSIT TWO PLAYING COURTS    | 34540.00      |
| EFT20395     | 14-02-2020  | AMAZZINI & SON                         | HAMPTON GARDENS PAVERS            | 1940.40       |
| EFT20396     | 14-02-2020  | ASHMOORE TRUST                         | KALB MARINA LIMSTONE STEPS        | 2860.00       |
| EFT20397     | 14-02-2020  | BLACKWOODS                             | TRAFFIC CONES                     | 674.85        |
| EFT20398     | 14-02-2020  | BORAL CONSTRUCTION MATERIALS GROUP LTD | HARVEY/ HORRY BITUMEN WORKS       | 30604.62      |
| EFT20399     | 14-02-2020  | BOSTON CONTRACTING                     | LUCKYBAY DELIVER WATER            | 365.75        |
| EFT20400     | 14-02-2020  | JUPPS CARPETS & CERAMICS PTY LTD       | NCC TILES TOILETS/ SHOWERS        | 4400.00       |
| EFT20401     | 14-02-2020  | BOC GASES AUSTRALIA LTD                | INDUSTRY GASES                    | 205.28        |
| EFT20402     | 14-02-2020  | CORSIGN WA PTY LTD                     | SIGNS                             | 57.20         |
| EFT20403     | 14-02-2020  | CRAMER & NEILL REFRIGERATION           | AIR CONDITIONING MTCE             | 1093.84       |
| EFT20404     | 14-02-2020  | DEVISE URBAN PLANNING                  | PLANNING SERVICES                 | 4290.00       |
| EFT20405     | 14-02-2020  | D-TRANS                                | TRUCK REPAIR FUEL TANK            | 121.00        |
| EFT20406     | 14-02-2020  | ENGIN PTY LTD                          | ENGIN CHARGES                     | 284.79        |
| EFT20407     | 14-02-2020  | FENN PLUMBING & GAS                    | ALLEN CENTRE REPAIR PIPE          | 137.50        |
| EFT20408     | 14-02-2020  | FRONTLINE FIRE & RESCUE EQUIPMENT      | FIRE HYDRANT VALVE KEYS & BAR     | 435.60        |
| EFT20409     | 14-02-2020  | GERALDTON LOCK & KEY SPECIALISTS       | KEY CUTTING                       | 543.40        |
| EFT20410     | 14-02-2020  | GREAT NORTHERN RURAL SERVICES          | KALBARRI FORESHORE RETIC SOLENOID | 144.37        |
| EFT20411     | 14-02-2020  | GREAT SOUTHERN FUEL SUPPLY             | DEPOT FUEL & FUEL CARD PURCHASES  | 25888.01      |
| EFT20412     | 14-02-2020  | HASLEBYS HARDWARE SUPPLIES             | BLOW MOLD TABLE, RETIC, HARDWARE  | 3199.62       |
| EFT20413     | 14-02-2020  | TANYA HENKEL                           | HERITAGE ADVISORY SERVICES        | 1953.89       |
| EFT20414     | 14-02-2020  | JR & A HERSEY PTY LTD                  | RAGS, COUPLER, WRENCH             | 240.08        |
| EFT20415     | 14-02-2020  | KALBARRI EXPRESS FREIGHT               | FREIGHT                           | 116.16        |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

| EFT #    | Date       | Name                                     | Description                            | Amount  |
|----------|------------|--|--|---------|
| EFT20416 | 14-02-2020 | KALBARRI WAREHOUSE                       | PEAT, POTTING MIX, MULCH,              | 546.25  |
| EFT20417 | 14-02-2020 | KALBARRI CARRIERS                        | FREIGHT                                | 531.30  |
| EFT20418 | 14-02-2020 | KALBARRI NEWSAGENCY                      | STATIONERY                             | 39.85   |
| EFT20419 | 14-02-2020 | KALBARRI PHYSIOTHERAPY & WELLNESS CENTRE | ALICE DAY PHYSIOTHERAPY                | 221.35  |
| EFT20420 | 14-02-2020 | KALBARRI PEST CONTROL                    | VISUAL TERMITE INSPECTION/PEST CONTROL | 2350.00 |
| EFT20421 | 14-02-2020 | LENANE HOLDINGS PTY LTD                  | HORRY / HARVEY ROLLER HIRE             | 2805.00 |
| EFT20422 | 14-02-2020 | MACH 1 AUTO ONE                          | FLOOR MATS, DASHMAT                    | 136.90  |
| EFT20423 | 14-02-2020 | LGRCEU                                   | PAYROLL DEDUCTIONS                     | 102.50  |
| EFT20424 | 14-02-2020 | M L COMMUNICATIONS                       | DATA PHONE TECHNICIAN LABOUR           | 181.50  |
| EFT20425 | 14-02-2020 | NAPA GERALDTON                           | SAFETY GLASSES , SUNSCREEN             | 1496.96 |
| EFT20426 | 14-02-2020 | NATURE PLAYGROUNDS                       | KAL FSHORE CABLE FOR FLYING FOX        | 610.72  |
| EFT20427 | 14-02-2020 | FLICK ANTICIMEX PTY LTD                  | SANITARY SERVICES                      | 844.87  |
| EFT20428 | 14-02-2020 | NORTHAMPTON IGA                          | GOODS                                  | 241.52  |
| EFT20429 | 14-02-2020 | NORTHAMPTON NEWSAGENCY                   | STATIONERY/NEWSPAPERS                  | 841.51  |
| EFT20430 | 14-02-2020 | NORTHAMPTON AUTO ELECTRICS               | PLANT ELECTRICAL WORKS                 | 1045.68 |
| EFT20431 | 14-02-2020 | NORTHAMPTON FAMILY STORE                 | UNIFORMS                               | 85.90   |
| EFT20432 | 14-02-2020 | NORTHAMPTON COMMUNITY NEWS INC           | NCCA ADVERTISING                       | 30.00   |
| EFT20433 | 14-02-2020 | GERALDTON CLEANPAK TOTAL SOLUTIONS       | TOILET SUPPLIES                        | 639.70  |
| EFT20434 | 14-02-2020 | PEAK CONSULTANTS PTY LTD                 | RSL HALL - KITCHEN ELECTRICAL          | 412.50  |
| EFT20435 | 14-02-2020 | PEMCO DIESEL PTY LTD                     | HKS FIRE TRUCK TEST PUMP/DIFF OIL/CIRC | 1055.89 |
| EFT20436 | 14-02-2020 | PETER GROOM SETTLEMENTS (TRUST)          | SETTLEMENT FEES PT LOT 47 MITCH ST HKS | 1664.10 |
| EFT20437 | 14-02-2020 | PURCHER INTERNATIONAL                    | PARTS                                  | 291.92  |
| EFT20438 | 14-02-2020 | ROADSIDE PRODUCTS PTY LTD                | GUIDE POSTS                            | 6885.45 |
| EFT20439 | 14-02-2020 | SUN CITY PRINT & DESIGN                  | STATIONERY                             | 160.00  |
| EFT20440 | 14-02-2020 | SHAWNY'S COUNTRY KITCHEN                 | VFB MEALS - INC# 466079                | 580.00  |
| EFT20441 | 14-02-2020 | PAUL SHERIFF                             | COMP MTCE SERVER UPGRADE, SYNERGY      | 2090.00 |
| EFT20442 | 14-02-2020 | SUNCITY SIGNS AND GRAPHICS               | PLANT/VEHICLE EMBLEMS                  | 429.00  |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

| EFT #    | Date       | Name                                 | Description                             | Amount   |
|----------|------------|--------------------------------------|---|----------|
| EFT20443 | 14-02-2020 | 2V NET IT SOLUTIONS                  | COMPTER MTCE EMAIL MICROSOFT 365        | 1611.00  |
| EFT20444 | 14-02-2020 | TOTAL TOILETS                        | PORTABLE TOILETS (PINK LAKE CHINESE NY) | 15204.34 |
| EFT20445 | 14-02-2020 | CLEANAWAY CO PTY LTD                 | REFUSE COLLECTION/SITE MTCE             | 31108.51 |
| EFT20446 | 14-02-2020 | LANDGATE                             | VALUATION EXPENSES                      | 236.08   |
| EFT20447 | 14-02-2020 | WEIRDO'S CARPENTRY & MAINTENANCE     | CALLION WAY HOUSE MTCE                  | 221.33   |
| EFT20448 | 14-02-2020 | WESTRAC EQUIPMENT PTY LTD            | PLANT SERVICE                           | 1833.85  |
| EFT20449 | 14-02-2020 | WA LOCAL GOVERNMENT ASSOC (WALGA)    | ELECTED MEMBER COURSE                   | 475.00   |
| EFT20450 | 14-02-2020 | WEST AUSTRALIAN NEWSPAPERS LTD       | ADVERTISING                             | 334.64   |
| EFT20451 | 14-02-2020 | NORTHAMPTON TYRES                    | SUPPLY/FIT 10 TYRES, PUNCTURE REPAIR    | 11786.00 |
| EFT20452 | 14-02-2020 | CT & L WOODCOCK                      | TOILET PRODUCTS, BOOTS, DISINFECT       | 2226.20  |
| EFT20453 | 17-02-2020 | MATHEW WILSON                        | RATE REFUND                             | 455.18   |
| EFT20454 | 12-02-2020 | AUSTRALIAN TAXATION OFFICE           | BAS JAN 2020                            | 10811.00 |
| EFT20455 | 19-02-2020 | GERALDTON SIGN MAKERS                | BILBOARD SIGNS DEPOSIT                  | 4438.50  |
| EFT20456 | 19-02-2020 | CARMEN RALPH                         | RATES REFUND                            | 383.74   |
| EFT20457 | 20-02-2020 | GLENN BANGAY                         | REIMB WATER                             | 537.06   |
| EFT20458 | 20-02-2020 | CRAIG EASTOUGH                       | REIMB GLASSES                           | 259.50   |
| EFT20459 | 20-02-2020 | LANDGATE                             | VALUATION EXPENSES                      | 711.14   |
| EFT20460 | 25-02-2020 | WA TREASURY CORPORATION              | LOAN 155 REPAYMENT                      | 14558.26 |
| EFT20461 | 26-02-2020 | ABROLHOS ELECTRICS                   | TAGGING AND TESTING                     | 9208.76  |
| EFT20462 | 26-02-2020 | AIRPORT LIGHTING SPECIALISTS PTY LTD | KAL AIRPORT WINDSOCK                    | 264.00   |
| EFT20463 | 26-02-2020 | KALBARRI IGA                         | CLEANING/GOODS                          | 91.58    |
| EFT20464 | 26-02-2020 | ANGIE'S CAFE                         | REFRESHMENTS                            | 300.00   |
| EFT20465 | 26-02-2020 | B P ROADHOUSE NORTHAMPTON            | FUEL                                    | 195.07   |
| EFT20466 | 26-02-2020 | WINC AUSTRALIA PTY LTD               | P/COPIER MTCE                           | 458.13   |
| EFT20467 | 26-02-2020 | TOLL TRANSPORT PTY LTD               | FREIGHT                                 | 102.74   |
| EFT20468 | 26-02-2020 | DEVISE URBAN PLANNING                | PLANNING SERVICES                       | 4290.00  |
| EFT20469 | 26-02-2020 | SIMON DRAGE                          | SEV AVE HOUSE REPLACE KITCHEN TAPS      | 113.58   |
| EFT20470 | 26-02-2020 | GARRY DUNGATE                        | HAMPTON GARDENS INSTALL PAVING          | 6316.20  |
| EFT20471 | 26-02-2020 | FIVE STAR BUSINESS EQUIPMENT         | PHOTOCOPIER COUNT/MTCE                  | 243.51   |



SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

| EFT #    | Date       | Name                              | Description                        | Amount                     |
|----------|------------|-----------------------------------|------------------------------------|----------------------------|
| EFT20472 | 26-02-2020 | FULTON HOGAN                      | HORRY/HATCH BITUMEN SUPPLY & SPRAY | 35620.76                   |
| EFT20473 | 26-02-2020 | GANTHEAUME BAY ELECTRICAL         | KALBARRI KANGA HIRE RETIC          | 750.00                     |
| EFT20474 | 26-02-2020 | ATOM GERALDTON                    | TAPE FLAGGING                      | 152.08                     |
| EFT20475 | 26-02-2020 | GERALDTON AUTO WHOLESALERS        | ISUZU DMAX SPACE CAB               | 46192.75                   |
| EFT20476 | 26-02-2020 | GHD PTY LTD                       | HORROCKS BEACH CHRMAP              | 12796.36                   |
| EFT20477 | 26-02-2020 | GREAT NORTHERN RURAL SERVICES     | KALBARRI FORESHORE RETIC           | 225.89                     |
| EFT20478 | 26-02-2020 | HASLEBYS HARDWARE SUPPLIES        | NCCA - MOP                         | 42.50                      |
| EFT20479 | 26-02-2020 | C + J HANSON PLUMBING CONTRACTORS | NTON OFFICE PLUMBING REPAIRS       | 550.00                     |
| EFT20480 | 26-02-2020 | HORROCKS BEACH GENERAL STORE      | DIESEL HKS FIRE TRUCK              | 118.47                     |
| EFT20481 | 26-02-2020 | KALBARRI EXPRESS FREIGHT          | FREIGHT                            | 223.85                     |
| EFT20482 | 26-02-2020 | KALBARRI GRAVEL & SAND SUPPLIES   | KALBARRI GRAVEL SUPPLIES           | 956.00                     |
| EFT20483 | 26-02-2020 | KOMATSU AUSTRALIA PTY LTD         | TOOTH ROCK PENETRATORS             | 2259.31                    |
| EFT20484 | 26-02-2020 | LENANE HOLDINGS PTY LTD           | HORRY/HATCH GRADER/WATER CART HIRE | 33486.75                   |
| EFT20485 | 26-02-2020 | LGRCEU                            | PAYROLL DEDUCTIONS                 | 102.50                     |
| EFT20486 | 26-02-2020 | MIDWEST MULCHING MOWING           | MULCHING ROAD VERGES/SLASHING      | 12232.00                   |
| EFT20487 | 26-02-2020 | MOORE STEPHENS                    | BUDGET WORKSHOP 2020               | 957.00                     |
| EFT20488 | 26-02-2020 | PATIENCE SANDLAND PTY LTD         | BRICKIES SAND                      | 356.40                     |
| EFT20489 | 26-02-2020 | SUN CITY PRINT & DESIGN           | RESIDENT BROCHURES                 | 872.00                     |
| EFT20490 | 26-02-2020 | PAUL SHERIFF                      | COMPUTER MTCE                      | 110.00                     |
| EFT20491 | 26-02-2020 | SIMPLE LIFE PROJECTS              | HORROCKS BEACH INSTALL STAIRS      | 10725.00                   |
| EFT20492 | 26-02-2020 | 2V NET IT SOLUTIONS               | COMPTER MTCE                       | 574.00                     |
| EFT20493 | 26-02-2020 | TOTALLY WORKWEAR - GERALDTON      | PT GREGORY BFB - BOOTS             | 2340.07                    |
| EFT20494 | 26-02-2020 | DATATRAX PTY LTD                  | FULL MOTION VIDEO ADVERTISEMENT    | 395.00                     |
| EFT20495 | 26-02-2020 | CLEANAWAY CO PTY LTD              | FRONT LIFT BIN SERVICES            | 12809.83                   |
|          |            |                                   |                                    | <b><u>\$434,609.89</u></b> |



SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

---

**TRUST FUND CHEQUES**

| <b>Chq #</b> | <b>Date</b> | <b>Name</b>                             | <b>Description</b>       | <b>Amount</b>            |
|--------------|-------------|---|--------------------------|--------------------------|
| 2500         |             | CANCELLED                               |                          |                          |
| 2501         | 17-02-2020  | SHIRE OF NORTHAMPTON                    | BRB COMMISSION JAN 2020  | 55.00                    |
| 2502         | 17-02-2020  | DEPT MINES INDUSTRY REG & SAFETY        | BRB JAN 2020             | 643.70                   |
| 2503         | 17-02-2020  | BUILDING & CONST INDUSTRY TRAINING FUND | BCTF JAN 2020            | 272.24                   |
| 2504         | 17-02-2020  | SHIRE OF NORTHAMPTON                    | BCTF COMMISSION JAN 2020 | 33.00                    |
|              |             |   |                          | <u><b>\$1,003.94</b></u> |



SHIRE OF NORTHAMPTON  
FINANCE REPORT – 20 MARCH 2020

**DIRECT DEBITS**

| <b>Jnl #</b> | <b>Date</b> | <b>Name</b>             | <b>Description</b>              | <b>Amount</b>              |
|--------------|-------------|-------------------------|---------------------------------|----------------------------|
|              | 6/2/2020    | PAYROLL                 | FN/E 05/02/2020                 | 90760.00                   |
|              | 7/2/2020    | SUPERCHOICE             | SUPERANNUATION FN/E 05/02/2020  | 21107.97                   |
|              | 20/2/2020   | PAYROLL                 | FN/E 19/02/2020                 | 89496.00                   |
|              | 20/02/2020  | SUPERCHOICE             | SUPERANNUATION FN/E 19/02/2020  | 21913.37                   |
| GJ0803       | 29-02-20    | NATIONAL AUSTRALIA BANK | BANK FEES                       | 119.98                     |
| GJ0804       | 29-02-20    | NATIONAL AUSTRALIA BANK | MERCHANT FEES                   | 232.40                     |
| GJ0805       | 29-02-20    | COMMONWEALTH BANK       | BPOINT FEES                     | 71.87                      |
| GJ0806       | 29-02-20    | NATIONAL AUSTRALIA BANK | BPAY                            | 202.40                     |
| GJ0808       | 29-02-20    | CEO CORPORATE CARD      | BANK CHARGES                    | 9.00                       |
| GJ0812       | 29-02-20    | DCEO CORPORATE CARD     | BANK CHARGES                    | 9.00                       |
|              |             |                         | NCCA IINET                      | 80.14                      |
|              |             |                         | KAL CHILD CARE IINET            | 80.14                      |
|              |             |                         | 2V NET COMPUTER EXPS OFFICE 365 | 441.21                     |
|              |             |                         | MITCHELL&BROWN URN              | 88.00                      |
|              |             |                         | ESL BOOTS                       | 188.96                     |
|              |             |                         | CPA FBT                         | 110.00                     |
|              |             |                         |                                 | <u>997.45</u>              |
|              |             |                         |                                 | <b><u>\$224,910.44</u></b> |

**7.4.2 MONTHLY FINANCIAL STATEMENTS – FEBRUARY 2020**

|                                |   |
|--------------------------------|---|
| <b>FILE REFERENCE:</b>         | <b>1.1.1</b>                                      |
| <b>DATE OF REPORT:</b>         | <b>10 March 2020</b>                              |
| <b>DISCLOSURE OF INTEREST:</b> | <b>Nil</b>  |
| <b>REPORTING OFFICER:</b>      | <b>Grant Middleton</b>                            |
| <b>APPENDICES:</b>             | <b>Monthly Financial Report for February 2020</b> |

**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 29 February 2020 are detailed from page 1 to page 25 per the attached Monthly Financial Report.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 29 February 2020 financial position is comprised of the following:

Total operating revenue has a positive variance of \$177,344. 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, the NCC operating Grant payment of \$62,000 and the Rates Trainee grant payment of \$30,000. 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 \$131,592 which is largely due to the equity write off totalling \$150,830 due to the handover of the aged housing units in Kalbarri.

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 29 February 2020.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 29 February 2020**

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

**TABLE OF CONTENTS**

|  |    |
|--|----|
| Monthly Summary Information                        | 2  |
| Statement of Financial Activity by Program         | 5  |
| Statement of Financial Activity by Nature or Type  | 7  |
| Note 1 Statement of Financial Activity Information | 8  |
| Note 2 Cash and Financial Assets                   | 9  |
| Note 3 Receivables                                 | 10 |
| Note 4 Other assets                                | 11 |
| Note 5 Payables                                    | 12 |
| Note 6 Rate Revenue                                | 13 |
| Note 7 Disposal of Assets                          | 15 |
| Note 8 Capital Acquisitions                        | 16 |
| Note 9 Borrowings                                  | 18 |
| Note 10 Cash Reserves                              | 20 |
| Note 11 Operating grants and contributions         | 22 |
| Note 12 Non operating grants and contributions     | 23 |
| Note 13 Trust Fund                                 | 24 |
| Note 14 Variance                                   | 25 |

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 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 POLICES**

**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**

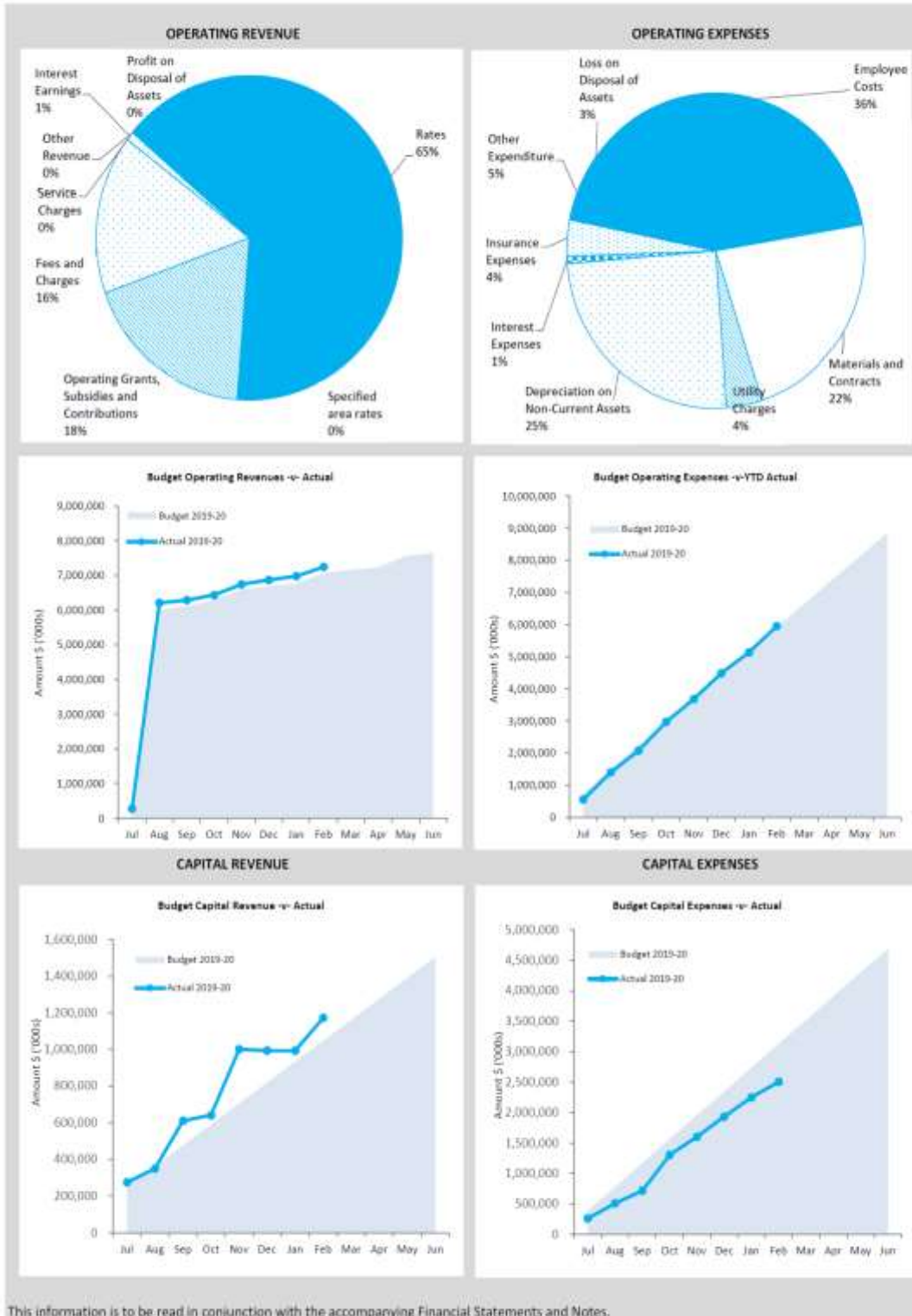
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 29 FEBRUARY 2020

SUMMARY INFORMATION - GRAPHS





**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**STATUTORY REPORTING PROGRAMS**

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

|   | <b>ACTIVITIES</b>  |
|---|--|
| <p><b>GOVERNANCE</b><br/>To provide a decision making process for the efficient allocation of scarce resources.</p>   | Includes the activities of members of council and the administrative support available to the Council for the provision of governance of the district.   |
| <p><b>GENERAL PURPOSE FUNDING</b><br/>To collect revenue to allow for the provision of services.</p>  | Rates, general purpose government grants and interest revenue.   |
| <p><b>LAW, ORDER, PUBLIC SAFETY</b><br/>To provide services to help ensure a safer and environmentally conscious community.</p>                                 | Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.   |
| <p><b>HEALTH</b><br/>To provide an operational framework for environmental and community health.</p>  | Inspection of food outlets and their control, administration of health local laws and maintenance  |
| <p><b>EDUCATION AND WELFARE</b><br/>To provide services to disadvantaged persons, the elderly, children and youth.</p>  | Maintenance of child minding centre's, operational costs associated with the Northampton Child Care Association and Kalbarri Aged Care Housing maintenance.  |
| <p><b>HOUSING</b><br/>To provide and maintain shire housing.</p>  | Provision and maintenance of shire housing.  |
| <p><b>COMMUNITY AMENITIES</b><br/>To provide services required by the community.</p>  | 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. |
| <p><b>RECREATION AND CULTURE</b><br/>To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.</p> | 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.   |
| <p><b>TRANSPORT</b><br/>To provide safe, effective and efficient transport services to the community.</p>   | 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.   |
| <p><b>ECONOMIC SERVICES</b><br/>To help promote the shire and its economic wellbeing.</p>   | Tourism and area promotion including the maintenance and operation of camping facilities. Provision of Building Services and Port Gregory Water Supply.  |
| <p><b>OTHER PROPERTY AND SERVICES</b><br/>To monitor and control Shire's overhead operating accounts.</p>   | Private works operation, plant repair and operation costs and engineering operation costs.   |

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

STATUTORY REPORTING PROGRAMS

|   | Ref<br>Note | Adopted<br>Budget  | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(a) | Var. |
|---|-------------|--------------------|----------------------|----------------------|--------------------|-----------------------|------|
|   |             | \$                 | \$                   | \$                   | \$                 | %                     |      |
| <b>Opening funding surplus / (deficit)</b>                      | 1(c)        | 1,734,648          | 1,734,648            | <b>1,763,871</b>     | 29,223             | 1.68%                 |      |
| <b>Revenue from operating activities</b>                        |             |                    |                      |                      |                    |                       |      |
| Governance  |             | 60,154             | 40,096               | <b>70,025</b>        | 29,929             | 74.64%                | ▲    |
| General purpose funding   | 6           | 5,650,065          | 5,393,492            | <b>5,353,184</b>     | (40,308)           | (0.75%)               | ▼    |
| Law, order and public safety                                    |             | 73,383             | 48,896               | <b>108,801</b>       | 59,905             | 122.52%               | ▲    |
| Health  |             | 40,112             | 26,728               | <b>20,349</b>        | (6,379)            | (23.87%)              | ▼    |
| Education and welfare   |             | 226,362            | 158,308              | <b>204,598</b>       | 46,290             | 29.24%                | ▲    |
| Housing   |             | 53,436             | 35,616               | <b>42,552</b>        | 6,936              | 19.47%                | ▲    |
| Community amenities   |             | 886,277            | 843,253              | <b>831,158</b>       | (12,095)           | (1.43%)               | ▼    |
| Recreation and culture  |             | 81,418             | 54,240               | <b>86,332</b>        | 32,092             | 59.17%                | ▲    |
| Transport   |             | 180,166            | 177,623              | <b>177,497</b>       | (126)              | (0.07%)               | ▼    |
| Economic services   |             | 274,600            | 205,426              | <b>270,687</b>       | 65,261             | 31.77%                | ▲    |
| Other property and services                                     |             | 122,565            | 81,688               | <b>77,525</b>        | (4,163)            | (5.10%)               | ▼    |
|   |             | <b>7,648,538</b>   | <b>7,065,366</b>     | <b>7,242,710</b>     | 177,344            |                       | ▲    |
| <b>Expenditure from operating activities</b>                    |             |                    |                      |                      |                    |                       |      |
| Governance  |             | (884,872)          | (600,431)            | <b>(647,637)</b>     | (47,206)           | (7.86%)               | ▼    |
| General purpose funding   |             | (220,112)          | (146,712)            | <b>(158,597)</b>     | (11,885)           | (8.10%)               | ▼    |
| Law, order and public safety                                    |             | (338,993)          | (225,832)            | <b>(254,088)</b>     | (28,256)           | (12.51%)              | ▼    |
| Health  |             | (168,239)          | (112,120)            | <b>(115,459)</b>     | (3,339)            | (2.98%)               | ▼    |
| Education and welfare   |             | (314,994)          | (209,920)            | <b>(210,862)</b>     | (942)              | (0.45%)               | ▼    |
| Housing   |             | (100,877)          | (67,128)             | <b>(75,812)</b>      | (8,684)            | (12.94%)              | ▼    |
| Community amenities   |             | (1,584,857)        | (1,056,184)          | <b>(1,012,274)</b>   | 43,910             | 4.16%                 | ▲    |
| Recreation and culture  |             | (1,650,663)        | (1,099,856)          | <b>(1,020,858)</b>   | 78,998             | 7.18%                 | ▲    |
| Transport   |             | (3,094,055)        | (1,961,814)          | <b>(1,819,590)</b>   | 142,224            | 7.25%                 | ▲    |
| Economic services   |             | (467,989)          | (311,864)            | <b>(368,726)</b>     | (56,862)           | (18.23%)              | ▼    |
| Other property and services                                     |             | (40,565)           | (26,944)             | <b>(266,494)</b>     | (239,550)          | (889.07%)             | ▼    |
|   |             | <b>(8,866,216)</b> | <b>(5,818,805)</b>   | <b>(5,950,397)</b>   | (131,592)          |                       | ▼    |
| Non-cash amounts excluded from operating activities             | 1(a)        | 2,158,020          | 1,446,232            | <b>1,628,033</b>     | 181,801            | 12.57%                | ▲    |
| <b>Amount attributable to operating activities</b>              |             | <b>940,342</b>     | <b>2,692,793</b>     | <b>2,920,346</b>     | 227,553            |                       | ▲    |
| <b>Investing Activities</b>                                     |             |                    |                      |                      |                    |                       |      |
| Proceeds from non-operating grants, subsidies and contributions | 12          | 1,500,386          | 1,053,187            | <b>1,172,823</b>     | 119,636            | 11.36%                | ▲    |
| Proceeds from disposal of assets                                | 7           | 116,900            | 107,422              | <b>33,864</b>        | (73,558)           | (68.48%)              | ▼    |
| Purchase of property, plant and equipment                       | 8           | (4,534,836)        | (3,023,040)          | <b>(2,506,036)</b>   | 517,004            | 17.10%                | ▲    |
| <b>Amount attributable to investing activities</b>              |             | <b>(2,917,550)</b> | <b>(1,862,431)</b>   | <b>(1,299,349)</b>   | 563,082            |                       | ▲    |
| <b>Financing Activities</b>                                     |             |                    |                      |                      |                    |                       |      |
| Proceeds from new debentures                                    | 9           | 365,000            | 0                    | <b>0</b>             | 0                  | 0.00%                 |      |
| Proceeds from self supporting loans                             | 9           | 36,391             | 24,240               | <b>25,278</b>        | 1,038              | 4.28%                 |      |
| Transfer from reserves  | 10          | 58,694             | 39,129               | <b>58,694</b>        | 19,565             | 50.00%                | ▲    |
| Repayment of debentures   | 9           | (157,325)          | (104,883)            | <b>(106,054)</b>     | (1,171)            | (1.12%)               | ▼    |
| Transfer to reserves  | 10          | (60,200)           | (40,133)             | <b>(89,718)</b>      | (49,585)           | (123.55%)             | ▼    |
| <b>Amount attributable to financing activities</b>              |             | <b>242,560</b>     | <b>(81,647)</b>      | <b>(111,800)</b>     | (30,153)           |                       | ▼    |
| <b>Closing funding surplus / (deficit)</b>                      | 1(c)        | <b>0</b>           | <b>2,483,363</b>     | <b>3,273,067</b>     |                    |                       |      |

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 29 FEBRUARY 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 significantly 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 accommodations 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 29 FEBRUARY 2020

BY NATURE OR TYPE

|   | Ref<br>Note | Adopted<br>Budget  | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(a) | Var. |
|---|-------------|--------------------|----------------------|----------------------|--------------------|-----------------------|------|
|   |             | \$                 | \$                   | \$                   | \$                 | %                     |      |
| <b>Opening funding surplus / (deficit)</b>                      | 1(c)        | 1,734,648          | 1,734,648            | <b>1,763,871</b>     | 29,223             | 1.68%                 | ▲    |
| <b>Revenue from operating activities</b>                        |             |                    |                      |                      |                    |                       |      |
| Rates   | 6           | 4,703,547          | 4,689,791            | <b>4,706,138</b>     | 16,347             | 0.35%                 | ▲    |
| Operating grants, subsidies and contributions                   | 11          | 1,557,893          | 1,158,982            | <b>1,322,046</b>     | 163,064            | 14.07%                | ▲    |
| Fees and charges  |             | 1,280,648          | 1,128,479            | <b>1,151,066</b>     | 22,587             | 2.00%                 | ▲    |
| Interest earnings   |             | 106,450            | 88,114               | <b>63,461</b>        | (24,653)           | (27.98%)              | ▼    |
| Profit on disposal of assets                                    | 7           | 0                  | 0                    | <b>11,844</b>        | 11,844             | 0.00%                 |      |
|   |             | <b>7,648,538</b>   | <b>7,065,366</b>     | <b>7,254,554</b>     | 189,188            |                       | ▲    |
| <b>Expenditure from operating activities</b>                    |             |                    |                      |                      |                    |                       |      |
| Employee costs  |             | (3,365,648)        | (2,243,288)          | <b>(2,143,394)</b>   | 99,894             | 4.45%                 | ▲    |
| Materials and contracts   |             | (2,164,572)        | (1,442,328)          | <b>(1,348,102)</b>   | 94,226             | 6.53%                 | ▲    |
| Utility charges   |             | (320,250)          | (213,352)            | <b>(230,148)</b>     | (16,796)           | (7.87%)               | ▼    |
| Depreciation on non-current assets                              |             | (2,149,300)        | (1,432,808)          | <b>(1,484,066)</b>   | (51,258)           | (3.58%)               | ▼    |
| Interest expenses   |             | (64,877)           | (43,232)             | <b>(45,003)</b>      | (1,771)            | (4.10%)               | ▼    |
| Insurance expenses  |             | (209,440)          | (139,328)            | <b>(221,190)</b>     | (81,862)           | (58.75%)              | ▼    |
| Other expenditure   |             | (583,409)          | (291,985)            | <b>(334,527)</b>     | (42,542)           | (14.57%)              | ▼    |
| Loss on disposal of assets                                      | 7           | (8,720)            | (12,484)             | <b>(155,811)</b>     | (143,327)          | (1148.08%)            | ▼    |
|   |             | <b>(8,866,216)</b> | <b>(5,818,805)</b>   | <b>(5,962,241)</b>   | (143,436)          |                       | ▼    |
| <b>Non-cash amounts excluded from operating activities</b>      |             |                    |                      |                      |                    |                       |      |
| Amount attributable to operating activities                     | 1(a)        | 2,158,020          | 1,446,232            | <b>1,628,033</b>     | 181,801            | 12.57%                | ▲    |
|   |             | <b>940,342</b>     | <b>2,692,793</b>     | <b>2,920,346</b>     | 227,553            |                       | ▲    |
| <b>Investing activities</b>                                     |             |                    |                      |                      |                    |                       |      |
| Proceeds from non-operating grants, subsidies and contributions | 12          | 1,500,386          | 1,053,187            | <b>1,172,823</b>     | 119,636            | 11.36%                | ▲    |
| Proceeds from disposal of assets                                | 7           | 116,900            | 107,422              | <b>33,864</b>        | (73,558)           | (68.48%)              | ▼    |
| Payments for property, plant and equipment                      | 8           | (4,534,836)        | (3,023,040)          | <b>(2,506,036)</b>   | 517,004            | (17.10%)              | ▲    |
| Amount attributable to investing activities                     |             | <b>(2,917,550)</b> | <b>(1,862,431)</b>   | <b>(1,299,349)</b>   | 563,082            |                       | ▲    |
| <b>Financing Activities</b>                                     |             |                    |                      |                      |                    |                       |      |
| Proceeds from new debentures                                    | 9           | 365,000            | 0                    | <b>0</b>             | 0                  | 0.00%                 |      |
| Proceeds from self-supporting loans                             | 9           | 36,391             | 24,240               | <b>25,278</b>        | 1,038              | 4.28%                 |      |
| Transfer from reserves  | 10          | 58,694             | 39,129               | <b>58,694</b>        | 19,565             | 50.00%                | ▲    |
| Repayment of debentures   | 9           | (157,325)          | (104,883)            | <b>(106,054)</b>     | (1,171)            | (1.12%)               | ▼    |
| Transfer to reserves  | 10          | (60,200)           | (40,133)             | <b>(89,718)</b>      | (49,585)           | (123.55%)             | ▼    |
| Amount attributable to financing activities                     |             | <b>242,560</b>     | <b>(81,647)</b>      | <b>(111,800)</b>     | (30,153)           |                       |      |
| <b>Closing funding surplus / (deficit)</b>                      | 1(c)        | <b>0</b>           | <b>2,483,363</b>     | <b>3,273,067</b>     |                    |                       |      |

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 29 FEBRUARY 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)   |
|--|-------|------------------|------------------|
| <b>Non-cash items excluded from operating activities</b>       |       | \$               | \$               |
| <b>Adjustments to operating activities</b>                     |       |                  |                  |
| Add/Deduct: Profit/Loss on asset disposals                     | 7     | 8,720            | 143,966          |
| Add: Depreciation on assets                                    |       | 2,149,300        | 1,484,066        |
| <b>Total non-cash items excluded from operating activities</b> |       | <b>2,158,020</b> | <b>1,628,033</b> |

(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<br>30-06-2019 | Year to Date<br>29 February 2020 |
|--|----|---------------------------------|----------------------------------|
| <b>Adjustments to net current assets</b>       |    |                                 |                                  |
| Less: Reserves - restricted cash               | 10 | (926,128)                       | (957,152)                        |
| Less: Land Held for Resale                     |    | (235,000)                       | (235,000)                        |
| Add: Borrowings                                | 9  | 157,324                         | 51,270                           |
| Add: Provisions - employee                     | 10 | 757,961                         | 757,961                          |
| <b>Total adjustments to net current assets</b> |    | <b>(245,843)</b>                | <b>(382,921)</b>                 |

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

|  |      |                  |                  |
|--|------|------------------|------------------|
| <b>Current assets</b>                                |      |                  |                  |
| Cash and cash equivalents                            | 2    | 2,898,520        | 3,526,986        |
| Rates receivables                                    | 3    | 290,052          | 548,391          |
| Receivables  | 3    | 165,426          | 249,041          |
| Other current assets                                 | 4    | 243,023          | 244,937          |
| <b>Less: Current liabilities</b>                     |      |                  |                  |
| Payables   | 5    | (694,825)        | (126,938)        |
| Borrowings   | 9    | (157,324)        | (51,270)         |
| Provisions   | 10   | (735,158)        | (735,158)        |
| <b>Less: Total adjustments to net current assets</b> | 1(b) | <b>(245,843)</b> | <b>(382,921)</b> |
| <b>Closing funding surplus / (deficit)</b>           |      | <b>1,763,871</b> | <b>3,273,067</b> |

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

| Description               | Classification | Unrestricted     | Restricted     | Total Cash       | Trust         | Institution | Interest Rate | Maturity Date |
|---------------------------|----------------|------------------|----------------|------------------|---------------|-------------|---------------|---------------|
|                           |                | \$               | \$             | \$               | \$            |             |               |               |
| <b>Cash on hand</b>       |                |                  |                |                  |               |             |               |               |
| Cash Deposits             | Municipal      | 1,043,900        |                | 1,043,900        |               | 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                | 36,339         | 36,339           | 36,339        | NAB         |               | At Call       |
| Retention                 | Term Deposit   | 16,053           |                | 16,053           |               | NAB         | 1.47%         | 14/10/2020    |
| Investment                | Term Deposit   | 1,007,168        |                | 1,007,168        |               | NAB         | 1.71%         | 20/02/20      |
| Investment                | Term Deposit   | 501,061          |                | 501,061          |               | NAB         | 1.58%         | 18/03/2020    |
| <b>Total</b>              |                | <b>2,569,833</b> | <b>993,492</b> | <b>3,563,325</b> | <b>36,339</b> |             |               |               |
| <b>Comprising</b>         |                |                  |                |                  |               |             |               |               |
| Cash and cash equivalents |                | 2,569,833        | 993,492        | 3,563,325        | 36,339        |             |               |               |
|                           |                | <b>2,569,833</b> | <b>993,492</b> | <b>3,563,325</b> | <b>36,339</b> |             |               |               |

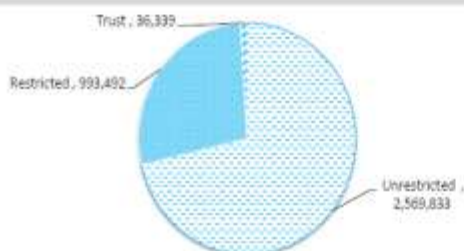
**KEY INFORMATION**

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    |
|-----------------|-----------------|
| <b>\$3.56 M</b> | <b>\$2.57 M</b> |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES

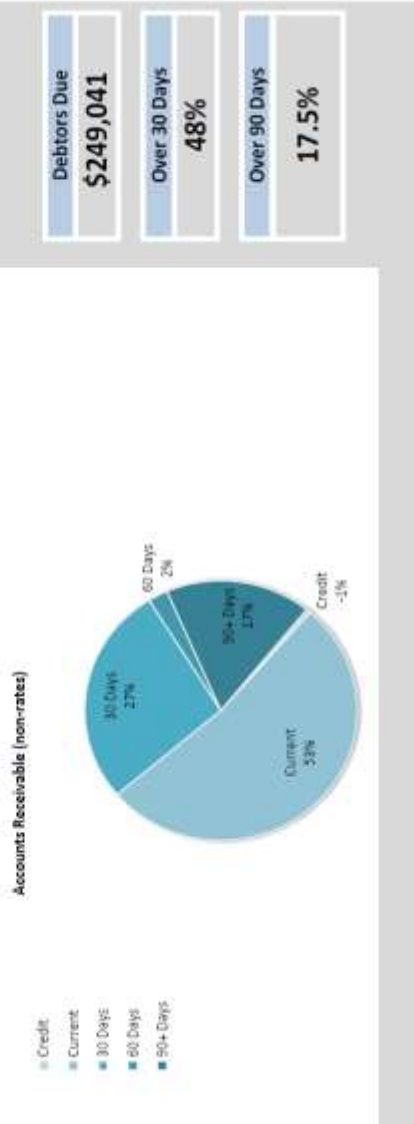
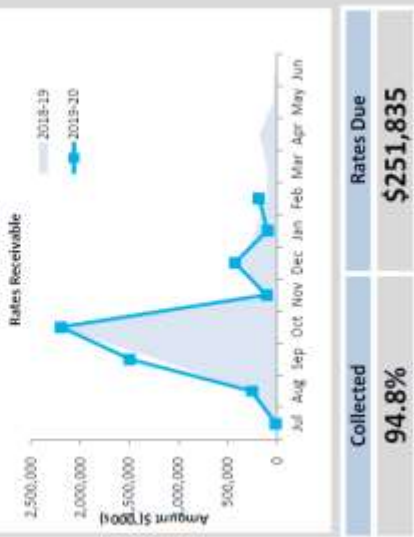
|                                | 29-Feb-20      | 30 June 2019   |
|--------------------------------|----------------|----------------|
| Rates receivable               | \$             | \$             |
| Opening arrears previous years | 251,835        | 302,667        |
| Levied this year               | 4,706,138      | 4,574,430      |
| Less - collections to date     | (4,409,582)    | (4,625,263)    |
| Equals current outstanding     | <b>548,391</b> | <b>251,835</b> |
| <b>Net rates collectable</b>   | <b>548,391</b> | <b>251,835</b> |
| % Collected                    | 88.9%          | 94.8%          |

| Receivables - general                        | Credit | Current | 30 Days | 60 Days | 90+ Days | Total          |
|--|--------|---------|---------|---------|----------|----------------|
| Receivables - general                        | (593)  | 56,524  | 29,486  | 2,517   | 18,687   | 106,617        |
| Percentage                                   | (0.6%) | 53%     | 27.7%   | 2.4%    | 17.5%    |                |
| <b>Balance per trial balance</b>             |        |         |         |         |          | 106,617        |
| Sundry receivable                            |        |         |         |         |          | 39,222         |
| GST receivable                               |        |         |         |         |          | 50,473         |
| Rubbish Receivables                          |        |         |         |         |          | (9,921)        |
| Accrued Income                               |        |         |         |         |          | 62,650         |
| Emergency Services Levy                      |        |         |         |         |          |                |
| <b>Total receivables general outstanding</b> |        |         |         |         |          | <b>249,041</b> |

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.



|           |                  |
|-----------|------------------|
| Collected | <b>94.8%</b>     |
| Rates Due | <b>\$251,835</b> |

|              |                  |
|--------------|------------------|
| Debtors Due  | <b>\$249,041</b> |
| Over 30 Days | <b>48%</b>       |
| Over 90 Days | <b>17.5%</b>     |

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS

|  | Opening<br>Balance<br>1 July 2019 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>29 February 2020 |
|--|-----------------------------------|-------------------|--------------------|--|
|  | \$                                | \$                | \$                 | \$                                     |
| <b>Other current assets</b>                        |                                   |                   |                    |  |
| <b>Inventory</b>                                   |                                   |                   |                    |  |
| Fuel & Materials                                   | 8,023                             | 1,914             | 0                  | 9,937                                  |
| Land Held for Resale                               | 235,000                           | 0                 | 0                  | 235,000                                |
| <b>Total other current assets</b>                  |                                   |                   |                    | <b>244,937</b>                         |
| 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 29 FEBRUARY 2020

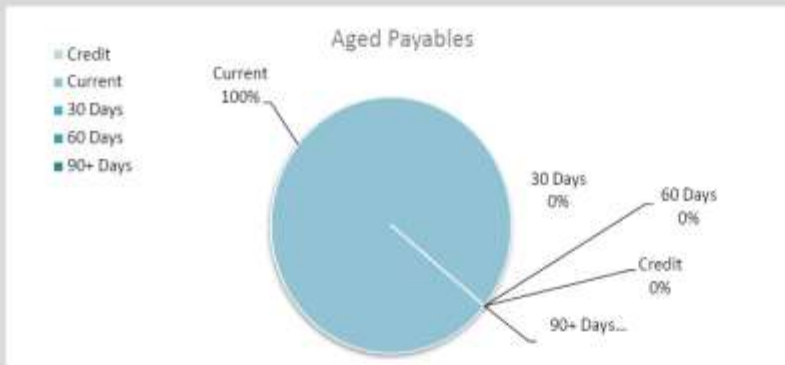
OPERATING ACTIVITIES  
NOTE 5  
Payables

| Payables - general                        | Credit       | Current        | 30 Days  | 60 Days  | 90+ Days | Total          |
|---|--------------|----------------|----------|----------|----------|----------------|
|   | \$           | \$             | \$       | \$       | \$       | \$             |
| Payables - general                        | 0            | 98,885         | 0        | 0        | 0        | 98,885         |
| Percentage                                | 0%           | 100%           | 0%       | 0%       | 0%       |                |
| <b>Balance per trial balance</b>          |              |                |          |          |          |                |
| Sundry creditors                          |              | 25,564         |          |          |          | 25,564         |
| Accrued salaries and wages                | 2,992        |                |          |          |          | 2,992          |
| ATO liabilities                           |              | 73,321         |          |          |          | 73,321         |
| Bonds and Deposits                        |              | 25,060         |          |          |          | 25,060         |
| <b>Total payables general outstanding</b> | <b>2,992</b> | <b>123,946</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>126,938</b> |

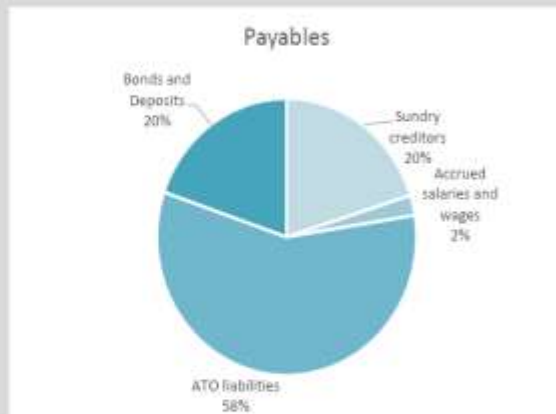
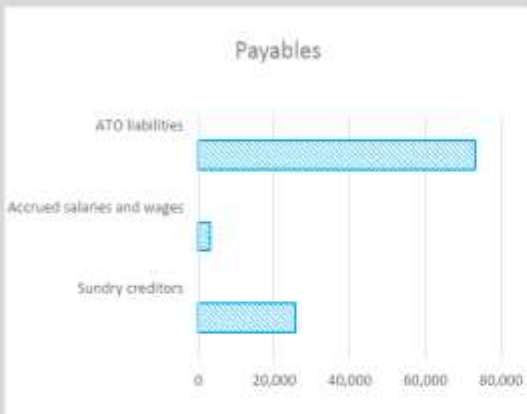
Amounts shown above include GST (where applicable)

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.



|                      |                  |
|----------------------|------------------|
| <b>Creditors Due</b> | <b>\$126,938</b> |
| <b>Over 30 Days</b>  | <b>0%</b>        |
| <b>Over 90 Days</b>  | <b>0%</b>        |



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

| RATE TYPE                         | Rate in<br>\$ (cents) | Number of<br>Properties | Budget             |                       |                       | YTD Actual         |                       |                        | Total<br>Revenue<br>\$ |                     |                  |
|-----------------------------------|-----------------------|-------------------------|--------------------|-----------------------|-----------------------|--------------------|-----------------------|------------------------|------------------------|---------------------|------------------|
|                                   |                       |                         | Rateable<br>Value  | Rate<br>Revenue<br>\$ | Interim<br>Rate<br>\$ | Back<br>Rate<br>\$ | Rate<br>Revenue<br>\$ | Interim<br>Rates<br>\$ |                        | Back<br>Rates<br>\$ |                  |
| <b>General rate revenue</b>       |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| Gross rental value                |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| General GRV                       | 0.079912              | 1,565                   | 17,471,427         | 1,692,940             | 0                     | 0                  | 1,692,940             | 1,701,415              | 2,404                  | 0                   | 1,703,819        |
| Unimproved value                  |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| General UV                        | 0.012610              | 438                     | 177,062,768        | 2,355,757             | 0                     | 0                  | 2,355,757             | 2,355,757              | (8)                    | 1,237               | 2,356,986        |
| <b>Sub-Total</b>                  |                       | <b>2,003</b>            | <b>194,534,195</b> | <b>4,048,697</b>      | <b>0</b>              | <b>0</b>           | <b>4,048,697</b>      | <b>4,057,172</b>       | <b>2,396</b>           | <b>1,237</b>        | <b>4,060,805</b> |
| <b>Minimum payment</b>            |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| Gross rental value                |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| General GRV                       | 565                   | 1,015                   | 7,299,852          | 573,475               | 0                     | 0                  | 573,475               | 570,650                | 0                      | 0                   | 570,650          |
| Unimproved value                  |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| General UV                        | 565                   | 71                      | 3,203,562          | 40,115                |                       |                    | 40,115                | 34,465                 | 0                      | 0                   | 34,465           |
| <b>Sub-total</b>                  |                       | <b>1,086</b>            | <b>10,503,414</b>  | <b>613,590</b>        | <b>0</b>              | <b>0</b>           | <b>613,590</b>        | <b>605,115</b>         | <b>0</b>               | <b>0</b>            | <b>605,115</b>   |
| Discount                          |                       |                         |                    |                       |                       |                    | 0                     |                        |                        |                     | (1,267)          |
| <b>Total general rates</b>        |                       |                         |                    |                       |                       |                    | <b>4,662,287</b>      |                        |                        |                     | <b>4,664,653</b> |
| <b>Specified area rates</b>       |                       |                         |                    |                       |                       |                    |                       |                        |                        |                     |                  |
| Kalbarri Tourism                  | 0.001733              |                         | 17,324,563         | 30,000                | 0                     | 0                  | 30,000                | 30,250                 | 0                      | 0                   | 30,250           |
| Port Gregory Water Supply         | 0.019819              |                         | 568,148            | 11,260                | 0                     | 0                  | 11,260                | 11,235                 | 0                      | 0                   | 11,235           |
| <b>Total specified area rates</b> |                       |                         | <b>17,892,711</b>  | <b>41,260</b>         | <b>0</b>              | <b>0</b>           | <b>41,260</b>         | <b>41,485</b>          | <b>0</b>               | <b>0</b>            | <b>41,485</b>    |
| <b>Total</b>                      |                       |                         |                    |                       |                       |                    | <b>4,703,547</b>      |                        |                        |                     | <b>4,706,138</b> |

Please refer to the compilation report

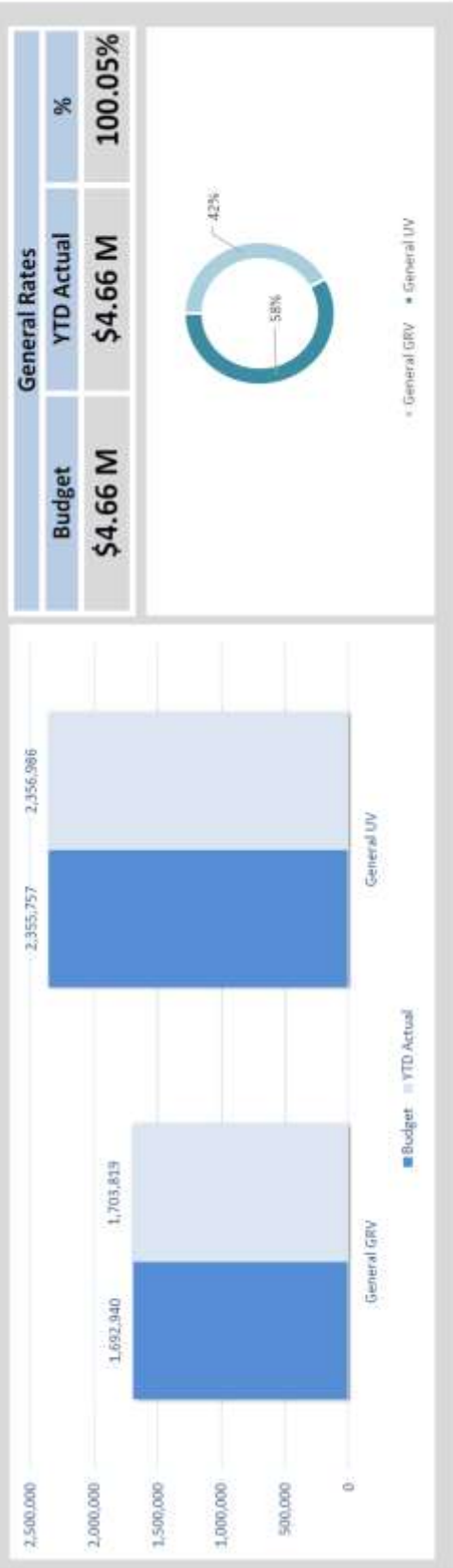
SHIRE OF NORTHAMPTON | 13

**OPERATING ACTIVITIES**  
**NOTE 6**  
**RATE REVENUE**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 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

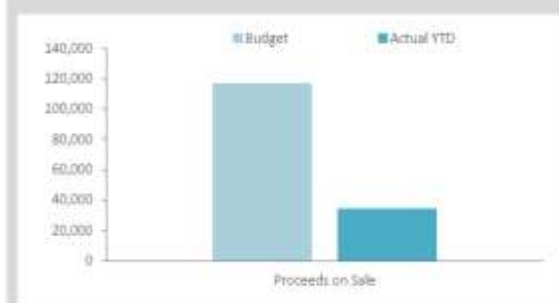
SHIRE OF NORTHAMPTON | 14

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 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)           |
|                              |  | \$             | \$             | \$            | \$              | \$             | \$            | \$            | \$               |
| <b>Plant and equipment</b>   |  |                |                |               |                 |                |               |               |                  |
| <b>Governance</b>            |  |                |                |               |                 |                |               |               |                  |
| 41751                        | P265 - Ford Everest (CEO)              | 17,120         | 28,400         | 11,280        | 0               | 16,519         | 28,364        | 11,844        | 0                |
| <b>Education and welfare</b> |  |                |                |               |                 |                |               |               |                  |
| 30067                        | Aged Care Units Hackney Street Kalbar  | 0              | 0              | 0             | 0               | 150,830        | 0             | 0             | (150,830)        |
| <b>Transport</b>             |  |                |                |               |                 |                |               |               |                  |
| 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/ice Clec | 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)          |
|                              |  | <b>125,620</b> | <b>116,900</b> | <b>20,280</b> | <b>(29,000)</b> | <b>177,830</b> | <b>33,864</b> | <b>11,844</b> | <b>(155,811)</b> |

KEY INFORMATION



| Proceeds on sale |                 |            |
|------------------|-----------------|------------|
| Annual Budget    | YTD Actual      | %          |
| <b>\$116,900</b> | <b>\$33,864</b> | <b>29%</b> |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

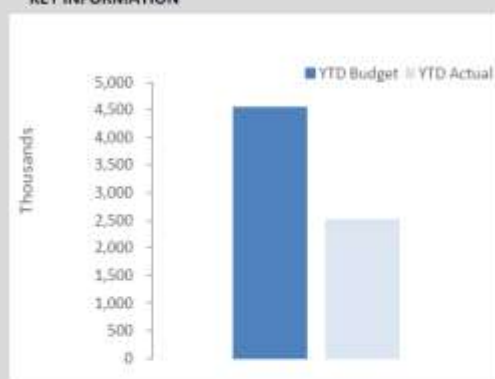
INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS

| Capital acquisitions                        | Adopted          |                  | YTD Actual       | YTD Actual Variance |
|---|------------------|------------------|------------------|---------------------|
|   | Budget           | YTD Budget       |                  |                     |
|   | \$               | \$               | \$               | \$                  |
| Buildings                                   | 854,035          | 569,336          | 651,908          | 82,572              |
| Furniture and equipment                     | 21,500           | 14,328           | 0                | (14,328)            |
| Plant and equipment                         | 751,400          | 500,920          | 351,841          | (149,079)           |
| Infrastructure - Roads                      | 1,928,213        | 1,285,384        | 1,302,756        | 17,372              |
| Infrastructure - Footpaths & Carparks       | 536,238          | 357,448          | 27,643           | (329,805)           |
| Infrastructure - Parks & Ovals              | 443,450          | 295,624          | 171,888          | (123,736)           |
| <b>Capital Expenditure Totals</b>           | <b>4,534,836</b> | <b>3,023,040</b> | <b>2,506,036</b> | <b>(517,004)</b>    |
| <b>Capital Acquisitions Funded By:</b>      |                  |                  |                  |                     |
|   | \$               | \$               | \$               | \$                  |
| 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          | 107,422          | 33,864           | (73,558)            |
| 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        | 387,597          | 1,419,455        | 1,031,858           |
| <b>Capital funding total</b>                | <b>4,534,836</b> | <b>3,023,040</b> | <b>2,506,036</b> | <b>(517,004)</b>    |

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      | \$2.51 M   | 55%        |
| Capital Grant | Annual Budget | YTD Actual | % Received |
|               | \$1.5 M       | \$0.99 M   | 66%        |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS (CONTINUED)



| %   | Account Description                                  | Current Budget   | Year to Date Budget | Year to Date Actual | Variance (Under)/Over |
|---|--|------------------|---------------------|---------------------|-----------------------|
|   | <b>Governance</b>                                    |                  |                     |                     |                       |
|    | Replace Councillor iPads x 9                         | 5,000            | 3,332               | 0                   | 5,000                 |
|   | Replace Desktop computers x 11                       | 16,500           | 10,996              | 0                   | 16,500                |
|   | Replace CEO Vehicle                                  | 54,100           | 36,064              | 54,275              | (175)                 |
|   | <b>Governance Total</b>                              | <b>75,600</b>    | <b>50,392</b>       | <b>54,275</b>       | <b>21,325</b>         |
|   | <b>Communities Amenities</b>                         |                  |                     |                     |                       |
|   | New ablutions at Blueholes                           | 110,000          | 73,328              | 0                   | 110,000               |
|   | Northampton Cemetery Fence                           | 48,500           | 32,333              | 37,564              | 10,936                |
|   | Erect shelter at HCC Playground                      | 25,000           | 16,667              | 0                   | 25,000                |
|   | <b>Communities Amenities Total</b>                   | <b>183,500</b>   | <b>122,328</b>      | <b>37,564</b>       | <b>145,936</b>        |
|   | <b>Recreation And Culture</b>                        |                  |                     |                     |                       |
|  | Construct Extension to RSL Hall                      | 610,100          | 406,728             | 520,306             | 89,794                |
|   | Replace Stairs Horrocks                              | 18,000           | 12,000              | 15,761              | 2,239                 |
|   | Horrocks Information Shelter                         | 7,800            | 5,200               | 7,800               | (0)                   |
|   | Install Replas Seats Grey St/Red Bluff               | 6,600            | 4,400               | 4,891               | 1,709                 |
|   | Kalbarri Foreshore Parkland Redevelopment            | 127,300          | 84,864              | 74,106              | 53,194                |
|   | Blue Holes Carpark Redevelopment R969                | 135,450          | 90,280              | 0                   | 135,450               |
|   | Northampton Community Centre Courts Upgrade          | 210,250          | 140,160             | 31,766              | 178,484               |
|   | Kalbarri Camp School Disabled Ablutions              | 26,000           | 17,328              | 26,447              | (447)                 |
|   | Lions Park - Asphalt Seal Car Park                   | 103,385          | 68,912              | 3,640               | 99,745                |
|   | Old School Building Upgrades                         | 77,935           | 51,952              | 74,135              | 3,800                 |
|   | <b>Recreation And Culture Total</b>                  | <b>1,322,820</b> | <b>881,824</b>      | <b>758,852</b>      | <b>563,968</b>        |
|   | <b>Transport</b>                                     |                  |                     |                     |                       |
|  | Road Construction                                    | 1,928,213        | 1,285,384           | 1,302,756           | 625,457               |
|   | Footpath Construction                                | 297,403          | 198,256             | 24,003              | 273,400               |
|   | Bus Shed - Kalbarri Depot                            | 30,000           | 20,000              | 31,021              | (1,021)               |
|   | Tip Truck Northampton                                | 250,000          | 166,664             | 0                   | 250,000               |
|   | Tipping Trailer Northampton                          | 85,000           | 56,666              | 0                   | 85,000                |
|   | Vibe Roller  | 180,000          | 119,998             | 170,560             | 9,440                 |
|   | Utility - Grader Operator x 2                        | 82,000           | 54,667              | 0                   | 82,000                |
|   | Utility - Northampton Mtce/Cleaner                   | 28,300           | 18,867              | 28,674              | (374)                 |
|   | Utility - Northampton Ranger                         | 52,000           | 34,667              | 42,678              | 9,322                 |
|   | <b>Transport Total</b>                               | <b>2,932,916</b> | <b>1,955,168</b>    | <b>1,599,692</b>    | <b>1,333,224</b>      |
|   | <b>Economic Services Other Property and Services</b> |                  |                     |                     |                       |
|  | Lucky Bay Caretaker vehicle                          | 20,000           | 13,328              | 55,653              | (35,653)              |
|   | <b>Other Property and Services Total</b>             | <b>20,000</b>    | <b>13,328</b>       | <b>55,653</b>       | <b>(35,653)</b>       |
|   | <b>Capital Expenditure by Program Total</b>          | <b>4,534,836</b> | <b>3,023,040</b>    | <b>2,506,036</b>    | <b>2,028,800</b>      |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 17

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 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    | Actual              | Budget |
| <b>Housing</b>                     |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 154 - Staff Housing           | 223,447     | 0      | 0         | 0       | 17,005               | 34,288  | 206,442               | 189,159   | 4,417               | 8,497  |
| <b>Recreation and culture</b>      |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 156 - RSL Hall Extensions     | 477,359     | 0      | 0         | 0       | 22,641               | 45,516  | 454,718               | 431,843   | 6,906               | 10,771 |
| <b>Transport</b>                   |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 153 - Plant Purchases         | 154,454     | 0      | 0         | 0       | 41,130               | 41,130  | 113,324               | 113,324   | 7,201               | 7,716  |
| Loan 157 - Plant Purchases         | 0           | 0      | 0         | 365,000 | 0                    | 0       | 0                     | 365,000   | 0                   | 0      |
|                                    | 855,260     | 0      | 0         | 365,000 | 80,776               | 120,934 | 774,484               | 1,099,326 | 18,524              | 26,984 |
| <b>Self supporting loans</b>       |             |        |           |         |                      |         |                       |           |                     |        |
| <b>Education and welfare</b>       |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 155 - Pioneer Lodge           | 372,568     | 0      | 0         | 0       | 14,542               | 14,542  | 365,368               | 358,026   | 15,870              | 17,126 |
| <b>Recreation and culture</b>      |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 151 - Kalbarri Bowling Club   | 3,839       | 0      | 0         | 0       | 1,891                | 3,839   | 1,948                 | 0         | 133                 | 202    |
| <b>Other property and services</b> |             |        |           |         |                      |         |                       |           |                     |        |
| Loan 152 - Staff Housing (CEO)     | 311,752     | 0      | 0         | 0       | 8,844                | 18,010  | 302,907               | 293,742   | 10,476              | 20,565 |
|                                    | 688,159     | 0      | 0         | 0       | 25,278               | 36,391  | 670,223               | 651,768   | 26,479              | 37,893 |
| <b>Total</b>                       | 1,543,419   | 0      | 0         | 365,000 | 106,054              | 157,325 | 1,444,707             | 1,751,094 | 45,003              | 64,877 |
| Current borrowings                 | 157,325     |        |           |         |                      |         | 51,270                |           |                     |        |
| Non-current borrowings             | 1,386,094   |        |           |         |                      |         | 1,393,437             |           |                     |        |
|                                    | 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

SHIRE OF NORTHAMPTON | 18

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

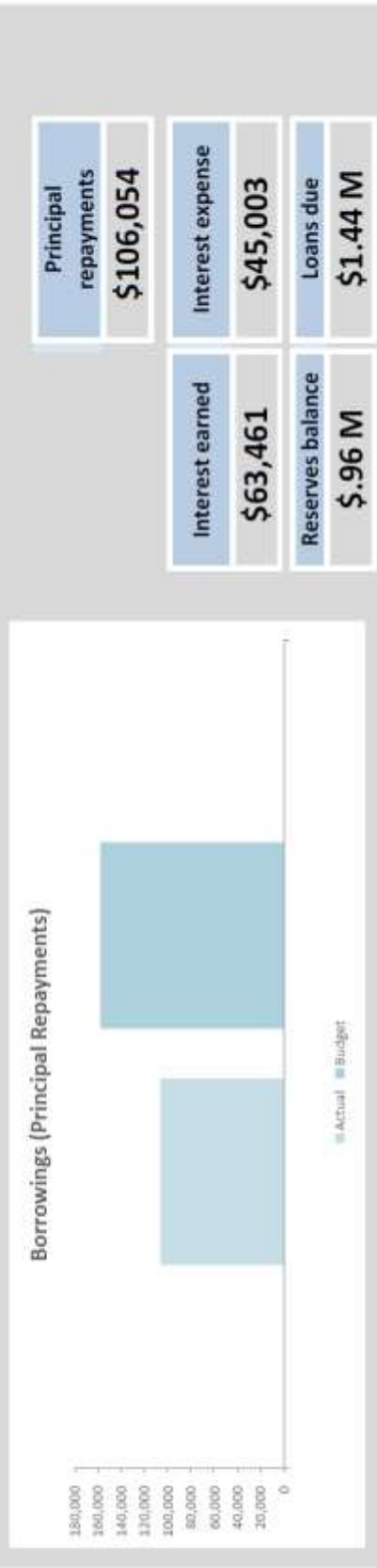
New borrowings 2019-20

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

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



Please refer to the compilation report



OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

Cash backed reserve

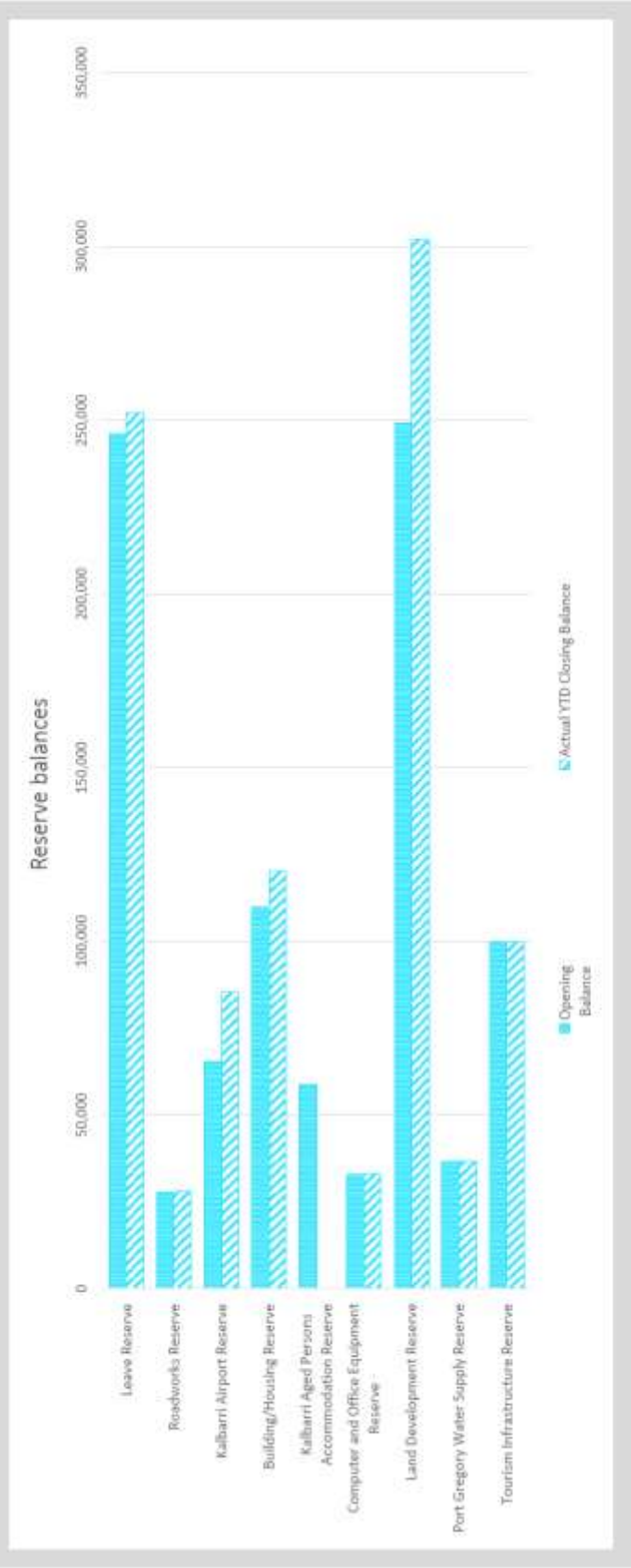
| Reserve name                             | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|--|-----------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| 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                    |
|  | <b>926,128</b>  | <b>25,200</b>          | <b>4,718</b>           | <b>35,000</b>           | <b>85,000</b>           | <b>(58,694)</b>          | <b>(58,694)</b>          | <b>927,634</b>         | <b>957,152</b>             |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 2020

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

| Description/Provider                  | Unspent operating grant, subsidies and contributions liability |                             |  |                                     | Operating grants, subsidies and contributions revenue |                |                       |
|---------------------------------------|--|-----------------------------|--|-------------------------------------|---|----------------|-----------------------|
|                                       | Liability<br>1 Jul 2019  | Increase<br>in<br>Liability | Liability<br>Reduction<br>(As revenue) | Current<br>Liability<br>29 Feb 2020 | Adopted Budget<br>Revenue                             | YTD<br>Budget  | YTD Revenue<br>Actual |
|                                       | \$   | \$                          | \$                                     | \$                                  | \$  | \$             | \$                    |
| <b>Operating grants and subsidies</b> |  |                             |  |                                     |   |                |                       |
| General purpose funding               |  |                             |  |                                     |   |                |                       |
| Grants Commission - General/          | 0  | 0                           | 0                                      | 0                                   | 442,069   | 331,551        | 347,691               |
| Grants Commission - Roads/            | 0  | 0                           | 0                                      | 0                                   | 397,616   | 298,212        | 250,766               |
| Law, order, public safety             |  |                             |  |                                     |   |                |                       |
| Emergency Services Levy - BFB         | 0  | 0                           | 0                                      | 0                                   | 31,710  | 21,138         | 28,653                |
| Emergency Services Levy - SES         | 0  | 0                           | 0                                      | 0                                   | 25,523  | 17,014         | 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  | 41,328         | 62,000                |
| Community amenities                   |  |                             |  |                                     |   |                |                       |
| GRANT - CHARMAP                       | 0  | 0                           | 0                                      | 0                                   | 25,000  | 16,664         | 15,000                |
| Transport                             |  |                             |  |                                     |   |                |                       |
| MRD - Maintenance                     | 0  | 0                           | 0                                      | 0                                   | 172,575   | 172,575        | 172,575               |
| Economic services                     |  |                             |  |                                     |   |                |                       |
| Pink Lake Facilities Grant            | 0  | 0                           | 0                                      | 0                                   | 0   | 0              | 25,000                |
|                                       | <b>0</b>   | <b>0</b>                    | <b>0</b>                               | <b>0</b>                            | <b>1,156,493</b>                                      | <b>898,482</b> | <b>969,747</b>        |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 22

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 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<br>1 Jul 2019   | Increase<br>in<br>Liability | Liability<br>Reduction<br>(As revenue) | Liability<br>29 Feb 2020 | Current<br>Liability<br>29 Feb 2020                       | Adopted Budget<br>Revenue | YTD<br>Budget    | YTD Revenue<br>Actual |
|  | \$  | \$                          | \$                                     | \$                       | \$  | \$                        | \$               | (b)<br>\$             |
| <b>Non-operating grants and subsidies</b>          |   |                             |  |                          |   |                           |                  |                       |
| Recreation and culture                             |   |                             |  |                          |   |                           |                  |                       |
| Kalbarr Foreshore Redevelopment                    |   | 0                           |  | 0                        |   | 0                         | 0                | 52,965                |
| Northampton Community Centre                       |   | 0                           |  | 0                        |   | 89,608                    | 89,608           | 0                     |
| Old School   |   | 0                           |  | 0                        |   | 12,493                    | 12,493           | 0                     |
| <b>Transport</b>                                   |   |                             |  |                          |   |                           |                  |                       |
| Regional Road Group Funding                        |   | 0                           |  | 0                        |   | 306,566                   | 204,440          | 234,448               |
| Royalties For Regions - White Cliffs/Binnu West Rd |   | 0                           |  | 0                        |   | 146,326                   | 146,326          | 146,326               |
| Roads to Recovery Funding                          |   | 0                           |  | 0                        |   | 453,484                   | 302,320          | 381,484               |
| Commodity Route Funding                            |   | 0                           |  | 0                        |   | 447,000                   | 298,000          | 357,600               |
|  | 0   | 0                           | 0                                      | 0                        |   | <b>1,500,386</b>          | <b>1,053,187</b> | <b>1,172,823</b>      |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 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<br>1 July 2019 | Amount<br>Received | Amount<br>Paid  | Closing Balance<br>29 Feb 2020 |
|------------------------------------|--------------------------------|--------------------|-----------------|--------------------------------|
|                                    | \$                             | \$                 | \$              | \$                             |
| Building Levies (BCITF & BRB)      | 183                            | 25,649             | (25,340)        | 491                            |
| 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                              | 1,000              | (175)           | 825                            |
| One Life                           | 1,940                          | 0                  | (500)           | 1,440                          |
| Rubbish Tip Key Bond               | 1,400                          | 200                | 0               | 1,600                          |
| Horrocks - Skatepark               | 1,050                          | 0                  | 0               | 1,050                          |
| RSL - Kalbarri Memorial            | 0                              | 19,342             | (448)           | 18,894                         |
|                                    | <b>36,842</b>                  | <b>53,816</b>      | <b>(54,319)</b> | <b>36,340</b>                  |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 29 FEBRUARY 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  |
|---|-----------|-----------|-------------------|--|
|   | \$        | %         |                   |  |
| <b>Revenue from operating activities</b>          |           |           |                   |  |
| Governance  | 29,929    | 74.64%    | ▲ Permanent       | Var due to Rates Trainee grant payment   |
| General purpose funding                           | (40,308)  | (0.75%)   | ▼ Permanent       | Var associated with reduced FAG's grant  |
| Law, order and public safety                      | 59,905    | 122.52%   | ▲ Permanent       | Var predominately due to BFRM grant payment  |
| Health  | (6,379)   | (23.87%)  | ▼ Permanent       | Var due to less EHO/Build reimbursement charging   |
| Education and welfare                             | 46,290    | 29.24%    | ▲ Timing          | Var due to NCCA grant/rebate plus aged housing rent  |
| Housing   | 6,936     | 19.47%    | ▲ Permanent       | Var due to additional housing rent received  |
| Community amenities                               | (12,095)  | (1.43%)   | ▼ Timing          | Var due to refuse site fees budget profile, will reconcile   |
| Recreation and culture                            | 32,092    | 59.17%    | ▲ Permanent       | Var due to NCC Tank claim insurance payment  |
| Economic services                                 | 65,261    | 31.77%    | ▲ Timing          | Var due to budget profile, will reconcile  |
| <b>Expenditure from operating activities</b>      |           |           |                   |  |
| Governance  | (47,206)  | (7.86%)   | ▼ Timing          | Var due to subscriptions/allowance exp & ABC, will reconcile   |
| General purpose funding                           | (11,885)  | (8.10%)   | ▼ Permanent       | Var due to legal fees  |
| Law, order and public safety                      | (28,256)  | (12.51%)  | ▼ Timing          | Var due to payment timing plus Pt Gregory BFB toilet   |
| Housing   | (8,684)   | (12.94%)  | ▼ Permanent       | Var due to new septic system at oval house   |
| Community amenities                               | 43,910    | 4.16%     | ▲ Timing          | Var due to lag in rubbish collection costs invoices<br>Actuals and budget will converge as the year progresses |
| Recreation and culture                            | 78,998    | 7.18%     | ▲ Timing          | Actuals and budget will converge as the year progresses  |
| Transport   | 142,224   | 7.25%     | ▲ Timing          | Actuals and budget will converge as the year progresses  |
| Economic services                                 | (56,862)  | (18.23%)  | ▼ Timing          | Var due to budget profile, will reconcile  |
| Other property and services                       | (239,550) | (889.07%) | ▼ Permanent       | Var due to Kal'b Aged Housing units asset write off & Plant Operation cost allocation                          |
| <b>Investing activities</b>                       |           |           |                   |  |
| Non-operating grants, subsidies and contributions | 119,636   | 11.36%    | ▲ Timing          | Actuals and budget will converge as the year progresses  |
| Capital acquisitions                              | 517,004   | 17.10%    | ▲ Timing          | Roadworks progressing with some project delays   |
| <b>Financing activities</b>                       |           |           |                   |  |
| Transfer from reserves                            | 19,565    | 50.00%    | ▲ Timing          | Will reconcile, budget timing situation only   |
| Transfer to reserves                              | (49,585)  | (123.55%) | ▼ Timing          | Will reconcile, budget timing situation only   |

**7.4.3 2019/2020 BUDGET REVIEW**

|                           |                                     |
|---------------------------|-------------------------------------|
| <b>FILE REFERENCE:</b>    | <b>1.1.1</b>                        |
| <b>DATE OF REPORT:</b>    | <b>10 March 2019</b>                |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe/Grant Middleton</b> |
| <b>APPENDICES:</b>        | <b>Budget Review</b>                |

**BACKGROUND:**

The *Local Government (Financial Management) Regulations 1996* require a budget review to be completed between 1 January and 31 March each financial year.

The review of an annual budget for a financial year must:

- Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
- Consider the local government's financial position as at the date of the review; and
- Review the outcomes for the end of the financial year that are forecast in the budget.

**COMMENT:**

The intention of the legislation is to ensure local governments conduct at least one budget review between six and nine months into the financial year.

The Budget review is a detailed comparison of the year to date actual results with the adopted or amended budget. It establishes whether a local government continues meeting its budget commitments, is in receipt of income and incurs expenditure in accordance with the adopted budget.

The current review is indicating an overall budget operating surplus of \$220,276.

Significant changes to items listed in the 2019/2020 Budget Review include the following:

**Expenditure**

- Rates Traineeship – Additional costs of traineeship totalling \$22,640. (Grant funding of \$30,000 has been received to offset the expense)
- Port Gregory BFB toilet - \$10,000 – Costs associated with the installation will be refunded via the ESL grant acquittal process.
- Kalbarri Doctors Surgery – Savings replacement of floor coverings \$6,050.
- Town Planning – Refund of Planning Fees (approved by Council resolution) \$5,000

- Kalbarri Foreshore Re-development – Savings of \$30,600 due to the following. KDA resolved to reduce the number of BBQ's \$5,900. Savings from construction of the shelters \$5,300. Savings from bollard purchase \$19,400.
- Road Works savings (not proceeding)
  - Bateman Street construct and seal \$31,000
  - Karina Mews – Reseal and kerb replacement \$29,850
  - Fifth Avenue – construct and seal 230m \$33,750
- Little Bay Road – Savings due to survey deferred to account for FAG's shortfall \$50,000
- Vehicle (Utility) Purchase – Net savings of \$27,390
- Port Gregory Water Supply – Replace two tanks and site works \$28,000.

#### Income

- Financial Assistance Grant – Reduced revenue, actual \$41,762 less than budget estimate.
- Rates Trainee Grant – Unbudgeted revenue \$30,000.
- ESL – Supplemental Operating Grant revenue \$11,931.
- Housing Rent – Rent from Salamat Place property \$12,250.
- Grant Revenue – Grant for Kalbarri Foreshore Shelters \$52,965

#### Summary

The current budget review addresses the change in the carryover figure of \$29,223 per the Annual Financial Statements for 2018/2019. Financial Management Regulation 33 (2A) (c) requires the outcomes for the end of the financial year to be part of the budget review process. The amount included in the 2019/2020 budget as a carryover was estimated at \$1,734,648 whereas the Annual Financial Statements for 2018/2019 detail a carryover amount of \$1,763,871.

|   |                  |
|---|------------------|
| Adjustment to carryover figure from 2018/2019 | \$29,223         |
| Decreased Expenses 2019/2020                  | \$118,873        |
| Increased Income 2019/2020                    | <u>\$72,180</u>  |
| Estimated Surplus @ 30 June 2020              | <u>\$220,276</u> |

The budget review considers all relevant changes in expense and income plus allowing for the change in the carryover figure resulting in an estimated surplus amount of \$220,276.



**STATUTORY IMPLICATIONS:**

*General Financial Management of Council  
Local Government (Financial Management) Regulation 33A 1996*

Regulation 33A (1) (2) (3) and (4) of the FM Regulations requires the results of the budget review to be submitted to Council within 30 days of the review. Council is then to consider the review and determine whether or not to adopt the review, any part of the review and any recommendations made in the review.

**FINANCIAL & BUDGET IMPLICATIONS:**

Main implications will be changes to the 2019/2020 Budget if further projects need to be delayed or works brought forward.

**VOTING REQUIREMENT:**

Absolute Majority Required:

**OFFICER RECOMMENDATION – ITEM 7.4.3**

**That Council in accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996 adopt the review of the 2019/2020 Budget and note any variances or recommendations.**

**APPENDICES 1 – 2019/20 Budget Review**

**2019/2020 BUDGET REVIEW**

| Item   | Reason   | Variance   |
|--|--|------------|
| <b>EXPENDITURE</b>   |  |            |
| <b>Schedule 3 - General Purpose Income</b>                       |  |            |
| <u>Rates</u>   |  |            |
| Additional costs for traineeship                                 | Note -Grant of \$30,000 received                                 | \$ 22,640  |
| <b>Schedule 4 - Members &amp; Administration</b>                 |  |            |
| <u>Members</u>   |  |            |
| Northern Zone of WALGA   | No fees to be incurred for 2019/20                               | -\$ 1,800  |
| Election Expenses  | Savings to date  | -\$ 2,280  |
| <u>Administration</u>  |  |            |
| Computer Expenses  | WALGA Council connect already budgeted in Members (budget error) | -\$ 5,000  |
| <b>Schedule 5 - Law, Order, Public Safety</b>                    |  |            |
| Emergency Services Levy  | Port Gregory BFB toilet (Capital Grant) Not inc in 19/20 budget  | \$ 10,000  |
| <b>Schedule 7 - Health &amp; Welfare</b>                         |  |            |
| <u>Health</u>  |  |            |
| Kalbarri Doctors Surgery   | Savings in floor coverings replacement                           | -\$ 6,050  |
| <b>Schedule 9 - Housing</b>                                      |  |            |
| <u>Housing</u>   |  |            |
| Oval Residence   | Extra costs for septic replacement                               | \$ 1,526   |
| Lot 605 Salamat Place  | Extra cost for internal painting                                 | \$ 1,095   |
| Lot 43 Bateman Street  | Replace reticulation   | \$ 5,000   |
| <b>Schedule 10 - Community Amenities</b>                         |  |            |
| <u>Town Planning</u>   |  |            |
| Refund Planning Fees   | Summerstar (approved by Council)                                 | \$ 5,000   |
| <u>Other Community Amenities</u>                                 |  |            |
| Northampton Cemetery   | Additional cost for Stage 1 of memorial tree area (estimate)     | \$ 1,564   |
| Port Gregory Ablutions   | Replace cisterns   | \$ 2,800   |
| <b>Schedule 11 - Recreation &amp; Culture</b>                    |  |            |
| <u>Swimming Areas &amp; Beaches</u>                              |  |            |
| Horrocks Jetty repairs   | Additional costs incurred in re-bracketing platform              | \$ 1,550   |
| Horrocks Beach Access Steps                                      | Cost less than estimate  | -\$ 2,100  |
| Kalbarri Foreshore Redevelopment - savings due to the following: |  |            |
|  | BBQ's - KDA resolved to reduce BBQs numbers by one               | -\$ 5,900  |
|  | Shelters - savings in construction to date                       | -\$ 5,300  |
|  | Bollard Lights - cheaper quote accepted                          | -\$ 19,400 |
| <u>Other Sport &amp; Recreation</u>                              |  |            |
| Kalbarri Oval  | Savings in barrier fence installation                            | -\$ 2,000  |
| Kalbarri Community Camp & Hall                                   | Savings for roller door replacement                              | -\$ 1,975  |
|  | Savings for disable ablutions installation                       | -\$ 1,064  |
| Northampton Community Centre                                     | Playing Courts Redevelopment - extra cost in tender              | \$ 3,630   |
|  | Extra cost in lighting due to incorrect amount placed in budget  | \$ 5,720   |
| Northampton Recreation Oval                                      | Additional costs incurred for bore repairs                       | \$ 3,470   |

**2019/2020 BUDGET REVIEW**

| Item  | Reason  | Variance           |
|---|---|--------------------|
| <u>Other Culture</u>  |   |                    |
| Old Police Station  | Re-punch all verandah floor nails   | \$ 1,600           |
| Heritage Railway Precinct Northampton   | Consumer power pole replaced  | \$ 2,506           |
| <b>Schedule 12 - Transport</b>  |   |                    |
| Following roadworks will not proceed due to time constraints (cash savings shown) |   |                    |
| <u>Road Works</u>   |   |                    |
| Bateman Street  | Construct and Seal 210m   | -\$ 31,000         |
| Karina Mews   | Reseal & kerb replacement   | -\$ 29,850         |
| Fifth Avenue  | Construct and seal 230m   | -\$ 33,750         |
| <u>Road Works</u>   |   |                    |
| Little Bay Road   | Survey deferred to account for FAG's shortfall  | -\$ 50,000         |
| Robinson Street   | Installation of street lights   | \$ 4,521           |
| <u>Footpath Construction</u>  |   |                    |
| Port Gregory Footpath   | Cost less than original estimate  | -\$ 3,616          |
| <u>Utility Purchases</u>  |   |                    |
| Net savings in utility changeover as reported at December 2019 meeting            |   | -\$ 27,390         |
| <u>Kalbarri Airport</u>   |   |                    |
| AFRU replacement  | Cost less than estimated  | -\$ 1,025          |
| <b>Schedule 13 - Economic Services</b>  |   |                    |
| <u>Tourism Promotion</u>  |   |                    |
| Promotional Signage - Northampton   | Budget provided for four large signs only three to be purchased - savings in sign purchase will occur | -\$ 4,035          |
| <u>Lucky Bay</u>  |   |                    |
| Extra costs incurred for septic tank pump outs                                    |   | \$ 2,640           |
| Savings in vehicle purchase   |   | -\$ 2,847          |
| <u>Port Gregory Water Supply</u>  |   |                    |
| New control antennae  |   | \$ 2,765           |
| Replace two tanks   | Supply & Install Tanks - quote received   | 23,300             |
|   | Old tanks removal, plumbing & pad preparation (est)   | 4,000              |
|   |   | \$ 28,000          |
| <b>Schedule 14 - Other Property &amp; Services</b>                                |   |                    |
| <u>Public Works &amp; Overheads</u>   |   |                    |
| Tyre Purchases & Repairs - additional costs incurred to date                      |   | \$ 8,720           |
| Workers Compensation Insurance Adjustment   |   | \$ 2,762           |
| <b>ESTIMATED EXPENDITURE SAVINGS</b>  |   | <b>-\$ 118,873</b> |

2019/2020 BUDGET REVIEW

| Item  | Reason   | Variance           |
|---|--|--------------------|
| <b>INCOME</b>                                     |  |                    |
| <b>Schedule 3 - General Purpose Income</b>        |  |                    |
| <b>Rates</b>                                      |  |                    |
| Rates Levied                                      | additional rates levied  | \$ 2,400           |
| Rates Written off                                 |  | -\$ 1,268          |
| Financial Assistance Grant                        | actual less than budget estimate   | -\$ 41,762         |
| <b>Schedule 4 - Members &amp; Administration</b>  |  |                    |
| Trainee Grant                                     | Grant for Rates Officer Trainee  | \$ 30,000          |
| <b>Schedule 5 - Law, Order, Public Safety</b>     |  |                    |
| Emergency Services Levy                           | Supplemental Operating Grant   | \$ 11,931          |
| <b>Schedule 9 - Housing</b>                       |  |                    |
| Council Housing Rent                              | Salamit Place rented as not required for staff, extra income   | \$ 12,250          |
| <b>Schedule 10 - Community Amenities</b>          |  |                    |
| Refuse Charges - Residential                      | Extra income earned  | \$ 5,424           |
| Refuse Charges - Commercial                       | Less income than estimated   | -\$ 2,760          |
| <b>Schedule 11 - Recreation &amp; Culture</b>     |  |                    |
| Swimming Areas & Beaches                          | Grant awarded for shelters etc for Kalbarri foreshore<br>(not known if grant was to be received when budget adopted) | \$ 52,965          |
| <b>Schedule 13 - Economic Services</b>            |  |                    |
| Port Gregory Water Supply                         | BASF contribution not budgeted   | \$ 3,000           |
| <b>ESTIMATED ADDITIONAL INCOME TO BE RECEIVED</b> |  | <b>\$ 72,180</b>   |
| <b>Summary</b>                                    |  |                    |
|   | Decrease in costs to be incurred   | -\$ 118,873        |
|   | Increase in Income   | \$ 72,180          |
|   | Opening Budget Surplus Adjustment C/FWD @ 30/06/2019   | \$ 29,223          |
|   | <b>Estimated Surplus at 30 June 2020</b>   | <b>-\$ 220,276</b> |

**7.4.4 ASSET VALUE WRITE OFF**

|                                |                        |
|--------------------------------|------------------------|
| <b>FILE REFERENCE:</b>         | <b>1.1.3</b>           |
| <b>DATE OF REPORT:</b>         | <b>10 March 2020</b>   |
| <b>DISCLOSURE OF INTEREST:</b> | <b>Nil</b>             |
| <b>REPORTING OFFICER:</b>      | <b>Grant Middleton</b> |

**SUMMARY**

Council to approve the \$6,845.03 asset value write off as presented.

**BACKGROUND:**

The Local Government (Financial Management) Regulations 1996 and Local Government (Audit Regulations) 1996 were revised and gazetted on Tuesday, 26 June 2018. The key change in relation to asset accounting was from 1 July 2018, whereby an asset is to be excluded from the asset register of a local government if the fair value of the asset as at the date of acquisition is under \$5,000

The Asset Register has four asset items currently listed which are below the threshold amount of \$5,000. The four items were revalued as part of the 2015/2016 Plant and Equipment asset re-valuation process. Post this re-valuation the Financial Management Regulations were changed and consequently the four items listed below need to be removed from the asset register to ensure we comply with the revised regulations.

Items 2,3 & 4 listed below will be listed in the Portable & Attractive Items Register to ensure the item is listed in accordance with the revised regulations and this listing protects the items from theft or loss. Item 1 is considered a fixture associated with the Northampton Office and will be included in that assets overall valuation.

| <b>ASSET ITEMS BELOW MINIMUM THRESHOLD</b> |                 |  |                     |                         |                                   |
|--|-----------------|--|---------------------|-------------------------|-----------------------------------|
| <b>ITEM</b>                                | <b>ASSET No</b> | <b>NAME</b>                                  | <b>REVAL-AMOUNT</b> | <b>W.D.V @ 29/02/20</b> | <b>REASON</b>                     |
| 1  | 36604           | NORTHAMPTON MAIN OFFICE AIRCONDITIONER       | \$4,962.25          | \$3,143.43              | BELOW ACCOUNTING POLICY THRESHOLD |
| 2  | 41697           | METRO COUNT ROAD CLASSIFIERS                 | \$2,000.00          | \$533.87                | BELOW ACCOUNTING POLICY THRESHOLD |
| 3  | 41728           | KALBARRI MOWER - TORO TITAN ZX8420 ZERO TURN | \$2,000.00          | \$1,267.12              | BELOW ACCOUNTING POLICY THRESHOLD |
| 4  | 41738           | TORO TIMECUTTER MOWER 2013 (NORTHAMPTON)     | \$3,000.00          | \$1,900.61              | BELOW ACCOUNTING POLICY THRESHOLD |
| <b>TOTAL</b>                               |                 |  |                     | <b>\$6,845.03</b>       |                                   |

**FINANCIAL & BUDGET IMPLICATIONS:**

The \$6,845.03 asset value write-off will not have a cash flow impact on the financial position but will impact on the Statement of Financial activity from an accounting perspective. The asset write off will also have a minor impact on depreciation charges from the four asset items for the remainder of 2019/2020.

**STATUTORY REQUIREMENTS**

*Local Government Act 1995 – Section 6.12 allows Council write-off any amount of money*

**VOTING REQUIREMENT:**

Absolute Majority Required:

**OFFICER RECOMMENDATION – ITEM 7.4.4**

**That Council write off the following Asset Values totalling \$6,845.03 in accordance with Section 6.12 of the Local Government Act.**

|  |                   |
|--|-------------------|
| <b>1. 36604 NORTHAMPTON MAIN OFFICE AIRCONDITIONER</b>     | <b>\$3,143.43</b> |
| <b>2. 41697 METRO COUNT ROAD CLASSIFIERS</b>               | <b>\$533.87</b>   |
| <b>3. 41728 KALBARRI MOWER TORO TITAN ZX8420 ZERO TURN</b> | <b>\$1,267.12</b> |
| <b>4. 41738 TORO TIMECUTTER MOWER</b>                      | <b>\$1,900.61</b> |

**ADMINISTRATION & CORPORATE REPORT**

|       |  |    |
|-------|--|----|
| 7.5.1 | OUTSTANDING RATES & CHARGES.....           | 2  |
| 7.5.2 | YAMATJI NATIONS LANDS – NATIVE TITLE ..... | 3  |
| 7.5.3 | HORROCKS JETTY LIGHT .....                 | 28 |
| 7.5.4 | AFL FIGURES.....                           | 31 |
| 7.5.5 | LOCAL GOVERNMENT HOUSE DEED OF TRUST.....  | 36 |
| 7.5.6 | COOLCALALAYA ROAD.....                     | 50 |

**7.5.1 OUTSTANDING RATES & CHARGES**

|                           |                         |
|---------------------------|-------------------------|
| <b>FILE REFERENCE:</b>    | <b>3.1.8</b>            |
| <b>DATE OF REPORT:</b>    | <b>19 February 2020</b> |
| <b>REPORTING OFFICER:</b> | <b>Garry Keefe</b>      |

**SUMMARY:**

Council to consider the instigation of selling properties due to nonpayment of rates which are now in arrears for three years or more

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

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.1**

**For Council determination.**



|              |   |  |
|--------------|---|--|
| <b>7.5.2</b> | <b>YAMATJI NATIONS LANDS – NATIVE TITLE</b> |  |
|              | <b>FILE REFERENCE:</b>                      | <b>18.1.13</b>   |
|              | <b>DATE OF REPORT:</b>                      | <b>5 March 2020</b>  |
|              | <b>REPORTING OFFICER:</b>                   | <b>Garry Keeffe</b>  |
|              | <b>APPENDICES:</b>                          | <b>1. Plan of current and possible access roads</b><br><b>2. Conservation Lands Plans</b><br><b>3. Committed Lands Plans</b> |

**SUMMARY:**

Advice on implications of the recently approved native title claim now known as the Yamatji Nations Land.

**BACKGROUND:**

As per previous advice to Council, the Yamatji Nation Indigenous Land Use Agreement (Agreement) (formerly known as the Geraldton Alternative Settlement Agreement) has now been executed by the State of Western Australia. The State will soon lodge the Agreement with the National Native Title Tribunal for registration. The earliest date for conclusive registration of the Agreement is July 2020 and is subject to any objection or judicial review process. The State will commence implementation activities upon conclusive registration, once all legal avenues have been exhausted and determined.

The Agreement includes a benefits package comprising land, conservation estate, heritage, governance, recognition, economic and community development components. The delivery of the benefits package to the Yamatji people will be led by the Department of the Premier and Cabinet (DPC) in collaboration with other State Government agencies. There will also be the establishment of the Yamatji Southern Regional Corporation (YSRC) that will represent the Yamatji people in delivering the outcomes of the agreement.

The Agreements Directorate of the Department of Planning, Lands and Heritage (DPLH) is responsible for delivering the Land and parts of the Conservation Estate components of the Agreement.

Land that has been identified to be ‘Conservation Estates’, which are areas of land that will have joint vesting and joint management arrangements between the Regional Corporation and the Department of Biodiversity, Conservation and Attractions (DBCA) for purpose of conservation estate. Land that is to be conserved and protected are located at the Hutt Lagoon and a large bush land block to the west of the Hutt River near Menai Hill, refer to map at Appendices 2.

Within the Shire of Northampton there are a number of lands which have been determined as “Committed Land” which is land that the State has agreed is available for transfer to the traditional owners should they select it and will be subject to various terms and conditions that are still to be negotiated. Unfortunately a map showing the whole shire where these lands are located is too large for the agenda, however in Appendices 3 are maps showing Committed Lands in the various areas of the Shire and its townsites.

The most urgent for Council attention is Lucky Bay. The advice provided at the briefing held 4<sup>th</sup> March 2020 is that Reserve 35206, being the whole of the Half Way Bay and Lucky Bay areas is to be transferred to YSRC with the exception of Reserve 34945 where the Half Way Bay cottages are located as this reserve is not subject to a native title claim as has a Management Order drawn in the favour of Council and therefore extinguishes native title.

The indication is that it will take two years for the transfer process to occur of which the Council will have no rights for the continued operations of the Lucky Bay camping areas and all infrastructure is to be transferred to the YSRC.

Written advice has been received from YSRC that a management order is proposed to be conferred on the Yamatji People over the portion of Lucky Bay Reserve 35206 that is within the Agreement Area (this is the majority of the reserve with the exception of a small portion that extends past the northern boundary of the Agreement Area).

The representatives from the DPC and the DPLH at the briefing also indicated that the following seven lots that are currently crown reserves will be transferred to Council.

Lot 456 Stephen Street, Northampton being a UCL lot that the Botanic Line use



Lot 302 Port Street, Gregory, being the lot where the current playground is located.



Lot 4 North West Coastal Highway, Northampton, being the depot that Council has used for many years, now used for storage of wood chip.



Lots 9 and 10 North West Coastal Highway, Binnu, being the parking area for the Binnu Hall.



Lots 35 and 4 Northwest Coastal Highway, Binu. Lot 35 has no infrastructure; Lot 4 has the public ablutions located on it.



When the above lots were inquired about as part of the investigation into all lots, advice was provided to DPLH that Council and or the community had an interest in all lots and should be retained for their current usage.

The only exception to the above that was responded to was Lot 302 Port Street. This was not referred to Council for comment as Lot 302 is unallocated Crown land and was therefore eligible to be assessed for inclusion into the Yamatji Nation Agreement. However, when DPLH undertook a desktop assessment of it, including an aerial image check, they identified the encroachments on it, including a gazebo and play equipment. We did not receive a referral in relation to it because the traditional owners decided not to pursue the land because it was clearly being used by the community, albeit without authorisation. DPLH referred the matter to their site inspection team to follow up and resolve the encroachment outside of the Yamatji Nation Agreement process. DPLH are of the view that the Yamatji Nation and Lucky Bay proposal present an opportunity to do this without the requirement to undertake a future act process (once the Agreement has been conclusively registered and native title surrendered) and provide the Shire with formal tenure. Following conclusive registration, DPLH stated that they could fast-track the transfer of this parcel of and if desired by the Council. Being a public recreation space for many years Council will need to secure this lot.

There was no other advice that these lots would be used as to what is now a trade-off for the taking over the control of the Lucky Bay reserve.

**COMMENT:**

The transfer of Reserve 35206 is indeed disappointing from the perspective that no compensation for capital expenditure injected by Council will be considered.

Advice from the DPC is that there is no compensation payable to the Council for its contribution to the capital expenditure previously incurred of \$196,000 for the development of the camping areas. The \$196,000 is what the Council had to use from its own resources and relates to the caretaker's infrastructure and equipment, the overall cost for the development of the camping area was \$777,310 of which the balance of costs were covered by grants.

One advantage from the decision is that as reported previously by the CEO the operations of the Lucky Bay camping facilities runs at a loss at an average of \$73,000 per annum. With the transfer of the reserve it is welcomed that the Council will no longer have this additional operating cost within future budgets.

However what does Council do now. As stated above the indication is that it will take two years to have the reserve formally transferred. It is unacceptable that the state government departments and the YSRC expect the Council to continue operating the camping area at a loss for the next three years including this current financial year with nothing to gain at the end.

There are some options for Council consideration:

- Option 1            cease management immediately. This is fairly drastic, and the option would be to advise the YSRC that they can take over control of the camping areas immediately. This would result in the Council removing all signs etc that relate to our rules and fees.
  
- Option 2            offer to YSRC that Council will continue to operate the camping grounds on the current basis until such time the reserve transfer is formally approved however that a payment of \$100,000 per annum or the actual operating loss per annum to be reimbursed to Council.

If either option is taken it does have other implications as does the long term operations of particularly the Half Way Bay cottage area.

Currently one road enters now both the cottage area and the access road to Lucky Bay, it is considered that this will need to change and that a separate road be constructed to Lucky Bay (at the expense of the YSRC) from a different point on the current access road. This could be from the corner of Balline Road or further southward of the current access road. This is needed to keep separate the two operations and appropriate directional signage will also need to be put in place. (Refer to Appendices 1)

The refuse removal for both areas will also need to be separated where a pickup service via a skip bin for the cottage areas will remain Councils but for the camping area that will be transferred to the YSRC and therefore it is considered that two separate collection points will need to be established.

For the caretakers residence & other buildings, Council can either:

1. Offer the facilities to the YSRC at a lease and/or purchase price, note a formal lease will have to be entered into with an annual rental fee similar to all the cottages on the reserve. In this situation the YSRC can then use the facilities as the first point of contact for visitors as is the current case.

If this does in fact occur, then the issue of a separate access into the cottage areas will need to be reconsidered.

2. Offer the facilities for sale as is but to remain on the reserve to any individual subject to the new owner also having to enter into a formal lease as per cottage owners
3. Offer the facilities for sale subject to the removal of the buildings and other infrastructure from site.

The CEO has sent an email to the DPC requesting the following and if a response is received prior to the Council meeting it will be forwarded to all Councillors.

*“Further to your presentation to Council on Wednesday, I need to clarify some points in regard to the management of Lucky Bay to allow further consideration by the Northampton Shire Council.*

*When can the Council commence discussions with the directors of the YSRC in regard to the following matters being:*

1. *With the land transfer not to be completed for two years (estimate) does the government and the Yamatji Southern Regional Corporation wish to take over the management of the camping areas immediately or does it expect the Council to continue operating the camping areas at an annual loss of an estimate \$73,000 or as the state government is to subsidize the YSRC for any operating losses will it provide the Council with the same compensation. Why do we need to maintain the facilities for someone else's benefit.*
2. *If no compensation for operating financial loss then Council would possibly be prepared to continue with the operations however at an annual fee equivalent to the annual loss or other agreed fee.*
3. *The need to separate the refuse removal operations from the Half Way Bay Cottages to the camping area as the cottage owners contribute to the refuse collection therefore the costs need to be separated. This is not an issue now as the refuse costs and fees are part of Councils overall refuse operations of the Half Way and Lucky Bay areas.*
4. *The possible need of a new access road into the camping areas to have a clear separation of access for the camping area and the cottages, we do not want visitors going through the cottage area. There is a separate access road currently however if the YSRC do not wish to operate from our current caretakers' residence then a new access road will be required.*
5. *The possible lease/purchase of the Council caretaker facilities and all associated infrastructure.*
6. *What signs that are in place now, does the YSRC wish to retain and for them to change contact details and removal of all reference to the Shire.*

*The above and other matters need to be resolved immediately as there is no point this Council continuing with the operation at ongoing loss financially and some members have even indicated that the Council seriously consider no longer continuing with the Luck Bay camping operations immediately and that all facilities being the public toilets etc be locked, removal of all refuse skip bins and no supervision of the site until the YSRC take over the area. I do not consider this to be a practical direction as the area will again become degraded as it was before the Council took control of the area, however as you stated we have no tenure rights now to the land so ratepayers are asking the question why should we maintain it."*

---

**FINANCIAL & BUDGET IMPLICATIONS:**

Council will possibly incur some financial costs for the above however consider it will primarily be Councillors and staff time.

**STATUTORY IMPLICATIONS:**

*Federal: Native Title Act 1993*

**VOTING REQUIREMENT:**

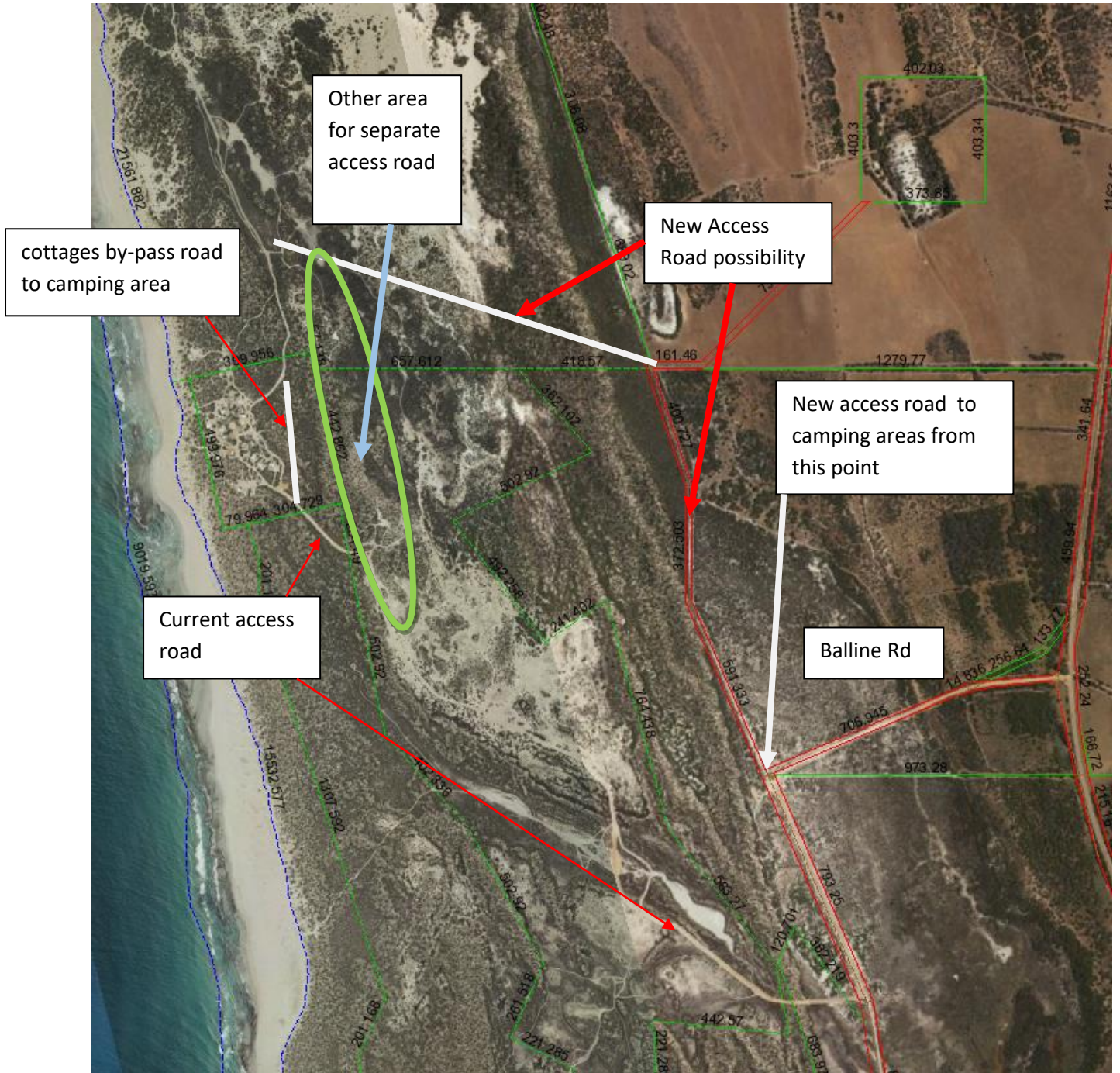
*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.2**

**For Council determination.**



**APPENDICES 1 – Suggested New Access Road**



Plan is not to scale

**APPENDICES 2 – Map showing Conservation Estates**



Green shaded areas are lands for Conservation Estate

**APPENDICES 3 – COMMITTED LANDS**

Lucky Bay & Half Way Bay Area



Port Gregory Surrounds

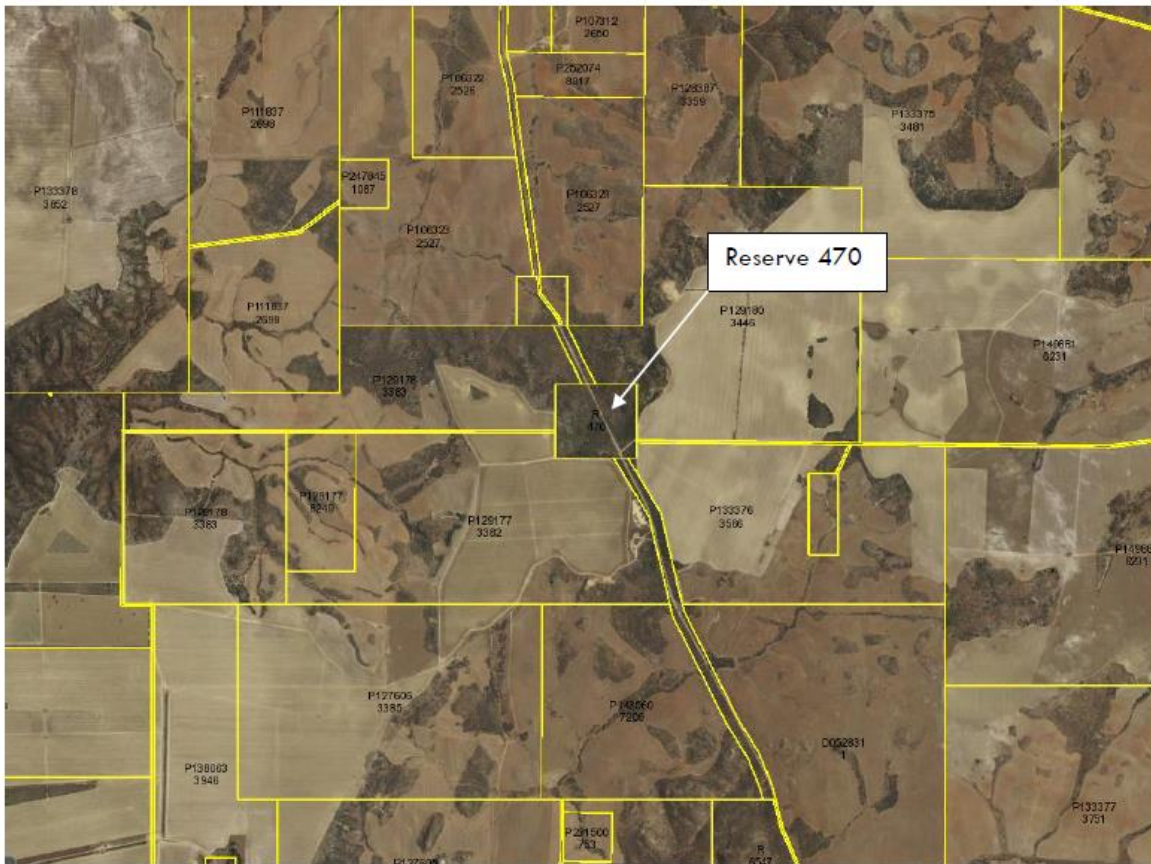


Other Hutt Lagoon & Hutt River Areas

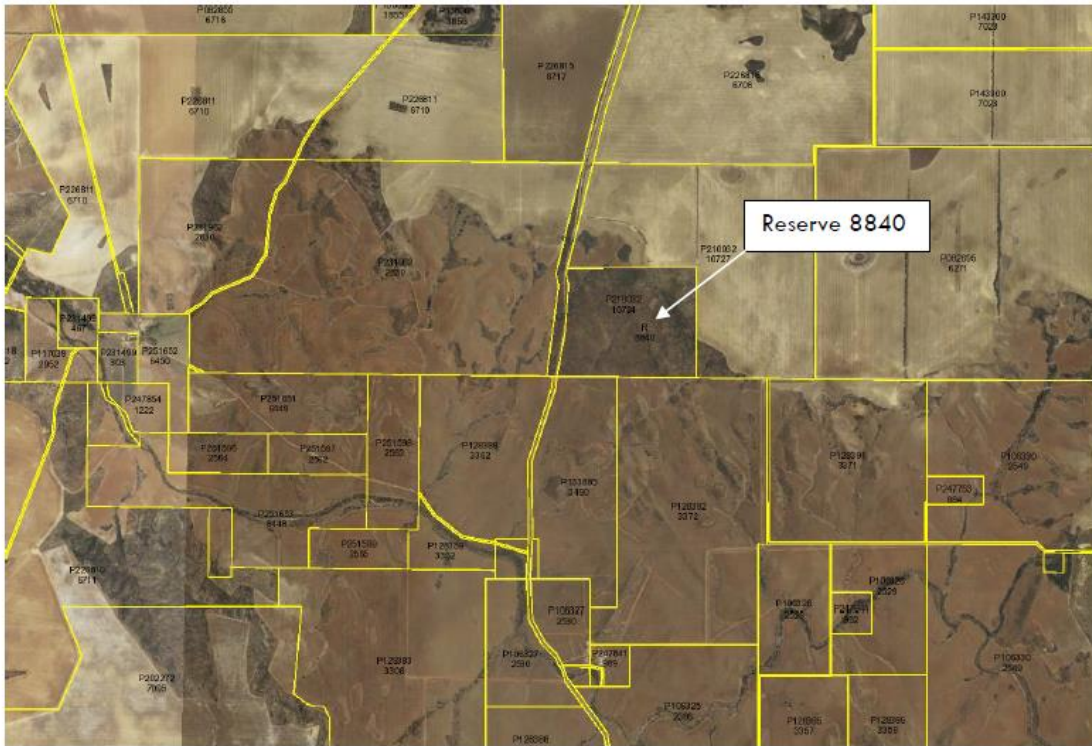




Land near Alma Hall – area hatched green

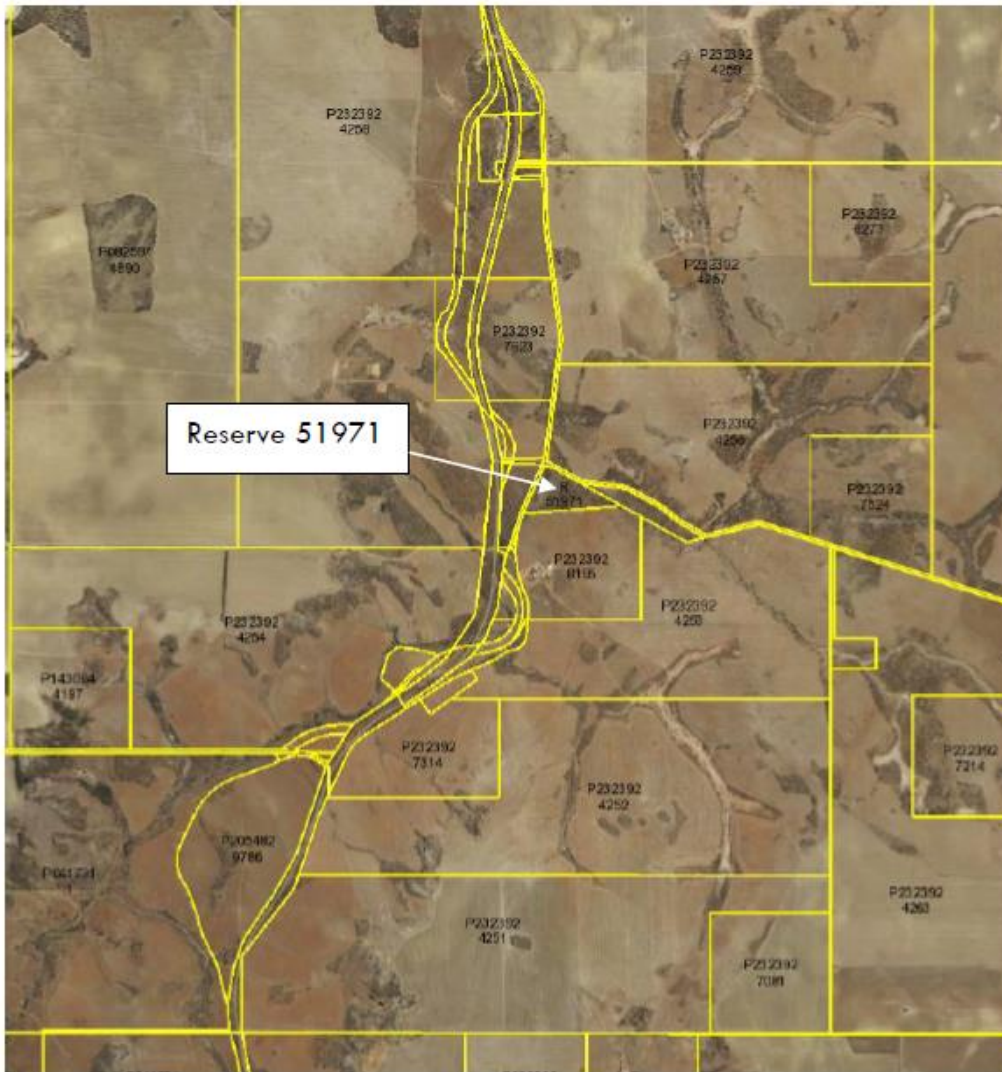


Bush lot in Chilimony Road – Reserve 470

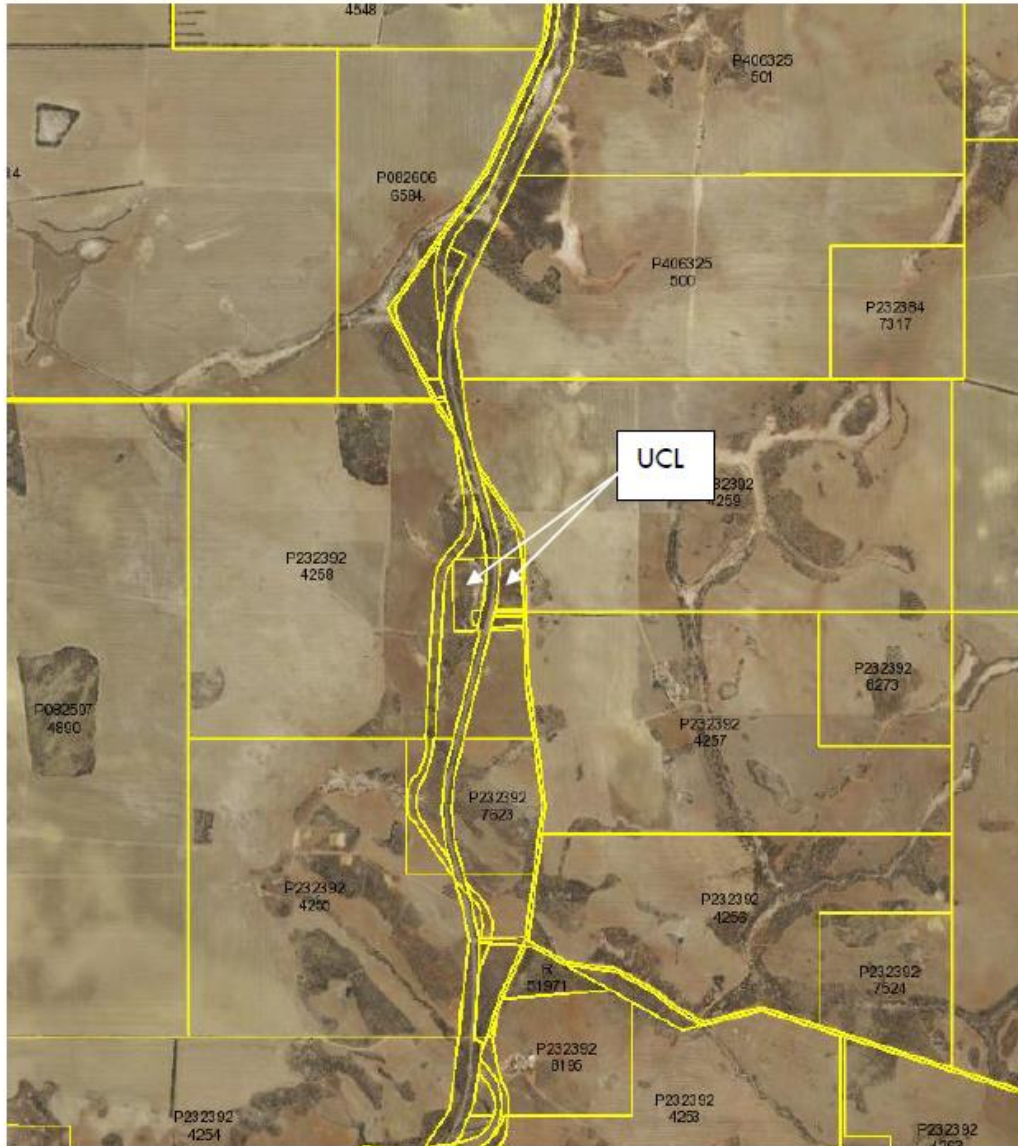


Reserve 8840 – Chilimony Road

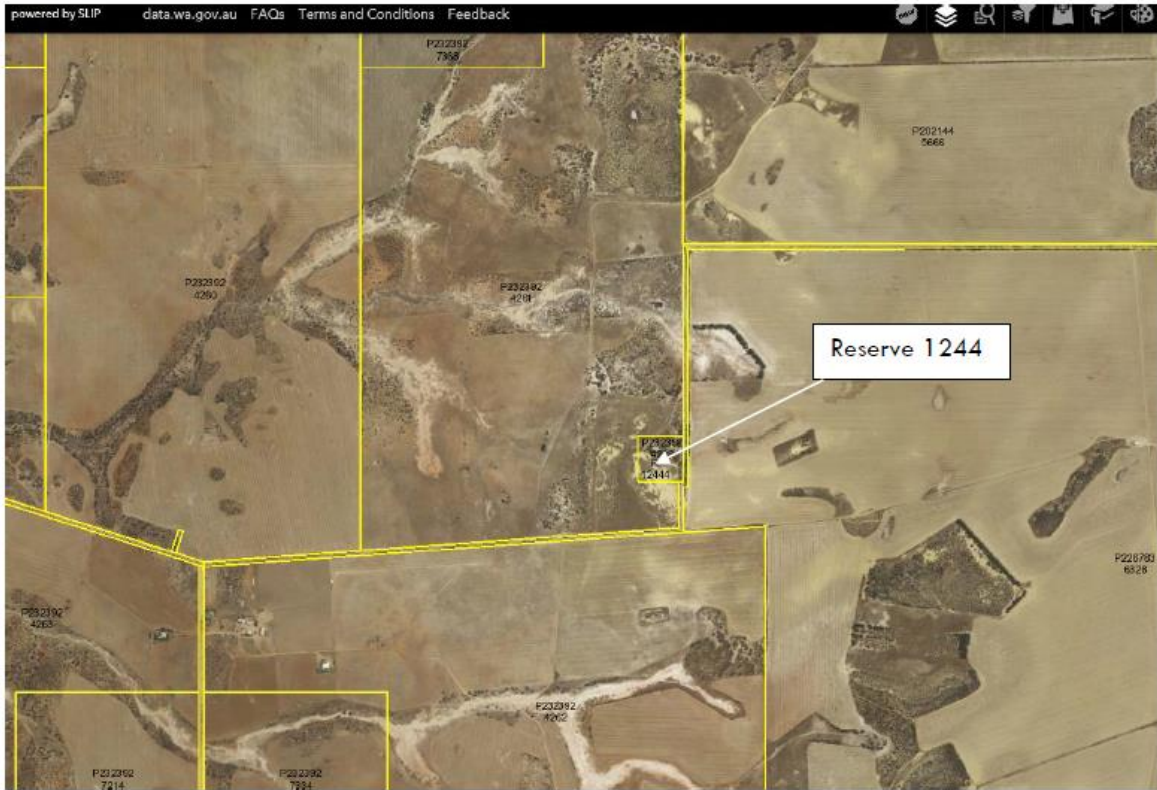




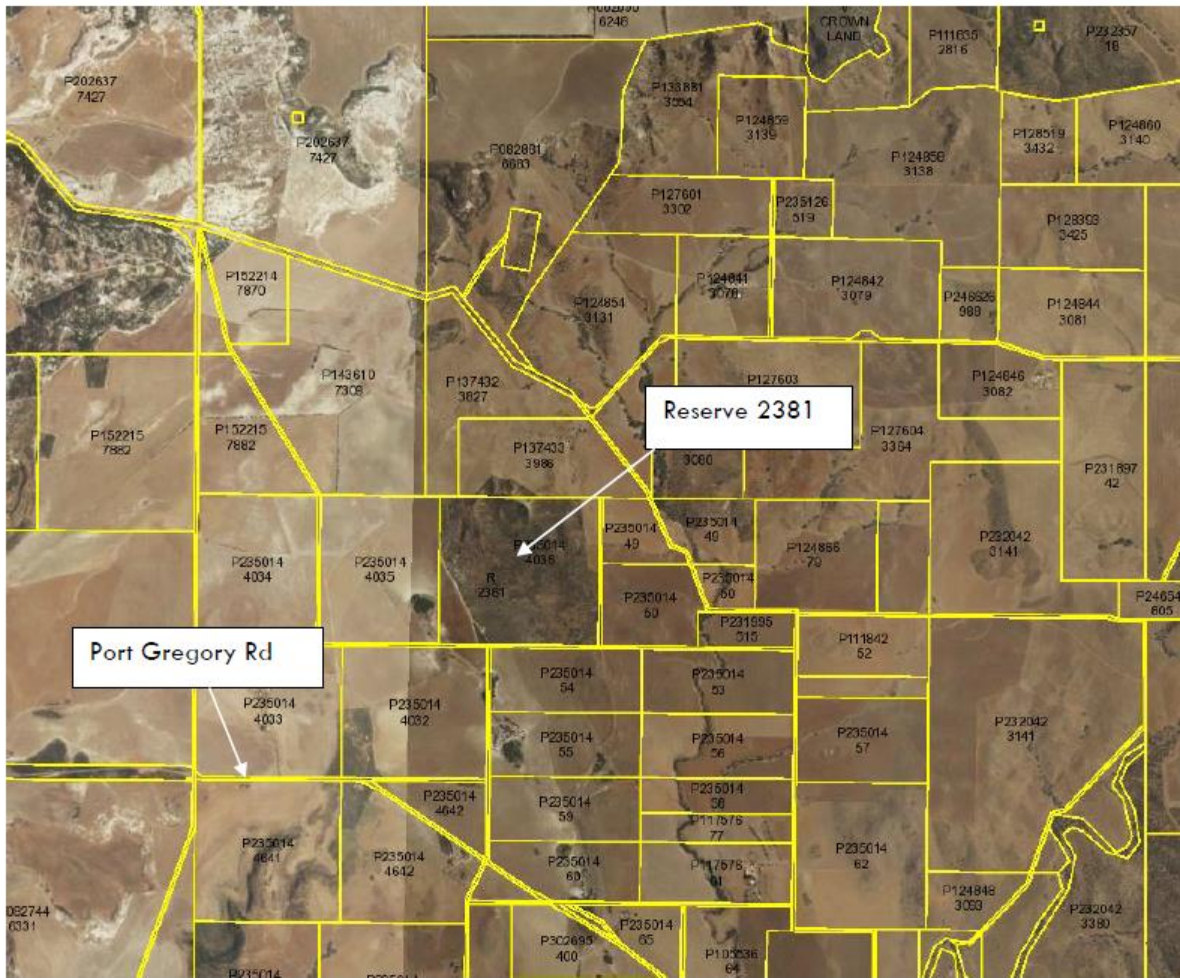
Reserve 51971 – NWCH



Area of Unallocated Crown Land – NWCH

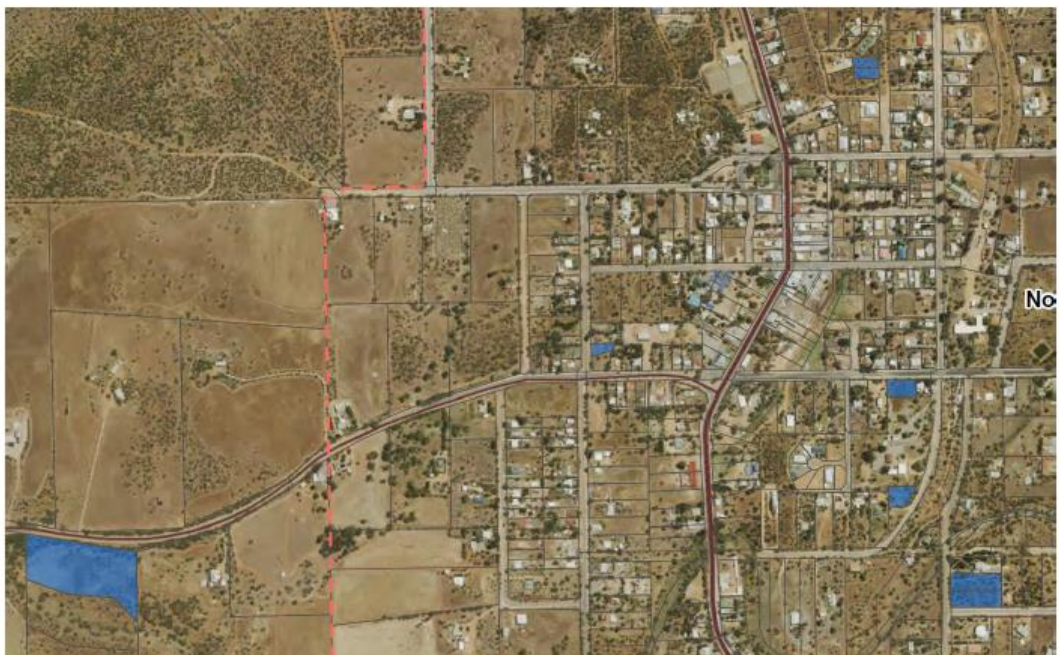


Reserve 1244 – Sudlow Road



Reserve 2381- Sandy Gully

Northampton Townsite Lots

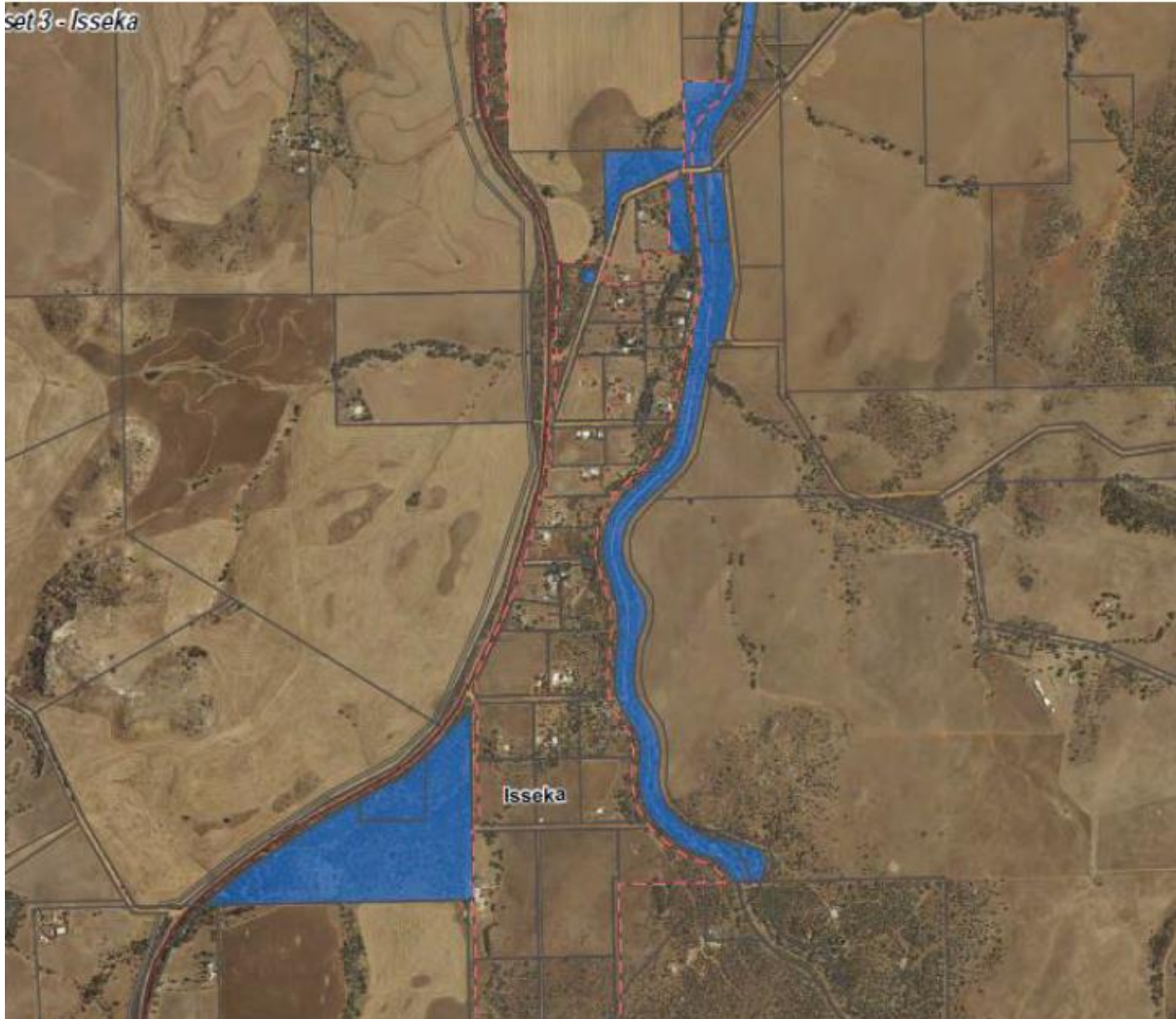




Binnu Townsite

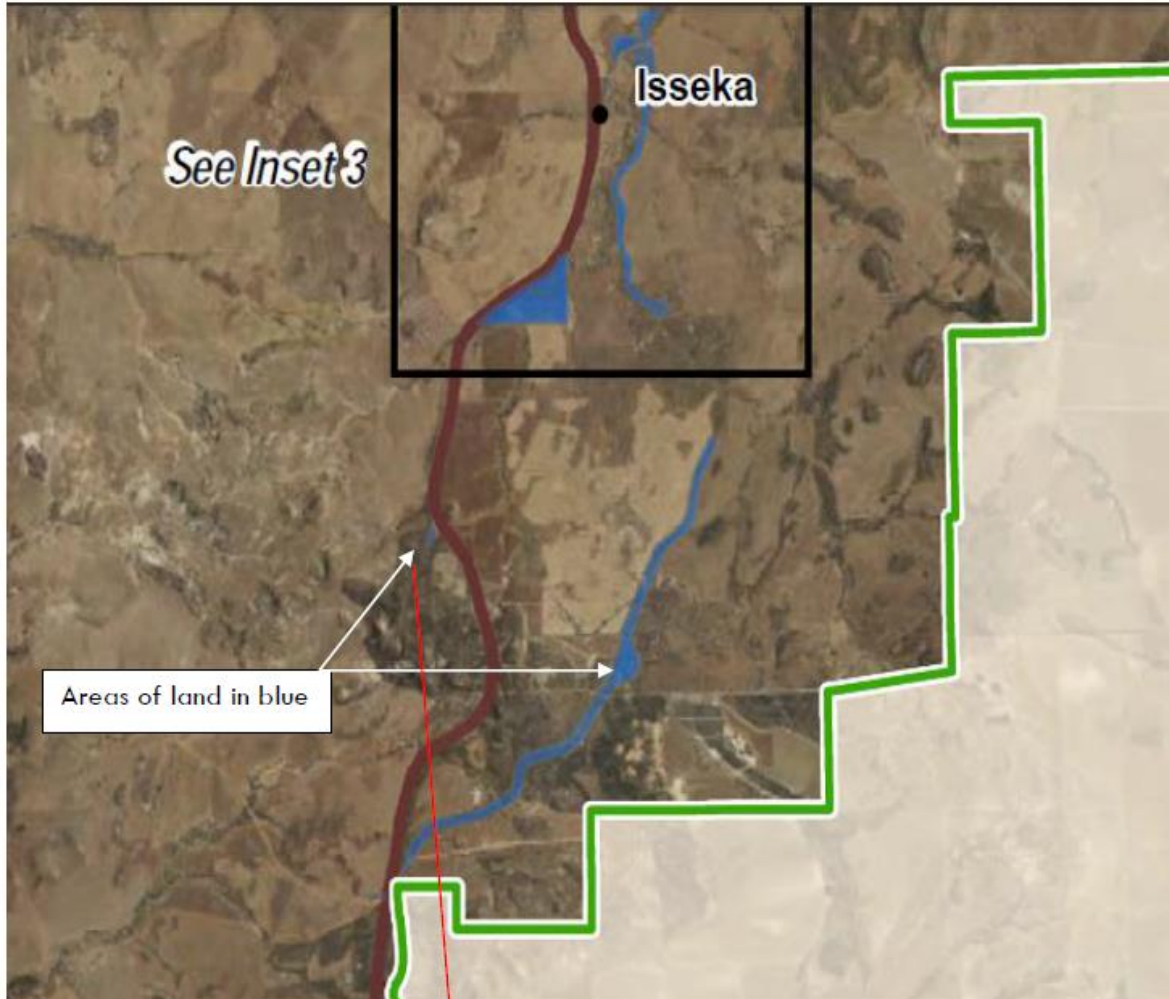


Isseka Townsite





Areas South of Isseka – being old Ajana to Geraldton Railway Line route



|  |                                    |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
|--|------------------------------------|------------------|-----------------|------------------------|---------------|------------------------|---------------------|---------------------------|---------------------|--------------------|------------------------------------|
| <b>7.5.3</b>   | <b>HORROCKS JETTY LIGHT</b>        |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"><b>LOCATION:</b></td> <td><b>Horrocks</b></td> </tr> <tr> <td><b>FILE REFERENCE:</b></td> <td><b>11.1.4</b></td> </tr> <tr> <td><b>DATE OF REPORT:</b></td> <td><b>6 March 2020</b></td> </tr> <tr> <td><b>REPORTING OFFICER:</b></td> <td><b>Garry Keeffe</b></td> </tr> <tr> <td><b>APPENDICES:</b></td> <td><b>1. Photos of existing light</b></td> </tr> </table> |                                    | <b>LOCATION:</b> | <b>Horrocks</b> | <b>FILE REFERENCE:</b> | <b>11.1.4</b> | <b>DATE OF REPORT:</b> | <b>6 March 2020</b> | <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b> | <b>APPENDICES:</b> | <b>1. Photos of existing light</b> |
| <b>LOCATION:</b>   | <b>Horrocks</b>                    |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
| <b>FILE REFERENCE:</b>   | <b>11.1.4</b>                      |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
| <b>DATE OF REPORT:</b>   | <b>6 March 2020</b>                |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
| <b>REPORTING OFFICER:</b>  | <b>Garry Keeffe</b>                |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |
| <b>APPENDICES:</b>   | <b>1. Photos of existing light</b> |                  |                 |                        |               |                        |                     |                           |                     |                    |                                    |

**SUMMARY:**

Council to consider replacing one solar light located on the Horrocks Jetty

**BACKGROUND:**

The lights at the recreation jetty have been in place since 2002. During the recent replacement of the main jetty structure “T” sections, the end light had to be replaced due to the weight it was placing on the structure and also due to its condition. The remaining light was not replaced due to financial constraints with the project.

The remaining light which is located in the middle of the jetty has now fallen into a state of disrepair with the actual solar panel missing which is now not charging the batteries to allow normal operations, and the structure becoming rusty to a point it should be replaced.

**COMMENT:**

As can be seen from the photos the light that needs replacing is of a bulky structure as compared to the new light at the end of the jetty. A quote has been obtained from the company/contractor who installed the end light with a similar design as the existing (unfortunately the existing light are no longer manufactured), supply and fitted \$3,510 GST exclusive.

With the jetty being a very popular recreation piece of infrastructure for all locals and visitors and used extensively for nighttime fishing, it is recommended that this light be replaced immediately to provide safety at nighttime for users.

**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 7.5.3**

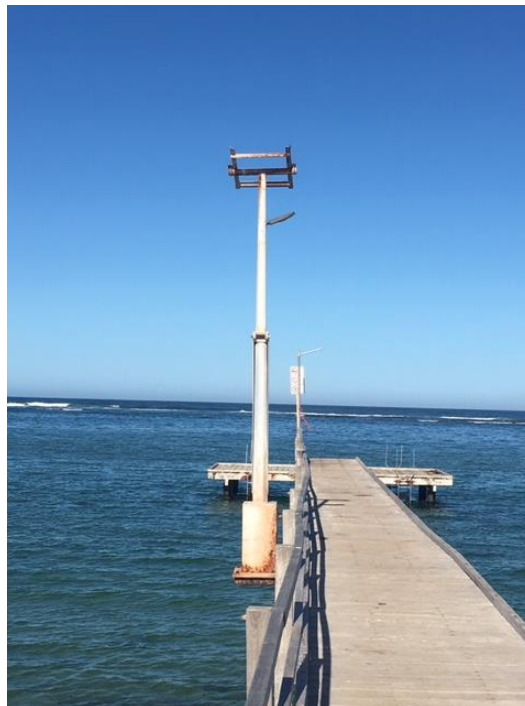
**That Council replace the Horrocks Jetty light at a cost of \$3,510 GST exclusive and this be declared authorised expenditure.**

**APPENDICES 1 – Photos of Jetty Lights**

New light at end of jetty



Light requiring replacing



**7.5.4**

**AFL FIGURES**

|                           |   |
|---------------------------|---|
| <b>LOCATION:</b>          | <b>Hampton Gardens, Northampton</b>                                   |
| <b>FILE REFERENCE:</b>    | <b>13.2.1</b>   |
| <b>CORRESPONDENT:</b>     | <b>Northampton Tourist Association</b>                                |
| <b>DATE OF REPORT:</b>    | <b>9 March 2020</b>   |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>   |
| <b>APPENDICES:</b>        | <b>1. Correspondence from NTA.<br/>2. Plan of location of figures</b> |

**SUMMARY:**

Council to determine recommended locations for the placement of nine AFL figures.

**LOCALITY PLANS:**

Refer Appendices 2.

**BACKGROUND:**

The request for replacement of life size AFL figures of persons who originated from Northampton and now playing or have played in the AFL has been presented to Council previously. At the 19 July 2019 Meeting Council resolved

*That Council defers a decision as to the location of the nine AFL figures until the Northampton Tourist Association provides a detailed design of the proposed structures and Councillors inspect areas within the Northampton townsite for the siting of the structures.*

Following the above meeting several items of correspondence has been received on the matter which have been forwarded to Council. The last contact was for Council to make suggestions for the figures location of which those comments were passed onto the NTA. One suggestion was for them to be placed on the Rams Shed located at the Northampton Oval however this obviously has not been supported by the proponents

The NTA through Mr Chad Smith have now submitted a request for the AFL figures to be located in the vicinity of the Hampton Gardens, and if approved, will require the removal of heritage machinery in one area.

We still have not received an actual design, but advice is that they will be life size aluminum cut outs with a photograph of each player, however the figure dimensions are:

3 mm thick aluminum life size cut outs, each with a 50 x 50 x 3 mm aluminum 'stake' stitch welded to the rear of the cut out. (This will allow 600 mm into the ground and have 1 x cross brace for extra support in the footing) with full colour digital print and laminate applied to the face, using a 7 year cast vinyl and a 7 year cast anti-graffiti laminate (approx 5 year life).

**COMMENT:**

As per the plan at Appendices 2, they are now proposing that the figures be located around the extremity of the Hampton Gardens wall.

From a management and heritage outlook perspective of the area some of the locations are not supported, particular the sites marked #1, being those along Bateman Street opposite IGA. The area in question is also a heritage precinct as per Councils Local Planning Scheme.

Sites marked #2 and #3 are supported in some regard however again the Council needs to be absolutely sure that these figures will fit in with the aspect of the Hampton Gardens precinct.

Management is concerned with the life span of only five years which will no doubt incur replacement costs and who is to cover those replacement costs will need to be determined and secured.

**COMMUNITY CONSULTATION:**

Apart from the advice from the proponents no other community consultation has taken place and it is recommended that this be undertaken prior to any commitment being made by the Council.

**FINANCIAL & BUDGET IMPLICATIONS:**

Advice from the NTA is that they have now secured funding for the figures and no financial contribution from Council is being requested.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.3**

**For Council determination.**

**APPENDICES 1 - Northampton Tourist Association correspondence**



POSTED  
16R30902

Northampton Tourist Association (INC)  
PO Box 289 Northampton WA 6535  
Ph: 9934 1488  
Email: info@northampton.com.au  
ABN 22 162 089 380

24 FEB 2020

Garry L Keeffe CEO and Councillors  
Shire of Northampton  
PO Box 61  
Northampton WA 6535

| NORTHAMPTON SHIRE COUNCIL |     |           |           |      |
|---------------------------|-----|-----------|-----------|------|
| File: 13-2-1              |     |           |           |      |
| Admin                     | Eng | Hlth Bldg | Town Plan | Rang |
| GK                        |     |           |           |      |

Dear Garry & Councillors

Proposed Project AFL Figures

Members of the Northampton Tourist Association met to discuss the placement; design and fund raising for the AFL figures of the local men that we believe deserve community recognition. The meeting was relatively small in number, however the ideas and input was very constructive and as such we would like to provide the Council with information and ideas that we now have. The design of the figures has been completed by Kick Solutions (Andrew Varney) and is attached for your reference. The figures are to be height specific to the individual player so that people and children can get a true indication of the player. The aluminium cut out will have a vinyl sticker applied that will also be covered in an anti-graffiti coating. This obviously has a life span and as such the optimum placement of the figures is in a southern orientation. The figures are to be concreted into the ground and the current design has been beefed up to help prevent any damage from heavy contact.

The costs associated with the figures have almost totally been raised and we are not expecting any funds from the Shire for the completion of the project. The discussion on the night was that placement down the main street would be ideal. Similar to the sheep. In this way we were hopeful that people would walk the entire street, looking for the figures and hopefully spending their time through the local businesses. From recent discussions we understand that this may detract from the Historical aspect of the business precinct. The second option that we would like to present is to place the figures on the south side of Hampton Gardens, on Bateman Street. The optimum placement would be on the south east corner, set back close to the wall and with a SSE orientation. This would allow them to be seen from the highway, there is more parking here than anywhere else in town, people stop with their caravans at the dump point and also shop at the IGA on the way through. This position would also lessen the likely hood of the figures being damaged or vandalised, given that it is a very visual location. Rick & Kerry Hasleby have also offered to place another camera onto their IGA surveillance just as a little bit of helpful deterrent. There is enough room, either side of the southern entrance for the figures. I have attached a map with these locations, plus 2 more that may be suitable.

Some of the other locations that we discussed may be suitable, however we believe they do not help to draw the people to the local businesses or recognize the significance of the achievements by these local men.

We are very hopeful that once the position is agreed upon we can organise an unveiling of the figures by the players on a day that is open to the public. This would then be followed up by a ticket only dinner and players night at the NCC. This night will be coordinated by the Northampton Tourist Association and the Northampton Football Club.

From this event we aim to raise money for a maintenance fund, that would be held in trust for the repair, replacement or purchase of any additional player figures in the future.

The cost of replacing the graphics to one cut out is quoted at \$350.00 plus GST. The indicated life span of the graphics is somewhere between 5 – 7 years. This is the best design that we have been able to obtain at an affordable price.

We are very excited about this project and strongly believe that it would be a great addition to the town.

Could the Council please consider our request and help us to get this under way in the near future.

Thanking you sincerely,



Chad Smith  
Co-ordinator  
19<sup>th</sup> February 2020.



**APPENDICES 2 – Plan for Location of Figures**



|   |   |                        |              |                       |  |                        |                     |                           |                     |                    |   |
|---|---|------------------------|--------------|-----------------------|--|------------------------|---------------------|---------------------------|---------------------|--------------------|---|
| <b>7.5.5</b>  | <b>LOCAL GOVERNMENT HOUSE DEED OF TRUST</b>                     |                        |              |                       |  |                        |                     |                           |                     |                    |   |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 40%;"><b>FILE REFERENCE:</b></td> <td><b>4.1.8</b></td> </tr> <tr> <td><b>CORRESPONDENT:</b></td> <td><b>WA Local Government Association</b></td> </tr> <tr> <td><b>DATE OF REPORT:</b></td> <td><b>9 March 2020</b></td> </tr> <tr> <td><b>REPORTING OFFICER:</b></td> <td><b>Garry Keeffe</b></td> </tr> <tr> <td><b>APPENDICES:</b></td> <td><b>1. Deed of Variation<br/>2. Clause 12 of Trust Deed 1994</b></td> </tr> </table> |   | <b>FILE REFERENCE:</b> | <b>4.1.8</b> | <b>CORRESPONDENT:</b> | <b>WA Local Government Association</b> | <b>DATE OF REPORT:</b> | <b>9 March 2020</b> | <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b> | <b>APPENDICES:</b> | <b>1. Deed of Variation<br/>2. Clause 12 of Trust Deed 1994</b> |
| <b>FILE REFERENCE:</b>  | <b>4.1.8</b>  |                        |              |                       |  |                        |                     |                           |                     |                    |   |
| <b>CORRESPONDENT:</b>   | <b>WA Local Government Association</b>                          |                        |              |                       |  |                        |                     |                           |                     |                    |   |
| <b>DATE OF REPORT:</b>  | <b>9 March 2020</b>   |                        |              |                       |  |                        |                     |                           |                     |                    |   |
| <b>REPORTING OFFICER:</b>   | <b>Garry Keeffe</b>   |                        |              |                       |  |                        |                     |                           |                     |                    |   |
| <b>APPENDICES:</b>  | <b>1. Deed of Variation<br/>2. Clause 12 of Trust Deed 1994</b> |                        |              |                       |  |                        |                     |                           |                     |                    |   |

**SUMMARY:**

Council to provide consent to a variation to the Trust Deed for the Local Government House Trust (The Trust).

**BACKGROUND:**

The Shire of Northampton is a unit holder and beneficiary to the Local Government House Trust, holding 4 unit/s as advised in WALGA’s recent Quarterly Report Q4 2019.

The Trust’s Board of Management is seeking to vary the Trust Deed in order to assist the Trust’s income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Northampton is requested to consent to the Deed of Variation (refer to Appendices 1) supported by a resolution of Council; and to communicate this consent to WALGA in writing. Note that WALGA are requesting consent for the Trustee to formally execute the attached Deed of Variation – this Council is not required to sign the deed of variation.

**Background on the Local Government House Trust**

The Local Government House Trust (“The Trust”) exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies “upon Trust” and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

### **Trust Deed Variation**

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk, nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. **The Subject to clause 22.3, the** right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

**22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.**

- 22.4 The Beneficiaries may at any time by Special Resolution:
- (a) remove a Trustee from the office as Trustee of the Trust; and
  - (b) appoint such new or additional Trustee.

3. Variation 2.3 insert a new clause 13A

**13A Delegation to the Board of Management**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.

**WALGA Comment**

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

**FINANCIAL & BUDGET IMPLICATIONS:**

There are no financial implications to this request.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.5**

**That Council provide consent to a variation to the Trust Deed for the Local Government House Trust (The Trust) as presented by the WA Local Government Association.**

**APPENDICES 1 – Deed of Variation**

**Attachment 1**

**DEED OF VARIATION**

**LOCAL GOVERNMENT HOUSE TRUST**



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

[eylawperth@au.ey.com](mailto:eylawperth@au.ey.com) [www.ey.com](http://www.ey.com)

Our Ref: 4WAL / 2004 7043

**Attachment 1**

EY

---

**THIS DEED** dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019

**BY**

**WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION** of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

**RECITALS**

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

## Attachment 1

EY

---

### NOW THIS DEED WITNESSES

#### 1. DEFINITIONS AND INTERPRETATION

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

#### 2. OPERATIVE PART

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";



**Attachment 1**

EY

---

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

## APPENDICES 2 - Clause 12 of Trust Deed 1994

### Attachment 2 Clause 12 of Trust Deed (Excerpt)

- 10 -

demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

#### 11.0 ADVANCEMENT OF CAPITAL

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

#### 12.0 POWERS OF INVESTMENT AND MANAGEMENT

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d)
  - (i) to borrow and raise moneys from; or
  - (ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,  
  
any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 12 -

property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 13 -

may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 14 -

- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

set forth and to administer such additions under the provisions hereof;

- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

**13.0 DELEGATION OF TRUSTEE POWERS**

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.

|  |  |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
|--|--|------------------------|---------------|-----------------------|---------------------------|------------------------|----------------------|---------------------------|---------------------|--------------------|--|
| <b>7.5.6</b>   | <b>COOLCALALAYA ROAD</b>                     |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;"><b>FILE REFERENCE:</b></td> <td><b>12.1.7</b></td> </tr> <tr> <td><b>CORRESPONDENT:</b></td> <td><b>Shire of Murchison</b></td> </tr> <tr> <td><b>DATE OF REPORT:</b></td> <td><b>10 March 2020</b></td> </tr> <tr> <td><b>REPORTING OFFICER:</b></td> <td><b>Garry Keeffe</b></td> </tr> <tr> <td><b>APPENDICES:</b></td> <td><b>1. 2030 Road Strategy Submission Form</b></td> </tr> </table> |  | <b>FILE REFERENCE:</b> | <b>12.1.7</b> | <b>CORRESPONDENT:</b> | <b>Shire of Murchison</b> | <b>DATE OF REPORT:</b> | <b>10 March 2020</b> | <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b> | <b>APPENDICES:</b> | <b>1. 2030 Road Strategy Submission Form</b> |
| <b>FILE REFERENCE:</b>   | <b>12.1.7</b>                                |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
| <b>CORRESPONDENT:</b>  | <b>Shire of Murchison</b>                    |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
| <b>DATE OF REPORT:</b>   | <b>10 March 2020</b>                         |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
| <b>REPORTING OFFICER:</b>  | <b>Garry Keeffe</b>                          |                        |               |                       |                           |                        |                      |                           |                     |                    |  |
| <b>APPENDICES:</b>   | <b>1. 2030 Road Strategy Submission Form</b> |                        |               |                       |                           |                        |                      |                           |                     |                    |  |

**SUMMARY:**

Council to consider a request from the Shire of Murchison to support a submission they have submitted for the inclusion of the Coolcalalaya Road within the Western Australian 2030 Road Strategy as a Type 2 road.

**BACKGROUND:**

The Shire of Murchison has submitted a request to the Regional Road Group a submission to include the Coolcalalaya Road within the 2030 Road Strategy for reasons as outlined in the submission form as per Appendices 1.

The Shire of Murchison at their February 2020 meeting resolved:

*“In light of Councils adopted 2030 Regional Roads Review and Murchison Local Roads Review Reports and the increased strategic importance of the Coolcalalaya Road, can Council write to the Shire of Northampton firstly advising them of Councils decisions and request that with this importance in mind they review the level of their maintenance activities undertaken on this road.”*

**COMMENT:**

The review of the 2030 Road Strategy has closed however as per the Murchison advice they are seeking an inclusion. The reviews are undertaken for all local governments on a five yearly basis.

The Coolcalalaya Road is not within the 2030 Road Strategy and therefore is not eligible for funding through the Regional Road Group process.

It is questionable from this Councils perspective that the road is of importance to warrant inclusion within the strategy as compared to other roads within our shire that are not in the strategy but pay a more important role to the services and economic value of the Shire, namely Chilimony Road and the Harvey/Horry Road link.



The Shire of Murchison are indicating that the road is significant for the tourism aspect, this would be our only reason to support it as the road in our shire only services Coolcalalaya Station which is no longer an operational station and the next station being Yallalong is within the Shire of Murchison.

The total length of the road from the North West Coastal Highway to the Murchison Shire boundary is 110km however the actual road reserve is an estimated 73km. The road reserve ends approximately 10km from the station homestead. The balance of the road from where the gazetted road reserve ends through to the Murchison Shire (estimated 37km) is what is classified as a public access road.

In respect to the maintaining of a public access road, Section 66 of the Land Administration Act 1997, states the following:

*66. Liability of Minister etc. in respect of public access route restricted*

- (1) This section applies to a person who is or at the relevant time was the Minister, the relevant local government, any holder of an interest in the subject Crown land or any other person acting under the authority or direction of the Minister, the relevant local government or that holder.*
- (2) Subject to this Division, a person to whom this section applies is neither —*
  - (a) obliged to perform any construction or maintenance in respect of a public access route; nor*
  - (b) an occupier of premises in respect of a public access route for the purposes of the Occupiers' Liability Act 1985.*
- (3) An action in tort does not lie against a person to whom this section applies for anything that that person has in good faith done in the performance or purported performance of a function under this Division.*
- (4) The protection given by subsection (3) applies even though the thing done in the performance or purported performance of a function under this Division may have been capable of being done whether or not this Division had been enacted.*

- (5) *In subsections (3) and (4), a reference to the doing of anything includes a reference to the omission to do anything.*
- (6) *Members of the public use a public access route entirely at their own risk.*

### **2030 Road Strategy Classification**

When reviewing roads for inclusion within the strategy there must be justification for a road's inclusion, and these are:

**Road Function:** Include road hierarchy category, RAV Network No (if applicable) and a comment on how the road makes a positive contribution to the economic and/or social wellbeing of the region and WA as a whole. Traffic count data must be included – average daily vehicles over a two week period and % of heavy vehicles using the road.

**Road Development Need:** Provide details of the road's future use.

**Road Development Strategy:** Provide a brief high level summary for the future development of the road including proposed funding sources (ie Road Project Grant, Black Spot)

The criteria for a significant road to warrant inclusion with the strategy are as per the following. Note that the road to be nominated does not need to meet all of the criteria listed but needs to be proven to warrant inclusion.

#### **1. Freight & Community Access**

- 1.1 Roads connecting areas of significant population (>500).
- 1.2 A road which performs a district distributor function in major urban centres.
- 1.3 A road which forms part of an inter-regional route.
- 1.4 A road which links inter-regional or regional routes.
- 1.5 The development of parallel routes should be avoided.
- 1.6 A road which connects major transport terminals or connects a major transport terminal to a major route.

- 1.7 A road which serves a major resource or industrial site.
- 1.8 A road providing access to regional institutions or community service centres.
- 1.9 A road used for hauling grain from an off road rail bin to a rail head.
- 1.10 A road which forms part of a regional heavy haulage route.
- 1.11 A road which provides access to a remote community with a population of more than 250.
- 1.12 A road which is the only land access between a remote community (population more than 50) and at least one town centre.

## **2. Tourism/Recreation**

- 2.1 Roads which provide access to tourist attractions or recreation areas of State or regional significance.
- 2.2 Roads which form part of a State or regionally significant tourist drive.
- 2.3 Roads which have a high visual quality proven through a formal visual assessment using a methodology approved by the Australian Institute of Landscape Architects.
- 2.4 Roads which connect the region with a significant tourist destination and give travel time and distance savings.

## **3. Road Function**

The road function is further described as the type of route:

- |                       |   |
|-----------------------|---|
| Regional Route:       | Shall be defined as a road that provides a connection between inter-regional routes or between areas of significant population. |
| Inter-Regional Route: | Shall be defined as a road that provides the main connection between this region, other regions in the State and interstate.    |
| Major Route:          | A road which provides both regional and inter-regional access.  |

As per the Road Function the justification requires a new road to be within established road categories as per the following:

Category 1: Major Road, where closure is a significant event and repair works cannot be deferred.

Category 2: Minor Road, where short-term closure is tolerable and repair works can be deferred.

Category F: Future Road, not yet constructed.

Future works for a road standard also need to be determined and are based on the type of road and traffic volume. The current standards to be considered for this proposal are:

Type 2 – formed road, annual daily traffic 0-30

Type 3 – gravel road, annual daily traffic 31-50

Type 4 – 4.0m wide sealed road, annual daily traffic 51-100

There are no current road counts for this road within this shire but expect it to be in the under 30 vehicles per day range.

**Shire of Murchison Review Proposal (refer to Appendices 1)**

For this road the Murchison Shire indicate the following criteria be applied:

1.2 A road which performs a district distributor function in major urban centres.

1.3 A road which forms part of an inter-regional route.

1.8 A road providing access to regional institutions or community service centres.

2.1 Roads which provide access to tourist attractions or recreation areas of State or regional significance.

2.4 Roads which connect the region with a significant tourist destination and give travel time and distance savings.

Of the above all are supported with the exception of 1.8 as it is of Managements opinion that this does not apply to this road

The road type would be a Type 2 – formed road which is supported.

### **CURRENT ROAD MAINTENANCE**

The current programme is that the road receives one grade per year and the grade is to the station homestead.

During the harvest season the section of road to Yandi Station is also graded in addition to the one year grade.

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

Should the road be approved for inclusion within the 2030 Road Strategy then Council could be required to undertake further improvements to the road. Such improvements would be funded on a 2:1 basis. At this early stage and as the road would be classed as a Type 2 formed road, annual maintenance is all that is deemed to be required but only to the station homestead as per current practice.

### **STATUTORY IMPLICATIONS:**

*State: Land Administration Act 1997*

### **STRATEGIC IMPLICATIONS:**

Corporate Business Plan – any future road upgrades to the road will need to be considered within the future reviews of the CBP.

### **VOTING REQUIREMENT:**

*Simple Majority Required:*

#### **OFFICER RECOMMENDATION – ITEM 7.5.1**

**That Council advise the Shire of Murchison that it supports its proposal to seek a review of the Coolcalalaya Road to form part of the 2030 Road Strategy, however also advise.**

- 1. The current road maintenance grading programme to the station homestead is considered adequate for the low volume of vehicles using the road.**
- 2. Advise that there are no future plans for any major upgrades to the road.**

**APPENDICES 1 – Shire of Murchison 2030 Road Strategy Submission**

**MID WEST REGION REGIONAL ROAD GROUP  
ROADS 2030–Road Justification and Development Strategy Submission/Amendment  
Assessment Form**

|                                   |                                   |                                   |
|-----------------------------------|-----------------------------------|-----------------------------------|
| Technical Committee Determination | Accepted <input type="checkbox"/> | Rejected <input type="checkbox"/> |
| Office Use Only                   |                                   |                                   |

**Local Government Authority Name & No:** Shire of Murchison **LGA No** 705

**Road Description and Location**

*Include as much information as possible in all areas to allow the TWG to assess each submission on its full merits*

|                           |  |
|---------------------------|--|
| <b>Road / Route Name:</b> | Coolcalalaya / New Forrest-Yallalong Roads |
|---------------------------|--|

| Road Name                | Road Number | Start SLK | Finish SLK | Length (km) | Is this road currently in the Roads 2030 document |
|--------------------------|-------------|-----------|------------|-------------|---|
| Coolcalalaya Rd          | 7050010     | 0.00      | 33.50      | 33.50       | No  |
| New Forrest-Yallalong Rd | 7050008     | 0.00      | 37.15      | 37.15       | No  |

**Road Justification**

**Road Function:** Include road hierarchy category, RAV Network No (if applicable) and a comment on how the road makes a positive contribution to the economic and/or social wellbeing of the region and WA as a whole. **Traffic count data must be included** – average daily vehicles over a two-week period and % of heavy vehicles using the road.

This Local Access Road is an east-west connection between Carnarvon – Mullewa Road and North West Coastal Highway. It provides a direct link to the major tourist coastal town of Kalbarri. and several “station stay” destinations and by definition is more akin to a Local Distributor Road.

The route then continues either to the Murchison Settlement or to Mt Magnet via the Twin Peaks-Wooleen Rd Meeberrie – Mt Wittenoorn Road to connect with Yalgoo North Road down to the junction with Dalgaranga/Mt Magnet Road across to Mt Magnet or to the Cue – Murchison – Cue / Meekatharra Route via the Boolardy-Kalli Rd

This gives access from North West Coastal Highway to Great Northern Highway providing an alternative route for tourists and travellers that wish to cut inland from the coast across to the central Murchison area.

Road is subject to flooding when the Murchison River is in flood. Within the Murchison Shire the road is approaching appropriate standard whilst within Northampton Shire sections between farming and pastoral areas require some improvement.

It therefore also fits the freight and community access and tourism / recreation criteria. There are no local traffic counts available but what is being submitted is merely a reflection of the strategic importance of the route.

**Road Development Need:** Provide details of the road’s future use

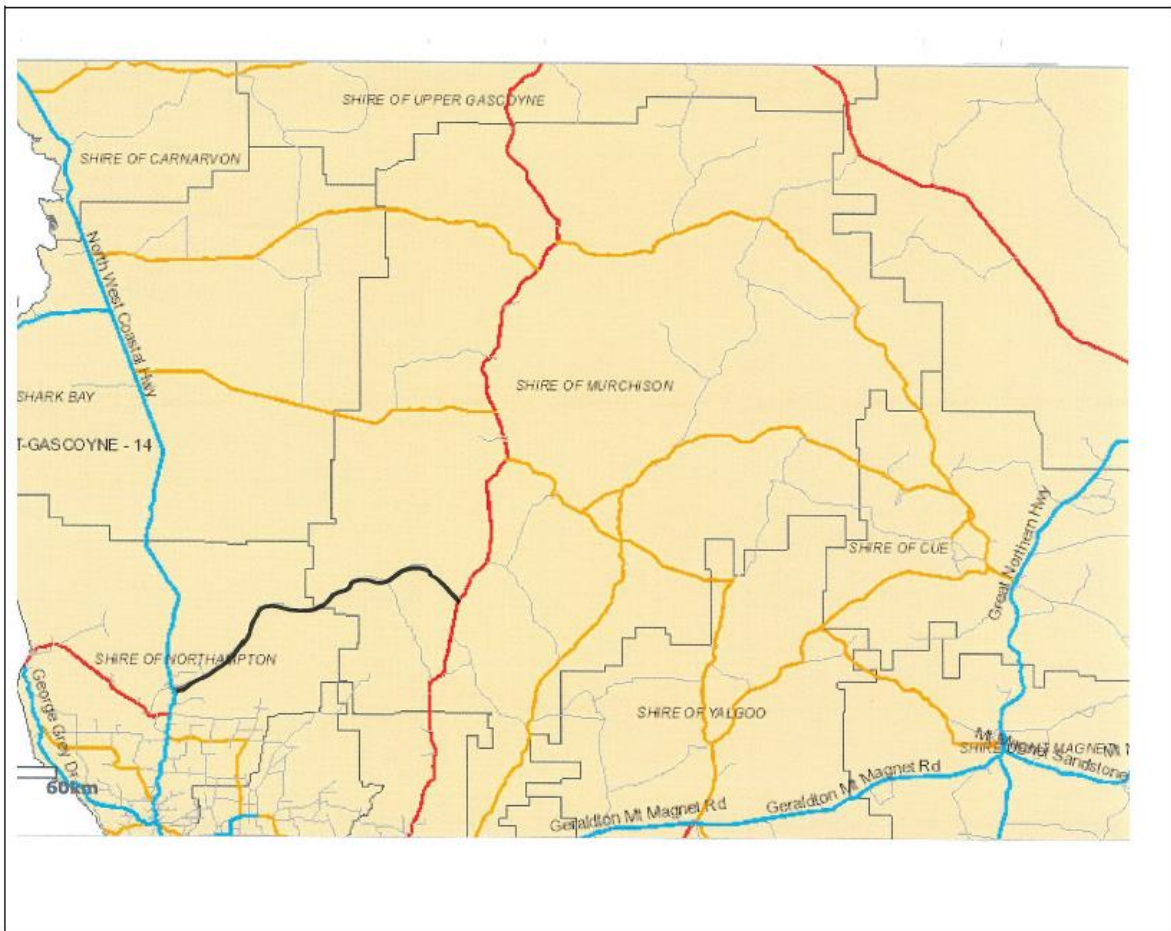
Within the Murchison Shire the road has been upgraded to a uniform Type 2 standard. There is a need to improve the road and maintain it to a Type 2 standard capable of providing reliable access in all but exceptionally wet weather. The road should be reclassified to a Local Distributor.

**Road Development Strategy:** Provide a brief high-level summary for the future development of the road including proposed funding sources (i.e. Road Project Grant, Black Spot)

Widening the formation and providing a uniform Type 2 – Formed Road standard should be undertaken to improve the safety and amenity of this road.

Funding via Main Roads WA, Roads to Recovery and Local Council.

**Locality Plan:**



CHECK LIST – please tick applicable criteria(s)

#### APPENDIX 1 –CRITERIA FOR SIGNIFICANT ROADS

##### 1. Freight & Community Access

- 1.1 Roads connecting areas of significant population (>500).
- 1.2 A road which performs a district distributor function in major urban centres.
- 1.3 A road which forms part of an inter-regional route.
- 1.4 A road which links inter-regional or regional routes.
- 1.5 The development of parallel routes should be avoided.
- 1.6 A road which connects major transport terminals or connects a major transport terminal to a major route.
- 1.7 A road which serves a major resource or industrial site.
- 1.8 A road providing access to regional institutions or community service centres.
- 1.9 A road used for hauling grain from an off road rail bin to a rail head.
- 1.10 A road which forms part of a regional heavy haulage route.
- 1.11 A road which provides access to a remote community with a population of more than 250.
- 1.12 A road which is the only land access between a remote community (population more than 50) and at least one town centre.

##### 2. Tourism/Recreation

- 2.1 Roads which provide access to tourist attractions or recreation areas of State or regional significance.
- 2.2 Roads which form part of a State or regionally significant tourist drive.
- 2.3 Roads which have a high visual quality proven through a formal visual assessment using a methodology approved by the Australian Institute of Landscape Architects.
- 2.4 Roads which connect the region with a significant tourist destination and give travel time and distance savings.

##### 3. Road Function

Whether the road services predominantly through traffic or local traffic.

#### DEFINITIONS

**Regional Route:** Shall be defined as a road that provides a connection between inter-regional routes or between areas of significant population.

**Inter-Regional Route:** Shall be defined as a road that provides the main connection between this region, other regions in the State and interstate.

**Major Route:** A road which provides both regional and inter-regional access.



**ADMINISTRATION & CORPORATE REPORT**

|       |                                   |   |
|-------|-----------------------------------|---|
| 7.5.7 | TRAVEL CLAIM – CR SMITH.....      | 2 |
| 7.5.8 | WITTECARRA CREEK SCULPTURES ..... | 5 |

**7.5.7 TRAVEL CLAIM – CR SMITH**

|                           |                         |
|---------------------------|-------------------------|
| <b>FILE REFERENCE:</b>    | <b>4.1.1</b>            |
| <b>CORRESPONDENT:</b>     | <b>CR Stewart Smith</b> |
| <b>DATE OF REPORT:</b>    | <b>16 March 2020</b>    |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>     |

**SUMMARY:**

Council to consider a request from Cr Smith for travel to the official opening of the RSL Hall redevelopment.

**BACKGROUND:**

Cr Smith has requested if travel costs will be reimbursed for travel to Northampton from Kalbarri for the RSL Hall redevelopment opening which occurred on Wednesday 11<sup>th</sup> March 2020.

CEO advice was that under current Council policy no travel costs for the event will be paid as the attendance was not a directive of Council nor was it a meeting of a nature that travel will be reimbursed for.

The matter is now being presented to Council for determination.

**COMMENT:**

The provisions of the *Local Government Administration Regulations* provide that:

*For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —*

- (a) an expense incurred by a council member in performing a function under the express authority of the local government; and*
- (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and*
- (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.*

Councils current policies that relates to payment of travel expenses are:

#### POLICY 3.1 COUNCILLORS OUT OF POCKET EXPENSES – TRAVEL EXPENSES

It is the policy of Council to pay to Councillors traveling expenses for attending ordinary and special meetings of Council and for attending meetings of Committees in the capacity of a member of that committee, in accordance with the provisions of the Local Government Act 1995. The committees of Council are:

Housing/Building Committee, Disability Services Committee, Audit Committee and any other Council Advisory Committee formulated throughout the year.

The expenses are to be paid only on receipt of a formal claim from a Councillor and is to be calculated on the number of kilometers between the Councillors principal place of residence or work within the Shire to the meeting venue and back. If the person does not live or work in the district the provisions rate as set by the Public Service Award 1992 (currently 94.3 cents per kilometer) The rate per kilometer is to reflect actual cost and is as specified in the Local Government Officers' (WA) Award from time to time.

A suitable claim form for this purpose will be provided by the Chief Executive Officer to all Councillors and will contain a declaration to the effect that the travel expense was incurred.

Further POLICY 4.3 – STAFF & COUNCILLORS ATTENDANCE AT CONFERENCES, TRAINING SEMINARS ETC, states

#### Councillors Travel Costs for use of Private Vehicle

- When Councillors utilise their personal vehicle to attend an approved conference/seminar/meeting on behalf of the Council, they are eligible to claim for reimbursement a rate of as set by the Public Service Award 1992 (currently 94.3 cents per kilometer) via the most direct route as determined by latest mapping data with an additional 100km of travel provided for use within the metropolitan area to allow for travel to and from place residing to the seminar/meeting/conference venue within the metropolitan region.
- Councillors when attending an approved conference/seminar/meeting on behalf of the Council within the metropolitan region, that they be given the option of a return airfare in preference to utilising their personal vehicle.

Council will not pay flight and other associated costs for the Councillors family members to travel at the same time.

From the CEO's perspective the opening of the RSL redevelopment was an invitation and not a meeting. The decision of the CEO not to accept Cr Smith's travel claim was based on the above legislation and Council policies.

**FINANCIAL & BUDGET IMPLICATIONS:**

An annual budget provision is made for Councillor travel expenses.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Local Government (Administration) Regulations*

**CURRENT POLICY :**

*Local: Shire of Northampton Policies 3.1 & 4.3*

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.7**

**For Council determination.**

**7.5.8 WITTECARRA CREEK SCULPTURES**

|                           |  |
|---------------------------|--|
| <b>LOCATION:</b>          | <b>Reserve 34550</b>                       |
| <b>FILE REFERENCE:</b>    | <b>11.1.7</b>                              |
| <b>CORRESPONDENT:</b>     | <b>Canoe &amp; Cray Carnival Committee</b> |
| <b>DATE OF REPORT:</b>    | <b>16 March 2020</b>                       |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                        |

**SUMMARY:**

Council to consider a request to approve the re-instating of the sculptures in Wittecarra Creek.

**LOCALITY PLANS:**



**BACKGROUND:**

On the 21<sup>st</sup> February the CEO received an email from Tyson Cable requesting Council to remove the sculptures that were placed in the Wittecarra Creek. One was a sculpture of a surfer and the other a fisherman, both were relatively small in size and had been in place for a considerable length of time prior to the above complaint being received.

All Councillors were contacted in regard to the complaint of which all Councillors supported the sculptures to remain in place. Mr Tyson was advised accordingly.

On either the 27<sup>th</sup> or 28<sup>th</sup> February the sculptures were removed from site, this was an action taken by an individual and not Council staff.

**COMMENT:**

The Kalbarri Canoe & Cray Carnival Committee are now seeking Council approval to have the sculptures re-instated.

Wittecarra Creek is located on a Recreation and Parklands reserve 34550 that has a Management Order drawn in favour of Council. The reserve boundary eastward ceases at the Red Bluff Road with the section of the creek on the eastern side being owned freehold.

Council has no policies in relation to this matter and will be a discretionary decision. It is considered though that the number of sculptures should be kept at a minimum so as the area does not become an eyesore with a large number of sculptures. In addition sculptures need to be kept at a small size and it may be a requirement for further requests for designs to be provided prior to any approvals being given.

If Council does provide approval it will need to be subject to the community, in this case the correspondent as they are making the request, being responsible for the maintaining of the sculptures and the Council reserves the right to remove them should they become into a state of disrepair or are of a design that is not considered appropriate.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.2**

**For Council determination.**

**ADMINISTRATION & CORPORATE REPORT**

|       |  |   |
|-------|--|---|
| 7.5.9 | PAYMENT OF EMPLOYEES IF QUARANTINED FOR COVID 19 | 1 |
|-------|--|---|

**7.5.9 PAYMENT OF EMPLOYEES IF QUARANTINED FOR COVID 19**

|                           |                                  |
|---------------------------|----------------------------------|
| <b>FILE REFERENCE:</b>    | <b>17.1.13 &amp; 7.1.23</b>      |
| <b>CORRESPONDENT:</b>     | <b>Australian Services Union</b> |
| <b>DATE OF REPORT:</b>    | <b>19 March 2019</b>             |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>              |
| <b>APPENDICES:</b>        | <b>1. Copy of correspondence</b> |

**SUMMARY:**

Council to consider if employees who are required to be in isolation or suffering from COVID 19 are to continue being paid once all leave entitlements have been exhausted.

**BACKGROUND:**

Correspondence has been received from the ASU seeking Local Government to support for the payment of up to 20 days paid leave to their employees.

Public Sector employers may grant up to 20 days of COVID 19 leave to employees who:

- have contracted COVID 19;
- need to care for another person who:
  - has COVID 19 or is required to self-isolate, or
  - cannot access school or other care arrangements because of COVID 19; or
- are otherwise prevented from working because of COVID 19.

COVID-19 leave is available after an employee's existing paid personal, carers or sick leave credits have been exhausted.

COVID-19 leave:

- is paid leave, with pay calculated in the same way as for annual leave, excluding loading;
- does not affect existing annual leave or long service leave accruals;
- is not accruable; and
- is available to all public sector employees including casuals.



**COMMENT:**

Council is requested to consider if employees who fit in the above category are to be paid additional leave once, they have exhausted their personal/sick leave.

The CEO sought advice from the WA Local Government Association on the matter who advised that if an employee falls under the above then the advice is that because the direction to self-isolate is coming from the Government and not the employer, the Local Government can offer the employee access to any accrued leave entitlements (but cannot force an employee to use their paid leave), or leave without pay.

If the employee is able to work from home, they can do so and continue to be paid by the Local Government while self-isolating.

The ASU are seeking 20 days of COVID 19 leave similar to the public sector however all the advice being received through government and health departments is that the isolation period is 14 days.

On this basis it is recommended that Council pay all employees who fall in the above category for a 15 day period only when they have exhausted their personal/sick leave entitlement.

**FINANCIAL & BUDGET IMPLICATIONS:**

There is no immediate financial cost to the council wages and salaries budget because the Council budgets to pay all the employees for a full year.

If a replacement employee is required to fill the position, then that will be an additional cost to Council if a large number of casual replacement staff or contractors are required.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.9**

**That Council grant up to 15 days of COVID 19 leave to all Shire of Northampton employees including casuals who:**

- 1. Have contracted COVID 19.**
- 2. Need to care for another person who:**
  - has COVID 19 or is required to self-isolate, or**
  - cannot access school or other care arrangements because of COVID 19.**
  - or are otherwise prevented from working because of COVID 19.**
- 4. Leave is available after an employee's existing paid personal, carers or sick leave credits have been exhausted.**
- 5. COVID 19 leave is paid leave, with pay calculated in the same way as for annual leave, excluding loading.**
- 6. Does not affect existing annual leave or long service leave accruals.**
- 7. COVID 19 leave is not accruable.**

**APPENDICES 1 – ASU Correspondence**



POSTED  
ICR30959

**Australian Services Union**  
WESTERN AUSTRALIAN BRANCH



**A.S.U.**

Our ref: C220790\_828782/MADDISON

18 March 2020

Shire Of Northampton  
Po Box 61  
NORTHAMPTON WA 6535

GK  
17.1.13  
9  
7.13

102 East Parade  
East Perth 6004  
PO Box 8208  
Perth Business Centre  
Perth WA 6849  
Tel: (08) 9427 7777  
Country Callers: 1800 064 657  
branch.secretary@asuwa.org  
www.asuwa.org

Dear Sir/Madam,

As the principal Union in Local Government we are experiencing a very high volume of enquiries from Local Government workers across the state in relation to COVID-19.

As you would be aware the issue around COVID-19 changes on a daily basis and this affects how the situation is being managed by the State and Federal Governments. What is evident from the enquiries from our Members, is that there are many aspects in relation to the workplace and COVID-19 which are not clear. The issue we get the most enquiries about is around leave entitlements.

The Western Australian Government has now announced COVID-19 leave for public sector workers. We understand this is designed to provide relief to WA workers and their families amid the coronavirus uncertainty.

Public Sector employers may grant up to 20 days of COVID-19 leave to employees who:

- have contracted COVID-19;
- need to care for another person who:
  - has COVID-19 or is required to self-isolate, or
  - cannot access school or other care arrangements because of COVID-19; or
- are otherwise prevented from working because of COVID-19.

COVID-19 leave is available after an employee's existing paid personal, carers or sick leave credits have been exhausted.

COVID-19 leave:

- is paid leave, with pay calculated in the same way as for annual leave, excluding loading;
- does not affect existing annual leave or long service leave accruals;
- is not accruable; and
- is available to all public sector employees including casuals.

The full circular is attached for your information.

This COVID-19 leave allows people who have contracted the virus themselves, have to self-isolate, need to care for a dependent or cannot attend work because of transport or other disruptions to take time off without having financial worries.

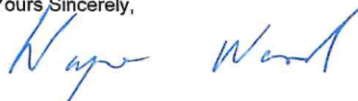
We understand WA Industrial Relations Minister Bill Johnston said "as we continue to manage the spread of COVID-19, it's vital that those displaying symptoms do not feel any pressure to continue to work, particularly due to financial concerns". "This is a responsible arrangement that will ensure workers' health is prioritised and we continue to reduce the spread of COVID-19 throughout the community."

On that basis we are urging your organization to adopt the same leave provisions in its entirety as set in the attached circular, so that local government employees do not feel any pressure to continue to work, particularly due to financial concerns

Your urgent consideration of this request and response is sought by COB Monday, 23 March 2020.

Please send your response to [branch.secretary@asuwa.org](mailto:branch.secretary@asuwa.org)

Yours Sincerely,



Wayne Wood  
Branch Secretary



Government of **Western Australia**  
Department of **Mines, Industry Regulation  
and Safety**

## Public Sector Labour Relations

Shaping a contemporary public sector workforce

Circular

### Circular 5/2020 – COVID-19 leave and other employment flexibilities

#### Background

Many things about COVID-19 and how it will affect the Western Australian community are uncertain. The State Government is monitoring the situation and responding accordingly.

This Circular sets out workforce flexibilities available to public sector employers. Employers should take a pragmatic and precautionary approach to managing work absences related to COVID-19, with a view to promoting health and safety for individuals, others in the workplace, and the public.

This Circular replaces PSLR Circular 4/2020 – COVID-19 and employment flexibilities.

#### Application

This Circular applies to Western Australian public sector employers and employees.

#### Self-isolation for COVID-19

The Australian Government is identifying groups of people required to self-isolate at home because of COVID-19. The advice will change as the situation develops. Employers and employees should monitor [wa.gov.au](http://wa.gov.au) to ascertain who is affected at any particular time.

Employees are urged to reconsider any international travel plans in light of the global pandemic.

#### Employment flexibilities for public sector employers

##### 1. COVID-19 leave

Employers may grant up to 20 days of COVID-19 leave to employees who:

- o have contracted COVID-19;
- o need to care for another person who:
  - has COVID-19 or is required to self-isolate, or
  - cannot access school or other care arrangements because of COVID-19; or
- o are otherwise prevented from working because of COVID-19.

COVID-19 leave is only available after an employee's existing paid personal, carers or sick leave credits have been exhausted.

COVID-19 leave:

- o is paid leave, with pay calculated in the same way as for annual leave, excluding loading;
- o does not affect existing annual leave or long service leave accruals;
- o is not accruable; and
- o is available to all public sector employees including casuals.

Pay for casual employees is to be calculated according to the preceding four-week average of shifts worked or the individual employee's rostered future shifts.

Employers are to keep records of COVID-19 leave granted for reporting purposes.

Each 'day' of COVID-19 leave is to be calculated according to the rostered or ordinary hours an employee would have worked on that day.

Public Sector Labour Relations (PSLR) will publish guidelines for access to and reporting on COVID-19 leave. Employers should contact PSLR to discuss implementation arrangements for specific occupational groups or work sites.

2. Employees required to self-isolate

An employee, including a casual employee, required to self-isolate because of Australian Government advice, but who is well, is to be paid the salary he or she would ordinarily be paid during their absence from work.

Pay for casual employees is to be calculated according to the preceding four-week average of shifts worked or the individual employee's rostered future shifts.

Working from home arrangements can be accommodated consistent with agency policies.

3. Employees absent from work because of reasonable concern about exposure

Some employees may seek not to attend work because of reasonable concern about exposure to COVID-19, even though the employee is not required to self-isolate.

Employers should take a pragmatic and precautionary approach, informed by current information about health risks.

Following an individual assessment of risk, an employer may decide to:

- o maintain the employee's salary for the duration of their absence;
- o allow the employee to access available leave or COVID-19 leave, or elect to take leave without pay; or
- o accommodate working from home arrangements, consistent with agency policies.

4. Employees who have contracted COVID-19

An employee who has contracted COVID-19 can access:

- o existing personal or sick leave credits (however those leave types are described in the applicable industrial instrument); or
- o COVID-19 leave if the employee has no personal or sick leave credits.

5. Evidence

Employers may:

- o before granting COVID-19 leave, providing salary maintenance, or exercising other flexibilities under this Circular, require employees to show reasonable evidence of their entitlement or to substantiate their concerns about exposure to COVID-19;

- o choose to waive any requirement for leave evidence if satisfied an absence is justified in response to the COVID-19 situation.

6. Working from home

Existing working from home arrangements can be accessed to manage absences from work due to COVID-19, subject to applicable agency procedures.

7. Temporary change of worksite

Employees may need to work elsewhere if an existing worksite becomes unavailable or inaccessible. Employers' existing business continuity plans should identify alternative arrangements for key employees in instances of this kind. PSLR can advise individual employers on the applicability of notification of change provisions and other industrial relations and workforce implications of temporary worksite change.

8. Temporary change of duties

Employers may temporarily deploy or relocate employees to priority work within or between agencies. Some employers have power to redirect employees in various ways under their statutes. Others may need to rely on the capacity to second officers under section 66 of the *Public Sector Management Act 1994* and applicable Public Sector Commissioner's Instructions.

In such a situation:

- o employees are not to be disadvantaged in relation to their existing pay and conditions; and
- o employers are to monitor temporary deployments and recall employees when priorities change.

9. Staff not attending work without notice

Employees are expected to attend work or notify the employer of reasons for not attending.

Employees not attending work without notification will be deemed to be on leave without pay.

**Further advice**

To discuss how this circular applies in individual circumstances, employers can contact their [Labour Relations Adviser](#) or email [publicsectorlabourrelations@dmirs.wa.gov.au](mailto:publicsectorlabourrelations@dmirs.wa.gov.au).



Alex Lyon | Executive Director  
Public Sector Labour Relations

Issue date: 16 March 2020