



File No: 4.1.14

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Councillor,

The next Ordinary Meeting of the Northampton Shire Council will be held on Friday 15th May 2020 by electronic means commencing at 1.00pm.

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

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER
8th May 2020



~ Agenda ~

15th May 2020

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 15th May 2020, by

electronic means commencing at 1.00pm.

**GARRY KEEFFE
CHIEF EXECUTIVE OFFICER**

8th May 2020

SHIRE OF NORTHAMPTON

DISCLAIMER

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

Signed  _____

Date 8th May 2020

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
15th May 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 – 17th April 2020

6. RECEIVAL OF MINUTES

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

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4.1 OPENING

The President thanked all Councillors and staff receiving the broadcast of this electronic meeting for their attendance and declared the meeting open at 1.12pm.

4.2 PRESENT

The President asked Council Members and staff to confirm that they were connected and in attendance, with the following attendees so confirmed:

Cr C Simkin	President	Northampton Ward
Cr S Krakover	Deputy President	Kalbarri Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr S Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Cr L Sudlow		Northampton Ward
Cr S Stock-Standen		Northampton Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mrs Michelle Allen	Planning Officer	

4.2.1 LEAVE OF ABSENCE

Nil

4.2.2 APOLOGIES

Nil

4.3 QUESTION TIME

None

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4.4 DISCLOSURE OF INTEREST

No disclosure of interests were declared.

4.5 CONFIRMATION OF MINUTES

4.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 20th MARCH 2020

Moved Cr SUCKLING, seconded Cr SUDLOW

That the minutes of the Ordinary Meeting of Council held on the 20th March 2020 be confirmed as a true and correct record.

CARRIED 9/0

4.5.2 CONFIRMATION OF MINUTES – SPECIAL MEETING OF COUNCIL 26th MARCH 2020

Moved Cr STEWART, seconded Cr SMITH

That the minutes of the Special Meeting of Council held on the 26th March 2020 be confirmed as a true and correct record.

CARRIED 9/0

4.5.3 BUSINESS ARISING FROM MINUTES

Nil

4.6 RECEIVAL OF MINUTES

Nil

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4.7 WORKS & ENGINEERING REPORT

4.7.1 INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)

Noted

4.8 HEALTH & BUILDING REPORT

4.8.1 BUILDING APPROVALS (ITEM 7.2.1)

Noted.

4.9 TOWN PLANNING REPORT

4.9.1 PROPOSED DEVELOPMENT APPROVAL AND LICENSE AGREEMENT RENEWAL – MOBILE FOOD VEHICLE – JETTY FISH TRUCK – RESERVE 52436 GREY STREET, KALBARRI AND COMMERCIAL PARKING AND STORAGE OF FOOD VAN UPON LOT 755 (NO. 26) BATAVIA CIRCLE, KALBARRI (ITEM 7.3.1)

Moved Cr SUCKLING, seconded Cr HAY

That Council, having taken into consideration the provisions of the Shire of Northampton's Local Planning Scheme No. 11 (Kalbarri) and the Shire's Local Planning Policies *Mobile Food Vehicles* grant approval for a mobile food vehicle to operate upon Reserve 52436, subject to the following conditions:

1. Development/use shall be in accordance with the attached approved plans dated 17 April 2020 and subject to any modifications required as a consequence of this approval the endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;
2. Any additions to, or change to, the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;

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3. This Development Approval and Mobile Food Vehicle Permit is valid until 16 April 2021, after which the further renewal of the approval by the local government is required annually. It is the responsibility of the operator to apply in good time before expiration, and the local government will not automatically re-issue approvals;
4. That Council determines the application renewal fee of \$30 plus mobile food vehicle permit fee of \$250 for a three month period (as per Local Planning Policy – *Mobile food Vehicles*) as the appropriate fee for this application;
5. That it is the responsibility of the operator to pay the appropriate mobile food vehicle permit fee in good time before expiration, and the local government will not automatically issue renewal notices;
6. That the scheduled quarterly payment fee of \$250 per three month period is due and payable on the following dates:
 - 17 July 2020;
 - 16 October 2020;
 - 15 January 2021; and
 - 16 April 2021.
7. Should payment of the permit fee not be received by the due date, the current application will become void and no longer valid;
8. The Mobile Food Vehicle Permit issued shall be displayed on the dash or another prominent visible location of the approved vehicle at all operating times;
9. The approval is for one (1) Mobile Food Vehicle only;
10. The Applicant shall at no time interfere or obstruct the operations and activities of the commercial fishing activities upon the Kalbarri Land-Backed Wharf, or any approved users of the land-backed wharf, to the satisfaction of the local government;
11. Should substantiated ongoing complaints be received in relation to Condition No. (10), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;
12. The Applicant shall obtain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the *Shire of Northampton's Local Planning Policy – Mobile Food Vehicles*;
13. The approved hours of operation of this food van are between 8am and 6pm, 7 days per week;

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14. This approval allows the following signs:
- Reserve 52436 - two (2) portable A-Frame or flag signs:
- (i) one sign to be located immediately adjacent to the food van upon Reserve 52436; and
 - (ii) the location of the second sign to be determined by the local government so as not to conflict with the entry statement to the land-backed wharf;
15. The approved signs as per Condition No. (14) must be removed at the end of trading each day and shall only be displayed when trading is currently being undertaken;
16. No further signs shall be permitted in relation to this Development Approval;
17. This approval is issued only to R. Smith and is NOT transferable to any other person or to any other land parcel, without the further application and approval of the Shire of Northampton;
18. The food van is approved to sell fresh and frozen seafood items only;
19. The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;
20. 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;
21. The mobile food vehicle is required to be removed from the approved Reserve locations at the close of business each day and is not permitted to be stored overnight upon any Reserve;
22. The use of a generator upon Reserve 52436 is only allowed during power outages and when the on-site power source is not accessible. At all other times, the Applicant shall utilise the power source provided by the Shire of Northampton;
23. The Applicant shall be wholly financially responsible for the use of electricity accessed via the metered outlet upon Reserve 52436;
24. Subject to no objections being received after the close of the advertising period on 13 April 2020, the mobile food vehicle is permitted to be stored within the property boundaries of Lot 755

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(No. 26) Batavia Circle, Kalbarri outside of trading hours subject to:

- (i) the van being stored within the property boundaries;
 - (ii) the food van not causing injury to or prejudicially affecting the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise; and
 - (iii) the Applicant meeting the requirements of Condition 26, as per below;
25. Should a valid, author identified planning objection be received during the advertising period with regards to parking and storing of the vehicle on Lot 755 (No. 26) Batavia Circle, Kalbarri, delegated authority will be authorised to the Chief Executive Officer to determine the matter that relates to parking and storage of the mobile food vehicle in Kalbarri;
26. No food is to be prepared within the dwelling upon Lot 755 (No. 26) Batavia Circle, Kalbarri and all food preparation shall be contained within the food vehicle, unless further application is made to, and approval is granted by, the Shire of Northampton;
27. The parking and storage of the commercial vehicle (food vehicle) upon Lot 755 (No. 26) Batavia Circle, Kalbarri requires annual approval, and the Applicant is advised that they must re-apply to the Shire of Northampton prior to the end of each financial year (30th June) to gain approval for the parking of the food van upon this residential lot; and
28. The Shire of Northampton reserves the right to reposition the mobile food vehicle's permitted trading area, to be undertaken in consultation with the Applicant, so as to improve the efficiency and effectiveness of the site's use, if required.

Advice Notes

1. *The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.*
 2. *The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Health Act and Regulations, the Food Act and Regulations and the Environmental Protection (Noise) Regulations, is required at all times;*
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3. *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be made within 28 days from the date of this notice.*
4. *If a commercial vehicle owner/driver, who has been granted approval to park a vehicle on a lot, wishes to replace the vehicle with a different type of commercial vehicle, or park the vehicle in a different location to that approved, a new application is required to be lodged with the local government.*

CARRIED 9/0

4.9.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2)

Noted.

4.10 FINANCE REPORT

4.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr SMITH, seconded Cr STEWART

That Municipal Fund Cheques 21867 to 21882 inclusive totalling \$79,102.75, Municipal EFT payments numbered EFT20496 to EFT20619 inclusive totalling \$360,673.19, Trust Fund Cheques 2505 to 2509, totalling \$1,216.15, Direct Debit payments numbered GJ09005 to GJ0913 inclusive totalling \$245,502.31 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 9/0

4.10.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2020 (ITEM 7.4.2)

Moved Cr SUDLOW, seconded Cr SMITH

That Council adopts the Monthly Financial Report for the period ending 31st March 2020.

CARRIED 9/0

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4.10.3 BANK OVERDRAFT/SHORT TERM FACILITY (ITEM 7.4.3)

Moved Cr STEWART seconded Cr SUCKLING

That Council authorise the use of a credit facility with WATC of \$1,000,000 and the credit facility be included in the 2020/2021 budget.

CARRIED BY AN ABSOLUTE MAJORITY 9/0

4.11 ADMINISTRATION & CORPORATE REPORT

4.11.1 LEASE/RENT FEE REDUCTIONS (ITEM 7.5.2)

Moved Cr STOCK-STANDEN, seconded Cr SMITH

That Council consider rent/lease reductions when considering the 2020/21 Budget for the following businesses:

- Horrocks Caravan Park (Summerstar Pty Ltd)
- Murchison Caravan Park (Lots 588 & 589)
- Kalbarri Fishing Fuel Supplies (4 Degrees)
- Kalbarri Boat Hire
- Northampton Oval (Education Department for school use); and
- Kalbarri Air Charter (annual hangar lease and landing fees).

CARRIED 9/0

4.12 PRESIDENT'S REPORT

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

11/04/2020 Regional Road Group Meeting

4.15 NEW ITEMS OF BUSINESS

Nil

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4.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday 15th May 2020 commencing at 1.00pm at a venue to be advised.

4.17 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.00pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 11 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 15th MAY 2020.

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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7.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM
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REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	6th May 2020

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

Specific Road Works

- Maintenance grading carried out on Erriary, Binu West, Yerina Springs, Hosken, Ogilvie West, Horry, Rifle Range and Frosty Gully Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Ogilvie West and Box Road/s.

Maintenance Items

- General – Signage and closure/opening of facilities surrounding the Covid 19 Pandemic.
- Northampton and Rural areas – General sign replacement and maintenance works.
- Northampton – Various Northampton townsite and rural road verge chemical spraying and verge pruning works.
- Kalbarri – Selective verge mowing and powerline tree pruning works.
- Kalbarri – Pothole and other reseal preparation works.
- Kalbarri – Replacement of a drainage grate on Grey Street.
- Kalbarri – Tip road maintenance undertaken.
- Kalbarri – Oiling of timbers at the nature-based playground.

Other Items (Budget)

- Hatch Road – Works completed to install and construct floodway crossing. All works completed except final hot bitumen reseal works and install of road furniture.
- Harvey/Horry Road – Works completed to construct and seal 3.6kms from end of existing bitumen up Muskerry Hill. Reseal works half completed prior to rain, culvert headwall works completed, guidepost installation and minor rock drainage works outstanding.
- Northampton cemetery memorial tree – Works completed to stone wall and tree installation surrounding the approved plan.
- Northampton – Hampton Gardens toilet – Replacement of stairway commenced.
- Northampton - Erwood Road roadworks commenced. Works completed to a cold emulsion bitumen surface. Outstanding works include concrete kerbing and bitumen reseal.

- Northampton – Basic clearing /preparation works to Bateman Street and Fifth Avenue construction works.
- Northampton – Lions car park construction. – works have been completed.
- Port Gregory - Shoulder reconditioning works continuing that to date includes bitumen sealing to widen seal width for approach into Port Gregory.
- Northampton Community Centre – Assistance given, and minor works undertaken to basketball court reconstruction/surfacing works.

Plant Items

- Nil.

For Council information.

SHIRE OF NORTHAMPTON

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

(May 2020)

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

<u>MUNICIPAL FUND CONSTRUCTION</u>			
<u>Northampton</u>			
Northampton - Bateman Street Construct and Seal 210m	R971		Works commenced
Northampton - Lions Park Construct and seal car park		COMPLETE	Works Completed
Northampton - Fifth Avenue Construct and Seal 230m	R986		Works commenced
<u>Kalbarri</u>			
Kalbarri - Blue Holes access - c/park (C/Over 2018/2019) Construct access road, car park, fencing, landscaping	R989		To Commence Mid May 2020
Kalbarri - Walker Street (C/Over 2018/2019) Reseal (0.107 - 0.370)	R979	COMPLETE	Works Completed
Kalbarri - Karina Mews Street (C/Over 2018/2019) Kerb replacement and Reseal	R982		Carry over to 2020/2021
Kalbarri - Gantheaume Crescent Reseal (0.120 - 0.820)	R987	COMPLETE	Works Completed
Kalbarri - Patrick Crescent Reseal (0.000 - 0.330)	R988	COMPLETE	Works Completed
Kalbarri - Ralph Street Reseal (0.000 - 0.530)	R989	COMPLETE	Works Completed
Port Gregory Road Shoulder Reconditioning - Edge reinstatement provisions	R991	COMPLETE	Works Completed
Kalbarri - CBD area Police Station Asphalt reseal	R963		
Kalbarri - Porter Street Asphalt reseal	R976		
Kalbarri - Smith Street Asphalt reseal	R990		
Cont.			
2019/2020 Budget Works	Job No	Status	Comments

<u>Rural</u>			
Hatch Road Install culvert and seal crossing	R985	COMPLETE	Works Completed
<u>MUNICIPAL FOOTPATHS</u>			
Northampton - Stephen Street (C/Over 2018/2019) Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		Carry over to 2020/2021
Kalbarri - Glass Street Install DUP Tiki Cove to Medical Centre	F709		To Commence/joined with Grey Street works
Kalbarri - Grey Street Install DUP Rushton Street to Red Bluff Road	F708		Works commenced 11th May
Kalbarri - Malaluca Pathway Undertake identified reinstatement works	T379	COMPLETE	
Port Gregory Install DUP Port Street to Lynton Avenue		COMPLETE	
Cont.			
MUNICIPAL FUND CONSTRUCTION	Job No	Status	Comments

<u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u>			
Northampton - Hampton Gardens Replace stairs at toilet			Works commenced 5th May
Northampton - Hampton Gardens Install paving and table/chairs on west side		COMPLETE	Pending installation of table and chairs
Northampton - Lions Park Ablutions Install pump and additional leach drains		COMPLETE	Works Completed
Northampton - Oval renovation Undertake Verti mowing		COMPLETE	
Kalbarri - Grey Street/Red Bluff car park Install 3 x seats and concrete slabs		COMPLETE	
Kalbarri - Oval/Tennis court area Install safety barrier booth ends		COMPLETE	
Kalbarri Depot Remove loading ramp and repair fencing		COMPLETE	
Kalbarri Depot Construct and install bus shed/shelter		COMPLETE	Managed/Supervised by CEO
Kalbarri Depot Install cover/roof over concrete tank.		COMPLETE	Works Completed
Kalbarri - Blue Holes car park area Fence upgrade at completion of car park			
Binnu tip site Establish new site/trenches			
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (6 wheeler) Purchase new - trade/sell existing P228 Truck		Awarded	Delivery End of May 2020
Northampton - New Truck Trailer Purchase new - trade/sell existing P262 (NR9376) Trailer Cont.		Awarded	Delivery End of May 2020
2019/2020 Budget Works	Job No	Status	Comments
Northampton - New Vibe Roller		COMPLETE	

Purchase new - trade/sell existing P204 (NR8941) Roller			
Northampton - Utility - Gardener/Cleaner Purchase New - trade/sell P236 (NR9890)- N/ton utility		COMPLETE	
Northampton - Utility - Northampton Ranger Purchase New - trade/sell P236- Horrocks utility		COMPLETE	
Northampton - Utility - Grader operator Purchase New - trade/sell P198 (NR82) - Nton tip utility			Vehicle replacement deferred to 2020/21
Northampton - Utility - Grader operator Purchase New - trade/sell P202 (NR8245) - Kalbarri tip utility		COMPLETE	
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Set of hand held 2-way radios		COMPLETE	
Northampton - Tip site generator			
Northampton - Chainsaw small			
Northampton Gardeners - R/charge extend hedge pruner		COMPLETE	
Northampton Gardeners - R/charge blower		COMPLETE	
Northampton Gardeners - R/charge garden shears		COMPLETE	
Northampton Gardeners - Battery charger		COMPLETE	
Northampton Gardeners - Petrol auger and bit		COMPLETE	
Northampton Gardeners - Felco secateurs x 2		COMPLETE	
Northampton Gardeners - Silvan backpack sprayer x 2		COMPLETE	
Northampton Gardeners - Folding tree pruning saw		COMPLETE	
Kalbarri - Rechargeable drill with batteries		COMPLETE	
Kalbarri - Rechargeable angle grinder/drill with batteries		COMPLETE	
Kalbarri - Gardener - Blower		COMPLETE	
Kalbarri - Manual push fertiliser spreader			
Kalbarri - Tow fertiliser spreader		COMPLETE	
General - Valve/service locator		COMPLETE	
General - Reticulation Fertiliser impregnation unit		COMPLETE	

HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF APRIL 2020	2
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7.2.1	INFORMATION ITEM: BUILDING STATISTICS
	DATE OF REPORT: 8th May 2020
	RESPONSIBLE OFFICER: Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

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

OFFICER RECOMMENDATION – ITEM 7.2.1
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For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - APRIL 2020									
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials	Area m2	Value	Fees
						1. Floor			1. App Fee
						2. Wall			2. BCITF
						3. Roof			3. BRB
									4. Other
07/04/2020	1774	R & S Heaton 99 Stephen St NORTHAMPTON	Norwest Building Group 279 Place Road WEBBERTON	99 (Lot 35) Stephen St NORTHAMPTON	Outbuilding	1. Concrete	60	\$30,450	1. \$105.00
						2. C/Bond			2. \$60.90
						3. C/Bond			3. \$61.65
									4. \$10.00
14/04/2020	1786	P Shinnick 25 Balcomore Chambers WANNEROO	L Ledger PO Box 204 KALBARRI	5 (Lot 273) Mallard St KALBARRI	Demolition	1. n/a	60	\$1,750	1. \$105.00
						2. n/a			2. \$0.00
						3. n/a			3. \$61.65
									4. \$0.00
21/04/2020	1787	M Pierce PO Box 394 NORTHAMPTON	B Ferstat 3 Eustace St WAGGRAKINE	24 (Lot 350) Shea St NORTHAMPTON	En-suite Addition	1. Concrete	8	\$16,500	1. \$105.00
						2. C/Bond			2. \$0.00
						3. C/Bond			3. \$61.65
									4. \$5.00
21/04/2020	1789	Uniting Church PO Box 550 NORTHAMPTON	L Hose PO Box 479 NORTHAMPTON	96 (Lot 151) Stephen St NORTHAMPTON	Demolition	1. n/a	160	\$14,000	1. \$105.00
						2. n/a			2. \$0.00
						3. n/a			3. \$61.65
									4. \$0.00
23/04/2020	1795	Uniting Church PO Box 550 NORTHAMPTON	D Harrington PO Box 377 NORTHAMPTON	96 (Lot 151) Stephen St NORTHAMPTON	Single storey manse Garden Shed	1. n/a		\$15,000	1. \$105.00
						2. n/a			2. \$0.00
						3. n/a			3. \$61.65
									4. \$0.00
29/04/2020	1779	J McDonald PO Box 460 KALBARRI	Owner/Builder	50 (Lot 49) Jacques Blvd KALBARRI	Retaining Wall	1. n/a	n/a	\$20,000	1. \$105.00
						2. n/a			2. \$0.00
						3. n/a			3. \$61.65
									4. \$500.00
29/04/2020	1788	G Turner & Y Whitehead PO Box 396 KALBARRI	G Turner PO Box 396 KALBARRI	10 (Lot 967) Pederick Place KALBARRI	Carport	1. Concrete	18	\$7,000	1. \$105.00
						2. n/a			2. \$0.00
						3. C/Bond			3. \$61.65
									4. \$0.00

TOWN PLANNING CONTENTS

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7.3.1 PROPOSED CARAVAN TEMPORARY ACCOMMODATION – LOT 29 (NO. 109) HAMPTON ROAD, NORTHAMPTON

LOCATION:	Lot 29 (No. 109) Hampton Road, Northampton
APPLICANT:	R S Pearce
OWNER:	R S Pearce
FILE REFERENCE:	10.8.1.1/A1197
DATE OF REPORT:	30 April 2020
REPORTING OFFICER:	Michelle Allen – Planning Officer Garry Keeffe – Chief Executive Officer

APPENDICES:

1. Site and Building Plans
2. Application
3. Owner Builder Certification
4. Correspondence – Main Roads WA
5. Photos of Caravan, Annexe and Ablutions

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 to use a caravan for temporary accommodation purposes in the residential area of Northampton has been received. The Applicant is seeking to reside in the caravan while undertaking the construction of a single dwelling and outbuilding as an owner-builder on Lot 29 (No. 109) Hampton Road, Northampton.

This report recommends approval of the Application to utilise the caravan for temporary accommodation purposes, subject to conditions.

LOCALITY PLANS:

Figure 1. Location of Lot 29 (No. 109) Hampton Road, Northampton

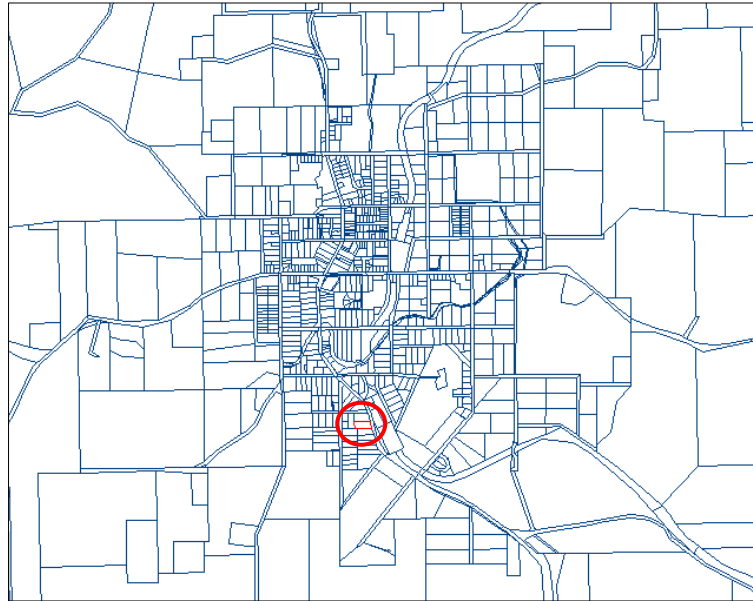


Figure 2. Site Plan of Lot 29 (No. 109) Hampton Road, Northampton



BACKGROUND:

The Applicant submitted an application to construct a single dwelling and outbuilding on Lot 29 (No. 109) Hampton Road, Northampton and was granted development approval (D/A 2020-014) and a building permit (Application No 1778) in March 2020. Details of the development are shown in **Appendix 1**.

The Proposal:

After receipt of development and building approvals, the Applicant submitted a request by email (see **Appendix 2**) to the Chief Executive Officer on 17 April 2020 requesting that Council consider their application to use a caravan, together with a small on site chemical toilet and shower, for temporary accommodation purposes while they undertake construction of the single dwelling and outbuilding on Lot 29 (no. 109) Hampton Road, Northampton. The applicant is currently residing in Mandurah and is proposing to relinquish the lease on that rental property and move to Northampton to undertake the work at Hampton Road as an Owner-Builder, as shown in **Appendix 3**. The closure of the Northampton Caravan Park and the need to reside on site for security purposes were stated as reasons for the request.

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

Lot Size	5,349m ²
Existing Development	Vacant Land
Access & Frontage	Access via Hampton Road (North West Coastal Highway)
Services	Water and Power
Topography	Flat
Vegetation	Cleared
Surrounding Land Uses	Residential R5 / Reserve 29209 Community Purposes

It is noted for Council information that there are a number of considerations to be taken into account with regards to the Applicant's application. In particular, these relate to the current closure of the caravan park in Northampton, the changes to planning legislation as a result of the impact of the COVID pandemic on developments in general, and the status of the applicant as an Owner Builder.

A full copy of the Applicant's request and justification for the need to live on-site during construction of the proposed dwelling and outbuilding together with the Chief Executive Officer's response is included in **Appendix 2**.

COMMUNITY & GOVERNMENT CONSULTATION:

The original application for the construction of the proposed single dwelling and outbuilding was advertised in 2020 in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days from 7 February 2020 until 21 February 2020 as per the following:

- One (1) letter to Main Roads WA to notify of proposed development and to seek feedback on preferred option for placement of driveway access/egress (driveway) to the lot from main arterial road of Hampton Road (North West Coastal Highway)

During the above advertising period Main Roads WA provided correspondence detailing their historical response to the previous owner in October 2017 that formalised access via a shared crossover that was proposed at that time to service both Lots 29 and Lot 30 Hampton Road, Northampton. Application to undertake these works was never forthcoming from the previous owner and it was noted that some works would be required to establish a new (additional) driveway access at Lot 30.

A copy of the correspondence dated 19 February 2020 is provided as **Appendix 4** to this report.

No consultation has been undertaken to date, in regard to the application to use a caravan for temporary accommodation purposes whilst construction of the dwelling and outbuilding is undertaken by the Owner Builder.

FINANCIAL & BUDGET IMPLICATIONS:

In February, the applicant paid the sum of \$384.00 being payment of the development application fee and the sum of \$1469.52 being payment of the building application fee for the single dwelling and outbuilding proposed on Lot 29 (no. 109) Hampton Road, Northampton. No application fee has been paid for this current application to use a caravan for temporary accommodation purposes.

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

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Scheme) Regulations 2015

Caravan Parks and Camping Grounds Regulations 1997

Local: Shire of Northampton Local Planning Scheme No. 10

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67 of Schedule 2 of the Regulations outlines a number of other matters that should be considered by local government when determining an application. The most relevant provisions are outlined below:

“In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application -

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the ‘Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*
- (c) any approved State planning policy;*
- (g) any local planning policy for the Scheme area;*
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following -*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality;*
 - (iii) social impacts of the development;*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to*

- protect or to mitigate impacts on the natural environment or the water resource;*
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;*
 - (s) the adequacy of -
 - (i) the proposed means of access to and egress from the site; and*
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;**
 - (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
 - (u) the availability and adequacy for the development of the following -
 - (i) public transport services;*
 - (ii) public utility services;*
 - (iii) storage, management and collection of waste;*
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*
 - (v) access by older people and people with disability;**
 - (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;*
 - (w) the history of the site where the development is to be located;*
 - (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
 - (y) any submissions received on the application;*
 - (za) the comments or submissions received from any authority consulted under clause 66;*
 - (zb) any other planning consideration the local government considers appropriate.*

Planning and Development (Local Planning Schemes) Amendment Regulations 2020

On the 4 April 2020 the Western Australian Minister for Planning announced an amendment to the regulations as *Part 10B Exemption from planning requirements for state of emergency*.

78H. Minister may issue notice of exemption from planning requirements in state of emergency

(1) *If a state of emergency declaration is in force under the Emergency Management Act 2005 Part 5 in relation to the whole or any area or areas of the State, the Minister may, by notice in writing, issue 1 or more exemptions from planning requirements under this Scheme.*

(2) *A notice under subclause (1) can be issued only if the Minister considers that it is necessary to do so for the purpose of facilitating response to, or recovery from, the emergency to which the state of emergency declaration relates.*

(3) *A reference in subclause (1) to a planning requirement —*

(a) *includes, without limiting that subclause —*

(i) *a requirement to obtain development approval; and*

(ii) *a requirement under a condition of development approval; and*

(iii) *a requirement relating to the permissibility of uses of land; and*

(iv) *a requirement relating to works; and*

(v) *a provision having the effect that a non-conforming use of land is no longer permitted because of a discontinuance of that non-conforming use; and*

(vi) *a requirement in relation to consultation, advertisement, applications, time limits or forms;*

but

(b) *does not include an environmental condition that applies to this Scheme as a result of an assessment carried out under the Environmental Protection Act 1986.*

(4) *A notice under subclause (1) may be issued whether or not the state of emergency declaration applies in relation to any part of the Scheme area, but only if it is necessary for the purpose referred to in subclause (2).*

(5) *An exemption in a notice under subclause (1) may —*

(a) *apply generally or to land, or classes of land, specified in the notice; and*

(b) *be unconditional or subject to any conditions specified in the notice.*

(6) *The Minister —*

- (a) *may, by notice in writing, amend a notice under subclause (1) for the purpose referred to in subclause (2); and*
- (b) *may, by notice in writing, revoke a notice under subclause (1); and*
- (c) *must under paragraph (b) revoke a notice under subclause (1) if the Minister considers that the notice is no longer necessary for the purpose referred to in subclause (2).*

[Clause 78H inserted: SL 2020/30 r. 5.]

Caravan Parks and Camping Grounds Regulations 1997

In determining where a person may camp, other than in a registered Caravan Park the relevant exerts of the *Caravan Parks and Camping Grounds Regulations 1997* outlines a number of matters that should be considered by local government when determining an application. The most relevant provisions are outlined below:

8A. Definition of “camp” in this Part

In this Part —

camp when used as a verb, includes to camp in a vehicle.

10. Where a person may camp

A person may camp only —

- (a) *at a site in a caravan park or camping ground, as appropriate, licensed under the Act; or*
- (b) *in accordance with regulation 11.*

Penalty: \$1000.

11. Camping other than at a caravan park or camping ground

(1) *A person may camp —*

- (a) *for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval;*
- (b) *for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;*
- (c) *for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would*

- cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
- (d) on any land which is —
- (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law and placed under the care, control or management of a State instrumentality,
- in accordance with the permission of that instrumentality; or
- (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
- (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (c) despite paragraph (b), by the local government of the district where the land is situated —
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.

(3) *In this regulation —*

building licence means a building licence under section 374 of the Local Government (Miscellaneous Provisions) Act 1960;

emergency means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

road side rest area means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —

(a) *resting;*

(b) *stopping; or*

(c) *camping,*

in a vehicle;

State instrumentality has the same meaning as it has for the purposes of the Land Administration Act 1997;

unallocated Crown land has the same meaning as it has for the purposes of the Land Administration Act 1997;

unmanaged reserve has the same meaning as it has for the purposes of the Land Administration Act 1997.

[Regulation 11 amended in Gazette 16 Jul 1999 p. 3202-4; 25 Aug 2000 p. 4911.]

Shire of Northampton Local Planning Scheme No. 10

The land is zoned ‘Residential R5’ under the *Shire of Northampton Local Planning Scheme No. 10*, with a Single House considered a permitted use and the Outbuilding also considered a permitted use as an associated structure of a Single House. The following purposes and intent for the ‘Residential’ zone being:

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

POLICY IMPLICATIONS:

Local: Shire of Northampton Local Planning Policy – Caravans for Temporary Accommodation

Local Planning Policy – Caravans for Temporary Accommodation

The *Local Planning Policy for Caravans for Temporary Accommodation* was adopted by Council at their 15 June 2018 Ordinary Meeting.

The *Local Planning Policy* states the following objectives:

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

The Local Planning Policy also details the following :

Clause 3.3.2:

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

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

Clause 3.3.3:

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

- a) *A building permit having been issued for the construction of the residence on the property with written evidence of a*

signed building contract with a registered builder for the construction of the residence, and a commitment date that is within 6 months by that builder for the commencement of construction of the residence; or

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

- b) A Statutory Declaration acknowledging the use of a caravan on-site is for temporary accommodation purposes only in accordance with regulation 11(2)(c) of the Caravan Parks and Camping Grounds Regulations 1997;*
- c) Provision of adequate ablution and washing facilities connected to an approved water supply and effluent disposal system to the satisfaction of the local government; and*
- d) The caravan being located within an outbuilding.”*

STRATEGIC IMPLICATIONS:

Nil.

COMMENT:

The applicant is a ceiling fixer by trade and has worked in the general building industry for many years. As an owner builder, he is applying to reside

on-site in a caravan with an annex (whilst undertaking the construction of the outbuilding and dwelling as an Owner Builder) on his Hampton Road lot.

Previous applicants seeking to temporarily reside on a vacant lot have been owners seeking to construct an outbuilding to reside in whilst organising for a dwelling to be constructed by a third party.

A number of factors have been considered in relation to the request, with each of these factors detailed separately below.

Amenity of the Location

The lot is located on Hampton Road (North West Coastal Highway) which is a visually prominent position within the townsite of Northampton in the 'Residential' area so ensuring the accommodation purpose of the caravan is temporary and does not compromise the amenity of the area is paramount and could be achieved by visual screening of the caravan and ablution facilities.

Generally, Residential R5 lots are in the order of 2,000m² and whilst the Hampton Road lot cannot be classified as Rural Residential in terms of size it is significantly larger than a typical residential lot. To enable the caravan to be in the vicinity of the septic system, it is proposed that the caravan be adequately screened from view of the street.

Current circumstances

The ability to stay in the local caravan park within the townsite of Northampton, which is in close proximity to the Hampton Road lot, is not available at present due to the park being closed. The Caravan Park is currently advertised for sale and may become an accommodation option in the future.

Currently, whilst State of Emergency declaration is in place in Western Australia, the financial impact of the Covid-19 pandemic has greatly affected the economy. The State Government recently introduced an amendment to the State's Planning and Development (Local Planning Schemes) Regulations 2015 in Schedule 2 Part B as '*Exemptions from planning requirements for state of emergency*'. These exemptions can apply in relation to some planning requirements whilst the state of emergency is in operation and is an attempt by the State Government to soften the financial impact on local economies and to facilitate a supportive environment for developments to continue to occur during these exceptional circumstances.

Consistency with previous Council decisions

Local governments within Western Australia did historically afford landowners the opportunity to temporarily reside on their property whilst constructing a permanent residence, subject to the minimum health and building standards being met. However, due to the high level of non-compliance occurring, (people continuing to reside in outbuildings or on-site and never actually constructing a residence), legal advice was sought by the Shire of Northampton and the *Caravans for Temporary Accommodation* Local Planning Policy was adopted on 15 June 2018.

At the time of developing the local planning policy, temporary accommodation options where applicants wish to reside on-site whilst building a permanent residence were considered and found to not be appropriate for a Class 10 building (outbuilding) to be used for habitable purposes, even on a temporary basis and nor was it considered appropriate in residential areas for caravans to be used for temporary accommodation purposes.

It was further determined that in rural residential and rural smallholding areas however, approval may be granted for the occupation of one caravan on-site for up to twelve (12) months subject to a building permit being issued for construction of a residence on the property with evidence of a signed building contract with a registered builder with a commitment date that is within six (6) months.

In the case of an owner builder, a building permit for construction of the residence must be issued and the applicant must lodge a bond of \$10,000 with the local government and a Statutory Declaration be provided giving commitment to construct a residence within six (6) months.

In considering the application to use a caravan for temporary accommodation purposes whilst constructing a dwelling and outbuilding, the following circumstances are noted:

- The applicant is the owner of Lot 29 (No. 109) Hampton Road, Northampton and is experienced in the general building industry;
- The applicant is proposing to relocate to Northampton from Mandurah to construct the development and to reside at the Hampton Road development once completed;
- Owner Builder approval has been granted to the applicant;
- Development Approval has been granted for the construction of the dwelling and outbuilding;
- A Building Permit has been issued for the construction of the dwelling and outbuilding;
- The closure of the caravan park in Northampton has excluded that as an accommodation option being available to the applicant at present; and
- The location of the caravan at the rear of the lot would meet the objective of the Shire's Local Planning Policy *Caravans for Temporary Accommodation* which is:
"To ensure that this type of temporary accommodation does not compromise the amenity of the area."

VOTING REQUIREMENT:

Absolute Majority Required. No.

CONCLUSION:

Having taken into consideration the requirements of the State's *Planning and Development (Local Planning Schemes) Regulations 2015*, the *Caravan Parks and Camping Grounds Regulations 1997*, the *Shire of Northampton's Local Planning Scheme No. 10* and *Local Planning Policy Caravans for Temporary Accommodation* and the unusual circumstances outlined previously in this application, it is recommended that Council approve the application, subject to the conditions detailed below

OFFICER RECOMMENDATION – ITEM 7.3.1**APPROVAL**

That Council, having taken into consideration the provisions of the Shire of Northampton's Local Planning Scheme No. 10 (Northampton), the Shire's Local Planning Policy *Caravans for Temporary Accommodation* and the current circumstances (closure of Northampton Caravan Park and Planning requirement exemptions), grant approval for a caravan to be placed on Lot 29 (No. 109) Hampton Road (North West Coastal Highway), Northampton, subject to the following conditions:

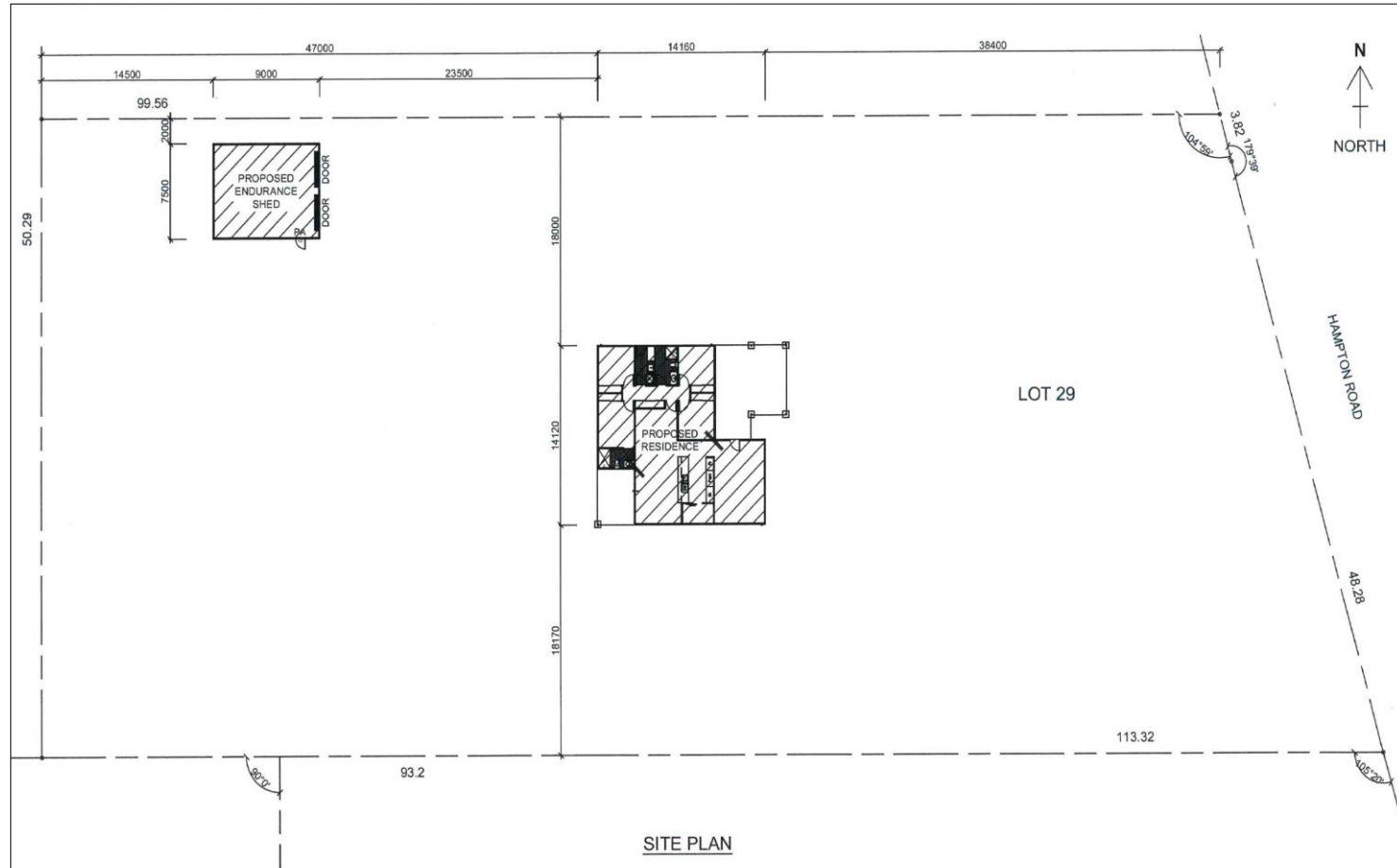
- 1. Development/use shall be in accordance with the attached approved plans dated 15 May 2020 and subject to any modifications required as a consequence of this approval the endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;**
- 2. Any additions to, or change to, the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**
- 3. This Development Approval is valid until 15 May 2021, after which further application to the local government is required. It is the responsibility of the applicant to apply in good time before expiration, and the local government will not automatically re-issue approvals;**
- 4. This approval is issued only to R. Pearce and is NOT transferable to any other person or to any other land parcel, without the further application and approval of the Shire of Northampton;**
- 5. A bond of \$5,000 shall be lodged with the Shire of Northampton prior to commencement of the development with the bond money to be repaid to the Applicant upon completion of the dwelling to lock-up stage;**
- 6. The approval is for one (1) Caravan with Annexe, one (1) portable chemical toilet and one (1) portable shower only;**
- 7. The caravan and ablution facilities are to be positioned on the lot so as to be not visible from Hampton Road and will include visual screening measures, to the approval of the local government;**
- 8. The ablution facilities (toilet and shower) are to be connected to the new septic system for the proposed dwelling;**

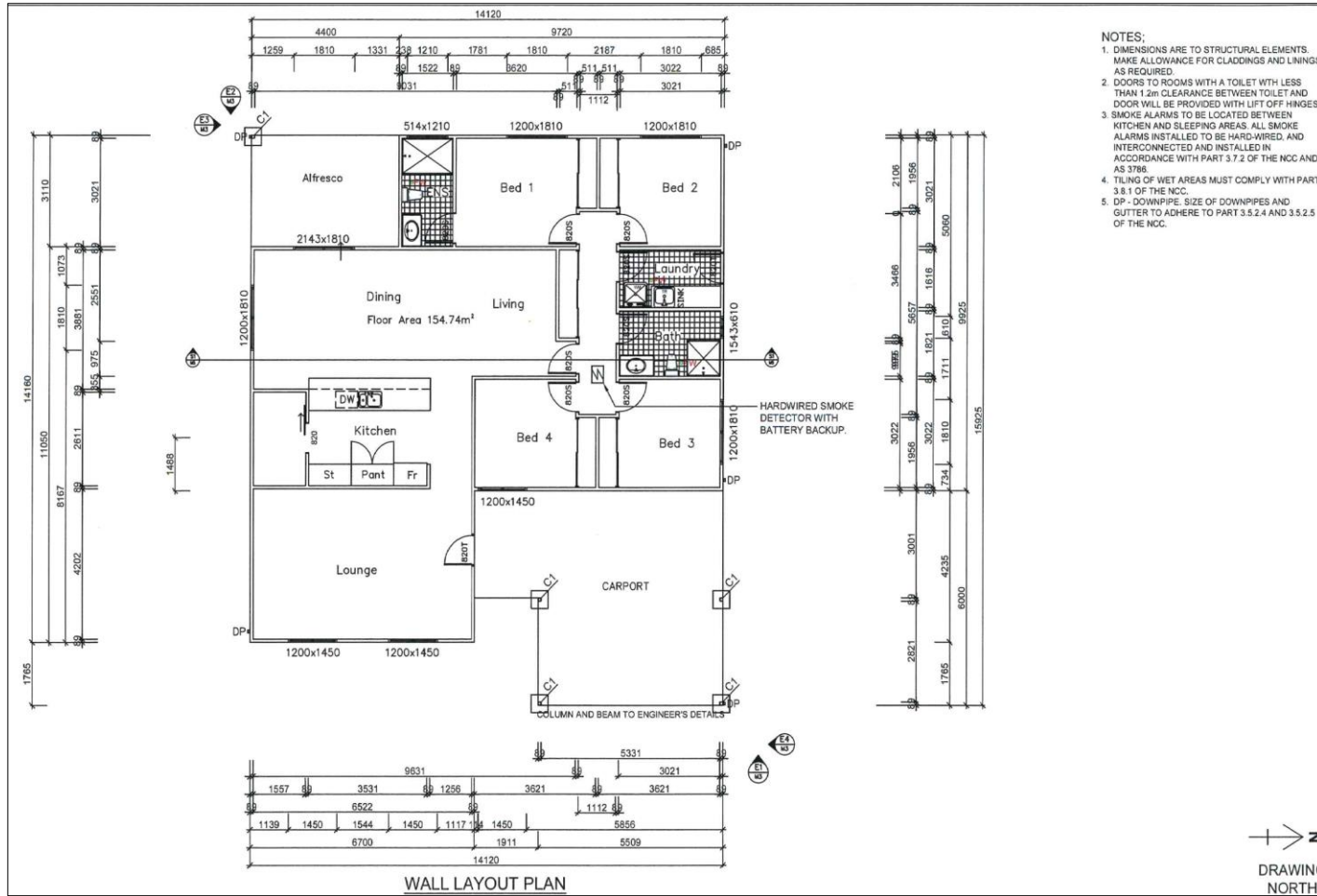
9. **Should substantiated ongoing complaints be received in relation to the placement of the caravan on Lot 29 (No. 109) Hampton Road, Northampton), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;**
10. **The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;**
11. **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;**
12. **The use of a generator upon Lot 29 (No. 109) Hampton Road is only allowed during power outages and when the on-site power source is not accessible. At all other times, the Applicant shall utilise the power source available on site;**

Advice Notes

1. *If the development/use the subject of this approval is not substantially commenced within a two (2) year period, the approval will lapse and be of no further effect.*
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.*
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.*
4. *The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Health Act and Regulations and the Environmental Protection (Noise) Regulations, is required at all times;*

APPENDIX 1 - SITE AND BUILDING PLANS





APPENDIX 2 – APPLICATION

From: Rick Builder <rickbuilder14@gmail.com>
Sent: 14 April, 2020 8:11 AM
To: Garry Keeffe <ceo@northampton.wa.gov.au>
Subject: Northampton build

Dear Garry Keeffe,

I am writing to you with regards to a property my partner & myself purchased late last year in the shire of Northampton.

We submitted plans to build a steel framed home to Shire & we were recently advised that our application was successful, we will have power connected shortly, water has been connected & we have had discussion with Earth Work & a plumber to begin shortly.

Although we are a middle age couple the majority of work will be done by myself as owner builder (my background as always been in building).

Steel Frames have been ordered & paid for.

We currently reside in a rental property in Mandurah which we have given notice to vacate next month.

We have purchased a small caravan, sight shower & sight toilet that we were under the impression we could put down the back of our 1 acre property hidden behind the trees, to stay in whilst we build

When we were up in Northampton not so long ago I met with Shire staff, we were advised due to our circumstances we should be emailing yourself & asking for permission to do so.

I sincerely hope you will consider our need to stay on sight while building, as now we have nowhere else to go.

Apart from our lovely next door neighbours & a couple of contractors, we don't know anybody else in your lovely little township.

Hence we would find it extremely hard, if not impossible to go on with our dream build if we can't stay on sight.

Please grant us permission to stay on sight & build respectfully.

Yours Sincerely

Rick & Paula Pearce

--

Rick | Manager
RBM Contractors
PERTH, WA 6000
AUSTRALIA

Cell: 0413 799 280 | rickbuilder14@gmail.com

From: Garry Keeffe <ceo@northampton.wa.gov.au>
Sent: Wednesday, April 15, 2020 1:04 PM
To: Rick Builder <rickbuilder14@gmail.com>
Cc: Michelle Allen <cdo@northampton.wa.gov.au>; Wendy Dallywater <eho@northampton.wa.gov.au>
Subject: RE: Northampton build

Further to your below email, I advise the following:

Town Planning Requirements

Councils current Local Planning Policy for “*Caravans for Temporary Accommodation*” states that the use of caravans for temporary accommodation purposes in residential areas (even located within an outbuilding) could have a detrimental impact on the amenity of the area and would be contrary to resident’s expectations for development in the locality. Therefore the use of caravans for temporary accommodation purposes in residential areas would not be approved.

However you do have the option of lodging an application to the Council for their consideration, staff are unable to provide such approvals.

If Council were to provide approval though it will come with a number of conditions and one of those is a possible \$10,000 bond to ensure the caravan is no longer used for temporary accommodation and the two outbuildings are either removed from site or used for other purpose than human habitation. Upon the compliance of this the bond is refunded.

Other conditions that the Council would be requested to consider when determining your application would be:

- That the caravan, toilet or shower are positioned so that they not readily visible from Hampton Road via the use of existing vegetation on the land and erecting of screens.
- That the approval would be for a 12 month period only.
- The site toilet and site shower are to be connected to the proposed new septic system for the proposed dwelling.

It is recommended that you submit a formal request to Council and explain your situation and provide reasons for why you need to live on-site during the construction of the proposed dwelling.

Garry L Keeffe
Chief Executive Officer
P: 99341202 M: 0427 341202
ceo@northampton.wa.gov.au
www.northampton.wa.gov.au

APPENDIX 3 – OWNER BUILDER CERTIFICATION



Department of Mines, Industry Regulation
and Safety

Richard Stephan Pearce
94 Hickman Rd
SILVER SANDS WA 6210

OWNER-BUILDER APPROVAL

IMPORTANT

- This approval is not a building permit and it does not imply that your project will be granted a building permit by your local government authority.
- Please ensure a building permit application has been lodged with your local government authority before this approval expires.

The Building Services Board has granted owner-builder approval to the individual whose name is listed below under the provisions set out in the *Building Services (Registration) Act 2011*.

Approval Number:	1007729
Name of Owner-Builder:	Richard Stephan Pearce
Date of Approval:	17 January 2020
Approval Expiry Date:	17 July 2020
Address of Building Work:	Lot 29 109 Hampton Road, Northampton
Local Government Authority:	Northampton Shire
Type of Building Work Permitted:	Class 10 building Class 1(a)(i) construct new dwelling Class 1(a)(i) existing dwelling, additions & alterations
Conditions on Approval:	Completed structure is checked by an engineer or building surveyor (cyclone area). Ongoing compliance with representation made in the application

P. T. 112

Authorised Person

Level 1, 303 Sevenoaks Street, Cannington, Western Australia 6107
Locked Bag 14, Cloisters Square, Western Australia 6850
Telephone 1300 489 099 Facsimile (08) 6251 1501
be.licensingenquiries@dmirs.wa.gov.au
www.dmirs.wa.gov.au/building-commission

APPENDIX 4 - CORRESPONDENCE (MAIN ROADS WA)



Enquiries: Pia Marshall on (08) 9956 1210
Our Ref: 20/894, D20#139435
Your Ref: 10.8.1.1/(A1197) OCR32744

19 February 2020

Shire of Northampton
Michelle Allen
Planning Officer
Email: cdo@northampton.wa.gov.au

Dear Michelle,

Development Application – Driveway Placement - Lot 29 (No. 109) Hampton Road (North West Coastal Highway), Northampton 51.01 SLK.

Thank you for your recent correspondence regarding the placement of driveway at Lot 29 Hampton Road, Northampton 51.01 SLK

Main Roads responded to an enquiry from the previous owner of Lot 29 in 2017 in regards to formalising the access at Lot 29 and 30 Hampton Road (ref: D17#859238). At the time of the enquiry, the only access available was at Lot 29 with internal lot access to Lot 30. The advice provided was to establish a shared driveway for the benefit of both lots and to do so to Main Roads specifications and by lodging an "Application to Undertake Works within the Road Reserve". Please refer to the attached advice and mark-up.

To date, Main Roads has not received an application for these works, however it is noted some works may have been completed to establish a new (additional) driveway access at Lot 30. It is still Main Roads recommendation that the kerbing adjacent Lot 30, which is not trafficable, be replaced like-for-like with Lot 29. The implementation of trafficable kerb would ensure the safe egress and ingress to Lot 30 at a 90-degree angle.

Notwithstanding the outstanding matters with Lot 30, the driveway currently established at lot 29 is suitable for the proposed development and in accordance with Main Roads Driveway Policy, therefore Main Roads recommend that the driveway be retained. If the proponent requires any upgrades/modifications to the existing driveway, an "Application to Undertake Works in the Road Reserve" must be completed and submitted to Main Roads for approval prior to any works commencing.

If you would like any further information, please contact Pia Marshall on (08) 9956 1210.

Yours sincerely,

For Bernie Miller
Regional Manager
Mid West-Gascoyne Region

Main Roads Western Australia
Mid-West Gascoyne
Geraldton Office, Eastward Road, PO Box 165, Geraldton WA 6531

mainroads.wa.gov.au
enquiries@mainroads.wa.gov.au
138 138

APPENDIX 5 – CARAVAN PHOTOS



7.3.2 REQUEST FOR FEE REDUCTION - AMENDMENT TO DEVELOPMENT APPROVAL - CARAVAN & CHALET PARK, MANAGER'S RESIDENCE & RECEPTION AREA – LOT 10646 (NO. 399) RED BLUFF ROAD, KALBARRI

LOCATION:	Lot 10646 (No. 399) Red Bluff Road, Kalbarri
FILE REFERENCE:	10.6.1.3 / A1698
DATE OF REPORT:	5 May 2020
APPLICANT:	Halsall & Associates
OWNER:	Summerstar Pty Ltd
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER:	Garry Keeffe – Chief Executive Officer
APPENDICES:	
1.	Correspondence from Halsall & Associates

AUTHORITY / DISCRETION:

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

SUMMARY:

A request has been received by the Applicant, Halsall and Associates, on behalf of the landowner, Mr John Layman, for Council to consider allowing a fee reduction of the required development (planning) and building application (amendment) fees, in light of the fees paid to date, and also that the proposed amendments to the plan do not comprise significant changes.

Council is therefore requested to consider the Applicant's request for a planning fee reduction.

BACKGROUND:

A fee reduction request has been received from Halsall and Associates, with regard to the planning and building application fees due in relation to the proposed amendments as outlined in the Applicant's full request, as included as **Appendix 1** to this report.

In summary, the Applicant has stated that the modifications are of a minor nature, and are in response to the presence of rock when attempting to install the swimming pool.

In consideration of the Applicant's request, the additional information is provided:

Planning fee amounts paid to date by the landowner

The original planning fee of **\$10,633**, associated with the initial planning application.

An application fee to amend that initial approval to the amount of **\$7,017.78**, which allowed the inclusion of a number of campsite ensuites and some other site plan modifications.

A further planning fee of **\$147**, to allow the temporary placement of three accommodation units and two ensuites to provide suitable amenities for site workers.

A further planning fee of **\$147**, to allow a temporary office to be sited at the Park after the original office complex was burnt down, prior to a new Manager's Residence being constructed.

The previous application fee to amend the original approval, was for the amount of **\$7,017**, to allow the construction of the Manager's Residence and to accommodate a number of other changes. This fee, whilst having been paid in full originally, was reduced to \$2,017 as a result of Council's decision at their 20 September 2019 meeting and the sum of \$5,000 was subsequently refunded to the applicant.

The planning fees that have been paid by the Applicant to date, total **\$19,961.78**.

The application fee to amend the current approval is calculated in accordance with the Shire of Northampton's Schedule of Fees and Charges, being 2/3 of the original development application and is proposed to be **\$7,017**. The modification to the original proposal is being sought as a result of issues encountered when attempting to install the swimming pool due to the presence of rock in the area of the site where the pool was originally proposed to be sited.

It is further noted for Council information that the proposed changes do not substantially change the approved development and also comply with the provisions of the Shire of Northampton's *Local Planning Scheme No. 11*.

Details of the proposed amendments to the development approval are listed below:

- Relocate and change the configuration of the pool and relocate the associated infrastructure (pump room, toilet and first-aid room);
- Relocate and change the configuration and construction materials of the ablutions, camp kitchen and barbeque area:
 - from timber framed gabled roof to brick and skillion roof structure;
 - the numbers of toilets and showers are reduced but still meet *Caravan Parks;*
 - *and Camping Grounds Act 1995* requirements;
 - relocation of these structures to the western boundary, having a proposed setback of 4 metres at the most narrow point. Summerstar Pty Ltd is the landowner of the adjoining lot. Side setbacks for the 'Tourism' zone can be nil or as otherwise considered by the Local Government;
- Extend the rock wall across the frontage of chalets;
- Relocate the jumping pillow;
- Install new timber stairs and platform walkway from jumping pillow to BBQ area;
- Reconfigure the camp/caravan sites on the western side of the development to accommodate the proposed relocations and reduce the number of sites from 21 to 20 sites;
- Remove the beach volley-ball facility;
- Install four (4) new boat and trailer parking spaces; and
- Landscaping area is reduced to 11% but still meets the 10% requirement for Tourism zone.

Building application fees paid to date by the landowner

The building application fees that have been paid by the Applicant to date, total **\$4,865.65**.

The building fee for the application to amend the current development plans is estimated to be in the vicinity of **\$150**.

VOTING REQUIREMENT:

Absolute Majority Required: Yes.

COMMENT/CONCLUSION:

It is recognised that the landowner has paid substantial fees in relation to the proposed Red Bluff Caravan Park Development, and it is requested that Council consider the request of the Applicant to waive the development (planning) and building fees in relation to the latest amendment.

OFFICER RECOMMENDATION – ITEM 7.3.2

For Council consideration.

APPENDIX 1 – CORRESPONDENCE RECEIVED FROM THE APPLICANT



Our ref: 1416

24 April 2020

Garry Keeffe
CEO
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

Dear Garry

MODIFICATIONS TO PLANNING APPROVAL – RED BLUFF TOURIST PARK – LOT 10646 RED BLUFF BEACH ROAD, KALBARRI

We refer to previous planning approval for the above site and modifications that have occurred in response to the loss of the previous office and manager's residence due to fire. Our client has been developing the park in accordance with the approvals however has encountered an issue with the installation of the swimming pool due to the existence of rock. In order to install the pool it is necessary to move this northwest and a revision to the planning approval is requested as a result. The revised plans are attached.

You will note from the existing approval and associated plans that the location to the northwest of the proposed pool was to be developed with ablutions, drying area and camp kitchen. This obviously needs to be relocated to accommodate the new location of the pool.

The proposal is therefore to relocate the ablutions, camp kitchen and bbq area to the west adjacent to the boundary wall where there are currently caravan/camping sites. The owners of Summerstar own the adjoining lot (Wittecarra) and therefore have no issue with this. A pump room, toilet and first aid room will still be retained adjacent to the swimming pool as necessary. The installation of the pump room, first aid and toilet adjacent to the pool also results in the loss of a camp site.

There has also been an identified need for additional boat and trailer parking and with the loss of one camp site this has been indicated in the southwest corner adjacent to the maintenance shed.

To compensate for the loss of campsites, the proposal is to relocate a jumping pillow to the central area previously identified for volleyball and indicate a short internal nib road providing for an additional 5 camp sites.

It has also been determined necessary to extend the batter of rock wall across the frontage of the chalets near the entry to the park. Again, due to experiences in logically developing the park onsite.

Whilst there is a resultant slight loss in recreation area as a result of the adjustments, this is still compliant with 11% of the site still identified for such use. Further, the centralised pool, jumping pillow, playground and associated areas with footpath connection will be still a strong feature of the park.

As evident on the plan there are other minor adjustments including steps down to the central recreation area from the chalets in the central south and a slight adjustment to the drainage line.

On the current approved plan there are 21 camp sites in the west of the park and the result of this adjustment will mean the loss of 1 camp site with only 20 sites now available.

The adjustment is consistent with the Caravan and Camping Regulations with compliant road widths, distance to ablutions, laundry facilities, ablution facilities and camp kitchen facilities.

On balance, the proposal makes effective use of the characteristics of the park site and has been necessary due to the existence of rock. The proposal is simply a slightly different way of developing the site for what is essentially the same scale of development and occupancy.

Given the changes to the plans, building plans needed to be amended and these are attached.

As the Shire planners would be aware, under Clause 77 of Schedule 2 Part 9 of the Planning and Development (Local Planning Schemes Regulations 2015) an approval may be amended at Part c) – the Local Government may *“amend an aspect of the development approved which, if, amended, would not substantially change the development approved”*.

We request consideration of an amendment to the approval on the basis of this clause. The Local Government can waive under Clause 77 (3) requirements of Part 8 of the Deemed Provisions. Notwithstanding this, we have provided an application form, Certificate of Title, this correspondence and relevant plans for your consideration.

As you can appreciate, these changes have only been necessitated by the characteristics of the land and the existence of rock and obviously the intention is to try and retain as many campsites as possible whilst providing a good quality product and centralised recreation facilities. As you would obviously be aware with the onset of COVID-19 Summerstar Parks are experiencing significant impact in trade. It is therefore a very tough time however with the resources that Summerstar Parks have they wish to continue to invest primarily in the Red Bluff Tourist Park. It is therefore respectfully requested that any fees be waived for such modifications given the context of the COVID-19 outbreak and the fact that the tourist accommodation business is obviously suffering.

Summerstar Parks are investing in the Shire of Northampton at this difficult time showing a commitment to tourism in the area in what will be a great addition to the Kalbarri tourist product when it is complete.

We look forward to liaising with you with respect to these adjustments and your consideration of this at your earliest convenience would be greatly appreciated.

To discuss the above and attached please do not hesitate to contact Marc Halsall of this office.

Yours faithfully


HALSALL & ASSOCIATES

Enc Site plan and relevant building plans for ablutions, camp kitchen, swimming pool and pump shed/ toilet facilities.
 Application Form
 Copy of Certificate of Title

7.3.3 AMENDMENT OF LOCAL PLANNING POLICY - HERITAGE CONSERVATION AND DEVELOPMENT 2020

LOCATION:	Whole of Shire
FILE REFERENCE:	10.4.11
DATE OF REPORT:	6 May 2020
REPORTING OFFICER:	Hayley Williams - Senior Consultant Planner
RESPONSIBLE OFFICER:	Garry Keeffe - Chief Executive Officer
APPENDICES:	
1.	Amended Heritage Conservation and Development Local Planning Policy

AUTHORITY / DISCRETION:

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

SUMMARY:

A review of the *Heritage, Conservation and Development Local Planning Policy* has been undertaken with the primary objective of including the Shire of Northampton's Heritage List and operational matters relating to the requirement of a Development Application. This report recommends firstly, the initiation of the amended Local Planning Policy for public comment, and advertising for a period of 21 days, pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A copy of the amended Local Planning Policy is included as **Appendix 1** to this report for Council's information.

BACKGROUND:

The Heritage, Conservation and Development Local Planning Policy was first adopted by Council in May 2016. Since this time it has been used to guide development and demolition applications for those properties included within the Shire's Municipal Heritage Inventory (or Local Heritage Survey as they are now known).

Council also adopted the amended Shire of Northampton Heritage List on the 15th November 2019. The amended Heritage List was updated to include all Category 1 and 2 places along with lower categories (3, 4 and 5) where they contributed to an important streetscape or landscape.

COMMUNITY & GOVERNMENT CONSULTATION:

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

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

- A newspaper advert published in the Geraldton Guardian;
- Notices displayed at both the Northampton and Kalbarri Offices; and
- Notice made available on Northampton website.

FINANCIAL & BUDGET IMPLICATIONS:

The cost of advertising the Local Planning Policies is covered by the Council's existing Planning budget allocation.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Local: Shire of Northampton Local Planning Scheme No. 10

Shire of Northampton Local Planning Scheme No. 11

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

POLICY IMPLICATIONS:

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

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

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

STRATEGIC IMPLICATIONS:

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

COMMENT:

The review of the Heritage, Conservation and Development Local Planning Policy has addressed the following matters:

Inclusion of Heritage List

The amendments made to Local Planning Scheme No. 10 as part of the 'Scheme Conversion' process included the removal of Schedule 17 which included the Heritage List.

Council have previously adopted the Heritage List on the 15th November 2019, however, with the removal of Schedule 17 from the Local Planning Scheme it is considered practical to include this list within the Heritage, Conservation and Development Local Planning Policy (LPP). The LPP includes the full list for ease of reference, but also further explains the threshold for inclusion in the Heritage List.

Development Approval Requirements

The other key amendment to the Local Planning Policy is to include further details around the development application requirements for places on the Heritage List and those places included within the Town Centre Conservation Precinct (Heritage Area).

Whilst it is the *Planning and Development (Local Planning Schemes) Regulations 2015* that give effect to the requirement of a Development Application for those places included in the Local Government's Heritage List (or a Heritage Area), the Local Planning Policy has been amended to reflect this by removing the requirement for all places listed on the Local Heritage Survey (or MHI) to obtain Development Approval. This amendment is considered to address the important heritage elements of the Shire and the Northampton Townsite.

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

That Council initiate advertising for the proposed amendments to the Heritage, Conservation and Development Local Planning Policy.

OFFICER RECOMMENDATION – ITEM 7.3.3

That Council:

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

- a. Adopt the amended Local Planning Policy (Appendix 1) for public comment and advertise the policy for a period of 21 days;**
- b. Should no written, author-identified objections be received during the 21 day advertising period, then adopt for final approval the amended Local Planning Policy and proceed to publish a notice to this effect in the local newspaper; and**
- c. Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report**

APPENDIX 1 - AMENDED LOCAL PLANNING POLICY

 <p>Shire of Northampton <i>Simply Remarkable</i></p>		<p>Heritage Conservation & Development</p> <p>Local Planning Policy</p>
Version 2		
<p>Scheme Provisions: Special Control Area 4 – Town Centre Conservation Schedule 14 – Detailed Design & Streetscape Policy Guidelines for the Town Centre Conservation Precinct Cl. 8, Part 3 Deemed Provisions of LPS No. 10 and 11</p>	<p>Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Northampton Local Heritage Survey (2015)</p>	<p>Special procedural considerations: Referral to Heritage Advisor</p>

1.0 CITATION

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

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

2.0 BACKGROUND

The Shire of Northampton is home to a rich and diverse range of heritage places which it seeks to document, conserve and protect through existing mechanisms such as the Local Planning Scheme, the Town Centre Conservation Precinct, the Heritage List and the Shire of Northampton Local Government Heritage Survey, previously known as the Municipal Heritage Inventory (MHI).

Places considered worthy of protection are identified on the Heritage List established under Local Planning Scheme Nos. 10 and 11. A copy of the Heritage List is attached as Appendix 1.

3.0 OBJECTIVES

The objectives of the policy are:

- 3.1 To document, conserve and protect places of cultural heritage significance within the Shire of Northampton.
- 3.2 To ensure development does not adversely affect the significance of heritage places.
- 3.3 To ensure that sufficient information is provided to enable the local government to make informed decisions.
- 3.4 To ensure that heritage significance is given due weight in local planning decision making.
- 3.5 To guarantee that where a development is approved which involves the demolition of a heritage building within the Town Centre Precinct, that the development is actually constructed and within a specified timeframe.
- 3.6 To provide development and design guidance for development of places in the Heritage List and within the Town Centre Conservation Precinct (SCA 4) established pursuant to the Shire of Northampton Local Planning Schemes No. 10 and 11; and
- 3.7 To provide improved certainty to landowners and the community about the planning processes for heritage identification and protection in the Shire of Northampton.

4.0 POLICY STATEMENT

4.1 Definitions

For the purposes of this Planning Policy, the following terms shall have the same meaning as in Schedule 2, Part 1 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Heritage Act of Western Australia 2018*:

4.2 Application of Policy

4.2.1 Levels of Significance & Management Recommendations

The Local Heritage Survey assigns a management category for each place dependent upon its level of heritage significance.

Category	Level of Significance	Description	Management Recommendation
1	Exceptional Significance	Essential to the heritage locality	Conservation of the place is considered essential. Any proposed change should not unduly impact on the significance of the place and be in accordance with either a Conservation Plan or Heritage Impact Statement.
2	Considerable Significance	Very important to the heritage of the locality	Conservation of the place is highly recommended. Any proposed change should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible
3	Moderate Significance	Important to the heritage of the locality	Conservation of the place is recommended. Any proposed change to the place should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible.
4	Some Significance	Contributes to the heritage and/ or historical development of the locality	Conservation of the place is desirable. Any proposed change to the place should be in sympathy with the heritage values of the place.
5	Historic Site	The site has historic significance for its previous use and its role	Proposed development may need to have regard to possible archaeological evidence remaining on the site. Recognise and interpret the site if feasible.

		in the historical development of the locality.	This may be achieved through a variety of methods including, but not limited to, signage, public art, paving treatment and landscaping as well as design treatment of any new development, which reflects the former use of the site.
6	Municipal Inventory Archive	Place was previously included in the Municipal Inventory but has been removed due to demolition or diminished heritage significance	The place does not form part of the relevant local Town Planning Scheme Heritage List. This category is for record keeping purposes only

4.2.2 Heritage List

All places given a Management Category of 1 and 2 under the Local Heritage Survey are included in the Heritage List. Lesser categories are also included where they have streetscape or landscape significance.

A Development Application is required for all places listed in the Shire of Northampton Heritage List as per cl. 61(b)(i) of the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

4.2.2.1 Threshold for inclusion in the Heritage List

Establishment and maintenance of the Heritage List is a requirement of Clause 8(1) of the Deemed Provisions. Inclusion of a place in the Heritage List will be based on an assessment of cultural heritage significance and the designation of this – assigned level of significance as detailed in the Shire's local government inventory – Local Heritage Survey as indicated in Table 1.

Table 1: Cultural Heritage Significance and inclusion in the Heritage List

Level of Significance	Category	Description	Heritage List
Exceptional Significance	1 (State Register of Heritage Places)	Essential to the heritage of the locality. Rare or outstanding example.	All places with this category are included in the statutory <i>Heritage List</i> .
Considerable significance	2	Very Important to the heritage of the locality. Shows a high degree of integrity/authenticity.	All places with this category are included in the statutory <i>Heritage List</i>
Moderate significance	3	Important to the heritage of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the Heritage List.
Some significance	4	Contributes to the heritage and/or historical development of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the Heritage List.

4.2.3 Relevant Considerations for Development Approval

In considering any development applications in relation to a place entered in the Heritage List or land within a designated heritage area under the Scheme, the local government will apply and have regard to:-

- a) the conservation and protection of any place or area that has been registered in the Register (State Register of Heritage Places) under the Heritage Act 2018, or is the subject of a Conservation Order under the Act;

- b) the conservation and protection of any place which is included in the Heritage List under Clause 8 of the deemed provisions of the Shire of Northampton Local Planning Schemes No. 10 and No. 11;
- c) whether the proposed development will adversely affect the significance of any heritage place, including adverse effect resulting from the location, bulk, form or appearance of the proposed development;
- d) the level of heritage significance of the place, based on a relevant heritage assessment;
- e) measures proposed to conserve the heritage significance of the place and its setting;
- f) the structural condition of the place, and whether the place is reasonably capable of conservation;
- g) whether the place is capable of adaptation to a new use which will enable its retention and conservation;
- h) the advice received from the Shire's Heritage Advisor; and
- i) the development control principles set out in *State Planning Policy 3.5 - Historic Heritage Conservation*.

4.2.4 Development Control Principles

The following 'development control principles' must be applied in considering applications for Development Approval in relation to a place entered in the Heritage List or land within a designated heritage area under the Scheme. The weight given to heritage as a consideration will vary, depending on the degree of significance of a place or area, and relevant economic, social or environmental factors that may apply.

4.2.4.1 Alterations, extensions or change of use affecting a heritage place

- a) Development should conserve and protect the cultural heritage significance of a heritage place based on respect for the existing building or structure, and the least possible change to the significant fabric.
- b) Alterations and additions to a heritage place should not detract from its significance and should be compatible with the siting, scale, architectural style and form, materials and external finishes of the place. Compatibility requires additions or alterations to work with the original fabric rather than simply copying or mimicking it.
- c) In some cases, the conservation and protection of a heritage place may require a change of use to ensure a reasonable beneficial use or return. Sympathetic adaptation and change of use should be supported in such cases.
- d) Development should be in accordance with any Planning Policies relating to heritage.
- e) Where a Conservation Plan has been prepared for a place, development must be in accordance with the conservation policies under the Conservation Plan.

4.2.4.2 Demolition of a heritage place (including a place within a heritage area)

- a) Demolition of a heritage place with exceptional or considerable significance is rarely appropriate and should require the strongest justification. Demolition of a heritage place with moderate or low significance should be avoided wherever possible, although there may be circumstances where demolition is justified. The onus rests with the applicant to provide a clear justification.
- b) Demolition approval should not be expected simply because redevelopment is a more attractive economic proposition, or because a building has been neglected. Consideration of a demolition proposal should be based upon the significance of the building or place;

the feasibility of restoring or adapting it, or incorporating it into new development; and the extent to which the community would benefit from the proposed redevelopment.

Any person or organisation who is considering or proposing to develop or alter a heritage place should seek advice from a qualified heritage architect or heritage consultant prior to progressing any application.

4.2.5 Application Requirements

The local government may require an applicant to provide one or more of the following to assist the local government in determining the application. This is additional to the information required under the relevant Local Planning Scheme.

4.2.5.1 Heritage Impact Statement (HIS)

If a proposal will have a substantial impact on the significant fabric of a place in the Heritage List or land within a designated heritage area under the Scheme, the local government may require a 'Heritage Impact Statement' (HIS) to be submitted addressing three main questions:

- a. How will the proposed works affect the significance of the place or area?
- b. What measures (if any) are proposed to ameliorate any adverse impacts?
- c. Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

(Refer to Appendix 2: Heritage Council of WA, "Heritage Impact Statement – a guide")

4.2.5.2 Conservation Plan

If a proposal affects a place that is entered in the State Register of Heritage Places, or a large or complex place of exceptional significance, the Shire may require a Conservation Plan to be prepared. Such cases will be rare.

A Conservation Plan is a guiding document for the conservation and future use of a place, and is prepared in accordance with the Heritage Council's "Conservation Plan Study Brief: Introduction to Conservation Plans".

4.2.5.3 Structural Condition Assessment (in the case of demolition)

If structural failure is cited as a justification for the demolition of a place in the Heritage List evidence should be provided from a registered structural engineer that the structural integrity of the building has failed, to the point where it cannot be rectified without removal of a majority of its significant fabric and/or prohibitive costs.

4.2.5.4 Archival Recording (in the case of demolition or substantial redevelopment)

If a proposal is for the demolition or the substantial redevelopment of a place in the Heritage List, the local government may require, as a condition of approval, the preparation of an archival record of the place, prior to demolition or commencement of development. (Refer to Appendix 2: Shire of Northampton Archival Record Form).

4.2.5.5 Redevelopment Plans within the Town Centre Conservation Precinct (in the case of demolition)

- a) If a proposal is for the demolition of a place located within the Town Centre Conservation Precinct, the local government may require details of the proposed future development/use of the site to be submitted. Information required may include a redevelopment site plan, floor plan(s), elevations and accompanying details on the proposed development/use together with reference to suggested interpretive outcomes which reflect the history of the site.
- b) Additionally, the local government may require that, prior to granting approval for the demolition of a place, the proponent must have obtained a development approval for the future development/use of the site.
- c) Depending on the nature of the proposal and the significance of the place, the approval for the demolition of may be subject to the following condition:

“The development approved (the “New Development”) must be constructed by no later than 2 years following the date of approval of the demolition licence. Prior to the issue of a demolition licence, the owner is to obtain a building licence for the New Development and shall enter into a deed with the local government (prepared by the local government at the owner’s cost) which shall include provisions:

- a. *prohibiting any other development on the land until the New Development is completed;*
- b. *confirming that the owner shall carry out the New Development as required by this condition;*
- c. *requiring the owner to provide a signed building construction contract for the New Development to the local government within a stipulated time; and*
- d. *charging the land in favour of the local government and authorising the local government to lodge an absolute caveat against the certificate of title to the land in order to secure the owner’s obligations and to ensure any purchaser of the land enters into a similar deed.”*

4.2.5.6 Incentives

The Shire’s Local Planning Scheme contains clauses that allow the variation of any provision of the Scheme where its objective is to ensure the conservation of a heritage place. This provision gives the Shire considerable freedom to negotiate a suitable heritage outcome with property owners. It not only benefits the property owner but also the community as a heritage place can be conserved and the development potential realised through collaborative and creative planning.

4.2.6 Fees

The Shire of Northampton is supportive of property owners conserving and enhancing heritage places included in the Heritage List. Therefore it is not considered appropriate for minor works to attract application fees (Note: a development application is still required.) In many instances, if the property was not included on the Heritage List the minor works would be exempt from development approval. Accordingly the local government agrees to waive Planning Service fees for development applications where the estimated cost of development is \$50,000 or less for properties included in the Heritage List.

4.2.7 Consultation

The Shire of Northampton engages the services of a Heritage Advisor to assist with a diverse range of heritage issues. The role of the Heritage Advisor is to provide information and advice on heritage assessment, conservation, interpretation, funding applications and development applications. Applications for Development Approval for places in the Heritage List will be referred to the Heritage Advisor.

APPENDIX 1 - HERITAGE LIST

Shire of Northampton - Heritage List

Pursuant to Clause 8 (1) of the Deemed Provisions in Local Planning Schemes 10 and 11

Places within Northampton Townsite				
No.	Place No.	Place Name	Address	Description
NT 1	MI 42, Man Cat 1, RHP	Wannerenooka Settlement & Mine Site	Reserve 23472 & Reserve 40684 North West Coastal Highway	Archaeological ruins of mining settlement and the second oldest copper mine in Western Australia
NT 2	MI 43, Man Cat 2	Town Cemetery	Reserve 9637 Corner Onslow and Stone Streets	Current cemetery which contains graves of early settlers, including headstones and grave surrounds
NT 3	MI 45, Man Cat 3	Cottage	Lot 12 (No. 9) Howe Street	Rendered stone cottage with CGI hipped roof
NT 4	MI 69, Man Cat 2	Shops	Lot 13 (No. 219) Corner Hampton Road and Mary Street	Corner rendered stone shop(s) with surrounding verandahs to street elevations
NT 5	MI 70, Man Cat 3	Newsagency & Residence	Lot 27 (No. 217) Corner Hampton Road and Mary Street	Corner rendered masonry building with cantilevered box awning to street frontages and adjoining residence
NT 6	MI 71, Man Cat 2	Northampton Motor Hotel	Lot 9 (No. 220) Corner Hampton Road and Mary Street	Corner large two storey stone and brick hotel with CGI hipped roof and balconies
NT 7	MI 77, Man Cat 1, RHP	Northampton Railway Station Former	Lot 452 (No. 67) Mary Street	Small stone building with CGI roof and adjacent weatherboard/CGI building alongside stone rail platform
NT 8	MI 81, Man Cat 1, RHP	Church of Our Lady in Ara Coeli	Lot 200 (No. 215) Hampton Road	Mons Hawes designed Gothic style stone church with tiled roof
NT 9	MI 82, Man Cat 1, RHP	Sacred Heart Convent Former	Lot 28 & 29 (No. 209-13) Hampton Road	Mons Hawes designed two storey stone building with CGI hipped roof and

				surrounding verandahs
NT 10	MI 85, Man Cat 1, RHP	Northampton Roads Board Office Former	Lot 31 (No. 201) Hampton Road	Small stone building with CGI gable roof
NT 11	MI 91, Man Cat 1, RHP	Northampton Police Station, Quarters & Courthouse Former	Lot 121 (No. 202) Corner Hampton Road and Stephen Street	Stone building with CGI hipped roof and surrounding verandahs
NT 12	MI 96, Man Cat 2	Capri (House)	Lot 229 (No. 143) Stephen Street	Large Federation style brick house with CGI roof and verandahs
NT 13	MI 84, Man Cat 2	Old Roman Catholic Cemetery	Lot 50 (No. 48) Corner West Street and Stephen Street	Original cemetery for Roman Catholic burials which contains graves of early settlers, including headstones and grave surrounds
NT 14	MI 101, Man Cat 1, RHP	Holy Trinity Anglican Church	Lot 41 (No. 193) Hampton Road	Gothic style stone church with CGI gable roof
NT 15	MI 103, Man Cat 2	Hampton Lodge	Lot 42 (No. 189) Hampton Road	Large stone and brick building with CGI roof
NT 16	MI 92, Man Cat 2	Northampton Uniting Church	Reserve 7930 (No. 96) Stephen Street	Stone building with CGI roof
NT 17	MI 104, Man Cat 2	Railway Tavern	Lots 43, 44 & 45 (No. 181) Hampton Road	Large rendered stone building with CGI hipped roof and courtyard
NT 18	MI 106, Man Cat 3	Cottage & Former Store	Lot 128 (No. 174) Hampton Road	Small stone cottage with CGI roof and adjacent stone outbuilding (barn)
NT 19	MI 107, Man Cat 1, RHP	Chiverton House Complex	Lot 130 (No. 166) Hampton Road	Large rendered stone house (now museum), with associated stone outbuildings in walled courtyard
NT 20	MI 110, Man Cat 3	House (Long Cottage)	Lot 6 (No. 150) Hampton Road	Stone cottage with tiled hipped roof
NT 21	MI 111, Man Cat 3	House	Lot 68 (No. 149) Hampton Road	Stone house with brick quoining and CGI roof
NT 22	MI 113, Man Cat 3	Cottage	Pt Lot 600 (No. 25) Gwalla Street	Small stone cottage with CGI hipped roof (and verandah)
NT 23	MI 129, Man Cat 2	Old Manse	Lot 315 (No. 67) Corner Gwalla Street and Brook Street	Rendered stone house with CGI hipped roof (& verandah)
NT 24	MI 131 & 132, Man Cat 1, RHP	Gwalla Church Ruins & Cemetery	Reserve 31064 Second Avenue	Stone ruins of first church in Northampton and adjacent walled cemetery which

				contains graves of first settlers
NT 25	MI 78, Man Cat 1 RHP	Station Master's House Former	Lot 442 (No. 69) Mary Street, Northampton	Timber framed weatherboard clad house with CGI gable roof
NT 26	MI 80, Man Cat 1 RHP	Weighbridges, Turntable and site of Wheat Bin	Lot 449 (No. 103) Robinson Street, Northampton	Site contains two weighbridges, the remains of the turntable and the site of the wheat bins
NT 27	MI 56, Man Cat 2	RSL Hall and War Memorial	Lot 123 (No. 239) Corner Hampton Road and Essex Street, Northampton	Brick building with colorbond gable roof and adjacent stone needle memorial atop tiered base
NT 28	MI 57, Man Cat 2	Balline Town Residence	Lot 36 (No. 33) Bateman Street, Northampton	Large stone house with hipped CGI roof and surrounding verandah
NT 29	MI 60, Man Cat 2	Miner's Arms Hotel	Lot 7 (No. 238) Hampton Road, Northampton	Rendered stone and brick building with tiled hipped roof
NT 30	MI 67, Man Cat 2	Butcher and Chemist	Lot 20 (No. 223) Hampton Road, Northampton	Two storey stucco rendered stone/brick building with CGI hipped roof and verandah, first floor balcony to street elevation
NT 31	MI 87, Man Cat 2	Northampton Post Office	Lot 33 (No. 210) Hampton Road, Northampton	Single storey brick building with CGI roof
NT 32	MI 93, Man Cat 2	Northampton State School Former	Lot 31 (No. 31) Robinson Street, Northampton	Small two roomed, red brick school building with CGI gable roof located within a complex of other later school buildings and grounds
NT 33	MI 97, Man Cat 2	The Grange	Lot 10 (No. 155) Stephen Street, Northampton	Large brick (homestead style) house with tiled roof and surrounding verandahs
NT 34	MI 98, Man Cat 2	Residence	Lot 234 (No. 152) Stephen Street, Northampton	Large(single storey) brick house with CGI hipped roof and verandahs
NT 35	MI 133, Man Cat 1	Gwalla Mine Site	Lot 2 (No. 58) Seventh Avenue,	Archaeological remains of historic copper mine site, mostly removed
NT 36	MI 134, Man	Gwalla Railway Station Former	Reserve 29209, Lot 503 Third	Archaeological remains of the first railway station and

	Cat 1		Avenue, Northampton	associated buildings and structures
NT 37	MI 137, Man Cat 2	Horrocks Walls	Lots 2 and 3 Seventh Avenue, Northampton	Intact and ruinous sections of original stone walls
Places outside Northampton Townsite				
No.	Place No.	Place Name	Address	Description
ND 1		Kalbarri National Park	Reserve 27004	Reserve containing natural landscape Park, flora, fauna and the river course and the rock formation
ND 2	MI 1, Man Cat 1 RHP	Murchison House	Murchison Location 13, No. 5618 Ajana-Kalbarri Road, Kalbarri	Large stone homestead with CGI roof, outbuildings and small graveyard
ND 3	MI7, Man Cat 1, RHP	Geraldine Mine Site	Murchison Location 1, Ajana	Archaeological remains of the first lead mine in WA, including ore knapping floor and Engine House Ruins (stone outbuildings and graveyard)
ND 4	MI 9, Man Cat 1, RHP	Warribanno Smelter Complex	Pt. Murchison. Location 107 Reserve 48271, Warribanno Chimney Road, Ajana	Ruins of the oldest surviving lead smelter in Western Australia, including chimney, shaft, vents and associated stone ruins
ND 5	MI 10, Man Cat 3	Mount View	Victoria Location 54 1201 Ajana-Kalbarri Road, Ajana	Ruins of stone homestead and associated outbuildings
ND 6	MI 36, Man Cat 1, RHP	Alma School Former	Lot 58, Reserve 24961 Rob Road, Alma	Small timber framed weatherboard clad single classroom building with CGI gable roof
ND 7	MI 160, Man Cat 3	Hutt Lagoon	Port Gregory	Extensive salt water lagoon
ND 8	MI 24, Man Cat 4	Port Gregory and Pakington Townsite	Port Gregory	Historic port and archaeological remnants of associated townsite (Pakington townsite surveyed 1853)
ND 9	MI 25 & 26, Man Cat 1, RHP	Lynton Convict Hiring Depot & Sanford House	Reserve 43137 and Reserve 44181, Henderson Terrace (off Port Gregory Road)	Archaeological ruins of convict hiring depot, two storey stone house with CGI hipped roof, stone barn, flour mill and small graveyard

			Lynton	
ND 10	MI 31, Man Cat 1, RHP	Willow Gully	Lot 24 (No. 1512) Horrocks Road, Sandy Gully	Large stone homestead with walled gardens, stone outbuildings and walled yards
ND 11	MI 35, Man Cat 1	Wheal Fortune Mine	CG. 436 Victoria Location 334 and 436, (No. 456) Rifle Range Road, Northampton	Archaeological remains of historic lead and copper mine (ruins) over an extensive area including stone ruins, shafts, knapping floor and 21 gun salute rock
ND 12	MI 162, Man Cat 5	Bowes River and Nokanena Brook		Watercourse and Natural landscape
ND 13	MI 141, Man Cat 1, RHP	The Bowes	Part Lot 6 (No. 1950) Nabawa-Northampton Road, East Bowes	Large stone homestead with associated outbuildings, nearby shearing shed and small fenced graveyard
ND 14	MI 147, Man Cat 1, RHP	Oakabella	Lot 7 No. 423 Starling Road, Bowes	Large stone homestead with walled garden, stone outbuildings including barn and shearing shed
ND 15	MI 163, Man Cat 5	Oakabella Creek		Watercourse and natural landscape
ND 16	MHI 32, Man Cat 1, RHP	Brookside	Lot 2072 Ivans Road (Port Gregory Road), Sandy Gully	Ruins of a stone farmhouse and outbuildings
ND 17	MHI 88, Man Cat 1, RHP	Northampton State Battery Site	Reserve 24975 Horrocks Road, Sandy Gully	1953 State Battery Site now cleared
ND 18	MHI 6, Man Cat 1	Galena Mine - Surprise & South Surprise, Galena and Two Boys	Lot 504 North West Coastal Highway, Galena	Dismantled Mine
ND 19	MHI 8, Man Cat 1, RHP	Kilally and Cemetery	Murchison Location 1 Warribanno Chimney Road, Ajana	Ruins of stone house and outbuildings with nearby cemetery
ND 20	MHI 11, Man Cat 2	Emu Barrier Fence	Ajana-Kalbarri Road	Remnants of barrier fence
ND 21	MHI 12, Man Cat 2	Barrel Well	Lot 11991, Reserve 1475 Ajana Back Road (east side of road), Ajana	Stone lined circular wells (2)
ND	MHI 19, Man Cat	Railway Tank and	Victoria Location	CGI water tank on timber

22	2	Dam	6115, Reserve 16064 (dam) and opposite road reserve (tank) Ajana Back Road, Ajana	stand and nearby large dam covered with CGI roof supported on timber framing
ND 23	MHI 23, Man Cat 2	Trevenson Outbuildings	Lot 303 (No. 130) Trevenson Road, Ogilvie	Barn and stables, stone and mud walls with CGI roofing
ND 24	MHI 33, Man Cat 1, RHP	Hillview	South-eastern corner of Lot 1 (No. 152) Ivans Road, Sandy Gully	Ruins of stone farmhouse
ND 25	MHI 37, Man Cat 1, RHP	Baddera Mines	Victoria Location 1472, Baddera Road, Northampton	Dismantled Mine
ND 26	MHI 117, Man Cat 2	Wheal Ellen Mine Site	Victoria Location 1146 Drage Street Northampton	Dismantled Mine and Lead Containment Cell
ND 27	MHI 142, Man Cat 1	Railway Bridge	Part of UCL within Lot 6483 Isseka East Road, Bowes	Railway bridge over Bowes River, including stone abutments and timber superstructure
ND 28	MHI 143, Man Cat 1	Railway Bridges	Victoria Location 10515 Rose Street, Bowes	Stone abutments remain of first bridge, nearby second reinforced concrete bridge has timber superstructure
ND 29	MHI 146, Man Cat 2	Lindesferne	Lot 1 (No. 228) Teakle Road, Bowes	Cement block farmhouse with surrounding bull nosed verandahs
ND 30	MHI 148, Man Cat 2	Yarra Homestead and Outbuildings	Lot 5 Yarra Road, Bowes	Ruins of a stone homestead and outbuildings
ND 31	MHI 152, Man Cat 2	Stradbroke	Lot 57 (No. 4251) Northwest Coastal Highway, Bowes	Single storey homestead with rendered stone walls and CGI roof
ND 32	MHI 158, Man Cat 2	200 Mile Tank	East of North West Coastal Highway in road reserve, approx 115km north of Northampton	Two concrete tanks on a concrete base covered by a roof structure
ND	MHI 165, Man	Gurkha Mine	Rob Road, Alma	Dismantled Mine

33	Cat 2			
ND 34	MHI 166, Man Cat 2	Mary Springs Lead Mine	North West Coastal Highway, Galena	Dismantled Mine
ND 35	MHI 169, Man Cat 2	Block Seven	Warribanno Chimney Road, Galena	Dismantled Mine
ND 36	MHI 173, Man Cat 2	Kirtons Group Mines	Off Port Gregory Road via Ivans Road	Dismantled Mine
ND 37	MHI 176, Man Cat 2	Ethel Maud (Lady Shenton) Mine	off Geraldine - Coolcalalaya Road	Dismantled Mine
ND 38	MHI 182, Man Cat 2	Geraldine South Mine	Lot 105 off Warribanno Chimney Road	Dismantled Mine

ND – Properties Located within Northampton District (outside townsite)

**7.3.4 REQUEST TO WAIVER PENALTY FEE - COMMENCEMENT OF DEVELOPMENT
PRIOR TO APPROVALS – LOT 74 (NO. 100) MITCHELL STREET, HORROCKS**

LOCATION:	Lot 74 (No. 100) Mitchell Street, Horrocks
FILE REFERENCE:	10.5.1.1 / A791
DATE OF REPORT:	6 May 2020
APPLICANT:	SJ & LM Crickmay
OWNER:	SJ & LM Crickmay
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER:	Garry Keeffe – Chief Executive Officer
APPENDICES:	
1.	Correspondence to Applicants
2.	Correspondence from SJ Crickmay
3.	Photo of works

AUTHORITY / DISCRETION:

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

SUMMARY:

A request has been received by the Applicants, Steven and Leander Crickmay, for Council to consider a waiver of the penalty fee imposed due to commencing development prior to obtaining the necessary approvals from the Shire of Northampton.

Council is therefore requested to consider the Applicant’s request to waive the penalty fee of \$294.

LOCALITY PLANS:

Figure 1. Location of Lot 74 (No. 100) Mitchell St, Horrocks

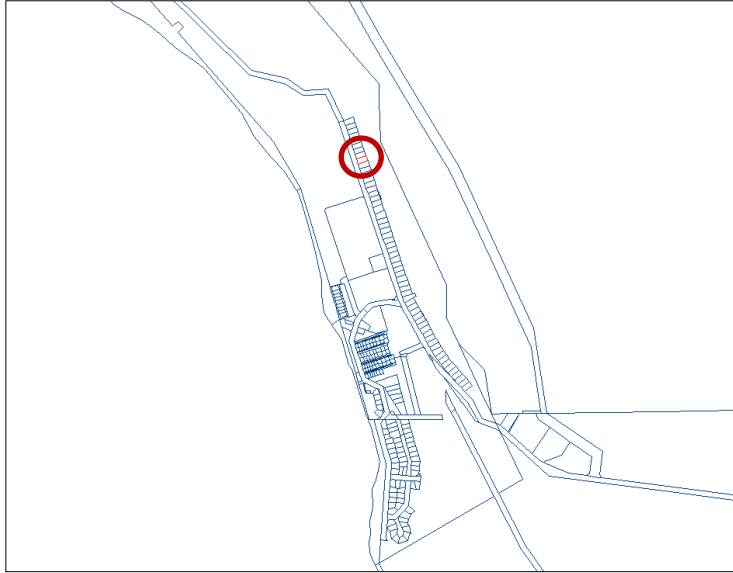


Figure 2. Site plan of Lot 74 (No. 100) Mitchell St, Horrocks



BACKGROUND:

(By way of explanation to Council, three adjacent lots of land on Mitchell Street, Horrocks referred to in this report are as follows:

- *Lot 73 (No. 98) Mitchell Street, Horrocks – Single dwelling;*
- *Lot 74 (No. 100) Mitchell Street, Horrocks – Vacant lot with proposed retaining wall; and*
- *Lot 75 (No. 102) Mitchell Street, Horrocks – Outbuilding.)*

The Applicants recently purchased additional land in Horrocks, including Lot 74 (No. 100) and Lot 75 (No. 102) Mitchell Street, Horrocks and visited the Shire of Northampton's offices to enquire about necessary requirements to convert an outbuilding (Class 10A non-habitable) structure to a Holiday Home (Class 1A habitable) structure on one of those lots. A copy of the plans for the outbuilding located on No 75 (No. 102) Mitchell Street, were provided to the applicants.

The Shire's Health Officer visited Lot 75 (No. 102) Mitchell St on Tuesday 31 March, 2020 and discussions were undertaken in regard to several potential proposals for the outbuilding conversion, the configuration and location of the wastewater system on the lot and the intention to build a retaining wall on the adjacent lot (being Lot 74 Mitchell St) to assist in the removal of the overburden from Lot 75 Mitchell St.

Shortly before closing time on the 16th April 2020, the Applicant Leander Crickmay, visited the Shire of Northampton's office and lodged both Building and Development Application Forms to construct a retaining wall on Lot 74 (No. 100) Mitchell Street, Horrocks and paid the associated fees. The building application was entered in the Shire's record system the following morning of 17 April 2020.

The following week on the 23 April 2020, the Health Officer visited Horrocks on another matter and visited Lot 74 (No. 100) Mitchell Street, Horrocks after receiving a report that construction had commenced on the retaining wall. A photo of the commencement works is shown at **Appendix 3**. The Officer confirmed that construction had commenced and visited the Applicant's residence at Lot 73 (No. 98) Mitchell St, Horrocks and discussed the matter. The Applicant was advised to cease work and that planning approval was required as the retaining wall was proposed to be situated on the lot boundary

As per normal procedure and in line with the adopted Statutory Fees and Charges, a letter was drafted (as per **Appendix 1**) and forwarded to the Applicants from the Chief Executive Officer (CEO) advising that as work had

commenced without development approval the regulatory penalty fee of \$294 would be incurred.

Upon receipt of this correspondence, the Applicant Steven Crickmay, rang the CEO to express his displeasure and a meeting was arranged with the Applicants, the CEO, and Health and Planning Officers at Lot 74 (No. 100) Mitchell St, Horrocks for Wednesday 29 April 2020 at 8-30am. The meeting started well but was abandoned when discussions became heated between participants.

A formal request to waive the penalty fee was received from Steven and Leander Crickmay and details of the Applicant's full request are included as **Appendix 2** to this report.

The Proposal:

A formal request has been received by the Applicants, Steven and Leander Crickmay, for Council to consider a waiver of the penalty fee imposed due to commencement of the development being undertaken prior to obtaining the necessary approvals from the Shire of Northampton.

COMMUNITY & GOVERNMENT CONSULTATION:

Nil.

FINANCIAL & BUDGET IMPLICATIONS:

The Shire of Northampton's *Planning Fees and Charges Schedule 2019/2020* was adopted in June 2019, to be applicable from 1 July 2019 and Part 2 of the schedule states:

"Determining a development application (other than for an extractive industry) where the development has commenced or been carried out" and the fee, by way of penalty, to be twice the fee as stated in Part 1 of the Schedule, as per the table below:

	DESCRIPTION OF PLANNING SERVICE	FEE
1	Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is: a) Not more than \$50,000 b) More than \$50,000 but not more than \$500,000 c) More than \$500,000 but not more than \$2.5 million d) More than \$2.5 million but not more than \$5 million e) More than \$5 million but not than \$21.5 million f) More than \$21.5 million	\$147 0.32% of the estimated cost of development \$1,700 + 0.257% for every \$1 in excess of \$500,000 \$7,161 + 0.206% for every \$1 in excess of \$2.5m \$12,633 + 0.123% for every \$1 in excess of \$5m \$34,196
	Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee

As a result of commencing development prior to the issuance of approvals and in accordance with Part 2 of the Shire of Northampton's *Fees and charges 2019/2020 Schedule*, a letter was forwarded to the Applicants advising that the regulatory penalty fee of \$294 was payable for the commencement of the development.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Scheme) Regulations 2015

Planning and Development Regulations 2009

Local: Shire of Northampton Local Planning Scheme No. 10

Planning and Development Act 2005

The *Planning and Development Act 2005* is the legislative Act that provides for a system of land use planning and development in the State of Western Australia and the *Planning and Development Act (Local Planning Schemes) Regulations 2015* form part of the Act.

Development under the *Planning and Development Act* means the development or use of any land including:

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and
- (b) the carrying out on land of any excavation or other works.

Planning and Development (Local Planning Schemes) Regulations 2015

The relevant parts of the Regulations are outlined below:

The term '**works**' under the *Planning and Development (Local Planning Schemes) Regulations 2015* is defined as:

works, in relation to land, means —

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and
- (b) the carrying out on the land of any excavation or other works; and
- (c) in the case of a place to which a Conservation Order made under the *Heritage of Western Australia Act 1990* section 59 applies, any act or thing that —
 - (i) is likely to damage the character of that place or the external appearance of any building; or
 - (ii) would constitute an irreversible alteration to the fabric of any building;

The site preparation, including excavation and installation of large retaining blocks is considered to be development and fits within the parameter of works as defined above.

Part 7, Clause 60 of the Deemed provisions for local planning schemes states:

Requirement for development approval

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

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

Planning and Development Regulations 2009

Part 7 of the *Planning and Development Regulations* includes provisions for Local Government planning charges. Cl. 47 of Division 2 states:

- (1) A local government may impose a fee for a service listed in Schedule 2 provided by the local government.
- (2) The fee imposed by a local government for a service listed in Schedule 2 must be decided by the local government but must not

exceed the fee specified in that Schedule for the service unless the local government is exempted under regulation 53.

- (3) *Any fee imposed for service listed in Schedule 2 must be paid by the applicant when applying for or requesting the service.*

Schedule 2 - Maximum fees for certain planning services, includes the regulatory penalty fee, for determining development applications where the development has commenced or been carried out.

The Shire of Northampton has adopted the Statutory Fees and Charges as per the Regulations.

Planning and Development (Local Planning Schemes) Amendment Regulations 2020

On the 4 April 2020 the Western Australian Minister for Planning announced an amendment to the regulations as *Part 10B Exemption from planning requirements for state of emergency*.

78H. Minister may issue notice of exemption from planning requirements in state of emergency

- (1) *If a state of emergency declaration is in force under the Emergency Management Act 2005 Part 5 in relation to the whole or any area or areas of the State, the Minister may, by notice in writing, issue 1 or more exemptions from planning requirements under this Scheme.*
- (2) *A notice under subclause (1) can be issued only if the Minister considers that it is necessary to do so for the purpose of facilitating response to, or recovery from, the emergency to which the state of emergency declaration relates.*
- (3) *A reference in subclause (1) to a planning requirement —*
- (a) *includes, without limiting that subclause —*
 - (i) *a requirement to obtain development approval; and*
 - (ii) *a requirement under a condition of development approval; and*
 - (iii) *a requirement relating to the permissibility of uses of land; and*
 - (iv) *a requirement relating to works; and*

- (v) *a provision having the effect that a non-conforming use of land is no longer permitted because of a discontinuance of that non-conforming use; and*
- (vi) *a requirement in relation to consultation, advertisement, applications, time limits or forms; but*
- (b) *does not include an environmental condition that applies to this Scheme as a result of an assessment carried out under the Environmental Protection Act 1986.*
- (4) *A notice under subclause (1) may be issued whether or not the state of emergency declaration applies in relation to any part of the Scheme area, but only if it is necessary for the purpose referred to in subclause (2).*
- (5) *An exemption in a notice under subclause (1) may —*
 - (a) *apply generally or to land, or classes of land, specified in the notice; and*
 - (b) *be unconditional or subject to any conditions specified in the notice.*
- (6) *The Minister —*
 - (a) *may, by notice in writing, amend a notice under subclause (1) for the purpose referred to in subclause (2); and*
 - (b) *may, by notice in writing, revoke a notice under subclause (1); and*
 - (c) *must under paragraph (b) revoke a notice under subclause (1) if the Minister considers that the notice is no longer necessary for the purpose referred to in subclause (2).*

[Clause 78H inserted: SL 2020/30 r. 5.]

POLICY IMPLICATIONS:

Nil.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENT:

Absolute Majority Required: Yes.

COMMENT/CONCLUSION:

The Applicants reside on Lot 73 (No. 98) Mitchell Street, Horrocks and have recently purchased adjacent Lot 74 (No. 100) and Lot 75 (No. 102) Mitchell Street Horrocks. It is recognised that the landowners have commenced construction of the retaining wall prior to issuance of building and development (planning) approvals but have immediately ceased work, as instructed. Submission of both building and development applications and payment of the associated fees was forthcoming to the Shire prior to commencing construction but formal assessment of the development had not been undertaken by Officers and approvals for the development had not been issued.

Consistency with previous decisions

As per normal practice in compliance proceedings, a letter was forwarded to the Applicants advising them that commencing construction prior to issuance of the necessary approvals would incur the regulatory penalty fee of \$294 and that all work must cease.

Current circumstances

Currently, whilst State of Emergency declaration is in place in Western Australia, the financial impact of the Covid-19 pandemic has greatly affected the economy and the mood of the community. The State Government recently introduced an amendment to the State's *Planning and Development (Local Planning Schemes) Regulations 2015* in Schedule 2 Part B as '*Exemptions from planning requirements for state of emergency*'. These exemptions can apply in relation to some planning requirements whilst the state of emergency is in operation and is an attempt by the State Government to soften the financial impact on local economies and to facilitate a supportive environment for developments to continue to occur during these exceptional circumstances.

Consideration must be given to the social and financial impacts being experienced by individuals due to the pandemic. As a consequence, regular compliance processes afforded in these matters has been reviewed. It is noted that a more appropriate first step, whilst the state of emergency declaration remains in place, would be to issue a letter of warning as the initial step in the 'compliance process' to be followed by the full measure of compliance proceedings only when work does not cease as instructed. When the current state of emergency declaration is revoked then a return to the regular schedule for managing compliance matters will resume.

It is recognised that the Applicants commenced construction prior to obtaining the necessary approvals but they immediately ceased work as instructed. The impact of the COVID pandemic on individuals and communities at this current time should be taken into account therefore it is requested that Council consider the request to waive the penalty fee of \$294.

OFFICER RECOMMENDATION – ITEM 7.3.4

For Council consideration.

APPENDIX 1 – CORRESPONDENCE RECEIVED FROM THE APPLICANTS

Our Ref: 10.5.1.1 / (A791) / OCR33123
Enquiries: Michelle Allen cdo@northampton.wa.gov.au

SJ & LM Crickmay
98 Mitchell St
HORROCKS WA 6535

Dear Sir / Madam,

APPLICATION FOR DEVELOPMENT APPROVAL AND BUILDING PERMIT – RETAINING WALL – LOT 74 (NO. 100) MITCHELL STREET, HORROCKS

Communication has occurred between yourself and the Shire's Environmental Health Officer Ms Wendy Dallywater regarding the construction of a retaining wall on the abovementioned property, which you have commenced construction of. Building plans were received at this office on 17 April 2020 relating to the above development together with a basic site plan.

Commencing construction of the retaining wall proposed to be situated on a lot boundary prior to the issuance of a Building Licence and Development Approval is considered to be an offence. In accordance with Part 2 of the *Shire of Northampton Planning Fees and Charges 2019/20* a penalty fee of \$294 is payable for the commencement of work without Council approval.

We wish to inform you of the following:

Lot 74 is zoned "Residential" under *Local Planning Scheme No. 10 – Northampton* therefore any development on the subject land is required to adhere to *State Planning Policy 7.3 - Residential Design Codes of Western Australia (R-Codes)*.

The lot is zoned Residential R12.5 and situated on Mitchell Street thereby requiring minimum setback provisions of 7.5 metres from the primary street. The site plan submitted with the building plans proposes to construct a 2.1 metre high wall on the boundary, which is a variation to the Residential Design Code provisions and requires consultation processes with adjoining landowners together with streetscape amenity considerations to be undertaken as part of the assessment process.

You are advised to cease all building work immediately, failure to do so will result in enforcement and compliance measures being undertaken by the Shire of Northampton.

Please quote the above reference in any future correspondence to Council, and if you have any queries please do not hesitate to contact this office.

Yours faithfully

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

24 April 2020

APPENDIX 2 – CORRESPONDENCE RECEIVED FROM THE APPLICANTS

Steven and Leander Crickmay
98 Mitchell Street
Horrocks
WA
6535

29 April 2020
Garry Keeffe
Shire of Northampton
199 Hampton Road
Northampton
WA
6535

Dear Garry

RETAINING WALL – LOT 74, 100 MITCHELL STREET, HORROCKS

With reference to your letter dated 24 April 2020 in which you issued an offence/ penalty fee of \$294 for the commencement of work without Council Approval, we wish to outline the following:

1. A Planning and Building Permit application, which included Structural Engineering Certification was lodged at your office on the 16 April 2020.
2. Concrete blocks and sand were delivered to our property in preparation and anticipation of the Building Permit. We had full confidence in our application being approved as we had Structural Engineering Certification, own both the adjoining blocks of land, one of which has the precedence of the exact same wall being granted approval in the past.
3. The first layer of 500mm high blocks were simply placed on the levelled ground in what we deemed to be preliminary site preparation while we waited for the Building Permit to be issued. Once this first row was completed, we stopped all works. Nothing was cemented in and could easily be shifted if the Shire planners were not happy with the application.
4. A week later Wendy Dallywater came on site and spoke to Leander stating that the work was not meant to have commenced. Leander apologized and explained that we had halted works at the first row and that we were under the belief that we had not done anything wrong. Leander stated that nothing was cemented in and could easily be removed. This would involve an hours work on the excavator, simply hooking up and moving the blocks to the stockpile. There was no mention of a penalty fee from Wendy. 24 Hours later an offence fee of \$294 was received from yourselves.
5. There was no willful intention to break any Shire rules or to cause any issues. The work was deemed in our eyes to be preliminary site preparation work so that when the permit was issued, we could hit the ground running.
6. Under normal situations we could have expected a warning letter that any continuation of work will result in a fine. In the current financial global situation we are trying to do our bit and

support our local services and trades by generating work, making a Shire offence fine an exceedingly difficult pill to swallow.

7. In light of the above we wish to respectfully request that the Council reconsiders it's decision and ask for the penalty fee of \$294 be waived as we believe it to be the result of a misunderstanding on both sides.

Thank -you in anticipation

Yours Sincerely

Steven Crickmay

APPENDIX 3 – PHOTO OF WORKS



7.3.5 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 8 May 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
019	D Stinson and H Sommer-Stinson	LOT 2 (NO. 25) ESSEX STREET, NORTHAMPTON	CHANGE OF USE – COMMUNITY PURPOSE TO SINGLE DWELLING	15 April 2020
020	N Tarchini	LOT 187 (NO. 41) FORREST STREET, NORTHAMPTON	OUTBUILDING (SECOND-HAND FRAME)	15 April 2020
2019-049	C & T Stringer	LOT 36 (NO. 12) CASTAWAY STREET, KALBARRI	AMENDED PLANS – BOUNDARY FENCING – R-CODE VARIATIONS	23 April 2020
2019-037	CBH Ltd	LOT 11 (NO. 2) NORTH WEST COASTAL HIGHWAY, BINNU	AMENDED PLANS – WEIGHBRIDGE AND HUT	23 April 2020
021	R Smith	LOT 755 (NO. 26) BATAVIA CIRCLE, KALBARRI	ANNUAL RENEWAL – COMMERCIAL VEHICLE PARKING MOBILE FOOD VEHICLE (JETTY FISH TRUCK)	23 April 2020
022	R Smith	RESERVE 52436 GREY STREET, KALBARRI	MOBILE FOOD VEHICLE PERMIT RENEWAL (JETTY FISH TRUCK)	23 April 2020
023	J B McDonald	LOT 49 (NO. 50) JACQUES BOULEVARD, KALBARRI	PROPOSED RETAINING WALL – R-CODE VARIATION	24 April 2020
024	S & L Crickmay	LOT 74 (NO.100) MITCHELL STREET, HORROCKS	PROPOSED RETAINING WALL– R-CODE VARIATIONS	29 April 2020
025	Adelaide Lacey (Hartwich)	LOT 332 (NO. 8) CORNELL	VERANDAH WITH R-CODE VARIATIONS	1 May 2020

		PLACE, KALBARRI		
026	Teakle & Lalor (B Drage)	LOT 46 FIRST AVENUE, HORROCKS	EXTENSION TO GROUP DWELLING – R-CODE VARIATIONS	1 May 2020

OFFICER RECOMMENDATION – ITEM 7.3.5

For Council Information

7.4.1	ACCOUNTS FOR PAYMENT	2
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7.4.3	BUDGET SUBMISSIONS 2020-2021	40

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	6th May 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Leanne Rowe/Grant Middleton
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 15th May 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 21883 to 21897 inclusive totalling \$49,311.93, Municipal EFT payments numbered EFT20620 to EFT20723 inclusive totalling \$439,802.47, Trust Fund Cheques 2510 to 2514, totalling \$1,891.34, Direct Debit payments numbered GJ1006 to GJ1012 inclusive totalling \$333,643.23 be passed for payment and the items therein be declared authorised expenditure.



SHIRE OF NORTHAMPTON
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Chq #	Date	Name	Description	Amount
21883	01-04-2020	MR KEITH LAWRENCE SHAW	RATE REFUND	20.19
21884	07-04-2020	GAVIN JAMES NEWHILL	REFUND CAT REGISTRATION FEES	35.42
21885	08-04-2020	TELSTRA	TELEPHONE CHARGES	1129.69
21886	08-04-2020	WATER CORPORATION	WATER USE & SERVICE CHARGES	16376.40
21887	09-04-2020	ALINTA ENERGY	GAS	78.15
21888	09-04-2020	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	5254.93
21890	09-04-2020	MARINA HOME & LEISURE	KEYS, HARDWARE	39.00
21891	09-04-2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	2372.46
21892	21-04-2020	SYNERGY	ELECTRICITY CHARGES	18779.39
21893	21-04-2020	TELSTRA	TELEPHONE CHARGES	940.28
21894	22-04-2020	AUSTRALIA POST	POSTAGE	378.26
21895	22-04-2020	GERALDTON MOWER & REPAIR SPECIALISTS	PARS	100.40
21896	22-04-2020	KALBARRI B P SERVICE STATION	HARDWARE/FUEL	2530.34
21897	22-04-2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	1277.02
				<u>\$49,311.93</u>

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT20620	03-04-2020	GLENN BANGAY	REIMB WATER	575.36
EFT20621	03-04-2020	GERALDTON CLEANPAK TOTAL SOLUTIONS	20L DISINFECT, 5L DERMAWASH, HAND SAN	1367.12
EFT20622	03-04-2020	LEO RYAN	REIMB DODO LINE RENTAL	39.90
EFT20623	09-04-2020	ABROLHOS ELECTRICS	SALLYS TREE ABLUTIONS PLUMBING REPAIRS	346.50
EFT20624	09-04-2020	AFGRI EQUIPMENT AUST PTY LTD	KALBARRI MOWER PARTS	1664.84
EFT20625	09-04-2020	BLACKWOODS	TRAFFIC CONES	458.94
EFT20626	09-04-2020	BORAL CONSTRUCTION MATERIALS GROUP LTD	KAL VARIOUS RESEAL AGG 10MM	4123.59
EFT20627	09-04-2020	CLARKSON FREIGHTLINES	FREIGHT	253.09
EFT20628	09-04-2020	CLEANAWAY OPERATIONS PTY LTD	LANDFILL MTCE	6516.10
EFT20629	09-04-2020	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	73.93
EFT20630	09-04-2020	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	607.93
EFT20631	09-04-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT20632	09-04-2020	SIMON DRAGE	PUBLIC TOILET MTCE	551.10
EFT20633	09-04-2020	GARRY DUNGATE	NTON OFFICE/NCC RELAY PAVERS	1430.00
EFT20634	09-04-2020	NORTHAMPTON FOOTBALL CLUB INC	NTON FOOTBALL CLUB - REFUND OVAL FEES 19/20 INV 17134	2482.17
EFT20635	09-04-2020	GERALDTON SIGN MAKERS	CAMPING CLOSURE SIGNS	745.80
EFT20636	09-04-2020	GERALDTON AUTO WHOLESALERS	DMAX ANTENNA	94.34
EFT20637	09-04-2020	GHD PTY LTD	HORROCKS BEACH CHRMAP	20579.02
EFT20638	09-04-2020	GREAT NORTHERN RURAL SERVICES	PARTS	517.12
EFT20639	09-04-2020	J HINE & SON CONSTRUCTION	RSL HALL - PRACTICAL COMPLETTION CLAIM	15260.30
EFT20640	09-04-2020	KALBARRI AUTO CENTRE	SERVICE UTE	363.00
EFT20641	09-04-2020	KALBARRI SES UNIT INC.	ESL 4TH INSTALMENT	8507.50
EFT20642	09-04-2020	KALBARRI EXPRESS FREIGHT	FREIGHT	93.17



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EFT #	Date	Name	Description	Amount
EFT20643	09-04-2020	KALBARRI NEWSAGENCY	STATIONERY	43.75
EFT20644	09-04-2020	KALBARRI VISITORS CENTRE INC	KVC REFUND DEPOSIT	120.00
EFT20645	09-04-2020	KALBARRI GRAVEL & SAND SUPPLIES	BOBCAT/ BROOM HIRE RESEAL PREP	440.00
EFT20646	09-04-2020	KALBARRI PHYSIOTHERAPY & WELLNESS CENTRE	ALICE DAY PHYSIOTHERAPY	272.80
EFT20647	09-04-2020	KOMATSU AUSTRALIA PTY LTD	LOADER PARTS	833.20
EFT20648	09-04-2020	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT20649	09-04-2020	M L COMMUNICATIONS	OFFICE PHONE MTCE	649.00
EFT20650	09-04-2020	NAPA GERALDTON	PARTS	139.70
EFT20651	09-04-2020	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	1200.75
EFT20652	09-04-2020	NORTHAMPTON AUTO ELECTRICS	PLANT AUTO ELECTRICAL MTCE	2749.92
EFT20653	09-04-2020	DEPARTMENT OF PREMIER AND CABINET	ADVERTISING	105.70
EFT20654	09-04-2020	PURCHER INTERNATIONAL	PARTS	153.77
EFT20655	09-04-2020	REDI HIRE SOLUTIONS	VMS MESSAGE BOARD	283.34
EFT20656	09-04-2020	MIDWEST SWEEPING CONTRACTORS	PT GREG/KAL STREET SWEEPING	6814.50
EFT20657	09-04-2020	RSL WA INC	RSL OPENING CONTRIBUTION	150.00
EFT20658	09-04-2020	SIMPLE LIFE PROJECTS	FORESHORE SHELTERS CONCRETE FLOOR SLABS	7500.00
EFT20659	09-04-2020	SPORT AND RECREATION SURFACES PTY LTD	NCC PLAYING COURTS REMOVE/ CONSTRUCT	103620.00
EFT20660	09-04-2020	TEAKLE & LALOR	RSL HALL - CONTRACT ADMINISTRATION	959.97
EFT20661	09-04-2020	2V NET IT SOLUTIONS	COMPTER MTCE	1140.00
EFT20662	09-04-2020	TRAVELWEST PUBLICATIONS (HELLO PERTH)	KVC - HELLO PERTH MAPS	975.00
EFT20663	09-04-2020	LANDGATE	VALUATION EXPENSES	225.64
EFT20664	09-04-2020	IT VISION	COMPUTER EXPENSES	2475.00
EFT20665	09-04-2020	WESTRAC EQUIPMENT PTY LTD	CAT GRADER REPAIR DRAW BAR/HYDRAULICS	11039.84
EFT20666	09-04-2020	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1077.46

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 MAY 2020

EFT #	Date	Name	Description	Amount
EFT20667	09-04-2020	NORTHAMPTON TYRES	SUPPLY FIT ALIGNMENT 4 TYRES	1539.00
EFT20668	09-04-2020	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP SUBSCRIPTION	695.00
EFT20669	16-04-2020	AUSTRALIAN TAXATION OFFICE	BAS MARCH 20	42046.00
EFT20670	16-04-2020	GLENN BANGAY	REIMB NODE1 INTERNET	79.95
EFT20671	16-04-2020	LEO RYAN	REIMB HANDHELD TEMP TESTER	146.12
EFT20672	22-04-2020	ABROLHOS ELECTRICS	ALLEN CENTRE SUPPLY LED LIGHTS	185.68
EFT20673	22-04-2020	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	VARIOUS JOBS BOB CAT HIRE	4518.14
EFT20674	22-04-2020	AUSCORPIT	OFFICE WEBCAMS	249.70
EFT20675	22-04-2020	BORAL CONSTRUCTION MATERIALS GROUP LTD	VARIOUS JOBS SEALING AGGREGATE	23680.60
EFT20676	22-04-2020	B P ROADHOUSE NORTHAMPTON	FUEL	107.09
EFT20677	22-04-2020	CATWEST PTY LTD	LIONS PARK P/SEAL	4385.70
EFT20678	22-04-2020	MIDWEST CHEMICAL & PAPER DISTRIBUTORS	HAND SANITISER	618.60
EFT20679	22-04-2020	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE- QUARTERLY	330.00
EFT20680	22-04-2020	DPT. OF WATER & ENVIRONMENT REGULATION	ANNUAL LICENCE FEE PORTER ST WORKS DEPOT	324.76
EFT20681	22-04-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	3432.00
EFT20682	22-04-2020	KAREN DOWER	REFUND CAMPING FEES	60.00
EFT20683	22-04-2020	ENGIN PTY LTD	ENGIN CHARGES	329.72
EFT20684	22-04-2020	FENN PLUMBING & GAS	PT GREG WATER REPAIR LEAKS	415.80
EFT20685	22-04-2020	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	598.11
EFT20686	22-04-2020	FORPARK AUSTRALIA	KAL OVAL PLAYGROUND EQUIP PARTS	731.94
EFT20687	22-04-2020	GERALDTON LOCK & KEY SPECIALISTS	KEYS/PADLOCKS	428.50
EFT20688	22-04-2020	GERALDTON FUEL CO	FUEL CARD FUEL PURCHASES	377.27
EFT20689	22-04-2020	GLENEVA FARMING CO	GRAVEL ROYALTY	6144.60
EFT20690	22-04-2020	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL & FUEL CARD PURCHASES	36930.74
EFT20691	22-04-2020	HASLEBYS HARDWARE SUPPLIES	HARDWARE, RETIC	2418.80

SHIRE OF NORTHAMPTON
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EFT #	Date	Name	Description	Amount
EFT20692	22-04-2020	JR & A HERSEY PTY LTD	GLOVES , SUNSCREEN	820.57
EFT20693	22-04-2020	HILLE, THOMPSON & DELFOS	JAKES POINT ABULTIONS - SURVEY	1540.00
EFT20694	22-04-2020	KALBARRI EXPRESS FREIGHT	FREIGHT	240.79
EFT20695	22-04-2020	KALBARRI WAREHOUSE	HARDWARE, VALVE BOX COVER	662.65
EFT20696	22-04-2020	KALBARRI CARRIERS	FREIGHT	117.02
EFT20697	22-04-2020	KALBARRI DOCTORS SURGERY	STAFF IMMUNISATION	79.00
EFT20698	22-04-2020	KOMATSU AUSTRALIA PTY LTD	BUCKET TEETH PINS	357.54
EFT20699	22-04-2020	LAKELINE RESOURCES PTY LTD	PT GREG WTER MAIN EXCAVATE /REPAIR	693.00
EFT20700	22-04-2020	MARKETFORCE	ADVERT CAMPING CLOSURES/LAND SALES	1215.44
EFT20701	22-04-2020	MIDWEST DIVERSE CONTRACTING	NTON CEM/LIONS CPARK KERBING	13926.00
EFT20702	22-04-2020	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT20703	22-04-2020	MIDWEST MULCHING MOWING	GLACE ST HKS MULCHING	15840.00
EFT20704	22-04-2020	M L COMMUNICATIONS	HAND HELD RADIO SET	579.95
EFT20705	22-04-2020	NORTHAMPTON IGA	GOODS/REFRESHMENTS	853.58
EFT20706	22-04-2020	NORTHAMPTON PHARMACY	COVID WIPE DOWNS / SANITISER	22.98
EFT20707	22-04-2020	PURCHER INTERNATIONAL	PLANT PARTS	277.19
EFT20708	22-04-2020	PAUL SHERIFF	SYNERGYSOFT MTCE	275.00
EFT20709	22-04-2020	STEVES TYRE & MECHANICAL	VEHICLE SERVICE	513.92
EFT20710	22-04-2020	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	HAR/HORR, NORMANS DOZER HIRE	14520.00
EFT20711	22-04-2020	2V NET IT SOLUTIONS	COMPUTER MTCE	2158.00
EFT20712	22-04-2020	TOTALLY WORKWEAR - GERALDTON	SAFETY BOOTS	178.99
EFT20713	22-04-2020	TRISSET BOSS PTY LTD (LEADERPRESS)	RATES STATIONERY	2707.10
EFT20714	22-04-2020	VORTEX PLASTICS	PT GREG WATER HARDWARE	79.63
EFT20715	22-04-2020	WEIRDO'S CARPENTRY & MAINTENANCE	KALBARRI DEPOT TANK ROOF	1287.00
EFT20716	22-04-2020	WESTRAC EQUIPMENT PTY LTD	PLANT PARTS	436.06
EFT20717	22-04-2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	COUNCILLOR TRAINING	195.00



SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 MAY 2020

EFT #	Date	Name	Description	Amount
EFT20718	22-04-2020	CT & L WOODCOCK	FERTILISERS, PUMP PARTS, DISINFECT, HARD	10316.65
EFT20719	30-04-2020	CLEANAWAY OPERATIONS PTY LTD	RES/COMM REFUSE COLLECT/SITE MTCE	24872.77
EFT20720	30-04-2020	CRAIG EASTOUGH	REIMB FUEL	28.87
EFT20721	30-04-2020	BRIAN S HUTCHINSON	REIMB TELSTRA LINE RENTAL	63.90
EFT20722	30-04-2020	LEO RYAN	REIMB DODO LINE RENTAL	39.90
EFT20723	30-04-2020	ROSLYN SUCKLING	REIMB INNOTATE 4 CR IPAD	14.99
				<u>\$439,802.47</u>

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2510	14-04-2020	SHIRE OF NORTHAMPTON	BRB COMMISSION MARCH 20	50.00
2511	14-04-2020	DEPT OF MINES INDUSTRY REGULATION	BRB MARCH 2020	811.28
2512	14-04-2020	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCTF MARCH 2020	513.56
2513	14-04-2020	SHIRE OF NORTHAMPTON	BCTF COMMISSION MARCH 2020	16.50
2514	24-04-2020	TR HOMES WA PTY LTD	REFUND KERB BOND BA1754	500.00
				\$1,891.34

SHIRE OF NORTHAMPTON
FINANCE REPORT – 15 MAY 2020

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	2/4/2020	PAYROLL	FN/E 1/4/2020	91791.00
	5/4/20	SUPERCHOICE	SUPERANNUATION FN/E 01/04/2020	22533.49
	16/4/2020	PAYROLL	FN/E 16/4/2020	85710.00
	17/04/2020	SUPERCHOICE	SUPERANNUATION FN/E 16/4/2020	21388.65
	30/4/2020	PAYROLL	FN/E 29/4/2020	85186.00
	30/4/2020	SUPERCHOICE	SUPERANNUATION FN/E 29/4/2020	22194.77
GJ1006	30-04-20	NATIONAL AUSTRALIA BANK	BANK FEES	114.38
GJ1007	30-04-20	NATIONAL AUSTRALIA BANK	MERCHANT FEES	363.59
GJ1008	30-04-20	COMMONWEALTH BANK	BPOINT FEES	72.75
GJ1009	30-04-20	NATIONAL AUSTRALIA BANK	BPAY	146.08
GJ1010	30-04-20	NAB CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	252.70
			TP FLIGHTS	412.76
			NR1 MATS	96.78
				771.24
GJ1011	30-04-20	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	80.87
			KAL CHILD CARE IINET	80.59
			2V NET COMPUTER EXPS OFFICE 365	555.95
			COMP EXPS POWERBOARDS	471.20
GJ1012	30-04-20	NATIONAL AUSTRALIA BANK	LOAN 152 FACILITY FEE SS LOAN	1197.61
				2173.67
				<u>\$333,643.23</u>

7.4.2 MONTHLY FINANCIAL STATEMENTS – APRIL 2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	6th May 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for April 2020

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 30 April 2020 are detailed from page 1 to page 27 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 30 April 2020 financial position is comprised of the following:

Total operating revenue has a positive variance of \$166,401. 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 Northampton Child Care operating grant payment of \$62,000 and the Rates Trainee grant payment of \$30,000. These grants plus the revenue from the LIA (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 \$99,036 which is largely due to the equity write off totalling \$150,830 plus non budgeted grant related expenses being offsetting the underspend in rubbish removal fees, roadworks and parks and gardens.

The operating expenditure and revenue variances are not considered significant and generally relate to timing differences between budget and actuals. Significant variances have been considered 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 30 April 2020.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 April 2020

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 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

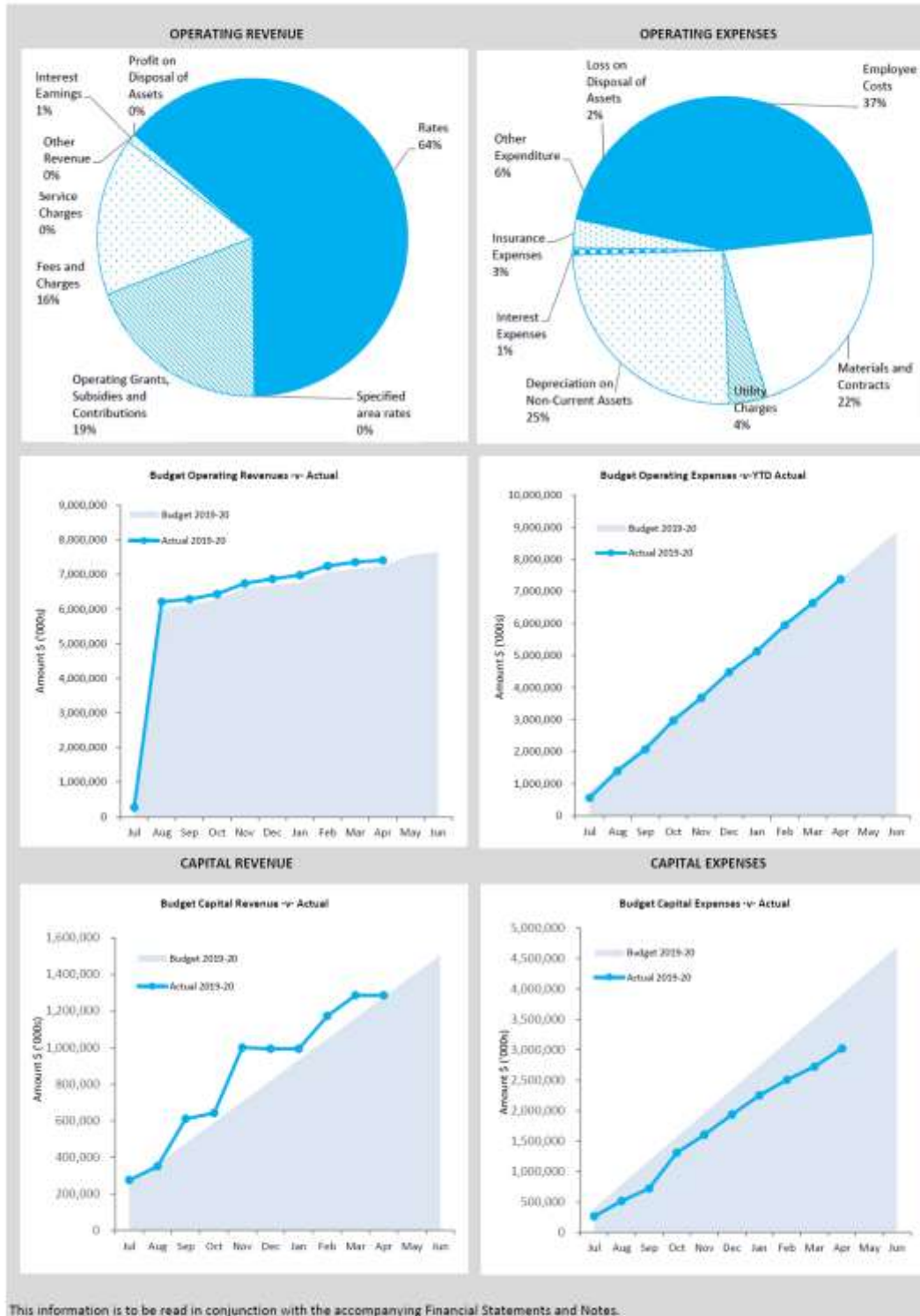
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2020

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2020**

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	
Revenue from operating activities							
Governance		60,154	50,120	80,143	30,023	59.90%	▲
General purpose funding	6	5,650,065	5,405,990	5,356,477	(49,513)	(0.92%)	▼
Law, order and public safety		73,383	61,120	127,396	66,276	108.44%	▲
Health		40,112	33,410	20,349	(13,061)	(39.09%)	▼
Education and welfare		226,362	192,326	216,163	23,837	12.39%	▲
Housing		53,436	44,520	54,406	9,886	22.20%	▲
Community amenities		886,277	864,737	860,551	(4,186)	(0.48%)	▼
Recreation and culture		81,418	67,800	90,924	23,124	34.11%	▲
Transport		180,166	178,885	180,694	1,809	1.01%	▲
Economic services		274,600	239,990	283,194	43,204	18.00%	▲
Other property and services		122,565	102,110	137,113	35,003	34.28%	▲
		7,648,538	7,241,008	7,407,409	166,401		▲
Expenditure from operating activities							
Governance		(884,872)	(742,527)	(789,123)	(46,596)	(6.28%)	▼
General purpose funding		(220,112)	(183,390)	(216,221)	(32,831)	(17.90%)	▼
Law, order and public safety		(338,993)	(282,290)	(310,607)	(28,317)	(10.03%)	▼
Health		(168,239)	(140,150)	(162,841)	(22,691)	(16.19%)	▼
Education and welfare		(314,994)	(262,400)	(238,419)	23,981	9.14%	▲
Housing		(100,877)	(83,910)	(77,800)	6,110	7.28%	▲
Community amenities		(1,584,857)	(1,320,230)	(1,217,203)	103,027	7.80%	▲
Recreation and culture		(1,650,663)	(1,374,820)	(1,269,820)	105,000	7.64%	▲
Transport		(3,094,055)	(2,469,390)	(2,364,431)	104,959	4.25%	▲
Economic services		(467,989)	(389,830)	(439,326)	(49,496)	(12.70%)	▼
Other property and services		(40,565)	(33,680)	(295,862)	(262,182)	(778.45%)	▼
		(8,866,216)	(7,282,617)	(7,381,653)	(99,036)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,804,434	2,017,013	212,579	11.78%	▲
Amount attributable to operating activities		940,342	1,762,825	2,042,769	279,944		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	1,276,779	1,286,223	9,444	0.74%	▲
Proceeds from disposal of assets	7	116,900	112,154	68,491	(43,663)	(38.93%)	▼
Purchase of property, plant and equipment	8	(4,534,836)	(3,778,800)	(3,023,993)	754,807	19.97%	▲
Amount attributable to investing activities		(2,917,550)	(2,389,867)	(1,669,279)	720,588		▲
Financing Activities							
Proceeds from new debentures	9	365,000	365,000	340,000	(25,000)	(6.85%)	▼
Proceeds from self supporting loans	9	36,391	30,300	34,443	4,143	13.67%	▲
Transfer from reserves	10	58,694	48,912	58,694	9,782	20.00%	▲
Repayment of debentures	9	(157,325)	(131,104)	(115,219)	35,885	12.12%	▲
Transfer to reserves	10	(60,200)	(50,167)	(89,718)	(39,552)	(78.84%)	▼
Amount attributable to financing activities		242,560	262,941	228,200	(34,741)		▼
Closing funding surplus / (deficit)	1(c)	0	1,370,547	2,365,561			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 threshold. Refer to Note 15 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.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

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

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

FEES AND CHARGES

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

SERVICE CHARGES

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

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 6

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	▲
Revenue from operating activities							
Rates	6	4,703,547	4,696,667	4,706,116	9,449	0.20%	▲
Operating grants, subsidies and contributions	11	1,557,893	1,242,584	1,435,218	192,634	15.50%	▲
Fees and charges		1,280,648	1,204,477	1,199,317	(5,100)	(0.43%)	▼
Interest earnings		106,450	97,280	66,758	(90,522)	(31.37%)	▼
Profit on disposal of assets	7	0	0	14,007	14,007	0.00%	
		7,648,538	7,241,008	7,421,416	180,408		▲
Expenditure from operating activities							
Employee costs		(3,365,648)	(2,804,110)	(2,726,880)	77,230	2.75%	▲
Materials and contracts		(2,164,572)	(1,802,910)	(1,628,867)	174,043	9.65%	▲
Utility charges		(320,250)	(266,690)	(301,078)	(34,388)	(12.89%)	▼
Depreciation on non-current assets		(2,149,300)	(1,791,010)	(1,861,208)	(70,198)	(3.92%)	▼
Interest expenses		(64,877)	(54,040)	(55,091)	(1,051)	(1.94%)	▼
Insurance expenses		(209,440)	(174,160)	(221,190)	(47,030)	(27.00%)	▼
Other expenditure		(583,409)	(379,093)	(431,535)	(52,442)	(13.83%)	▼
Loss on disposal of assets	7	(8,720)	(10,604)	(169,812)	(159,208)	(1501.40%)	▼
		(8,866,216)	(7,282,617)	(7,395,660)	(113,043)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,804,434	2,017,013	212,579	11.78%	▲
Amount attributable to operating activities		940,342	1,762,825	2,042,769	279,944		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	1,276,779	1,286,223	9,444	0.74%	▲
Proceeds from disposal of assets	7	116,900	112,154	68,491	(43,663)	(38.93%)	▼
Payments for property, plant and equipment	8	(4,534,836)	(3,778,800)	(3,023,993)	754,807	(19.97%)	▲
Amount attributable to investing activities		(2,917,550)	(2,389,867)	(1,669,279)	720,588		▲
Financing Activities							
Proceeds from new debentures	9	365,000	365,000	340,000	(25,000)	(6.85%)	▼
Proceeds from self-supporting loans	9	36,391	30,300	34,443	4,143	13.67%	
Transfer from reserves	10	58,694	48,912	58,694	9,782	20.00%	▲
Repayment of debentures	9	(157,325)	(131,104)	(115,219)	15,885	12.12%	▲
Transfer to reserves	10	(60,200)	(50,167)	(89,718)	(39,552)	(78.84%)	▼
Amount attributable to financing activities		242,560	262,941	228,200	(34,741)		▼
Closing funding surplus / (deficit)	1(c)	0	1,370,547	2,365,561			

KEY INFORMATION

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

Refer to Note 15 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 30 APRIL 2020

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	6,720	155,805
Add: Depreciation on assets		2,149,300	1,861,208
Total non-cash items excluded from operating activities		2,158,020	2,017,013

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

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

		Last Year Closing 30-06-2019	Year to Date 30 April 2020
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(926,128)	(957,152)
Less: Land Held for Resale		(235,000)	(235,000)
Add: Borrowings	9	157,324	42,105
Add: Provisions - employee	10	757,961	757,961
Total adjustments to net current assets		(245,843)	(392,086)

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

Current assets			
Cash and cash equivalents	2	2,898,520	2,919,420
Rates receivables	3	290,052	310,669
Receivables	3	165,426	221,151
Other current assets	4	243,023	273,185
Less: Current liabilities			
Payables	5	(694,825)	(189,514)
Borrowings	9	(157,324)	(42,105)
Provisions	10	(735,158)	(735,158)
Less: Total adjustments to net current assets	1(b)	(245,843)	(392,086)
Closing funding surplus / (deficit)		1,763,871	2,365,561

CURRENT AND NON-CURRENT CLASSIFICATION

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

FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Deposits	Municipal	432,773		432,773		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	53,441	53,441	53,441	NAB		At Call
Retention	Term Deposit	16,053		16,053		NAB	1.47%	14/10/2020
Investment	Term Deposit	1,008,449		1,008,449		NAB	0.44%	22/05/2020
Investment	Term Deposit	503,341		503,341		NAB	0.46%	18/05/2020
Total		1,962,267	1,010,594	2,972,861	53,441			
Comprising								
Cash and cash equivalents		1,962,267	1,010,594	2,972,861	53,441			
		<u>1,962,267</u>	<u>1,010,594</u>	<u>2,972,861</u>	<u>53,441</u>			

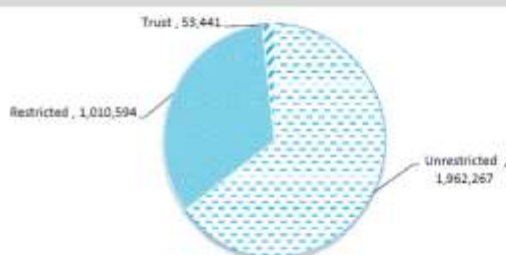
KEY INFORMATION

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
\$2.97 M	\$1.96 M

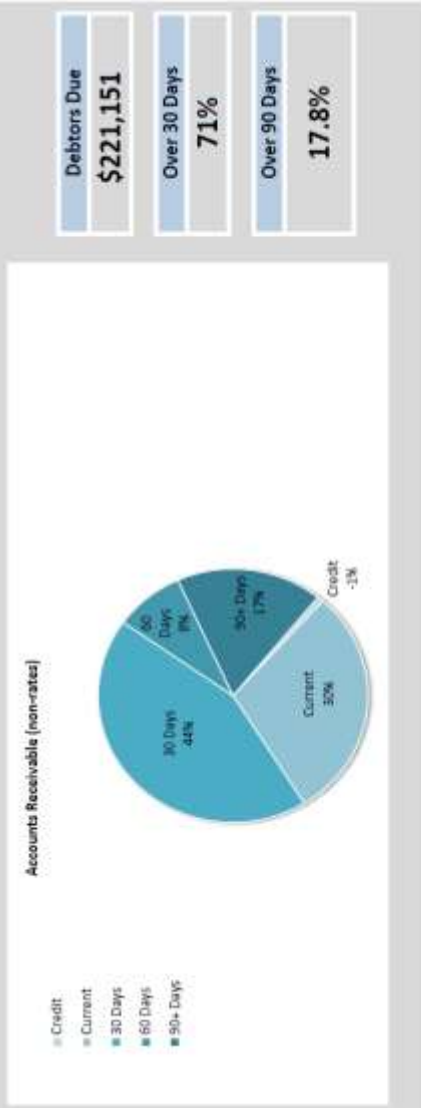
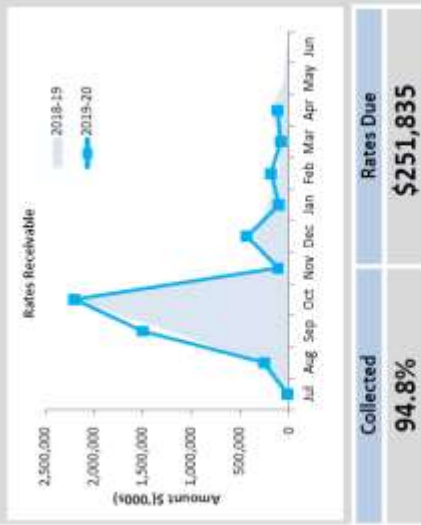
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

	30-Apr-20	30 June 2019
Rates receivable	\$ 251,835	\$ 302,667
Opening arrears previous years	4,706,116	4,574,430
Levied this year	(4,647,281)	(4,625,263)
Less - collections to date		
Equals current outstanding	310,669	251,835
Net rates collectable	310,669	251,835
% Collected	93.7%	94.8%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	(734)	28,450	42,135	8,140	16,895	94,897
Percentage	(0.8%)	30%	44.4%	8.6%	17.8%	
Balance per trial balance						
Sundry receivable						94,897
GST receivable						41,548
Rubbish Receivables						45,657
Accrued Income						(9,921)
Emergency Services Levy						48,970
Total receivables general outstanding						221,151

Amounts shown above include GST (where applicable)

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



Debtors Due	\$221,151
Over 30 Days	71%
Over 90 Days	17.8%

Collected	94.8%
Rates Due	\$251,835

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 30 April 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Materials	8,023	30,162	0	38,185
Land Held for Resale	235,000	0	0	235,000
Total other current assets				273,185

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 30 APRIL 2020

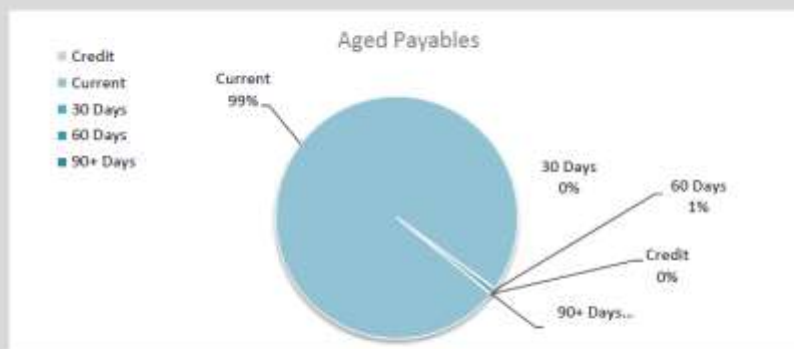
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	63,559	101	412	(62)	64,009
Percentage	0%	99.3%	0.2%	0.6%	-0.1%	
Balance per trial balance						
Sundry creditors		70,794				70,794
Accrued salaries and wages	3,922					3,922
ATO liabilities		85,237				85,237
Bonds and Deposits		29,560				29,560
Total payables general outstanding	3,922	185,592	0	0	0	189,514

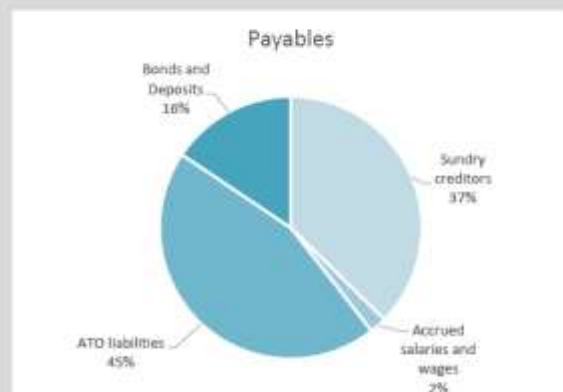
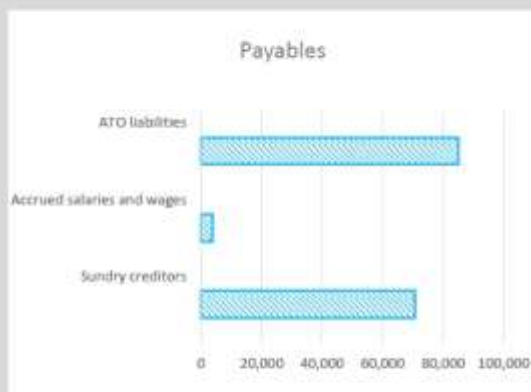
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$189,514
Over 30 Days
1%
Over 90 Days
-0.1%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual				
				Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
			\$	\$	\$	\$	\$	\$	\$		
General rate revenue											
Gross rental value											
General GRV	0.079912	1,565	17,471,427	1,692,940	0	0	1,692,940	1,701,415	0	1,701,415	
Unimproved value											
General UV	0.012610	438	177,062,768	2,355,757	0	0	2,355,757	2,355,757	0	2,355,757	
Sub-Total		2,003	194,534,195	4,048,697	0	0	4,048,697	4,057,172	0	4,057,172	
Minimum payment											
General GRV	565	1,015	7,299,852	573,475	0	0	573,475	570,650	2,401	0	573,051
General UV	565	71	3,203,562	40,115			40,115	34,465	(8)	1,237	35,694
Sub-total		1,086	10,503,414	613,590	0	0	613,590	605,115	2,393	1,237	608,745
Discount							0				(1,269)
Total general rates							4,662,287				4,664,647
Specified area rates											
Kalbarri Tourism	0.001733		17,324,563	30,000	0	0	30,000	30,251	0	0	30,251
Port Gregory Water Supply	0.019819		568,148	11,260	0	0	11,260	11,217	0	0	11,217
Total specified area rates			17,892,711	41,260	0	0	41,260	41,468	0	0	41,468
Total							4,703,547				4,706,116

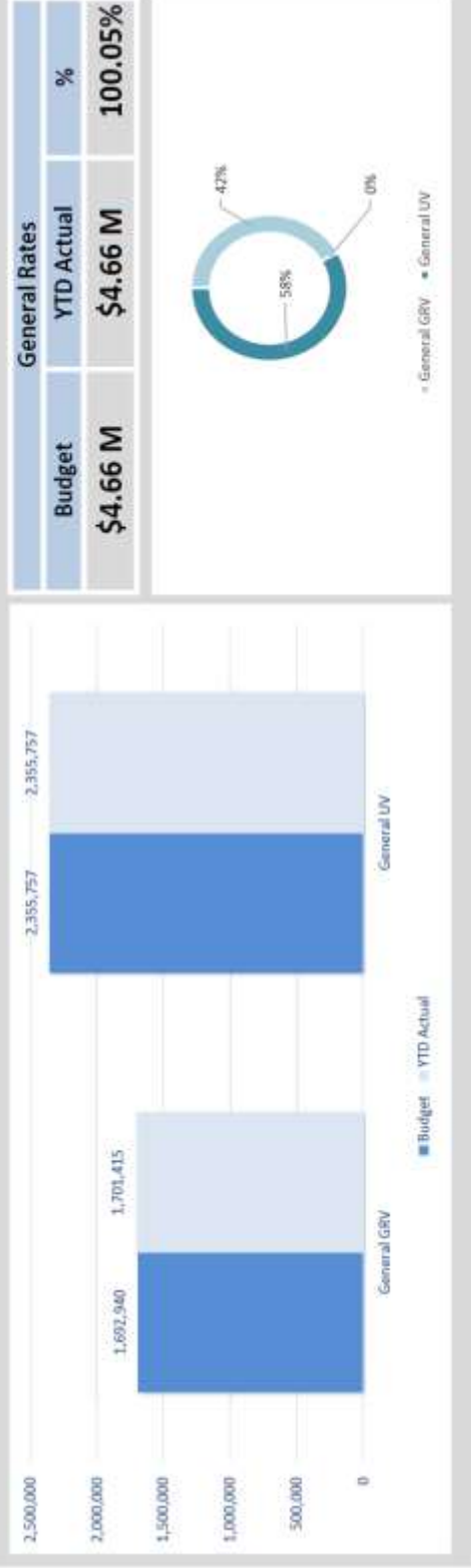
Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 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.



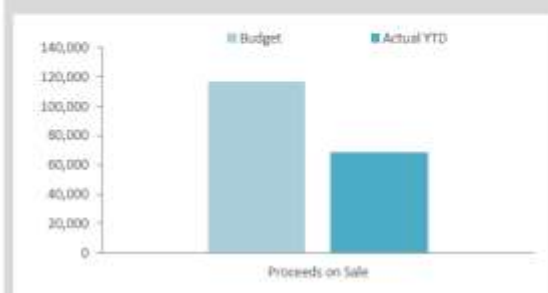
Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
Governance									
41751	P265 - Ford Everest (CEO)	17,120	28,400	11,280	0	16,519	28,364	11,844	0
36604	Office Airconditioner - Northampton	0	0	0	0	3,143	0	0	(3,143)
Education and welfare									
30067	Aged Care Units Hackney Street Kalb - Transport	0	0	0	0	150,830	0	0	(150,830)
Transport									
41756	P269 - Isuzu Dmax 4x2 (Grader Op Mai	11,000	3,000	0	(8,000)	0	0	0	0
41739	P259 - Mazda BT50 4x2 ute (Grader Op	7,000	2,000	0	(5,000)	0	0	0	0
41727	P244 - Ford Ranger 2.2 T/D (M'toe Clea	8,000	500	0	(7,500)	0	0	0	0
41720	P236 - Isuzu Dmax (Horrocks)	11,000	3,000	0	(8,000)	10,420	6,400	0	(4,020)
41707	P228 - Mitsubishi Fuso Tipper 2011	35,500	35,000	0	(500)	0	0	0	0
41686	P207 - Pig Trailer side/rear tipper	10,000	15,000	5,000	0	0	0	0	0
41683	P204 - Dynapac Vibe Roller	26,000	30,000	4,000	0	25,337	27,900	2,163	0
41762	P275 - Mitsubishi Triton (Lucky Bay)	0	0	0	0	10,481	5,500	0	(4,981)
41681	P202 - Ford Ranger 2WD - Kalb Tip	0	0	0	0	3,864	727	0	(3,137)
41697	Metro Road Counter	0	0	0	0	534	0	0	(534)
41728	Kalbarn - Toro Titan Mower ZX8420	0	0	0	0	1,267	0	0	(1,267)
41738	Northampton - Toro Timecutter Mower	0	0	0	0	1,901	0	0	(1,901)
		125,620	116,900	20,280	(20,000)	224,296	68,491	14,007	(169,812)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$116,900	\$68,491	59%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

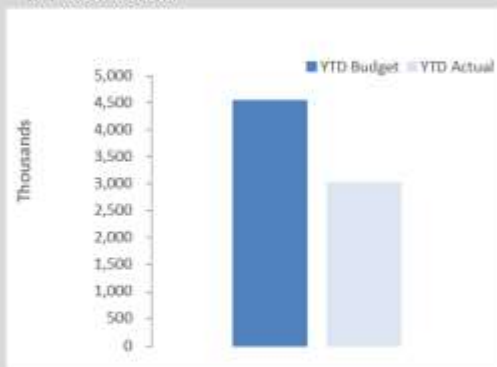
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	854,035	711,670	668,054	(43,616)
Furniture and equipment	21,500	17,910	16,545	(1,365)
Plant and equipment	751,400	626,150	382,788	(243,362)
Infrastructure - Roads	1,928,213	1,606,730	1,528,021	(78,709)
Infrastructure - Footpaths & Carparks	536,238	446,810	67,051	(379,759)
Infrastructure - Parks & Ovals	443,450	369,530	327,845	(41,685)
Infrastructure - Other	0	0	33,689	33,689
Capital Expenditure Totals	4,534,836	3,778,800	3,023,993	(754,807)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Borrowings	365,000	365,000	340,000	(25,000)
Other (disposals & C/Fwd)	116,900	112,154	68,491	(43,663)
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	773,625	1,562,785	789,160
Capital funding total	4,534,836	3,778,800	3,023,993	(754,807)

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	\$3.02 M	67%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
	Governance				
	Replace Councillor iPads x 9	5,000	4,165	0	5,000
	Replace Desktop computers x 11	16,500	13,745	16,545	(45)
	Replace CEO Vehicle	54,100	45,080	54,275	(175)
	Governance Total	75,600	62,990	70,821	4,779
	Communities Amenities				
	New ablutions at Blueholes	110,000	91,660	1,400	108,600
	Northampton Cemetery Fence	48,500	40,417	40,994	7,506
	Erect shelter at HCC Playground	25,000	20,833	0	25,000
	Communities Amenities Total	183,500	152,910	42,394	141,106
	Recreation And Culture				
	Construct Extension to RSL Hall	610,100	508,410	535,051	75,049
	Replace Stairs Horrocks	18,000	15,000	19,993	(1,993)
	Horrocks Information Shelter	7,800	6,500	7,800	(0)
	Install Replas Seats Grey St/Red Bluff	6,600	5,500	4,891	1,709
	Kalbarri Foreshore Parkland Redevelopment	127,300	106,080	94,572	32,728
	Blue Holes Carpark Redevelopment R969	135,450	112,850	0	135,450
	Northampton Community Centre Courts Upgrade	210,250	175,200	159,596	50,654
	Kalbarri Camp School Disabled Ablutions	26,000	21,660	26,447	(447)
	Lions Park - Asphalt Seal Car Park	103,385	86,140	43,048	60,337
	Old School Building Upgrades	77,935	64,940	74,135	3,800
	Recreation And Culture Total	1,322,820	1,102,280	965,533	357,287
	Transport				
	Road Construction	1,928,213	1,606,730	1,528,021	400,192
	Footpath Construction	297,403	247,820	24,003	273,400
	Bus Shed - Kalbarri Depot	30,000	25,000	31,021	(1,021)
	Tip Truck Northampton	250,000	208,330	0	250,000
	Tipping Trailer Northampton	85,000	70,832	0	85,000
	Vibe Roller	180,000	149,998	170,560	9,440
	Utility - Grader Operator x 2	82,000	68,333	30,946	51,054
	Utility - Northampton Mtce/Cleaner	28,300	23,583	28,674	(374)
	Utility - Northampton Ranger	52,000	43,333	42,678	9,322
	Transport Total	2,932,916	2,443,960	1,855,904	1,077,012
	Economic Services Other Property and Services				
	Lucky Bay Caretaker vehicle	20,000	16,660	55,653	(35,653)
	Tanks - Port Gregory Water Supply	0	0	33,689	(33,689)
	Other Property and Services Total	20,000	16,660	89,342	(69,342)
	Capital Expenditure by Program Total	4,534,836	3,778,800	3,023,993	1,510,843

Please refer to the compilation report

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Repayments - borrowings

Information on borrowings

Particulars	1 July 2019		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
	\$	\$	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Housing										
Loan 154 - Staff Housing	223,447	0	0	0	17,005	34,288	206,442	189,159	4,417	8,497
Recreation and culture										
Loan 156 - RSL Hall Extensions	477,359	0	0	0	22,641	45,516	454,718	431,843	6,906	10,771
Transport										
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	18,324	26,984
Self supporting loans										
Education and welfare										
Loan 155 - Pioneer Lodge	372,568	0	0	0	14,542	14,542	358,026	358,026	15,870	17,126
Recreation and culture										
Loan 151 - Kalbarri Bowling Club	3,839	0	0	0	1,891	3,839	1,948	0	133	202
Other property and services										
Loan 152 - Staff Housing (CEO)	311,752	0	0	0	18,010	18,010	302,907	293,742	20,565	20,565
	688,159	0	0	0	34,443	36,391	662,880	651,768	36,567	37,893
Total	1,543,419	0	0	365,000	115,219	157,325	1,437,364	1,751,094	55,091	64,877
Current borrowings	157,325						42,105			
Non-current borrowings	1,386,094						1,395,260			
	1,543,419						1,437,364			

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

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

New borrowings 2019-20

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 157 - Plant Purchases	\$ 340,000	\$ 365,000	WATC	Fixed	10	\$ 29,280	.%	\$ 340,000	\$ 365,000	\$ 0
	340,000	365,000				29,280		340,000	365,000	0

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.



Principal repayments	\$115,219
Interest earned	\$66,758
Reserves balance	\$.96 M
Interest expense	\$55,091
Loans due	\$1.44 M

Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Cash backed reserve

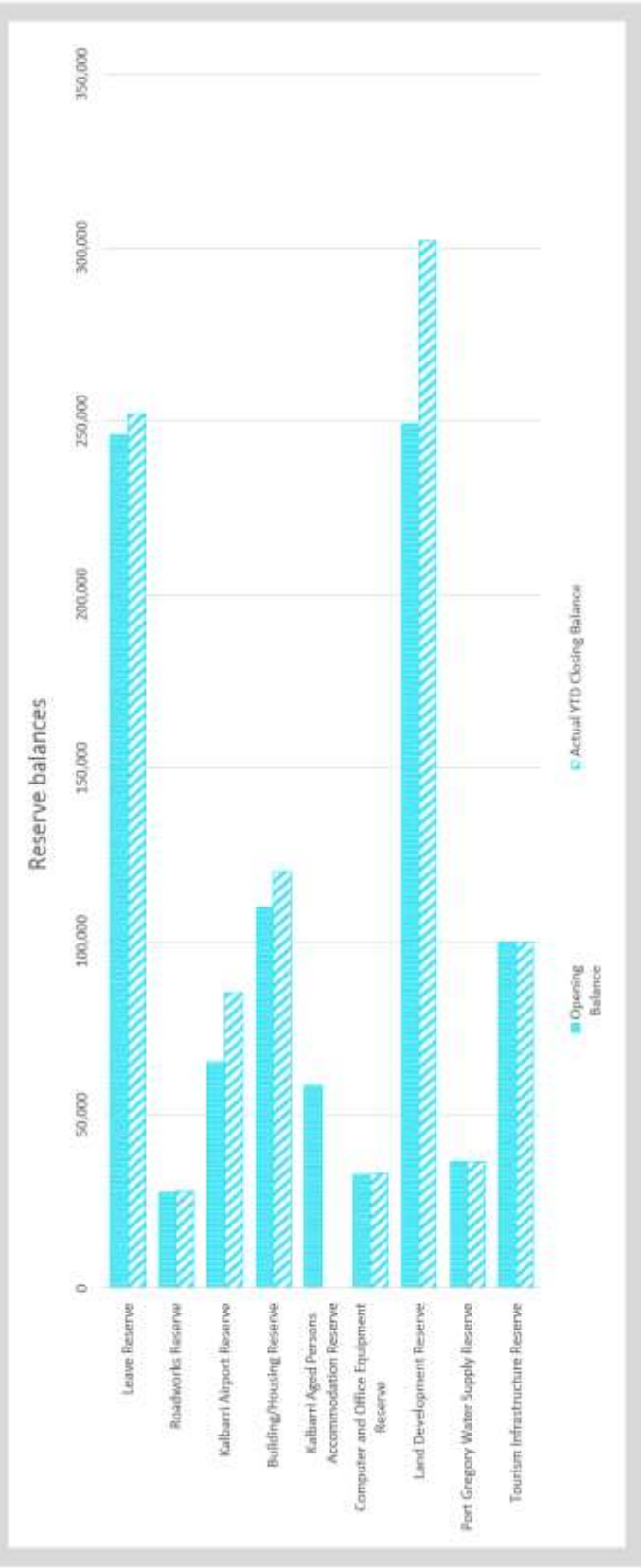
Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 246,008	\$ 5,000	\$ 938	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 256,008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

Please refer to the compilation report

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

KEY INFORMATION



Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Unspent operating grant, subsidies and contributions liability

Description/Provider	Unspent operating grant, subsidies and contributions liability			Operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2020	Current Liability 30 Apr 2020	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Operating grants and subsidies						
General purpose funding						
Grants Commission - General/	0	0	0	0	442,069	331,551
Grants Commission - Roads/	0	0	0	0	397,616	298,212
Law, order, public safety						
Emergency Services Levy - BFB	0	0	0	0	31,710	26,423
Emergency Services Levy - SES	0	0	0	0	25,523	21,267
Grant Revenue - BFRM	0	0	0	0	0	0
Education and welfare						
NCCA Operational Grant/Fundraising	0	0	0	0	62,000	51,660
Community amenities						
GRANT - CHARMAP	0	0	0	0	25,000	20,830
Transport						
MRD - Maintenance	0	0	0	0	172,575	172,575
Economic services						
Pink Lake Facilities Grant	0	0	0	0	0	25,435
	0	0	0	0	1,156,493	922,518
						987,630

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 22

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 12
NON-OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent non operating grants, subsidies and contributions liability			Non operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2019	Increase in Liability (As revenue)	Liability Reduction 30 Apr 2020	Current Liability 30 Apr 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	(b) \$
Non-operating grants and subsidies							
Recreation and culture							
Kaibbarri Foreshore Redevelopment		0	0	0	0	0	52,965
Northampton Community Centre		0	0	0	134,417	112,010	0
Old School		0	0	0	12,493	12,493	0
Transport							
Regional Road Group Funding		0	0	0	306,666	255,550	234,448
Royalties For Regions - White Cliffs/Eimnu West Rd		0	0	0	146,326	146,326	146,326
Roads to Recovery Funding		0	0	0	453,484	377,900	405,484
Commodity Route Funding		0	0	0	447,000	372,500	447,000
	0	0	0	0	1,500,386	1,276,779	1,286,223

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 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	Amount	Amount	Closing Balance
	1 July 2019	Received	Paid	30 Apr 2020
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	27,651	(27,040)	794
Community Bus Bond	4,800	1,600	(2,000)	4,400
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	16,547	(22,235)	16,547
Horrocks Memorial Wall	0	1,000	(323)	677
One Life	1,940	0	(500)	1,440
Rubbish Tip Key Bond	1,400	400	0	1,800
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	0	19,342	(448)	18,894
DOT - Department of Transport	0	27,038	(27,038)	0
	36,842	99,803	(83,204)	53,442

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 14
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Opening surplus adjustment		surplus/deficit adjustment	\$ 29,223	\$ 0	\$ 0	\$ 29,223
	Expenditure Adjustments						\$ 29,223
4012	Additional costs associated with traineeship		Operating Expenses			(22,640)	6,583
0032	Election Expenses - Savings		Operating Expenses		2,280		8,863
0112	Northern Zone WALGA Fees - No fees to be incurred 19/20		Operating Expenses		1,800		10,663
0502	Computer Expenses - WALGA Council connect budgeted in members (error)		Operating Expenses		5,000		15,663
1152	ESL - Port Gregory BFB Shed toilet		Operating Expenses			(10,000)	5,663
2312	Kalbarri Doctors Surgery - Floor coverings replacement savings		Operating Expenses		6,050		11,713
3172	Oval Residence - Extra costs for septic system replacement		Operating Expenses			(1,526)	10,187
3282	Lot 605 Salamit Place - Extra cost internal painting		Operating Expenses			(1,095)	9,092
3232	Lot 43 Bateman Street - Replace reticulation		Operating Expenses			(5,000)	4,092
4372	Planning Fees - Refund fees (Summerstar) Council approved		Operating Expenses			(5,000)	(908)
2342	Northampton Cemetery - Additional costs for stage 1 memorial tree		Operating Expenses			(1,564)	(2,472)
4752	Port Gregory Ablutions - Replace Cisterns		Operating Expenses			(2,800)	(5,272)
4972	Horricks Jetty - Additional costs incurred re-bracketing platform		Operating Expenses			(1,550)	(6,822)
4972	Horricks each Access Steps - Reduced costs incurred		Operating Expenses		2,100		(4,722)
3694	Kalbarri Foreshore Redevelopment - Savings shelters, BBQ's, bollards		Capital Expenses	30,600			25,878
4962	Kalbarri Oval - Barrier fence installation savings		Operating Expenses	2,000			27,878
5262	Kalbarri Community Camp - Savings roller door replacement		Operating Expenses	1,975			29,853
3634	Kalbarri Community Camp - Savings disabled ablutions installation		Capital Expenses	1,064			30,917
3754	Northampton Community Centre - Extra costs court tender		Capital Expenses			(3,630)	27,287
3754	Northampton Community Centre - extra costs for lighting (budget error)		Capital Expenses			(5,720)	21,567
5122	Northampton Recreation Oval - Additional costs due to bore repair		Operating Expenses			(3,470)	18,097
5522	Old Police Station - Re-punch verandah floor nails		Operating Expenses			(1,600)	16,497
4712	Heritage Railway Precinct - Consumer power pole replaced		Operating Expenses			(2,506)	13,991
5060	Roadworks - Works deferred Bateman St construct & seal		Capital Expenses	31,000			44,991
5060	Roadworks - Works deferred Karina Mews reseal and kerb replacement		Capital Expenses	29,850			74,841
5060	Roadworks - Works deferred Fifth avenue - construct & seal		Capital Expenses	33,750			108,591
5060	Roadworks - Little Bay Road deferred - FAG's shortfall		Capital Expenses	50,000			158,591
5060	Robinson St - Installation of street light		Capital Expenses			(4,521)	154,070

Please refer to the compilation report

NOTE 14
BUDGET AMENDMENTS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
5090	Port Gregory Footpath - Costs less than original estimate		Capital Expenses		3,616		157,686
4224	Utility Purchase - Net savings of vehicle changeover (December 2019 meeting)		Operating Expenses		27,390		185,076
5932	Kalbarri Airport - ARU Replacement less than estimate		Operating Expenses		1,025		186,101
6372	Tourism Promotion - Signage - Only three of four signs purchased		Operating Expenses		4,035	(2,640)	190,136
6402	Lucky Bay Camping Site - Extra cost incurred septic tank pump outs		Operating Expenses				187,496
6402	Lucky Bay Camping Site - Vehicle purchase savings		Capital Expenses		2,847		190,343
6752	Port Gregory Water Supply - Supply & install tanks, remove old tanks		Operating Expenses			(28,000)	162,343
6752	Port Gregory Water Supply - New Control antennae		Operating Expenses			(2,765)	159,578
7322/7332	Tyre Purchase & Repair - Additional costs incurred to date		Operating Expenses			(8,720)	150,858
7172	Workers compensation Insurance - Adjustment for 18/19 insurance payment		Operating Expenses			(2,762)	148,096
	Revenue Adjustments						148,096
4501	Rates General - Additional Rates levied		Operating Revenue		2,400		150,496
4570	Rates Written Off		Operating Revenue			(1,268)	149,228
4611/4621	Financial Assistance Grants - Actual less than budget estimate		Operating Revenue			(41,762)	107,466
0133	Grant - Rates Trainee Officer Grant		Operating Revenue		30,000		137,466
0583	ESL - Supplemental Operating Grant		Operating Revenue		11,931		149,397
2843	Residential Housing Rent - Extra rent from Salamit Place		Operating Revenue		12,250		161,647
3253	Refuse Charges Residential - Extra Income		Operating Revenue		5,424		167,071
3263	Refuse Charges Commercial - Less income than estimated		Operating Revenue			(2,760)	164,311
4523	Grant Funding - Kalbarri Foreshore Shelters		Operating Revenue		52,965		217,276
5993	Port Gregory Water Supply - BASF contribution not in budget		Operating Revenue		3,000		220,276
				0	383,575	(163,299)	

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 26

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 15
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	30,023	59.90%	▲ Permanent	Var due to Rates Trainee grant payment
General purpose funding	(49,513)	(0.92%)	▼ Permanent	Var associated with reduced FAG's grant
Law, order and public safety	66,276	108.44%	▲ Permanent	Var due to BFRM grant payment plus ESL supplemental operating grant
Health	(13,061)	(39.09%)	▼ Permanent	Reduced charges for contract Health services
Education and welfare	23,837	12.39%	▲ Timing	Var due to NCCA grant/rebate plus aged housing rent
Housing	9,886	22.20%	▲ Permanent	Additional rent from aged Housing in Kalbarri
Recreation and culture	23,124	34.11%	▲ Permanent	Var due to NCC Tank claim insurance payment
Economic services	43,204	18.00%	▲ Timing	Var includes Pink Lake operating grant
Other property and services	35,003	34.28%	▲ Timing	Var due to the reimbursement of workers compensation payments
Expenditure from operating activities				
Governance	(46,596)	(6.28%)	▼ Timing	Var due to budget timings plus extra pay period in April
General purpose funding	(32,831)	(17.90%)	▼ Permanent	Var due to legal fees and add Rates Trainee
Law, order and public safety	(28,317)	(10.03%)	▼ Timing	Var due to payment timing, additional depreciation plus Pt Gregory BFB toilet
Health	(22,691)	(16.19%)	▼ Permanent	Var due to allocation of costs for doctors housing from schedule 9
Education and welfare	23,981	9.14%	▲ Permanent	Var due to reduced NCCA expenses
Housing	6,110	7.28%	▲ Permanent	Var due to new septic system at oval house
Community amenities	103,027	7.80%	▲ Timing	Var due to lag in rubbish collection costs invoices
Recreation and culture	105,000	7.64%	▲ Permanent	Var due to reduced Parks and Gardens exp
Transport	104,959	4.25%	▲ Permanent	Var due to reduced municipal roadworks expenditure
Economic services	(49,496)	(12.70%)	▼ Timing	Var due to additional building salaries and additional traffic costs etc from COVID 19
Other property and services	(262,182)	(778.45%)	▼ Permanent	Var due to Kalb Aged Housing units asset write off & Plant Operation cost allocation
Investing activities				
Non-operating grants, subsidies and contributions	9,444	0.74%	▲ Timing	Actuals and budget will converge as the year progresses
Capital acquisitions	754,807	19.97%	▲ Timing	Roadworks progressing with some project delays, Truck/Trailer delivery May/June 2020
Financing activities				
Proceeds from new debentures	(25,000)	(6.85%)	▼ Permanent	Loan funds drawn down - \$25K under budget
Transfer from reserves	9,782	20.00%	▲ Timing	Will reconcile, budget timing situation only
Transfer to reserves	(39,552)	(78.84%)	▼ Permanent	Var due to land sale revenue - Kitson Crt

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 27

7.4.3 BUDGET SUBMISSIONS 2020-2021

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8th May 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Garry Keeffe/Grant Middleton
APPENDICES:	1. Detailed Budget Submissions

SUMMARY:

Council to consider budget submissions from groups or organisations for funding in the 2020/2021 Budget.

BACKGROUND:

The public advertising period for the lodgement of Budget submissions for projects to be considered in the 2020/2021 budget closed on 27th March 2020 and was part of the mailout “Notice to Residents” Corporate Business Plan and Long Term Financial Plan 2020/2021 Review.

The submissions detailed below have been received and Council is requested to consider if these projects are to be included within the 2020/2021 Draft Budget for consideration. Details of the funding requests have been provided as an attachment to this agenda item. Additionally, there are three submissions from the 2019/2020 budget process that were deferred last year pending re-consideration in the 2020/2021 budget process. The three deferred projects included the Northampton VFRS wet area tiling, restoration of the stone fence along Hampton road in front of the catholic church and the provision of funding for a grant workshop. All applicants have requested their projects be presented to Council again apart from the grant workshop request which has been withdrawn by the applicant.

It is also suggested that applicants actively pursue alternate funding opportunities where projects can be funded from other sources to offset expenditure. In some cases it may be prudent to defer items until 2021/2022 whilst funding is being sought.

It is requested that Council consider the following projects for listing in the draft 2020/2021 budget.

New Budget Requests

1. Northampton Visitor Centre - \$25,000

The Northampton Tourist Association has requested an operating grant of \$25,000 for the 2020/2021 financial year.

Management comment – No increase from the 2016/2017, 2017/2018, 2018/2019 & 2019/2020 budget allocation of \$25,000.

2. Kalbarri Visitor Centre - \$50,000

The Kalbarri Visitor Centre has requested funding totaling \$50,000 for their annual operational subsidy. They are currently a level 1 accredited Visitor Centre and whilst they are not currently operating due to CIVID 19 travel restrictions they intend to return to normal operations once the travel restrictions are lifted.

Management comment – The Kalbarri Visitor Centre Operational Grant was \$25,000 2013/2014., \$30,000 – 2014/2015 - 2015/2016, \$35,000 2016/2017 – 2018/2019, \$50,000 – 2019/2020

3. Kalbarri Visitor Centre (Specified Area Rate) - \$30,000

There has been a request for funding of \$30,000 to continue with the funding to be utilised for TV, digital and print media campaigns.

Management comment – The Kalbarri Specified Area rate levied in previous years = \$30,000 in 2018/2019 & 2017/2018 for advertising and promotion, \$31,500 in 2016/2017 for advertising and promotion, \$30,000 in 2015/2016 comprising \$15,000 advertising and promotion and \$15,000 for entry statements.

4. Kalbarri Childcare - \$2,000

The Kalbarri Childcare has requested funding to paint the front fence, door, skirting boards and window frames.

Management comment – This is a Shire owned building that the Kalbarri childcare operate from and had had only relatively minor maintenance expenditure over the last 5-10 years.

5. Northampton Bowling Club - \$4,400

Club is requesting Council to consider re-painting the exterior of the club house building at a cost of \$4,350. The club have obtained a quote from a local painting contractor.

As per the conditions of the lease the repainting of the exterior is considered as fair wear and tear and therefore the responsibility of Council. However within the Corporate Business Plan the Council is being requested to fund \$119,000 towards a synthetic green.

The club has recently repainted the interior of the building and porch area and resurfaced the interior floor.

Management comment – This is a Shire owned building that has had only relatively minor maintenance expenditure over the last 5-10 years.

6. Northampton Old School - \$33,000 or seed funding

In 2019/20 the operators of the Northampton Old School, Northampton Old School Community Initiative Inc (NOSCII) obtained grants to undertake the refurbishment of all the buildings at the site. The total cost of works was \$109,800 of which \$99,800 was grant funding through Regional Economic Development Fund and Lotterywest with the NOSCII contributing \$5,000 and Council contributing \$5,000.

A section of required works that was not approved for funding in the above grant application was the re-roofing of the office/administration building at the site.

NOSCII are requesting if Council can provide some level of funding to act as seed funding for the submitting of grant applications to have the works undertaken. The quote received for the works is \$33,120 GST exclusive and they are seeking a contribution of \$10,000 from Council.

NOSCII wish to have all upgrade works completed by March 2021 for the old schools 100th anniversary.

Budget Requests – Deferred from 2019/2020 Budget Process

7. Northampton VFRS - \$1,850

The Northampton VFRS has completed approximately half of the tiling works to the wet area and have asked for the possibility of the remaining portion being funded by Council. The amount requested in the 2019/2020 budget process was \$3,700.

Management comment – The VFRS has been responsible for maintaining the buildings on this site. The relocation of the VFRS pending the construction of their new depot could take several years as DFES are still in the process of selecting a site and procuring the land tenure.

8. St Mary's Parish - \$8,000 - \$10,000

The parish requested funding up to \$10,000 in the 2019/2020 budget process to assist with the restoration of the stone wall along Hampton road. The project is too large for the local parish to fund by themselves. The wall requires re-grouting and the project may also involve the utilisation of labour from MEEEDAC and or the Greenough Regional Prison pending restrictions associated with COVID 19. The parish has requested that the project be re-submitted for determination in the 2020/2021 budget process.

Management comment – Total project costs for this non-council owned and controlled asset are unknown, the parish has requested funding of \$8,000 - \$10,000 to get the project moving.

Information from Council's heritage advisor indicated that there may be issues obtaining Lotterywest grant funding for this project due to the difficulty in justifying community benefit from the works.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.3

That Council consider the above projects for inclusion within the draft 2020/2021 Budget.



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

Grant Middleton CPA
Deputy Chief Executive Officer
dcco@northampton.wa.gov.au

Dear Grant

Ref: Council's Annual Budget 2020/2021

The Northampton Tourist Association (Inc) wish to apply for funding for the forthcoming budget financial year 2020/2021.

We appreciate your financial assistance each year, in order to showcase our town.

Our request is for the usual \$25,000.00. Even though our doors are closed at present, we have plans for quite some improvements in our display furniture area and other signage, including continuing the sheep theme etc. We are also in the process of producing a completely new brochure which is very appealing.

Attached is a copy of our projected income and expenditure for the above period, based on our previous financial year 2018/2019.

We look forward to Council's continued support.

Yours faithfully

Justeen Varney
Secretary
Northampton Tourist Association (Inc)
Ph: 99341121
Mob: 0427 924405
E: nokanena@bigpond.com

May 4 2020

historically beautiful

**NORTHAMPTON TOURIST ASSOCIATION INC.
INCOME 1/1/18 TO 31/10/19**

Income	November	December	January	February	March	April	May	June	July	August	September	October	Total
VC Sales	681.70	504.70	464.85	279.60	423.50	877.70	620.35	649.80	1363.85	1799.27	1712.10	1282.35	10661.77
TransWA	398.60	376.01	455.85	313.45	124.00	387.40	126.00	285.50	358.85	216.60	428.40	508.35	3979.01
2 nd Hand Books	17.00	6.00	1.00			6.00	7.00	11.00	21.00	19.00	23.00	8.30	119.30
Photocopying	0.30	5.50							2.00	2.20	5.90		15.90
Directory	60.00		6.00		516.00	12.00	18.00	18.00	26.00	66.00	6.00		728.00
Memberships		130.00		1165.00	100.00	260.00	130.00					20.00	1805.00
Consignment	62.50		26.00	10.00		36.00	128.50	210.00	76.00	56.00	194.50	71.00	870.50
Aust Day												500.00	500.00
Donations	1.00	170.00				2.00	3.50	0.10	0.60	4.30	5.90	4.10	191.40
Brochure Adv							1000.00						1000.00
Shire Grant													
Integrity		77.00					76.20	292.00		263.30	99.00		1497.50
Memb/Signage	65.00			350.00	325.00	185.00	85.00						1010.00
WA Tourism Grant													
Insurance Claim													
Other/FBall										50.00			50.00
Drinks	1286.10	1287.21	969.70	2120.05	1494.50	1770.10	2884.55	1478.40	1850.30	2492.67	2478.80	2402.10	22512.38
Total													
<i>Bank Reconcile</i>													
Opening Bal	32356.19	30323.76	28759.65	26782.22	25815.07	24706.51	24305.35	20872.96	18996.24	16786.86	14387.86	13145.43	
Income	1286.10	1287.21	969.70	2120.05	1494.50	1770.10	2884.55	1478.40	1850.30	2492.67	2478.80	2402.10	
Expenses	-3318.53	-2851.32	-2947.13	-3067.20	-2603.06	-2171.36	-6316.94	-3355.12	-4059.68	-4891.67	-3721.23	-4539.29	
Total Funds	30323.76	28759.65	26782.22	25815.07	24706.51	24305.35	20872.96	18996.24	16786.86	14387.86	13145.43	11008.24	
Bank St Close B	30323.76	28759.65	26782.22	25815.07	24706.51	24305.35	20872.96	18996.24	16786.86	14387.86	13145.43	11008.24	
U/P Cheques													
Reconc Balance	30323.76	28759.65	26782.22	25815.07	24706.51	24305.35	20872.96	18996.24	16786.86	14387.86	13145.43	11008.24	

NORTHAMPTON TOURIST ASSOCIATION INC.
EXPENDITURE 1/11/18 TO 31/10/19

Expenditure	November	December	January	February	March	April	May	June	July	August	September	October	Total
Stock	90.50	295.24	364.36	657.35	377.50	43.89	330.00	408.29	413.72	1145.80	457.07	586.94	5170.66
Wages	1980.00	1980.00	1890.00	1620.00	1500.00	1500.00	2955.00	1980.00	1980.00	1980.00	1980.00	2970.00	24315.00
C/signment	113.90		8.00	18.20			66.00	156.00	116.00	43.20	64.00	46.80	632.10
TransWA	652.46	328.20	336.29	181.94	255.26	215.57	330.37	27.18	374.71	197.27	144.65	380.00	3423.90
Phone	123.27	200.38	103.53	111.76	107.06	269.35	131.72	106.60	110.86	113.25	99.32	119.62	1596.72
Advertising	78.40									77.00	50.00	89.60	295.00
Insurance							920.61			1146.50			2067.11
Australia Day				112.00			522.81						634.81
Post/Stationery	50.00	47.50	4.95	45.95		11.45	15.78		36.39	35.85	6.25	24.75	278.87
Memberships									578.00			65.00	643.00
Computer Exp							198.00					66.00	319.00
Amenities					55.00								55.36
Signs & Maint							20.41	14.95					16.00
Bank Fees	80.00		40.00	40.00	40.00	40.00	80.00	38.90		77.80		40.58	477.28
Shop Fittings													
Honorariums	150.00												
Integrity							225.00	75.00	300.00	75.00	75.00	150.00	1350.00
Audit			200.00				521.24	248.20			844.94		1614.38
Brochure Adv													200.00
Petty Cash								50.00	150.00				200.00
Entertainment				300.00									300.00
Directory					43.24			250.00					293.24
Tourism Grant													
Reimburse Rotary													
Tourism Grant													
Purchase Aust Post													
Credit Card													
Accred/Consultant													
New Info Bay													
Total	3318.53	2851.32	2947.13	3087.20	2603.06	2171.26	6316.94	3355.12	4059.68	4891.67	3721.23	4539.29	43862.43

KALBARRI *Visitor Centre*

27th March 2020
Mr Garry Keefe
Chief Executive Officer
Shire of Northampton
PO Box 61 Northampton 6535

Dear Garry,

RE: Budget Submission – Kalbarri Visitor Centre – Operating Subsidy 2020-21

The Kalbarri Visitor Centre (KVC) wish to apply for an annual operating subsidy from the Shire of Northampton of \$50,000 for the 20-21 financial year.

Shire have been very supportive over recent years and with the current Covid19 pandemic we all find ourselves in unsettling unknown times. Previous operating subsidies have enabled the Visitor Centre to thrive and continue to support the community and its visitors. We have a strong team spirit and a supportive voluntary committee who are passionate about the KVC and tourism. Currently the KVC has 112 internal and 55 external members which demonstrates strong support for our services and the centre.

Due to covid19 we have seen a very real decline in income very quickly, processing many refunds and this will be a concern for the future trading of Kalbarri Visitor Centre. Currently staff are in stand down and the business will hibernate for some time, with contact between myself and the executive committee as we monitor the situation. We are aware that if the Visitor Centre were no longer able to operate due the pandemic, it would be detrimental to the local businesses and the community within the Shire.

We are very proud of our level 1 Accredited Visitor Centre and I remain positive. International travel bans are likely to stay in place for some time and we are hopeful that once we have reached the peak of the pandemic and domestic travel returns, all Australians will be travelling to their own backyards.

We trust Council have many financial considerations at this time and will review our request in favour, to continue this essential service to the town and the Shire of Northampton.

Take Care to all of you during this time

Warm Regards
Tracy Grosvenor
Manager

Kalbarri Visitor Centre
E: manager@kalbarri.org.au
P: (08) 9937 1104 www.kalbarri.org.au
70 Grey St Kalbarri WA 6536
Facebook: [@kalbarrivisitorcentre](https://www.facebook.com/kalbarrivisitorcentre)
Instagram: [@kalbarriwa](https://www.instagram.com/kalbarriwa)

KALBARRI *Visitor Centre*

27thth March 2020
Mr Garry Keefe
Chief Executive Officer
Shire of Northampton
PO Box 61 NORTHAMPTON 6535

Dear Garry,

RE: Budget Submission – Kalbarri Tourism Specified Area Rate 2020-21

We would sincerely like to thank Council for its ongoing support.

As Council will be aware one of the primary roles of the Kalbarri Visitor Centre is to promote and service the Kalbarri region as an attractive tourism destination within the shire.

Currently we are all facing very trying times with the current situation of the Covid19 pandemic. When we 'come out the other side of this situation' we are going to need to put the Shire of Northampton and Kalbarri back on the map to attract visitors, promote tourism and hopefully many business in Kalbarri will be able to recover and start to recommence business.

We request an allocation of \$30,000 from the 2020-21 Kalbarri Tourism Specified Area Rate, which will allow the Visitor Centre to continue marketing Kalbarri by means of TV, digital and print media to show we are one of the top holiday locations in WA.

We sincerely thank the Shire of Northampton for showing confidence in Kalbarri Visitor Centre by granting Specified Area Rate submissions over recent years, as it has allowed us to create successful campaigns for increased tourism.

Thank you for your consideration, we look forward to a favourable outcome.

Warm Regards
Tracy Grosvenor
Manager

Kalbarri Visitor Centre

POSTED
1CR31046



16th April 2020

Re: Budget Considerations for Kalbarri Childcare

Kalbarri Childcare would like to request the following considerations be made for expenditure in the 2020/2021 financial years for Kalbarri Childcare, located at 47 Smith Street.

We would also like to take this opportunity to sincerely thank the Shire of Northampton for the funding provided to us in 2019 to remodel and refit our office and child sleeping spaces. The refurbishments have been greatly received and make the most out of the limited space that we have.

Due to the COVID-19 pandemic, Kalbarri Childcare has sadly had to temporarily suspend its services. We thought that this closure however, would prove a valuable opportunity to carry out some building maintenance.

Unfortunately, we had to cancel our planned fundraising activities for 2020 as they relied significantly on the Easter markets taking place, which has limited our financial opportunities to fund this maintenance ourselves. We appreciate that the Shire is also financially challenged at this time and would be very willing to contribute a negotiated portion of the overall cost.

This year we would like to undertake 2 maintenance projects on the property. These are:

Flyscreen Replacement: some missing screens and others with numerous holes and damage. Approx-\$250 Pete McKenzie

Painting: front fence is significantly rusty and the door, skirting boards and window frames are chipped. Approx-\$2,000 Terry Gardner

Please find quotes from tradespeople attached.

Many thanks again for your consideration,

Nicole South and Marney Teasdale
Kalbarri Childcare.

Subject: Exterior painting Northampton bowling club

Prepare and paint complete exterior of bowling club
Including fascias eaves doors and frames
Concrete columns ,entry doors to be varnished
Concrete floor and steps
Re paint sign writing
Apply primer followed by two coats of premium paint on all surfaces
Total price includes all materials and labour
\$4350.00

RussellBromley
Painters Reg no 100120
Po box 578 Northampton
0499341000
ABN 58 998 054 654

BUILDERS REG: 30626
PLUMBING LIC: 679
GAS LIC: GF001183
ACN: 083 609 625

wilsoncomplete
COMPLETE BUILDING SERVICES

AT & DF Wilson Pty Ltd
PO Box 213, Northampton 6535
p: 0439 959 287
f: (08) 9397 5055
e: matthew@wilsoncomplete.com.au
w: www.wilsoncomplete.com.au

Annette Sellers
Northampton Old School
Northampton, WA

Scope of works.

ADMIN ROOF REPLACEMENT.

DEMOLITION:

- Remove existing roof sheeting.
- Remove existing box gutters & capping's.
- Remove asbestos vent.
- Please note apart from the asbestos vent there is no allowance for any other asbestos removal.

PLUMBING:

- Isolate water supply line.
- Relocate water supply within roof cavity.
- SAI new PVC vent to replace asbestos vent.

ELECTRICAL:

- Isolate and remove solar panels.
- Re-install solar panels and test.
- Please note there is no allowance for replacement of solar panels or frames.

ROOF PLUMER:

- Supply and install zinc box gutters and bulkhead capping's.
- Supply and install anticon insulation below tin.
- Supply and install low pitch clip lock roof sheeting.

SCAFFOLDING:

- Supply and install scaffolding/edge protection to allow safe roof access.
- Please note there is a provisional cost of \$6,200.00

PAINTING:

- Touch up bulkhead as required.
- Please note there is a provisional cost of \$500.00 for painting.

commercial | residential | disability | additions | renovations | all trades

BUILDERS REG: 10626
PLUMBING LIC: 679
GAS LIC: GFO81103
ACN: 083 609 435

wilsoncomplete
COMPLETE BUILDING SERVICES

AT & DE Wilson Pty Ltd
PO Box 213, Northampton 6535
p: 0439 959 287
f: (08) 9397 5055
e: mathew@wilsoncomplete.com.au
w: www.wilsoncomplete.com.au

20.4.20

**Annette Sellers
Northampton Old School
Northampton**

Dear Annette,

We have the pleasure in presenting the following QUOTE. Please refer to scope of works.

RE: Admin roof replacement.

Prelims: Insurance, Mobilisation, transport, waste removal: \$3,740.00

Demolition: \$2,560.00 plus GST

Electrical: \$1,800.00

Plumbing: \$1,100.00

Roofing: \$16,920.00

Painting: Provisional cost \$800.00

Scaffold/edge protection: Provisional cost \$6,200.00

Please note there is no allowance for roof framing repairs, tie downs or battens. Price is assuming roof framing is in good condition.

Sub total: \$33,120.00

GST: \$3,312.00

Total inc GST: \$36,432.00

If you have any queries, please don't hesitate to contact me.

Kind regards,

Mathew Wilson
0439 959 287

commercial | residential | disability | additions | renovations | all trades

POSTED
16/3/2019

wilsoncomplete
TILING & RENOVATIONS

GK
1.1.2

24th March 2019

Shire of Northampton
Attn: Greg Teakle

Dear Greg,

We have the pleasure in presenting the following QUOTE.

RE: Volunteer fire station tiling.

- Install tiles to floor, skirting, splash back.
- Complete tiling to shower recess.
- Supply and install Sikaflex sealant to wall floor junction to prevent water entering kitchen from exterior.
- Please note we have not allowed for the supply of tiles and adhesives.


SUB TOTAL = \$3,700.00

GST = \$370.00

TOTAL= \$4,070.00 including GST.

If you have any queries please don't hesitate to contact me.

Kind regards,
Mathew Wilson
0439 959 287

 <p>SHIRE OF NORTHAMPTON Council's Annual Budget Submission Form</p>

Name: PETER CRIPPS ST. MARY'S PARISH PRESIDENT
Address: P.O. Box 5 NORTHAMPTON 6535
Phone Number: 0429 147 601

Description of Request	Estimated Cost if known
REPAIR STONE WALL ALONG HAMPTON RD	TOTAL COST UNKNOWN
<p>This project would take some time to complete as the entire length of the wall requires some form of repointing.</p> <p>This project is too large for the parish of St. Marys to undertake physically and financially hence requesting financial assistance from the shire as we view this as a community benefit.</p> <p>We anticipate several instalments to finance this project and we would request a sum of up to \$10,000 to make a start.</p> <p>Local Millbrook of Kelboda Stone has been contacted and would be prepared to utilise labour from the local MEEDC group and or from the Greenough Regional Prison</p> <p>With thanks for your consideration. P.H. Cripps</p>	
	\$8,000 - \$10,000 START UP

Please return this form by Friday 29th March 2019
 PO Box 61 Northampton 6535 or Fax 9934 1072
 email: seo@northampton.wa.gov.au

**Shire of Northampton
Schedule Format
2019/2020
Summary**

	Ytd Actual 30/04/2020	Ytd Budget 30/04/2020	Annual Budget 30/06/2020
Operating Revenue			
Governance	-80,143	-50,120	-60,154
General Purpose Funding	-5,356,477	-5,405,990	-5,650,065
Law, Order, Public Safety	-127,396	-61,120	-73,383
Health	-20,349	-33,410	-40,112
Education and Welfare	-216,163	-192,326	-226,362
Housing	-54,406	-44,520	-53,436
Community Amenities	-860,551	-848,077	-866,277
Recreation and Culture	-90,924	-80,293	-93,911
Transport	-504,691	-178,885	-180,166
Economic Services	-257,759	-239,990	-274,600
Other Property and Services	-137,113	-102,110	-122,565
Total Operational Revenue	-7,705,971	-7,236,841	-7,641,031
Operating Expenditure			
Governance	797,824	775,587	924,552
General Purpose Funding	216,221	183,390	220,112
Law, Order, Public Safety	310,607	282,290	338,993
Health	162,841	140,150	168,239
Education and Welfare	238,419	262,400	314,994
Housing	77,800	83,910	100,877
Community Amenities	1,217,203	1,320,230	1,584,857
Recreation and Culture	1,269,820	1,374,820	1,650,663
Transport	2,350,755	2,537,880	3,045,655
Economic Services	439,326	389,830	467,989
Other Property and Services	194,218	33,680	40,565
Total Operating Expenditure	7,275,034	7,384,167	8,857,496
Capital Revenue			
Governance	16,519	-9,400	-11,280
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	-14,542	-12,110	-14,542
Housing	0	0	0
Community Amenities	0	0	0
Recreation and Culture	-54,856	-102,707	-125,763
Transport	-1,233,258	-1,152,276	-1,353,476
Economic Services	-25,435	0	0
Other Property and Services	101,644	0	0
Total Capital Revenue	-1,209,929	-1,276,493	-1,505,061

**Shire of Northampton
Schedule Format
2019/2020
Summary**

	Ytd Actual 30/04/2020	Ytd Budget 30/04/2020	Annual Budget 30/06/2020
Capital Expenditure			
Governance	70,821	62,990	75,600
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	14,542	12,110	14,542
Housing	17,005	28,570	34,288
Community Amenities	42,394	152,910	183,500
Recreation and Culture	990,065	1,143,400	1,372,175
Transport	1,897,034	2,478,230	2,974,046
Economic Services	89,342	16,660	20,000
Other Property and Services	18,010	15,000	18,010
Total Capital Expenditure	<u>3,139,212</u>	<u>3,909,870</u>	<u>4,692,161</u>
 Profit/Loss Sale of Asset	 16,519	 -9,400	 -11,280

**Schedule Format
2019/2020
General Purpose Revenue - Schedule 3**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
RATES			
Operating Revenue			
0223	0	0	0
0263	0	0	0
0264	-23,041	-16,660	-20,000
4033	-3,573	0	-21,643
4501	-4,664,680	-4,662,287	-4,662,287
4511	-18,506	-30,000	-30,000
4541	-1,237	0	0
4560	0	0	0
4570	1,269	0	0
4591	-19,620	-20,000	-20,000
4711	-1,523	-1,450	-1,450
	-4,730,911	-4,730,397	-4,755,380
Operating Expenditure			
4012	71,435	56,520	67,830
4022	10,477	8,750	10,510
4032	0	0	0
4052	4,553	4,370	5,250
4062	2,726	2,500	3,000
4072	11,178	10,410	12,500
4082	44,785	33,330	40,000
4102	228	140	178
4522	220	0	0
	145,602	116,020	139,268

GENERAL PURPOSE GRANT FUNDING

Operating Revenue			
4603	-27,109	-45,830	-55,000
4611	-347,691	-331,551	-442,069
4621	-250,766	-298,212	-397,616
	-625,566	-675,593	-894,685
Operating Expenditure			
4642	70,619	67,370	80,844

**Schedule Format
2019/2020
Governance / Members - Schedule 4**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
GOVERNANCE				
Operating Income				
0013	CONTRIBUTIONS	-97	0	0
Operating Expenditure				
0012	MEMBERS TRAVELLING	4,087	8,330	10,000
0022	CONFERENCE EXPENSES	15,962	32,047	32,050
0032	ELECTION EXPENSES	4,399	5,410	6,500
0052	ALLOWANCES	17,500	14,580	17,500
0062	MEMBERS EXPENSES OTHER	21,752	22,500	27,000
0072	REFRESHMENTS & RECEPTIONS	14,520	12,500	15,000
0092	ADMIN ALLOC TO GOVERNANCE	155,299	148,150	177,785
0102	INSURANCE	3,708	3,080	3,707
0112	SUBSCRIPTIONS	57,448	49,150	58,990
0132	MEETING ATTENDANCE FEES	15,700	24,450	29,350
0152	COUNCIL CHAMBERS MAINT	936	720	894
	Total Operating Expenditure	311,311	320,917	378,776
ADMINISTRATION				
Operating Income				
0133	CONTRIBUTIONS	-39,381	-12,500	-15,000
0153	REBATES AND COMMISSIONS	-30,176	-28,210	-33,854
0233	- OTHER CHARGES	-378	-660	-800
0243	- PHOTOCOPYING	-1,850	-1,250	-1,500
0253	- INFO SEARCH FEE	-8,260	-7,500	-9,000
0293	GRANT - REVENUE (VARIOUS)	0	0	0
	Total Operating Income	-80,046	-50,120	-60,154
Operating Expenditure				
0174	DEPRECIATION	32,739	31,250	37,500
0272	GOVERNANCE - SALARIES	444,941	433,910	520,700
0282	- LONG SERVICE LEAVE	2,874	0	0
0302	ADMIN SUPERANNUATION	65,377	61,130	73,360
0312	- INSURANCE	37,814	36,330	43,602
0332	- CONFERENCES & SEMINAR	3,725	6,250	7,500
0342	- TRAINING COSTS	6,233	6,660	8,000
0372	- OFFICE MAINTENANCE	32,394	36,630	43,997
0408	CONSULTANCY - FINANCIAL PLANS/VALUATIONS	0	2,500	3,000
0422	- PRINTING & STATIONERY	12,158	8,330	10,000
0432	- TELEPHONE	14,648	19,160	23,000
0442	- ADVERTISING	4,153	2,080	2,500
0452	- OFFICE EQUIPT MTCE	9,414	7,500	9,000
0462	- BANK CHARGES	10,744	11,660	14,000
0482	- POSTAGE & FREIGHT	4,425	4,160	5,000
0492	- OFFICE EXPENSES OTHER	23,290	12,480	15,000
0495	OFFICE SECURITY EXPENSES	1,426	1,660	2,000

Schedule Format
2019/2020
Governance / Members - Schedule 4

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
0502	- COMPUTER EXPENSES	55,278	49,470	59,380
0512	ROUNDING ACCOUNT	9,764	0	0
0572	- VEHICLE RUNNING EXP.	9,862	10,410	12,500
0592	FRINGE BENEFITS TAX	18,750	20,830	25,000
0602	EXPENSES - GRANT RELATED	0	0	0
0672	- AUDIT FEES	43,400	36,580	43,900
0692	- LEGAL EXPENSES	13,995	8,330	10,000
0732	ADMIN UNIFORMS	2,248	2,500	3,000
0742	LESS ALLOCATED FROM GOVERNANCE	-849,887	-810,780	-972,939
0762	BAD DEBTS WRITE OFF	0	830	1,000
0942	ADMIN ALLOC TO GENERAL ADMIN	476,749	454,810	545,776
	Total Operating Expenditure	486,512	454,670	545,776
	Capital Income			
0283	PROFIT/LOSS SALE OF ASSET	16,519	-9,400	-11,280
	Total Capital Income	16,519	-9,400	-11,280
0175	PROCEEDS SALE OF ASSETS	-28,364	-23,660	-28,400
	Capital Expenditure			
0134	FURNITURE AND EQUIPMENT	16,545	17,910	21,500
0164	PLANT & EQUIPMENT	54,275	45,080	54,100
0184	PRINCIPAL ON LOANS	0	0	0
	Total Capital Expenditure	70,821	62,990	75,600

Schedule Format
2019/2020
Law, Order and Public Safety - Schedule 5

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
FIRE PREVENTION				
Operating Revenue				
0583	EMERGENCY SERVICES LEVY	-73,163	-51,020	-61,233
0584	REIMBURSEMENTS	0	0	0
0585	GRANT REVENUE	-45,000	0	0
0613	VOLY FIRE CONTRIB - NPTON	0	0	0
0623	REIMBURSMENTS	-423	-1,370	-1,650
0673	FIRE INFRINGEMENTS	0	-830	-1,000
0703	GRANT - EMERGENCY SERVICES VEHICLE AND	0	0	0
	Total Operating Revenue	-118,585	-53,220	-63,883
0335	DISPOSAL OF ASSETS	0	0	0
0683	PROFIT/LOSS SALE OF ASSET	0	0	0
Operating Expenditure				
1042	FIRE INSURANCE	8,200	6,830	8,200
1052	COMM. MTCE AND REPAIRS	3,704	3,430	4,120
1062	FIRE CONTROL EXP. OTHER ESL & NON ESL	54,842	45,000	54,033
1072	AERIAL INSPECTIONS	0	0	0
1082	FIRE FIGHTING	4,869	9,770	11,750
1104	FIRE BRIGADE HQ VFRS OLD DEPOT	2,973	2,520	3,038
1112	PRIVATE WORKS - FIRE PREV	0	0	0
1122	BURN OFF FEE REFUND	0	0	0
1132	ADMIN ALLOC TO FIRE PREVENTION	25,477	24,300	29,165
1142	KALBARRI SES OPERATIONS	33,557	27,420	32,920
1144	GRANT RELATED EXPENSE	0	0	0
1152	PORT GREGORY FIRE SHED	11,493	910	1,115
1154	ISSEKA FIRE SHED	443	440	553
1156	HORROCKS FIRE/AMBULANCE SHED	312	270	337
1158	BINNU FIRE SHED	438	190	242
1304	ASSET DEPRECIATION	45,718	37,500	45,000
	Total Operating Expenditure	192,026	158,580	190,473
Capital Revenue				
0325	GRANT FUNDS - EQUIPMENT	0	0	0
0525	GOVERNMENT GRANTS	0	0	0
Capitla Expenditure				
0338	LAND & BUILDINGS	0	0	0
0334	PLANT & EQUIPMENT	0	0	0
0514	PLANT & EQUIPMENT	0	0	0
	Total Capital Expenditure	0	0	0

**Schedule Format
2019/2020
Law, Order and Public Safety - Schedule 5**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
ANIMAL CONTROL				
Operating Revenue				
0763	- FINES AND PENALTIES	-100	-410	-500
0773	- DOG REGISTRATION	-5,983	-5,830	-7,000
0783	- REIMBURSEMENTS/OTHER	0	0	0
0803	- IMPOUNDING FEES	0	-410	-500
0833	MISC GRANTS	0	0	0
	Total Operating Revenue	-6,083	-6,650	-8,000
Operating Expenditure				
1162	DOG CONTROL EXPENSES	13,332	18,370	22,060
1172	ADMIN ALLOC TO ANIMAL CON	2,035	1,940	2,330
1192	CAT CONTROL EXPENSES	3,427	2,190	2,650
1202	NORTHERN BIO GROUP GROUP DOG/PIG COM	0	0	0
	Total Operating Expenditure	18,794	22,500	27,040
Capital Expenditure				
1164	DOG POUND CAGES	0	0	0
OTHER LAW, ORDER AND PULIC SAFETY				
Operating Revenue				
0843	ILLEGAL CAMPING FINES	-2,727	-1,250	-1,500
0873	PROFIT/LOSS FROM SALE OF ASSET	0	0	0
Operating Expenditure				
1212	RANGER - SALARIES	78,045	82,500	99,000
1232	CONTROL EXPENSES OTHER	4,280	4,550	5,480
1242	FLOOD CONTROL EXPENSES - KALBARRI	0	0	0
4122	ABANDONED VEHICLES	371	0	0
4132	LAW & ORDER ASSET DEPRECEN	17,090	14,160	17,000
	Total Operating Expenditure	99,786	101,210	121,480

**Schedule Format
2019/2020
Education and Welfare - Schedule 6**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
PRE-SCHOOL				
Operating Revenue				
1103	NCCA - REIMBURSEMENTS	-24,166	-22,236	-22,236
1113	NCCA - SUSTAINABILITY FUNDING	0	-12,500	-15,000
1123	NCCA CCS REBATE	-54,388	-16,660	-20,000
1133	NCCA SESSION FEES	-38,113	-75,000	-90,000
1143	NCCA MEMBERSHIP REVENUE	-70	0	0
1163	NCCA FUNDRAISING/GRANTS REVENUE	-64,000	-51,660	-62,000
	Total Operating Revenue	-180,737	-178,056	-209,236
Operating Expenditure				
1312	NCCA - BUILDING RELATED EXPENSES	12,745	15,730	18,911
1314	YOUTH PROGRAMS	0	1,660	2,000
1322	NCCA PAYROLL EXPENSES	106,243	109,990	131,990
1332	NCCA - GRANT RELATED EXPENSES	8,107	0	0
1342	NCCA - SUPERANNUATION	8,666	10,450	12,540
1352	NCCA TRUST TRANSFER (NET PROFIT)	0	0	0
1362	ADMIN ALLOCATED TO NORTHAMPTON CHILD C	6,433	6,130	7,364
1372	NCCA INSURANCE/MATERIALS ETC	8,320	35,380	42,470
1412	ASSET DEPRECIATION	3,994	5,410	6,500
3202	KALBARRI CHILD CARE CENTRE	11,215	11,410	13,725
	Total Operating Expenditure	165,722	196,160	235,500
Capital Revenue				
Capital Expenditure				
1316	LAND & BUILDINGS	0	0	0
WELFARE				
Operating Revenue				
0853	AGED UNITS RENTAL INCOME	-16,912	0	0
1173	SELF SUPPORTING LOAN INTEREST REIMBURSEM	-18,515	-14,270	-17,126
	Total Operating Revenue	-35,426	-14,270	-17,126
Operating Expenditure				
2362	KALBARRI AGED HOUSING MAINT	56,827	51,970	62,368
3012	INT ON LOANS	15,870	14,270	17,126
3062	PIONEER LODGE (8 UNITS) CONSTRUCTION COST	0	0	0
	Total Operating Expenditure	72,697	66,240	79,494
Capital Revenue				
0715	LOAN INCOME - AGED HOUSIN	0	0	0
0815	TRANSFER FROM AGED RESERV	0	0	0
1183	SELF SUPPORTING LOAN - REIMB PIONEER LODG	-14,542	-12,110	-14,542
1083	GRANTS	0	0	0

**Schedule Format
2019/2020
Education and Welfare - Schedule 6**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
<i>Total Capital Revenue</i>	-14,542	-12,110	-14,542

**Schedule Format
2019/2020
Education and Welfare - Schedule 6**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
Capital Expenditure			
3052 PIONEER LODGE (CARPARK)	0	0	0
3114 PRINCIPAL ON LOANS	<u>14,542</u>	<u>12,110</u>	<u>14,542</u>
Total Capital Expenditure	<u>14,542</u>	<u>12,110</u>	<u>14,542</u>

**Schedule Format
2019/2020
Health - Schedule 7**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
PREVENTATIVE SERVICES				
<i>Operating Revenue</i>				
1673	- FOOD VENDORS	-1,040	-830	-1,000
1753	REIMBURSEMENTS	0	0	0
1763	CONTRIBUTIONS	-7,805	-22,080	-26,500
	Total Operating Revenue	-8,845	-22,910	-27,500
1764	PROFIT/LOSS ON SALE ASSET	0	0	0
<i>Operating Expenditure</i>				
2012	HEALTH - SALARIES	72,235	71,790	86,151
2022	HEALTH SUPERANNUATION	13,602	6,810	8,180
2042	CONTROL EXPENSES OTHER	12,961	15,080	18,110
2052	VEHICLE RUNNING EXPENSES	10,556	9,990	12,000
2082	HEALTH BUILDING MAINT	77	60	76
2092	MISC HEALTH RELATED EXPENDITURE	0	0	0
2102	ADMIN ALLOC TO HEALTH	1,124	1,070	1,286
2112	PLUS COSTS ALLOCATED FROM HOUS	2,367	0	0
	Total Operating Expenditure	112,921	104,800	125,803
1385	DISPOSAL OF ASSETS (P/L)	0	0	0
<i>Capital Revenue</i>				
1396	GOVERNMENT GRANTS	0	0	0
	Total Capital Revenue	0	0	0
1375	PROCEEDS SALE OF ASSET	0	0	0
<i>Capital Expenditure</i>				
1324	PLANT AND EQUIPMENT - HLT	0	0	0
OTHER HEALTH				
<i>Operating Revenue</i>				
2023	LEASE - DOCTORS SURGERY (NORTHA	-10,612	-8,840	-10,612
2033	RENTAL LOT 43 BATEMAN STREET (DC	0	0	0
2043	REIMBURSEMENTS - OTHER	-892	-1,660	-2,000
2093	RENT LOT 14 CALLION WAY	0	0	0
	Total Operating Revenue	-11,504	-10,500	-12,612
<i>Operating Expenditure</i>				
2053	PROFIT/LOSS SALE ASSET	0	0	0
2312	DOCTOR SURGERY - KALBARRI	13,335	15,490	18,600
2342	DOCTORS SURGERY - NORTHAMPTON	3,751	3,610	4,336
2382	ASSET DEPRECIATION	16,089	16,250	19,500
2392	PLUS COSTS ALLOCATED FROM HOUS	16,745	0	0

**Schedule Format
2019/2020
Health - Schedule 7**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
1375	PROCEEDS SALE OF ASSET	0	0	0
	Total Operating Expenditure	49,920	35,350	42,436
	Capital Revenue			
2083	LAND SALES RESERVE	0	0	0
	Capital Expenditure			
0834	LAND & BUILDINGS	0	0	0
1644	FURNITURE AND EQUIPMENT	0	0	0
	Total Capital Expenditure	0	0	0

**Schedule Format
2019/2020
Housing - Schedule 9**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
STAFF HOUSING				
Operating Revenue				
2833	CONTRIBUTIONS	0	0	0
2843	RESIDENTIAL RENTAL	-48,599	-38,690	-46,436
	Total Operating Revenue	-48,599	-38,690	-46,436
2873	PROFIT/LOSS ON SALE ASSET	0	0	0
Operating Expenditure				
3172	- OVAL RESIDENCE	16,590	12,040	14,464
3212	- LOT 454 FITZGERALD	1,925	2,750	3,327
3222	ASSET DEPRECIATION	26,510	25,000	30,000
3232	- LOT 43 BATEMAN ST	11,273	3,650	4,396
3242	LOT 42 BATEMAN STREET	2,367	2,940	3,546
3252	ADMIN ALLOC TO STAFF HOUS	1,130	1,070	1,293
3262	INTEREST ON LOANS	4,417	7,080	8,497
3282	605 SALAMIT PLACE	10,554	10,470	12,587
3432	LOT 23 RAKE PLACE NORTHAMPTON	2,731	4,330	5,210
	Total Operating Expenditure	77,497	69,330	83,320
Capital Revenue				
2425	LOAN LIABILITY - HOUSING	0	0	0
Capital Expenditure				
2494	LAND & BUILDINGS - STAFF HOUSING	0	0	0
2534	PRINCIPAL ON LOANS	17,005	28,570	34,288
	Total Capital Expenditure	17,005	28,570	34,288
HOUSING OTHER				
Operating Revenue				
3003	REIMBURSEMENTS - HOUSING OTHER	-5,807	-5,830	-7,000
	Total Operating Revenue	-5,807	-5,830	-7,000
Operating Expenditure				
3422	ESL PAYMENTS FOR MISC PROPERTY	0	0	0
3442	RESIDENCE - LOT 6 ROBINSON ST	6,175	2,420	2,919
3482	LOT 74 SEVENTH AVENUE	7,767	5,440	6,555
3492	14 CALLION WAY KALBARRI - DOCTO	5,472	6,720	8,083
3502	ALLOCATIONS FROM HOUSING	-19,112	0	0
	Total Operating Expenditure	303	14,580	17,557

**Schedule Format
2019/2020
Community Amenities - Schedule 10**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
SANITATION - HOUSEHOLD				
Operating Revenue				
3253	KALBARRI RESIDENTIAL	-345,784	-342,035	-342,035
3263	OTHER RESIDENTIAL	-232,381	-231,485	-231,485
3273	240 LITRE CARTS	-3,190	-2,080	-2,500
	Total Operating Revenue	-581,355	-575,600	-576,020
Operating Expenditure				
3812	DOMESTIC REFUSE COLLECT.	303,837	320,830	385,000
3822	REFUSE SITE MAINTENANCE	0	0	0
3826	DEPRECIATION - REFUSE SITES	4,180	4,160	5,000
3832	PURCHASE OF 240L CARTS	3,174	2,500	3,000
3854	NORTHAMPTON REFUSE SITE	123,081	160,610	192,750
3856	KALBARRI REFUSE SITE MAINTENANCE	138,327	172,570	207,100
3858	BINNU REFUSE SITE MAINTENANCE	8,091	21,040	25,275
3860	PORT GREGORY REFUSE SITE MAINTENANCE	3,685	4,910	5,910
3861	LUCKY BAY REFUSE COLLECTION	7,892	19,160	23,000
3892	ADMIN ALLOC TO SANITATION	1,564	1,490	1,790
	Total Operating Expenditure	593,830	707,270	848,825
Capital Expenditure				
3304	REFUSE - FURNITURE & EQUIP	0	0	0
SANITATION - OTHER				
Operating Revenue				
3313	GRANTS - OTHER	0	0	0
3323	REFUSE SITE FEES - KALBARRI/NORTHAMPTON	-54,214	-60,000	-60,000
3343	BUSINESS REFUSE KALBARRI	-109,388	-114,570	-114,570
3353	REFUSE FEES - LUCKY BAY	-9,227	-9,227	-9,227
3383	BUSINESS REFUSE OTHER	-28,224	-21,210	-25,460
3403	REIMBURSEMENT- WHARF BINS (GST)	0	0	0
3405	REIMBURSEMENTS - DRUMMUSTER	0	-3,330	-4,000
	Total Operating Revenue	-201,053	-208,337	-213,257
Operating Expenditure				
3722	IND/COMM REFUSE COLLECT	0	0	0
3772	STREET REFUSE COLLECT/LITTER	89,241	95,820	115,000
3774	DRUM MUSTER	860	3,330	4,000
	Total Operating Expenditure	90,101	99,150	119,000

**Schedule Format
2019/2020
Community Amenities - Schedule 10**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
Capital Expenditure			
3305	0	0	0
3335	0	0	0
3336	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>

SANITATION - SEWERAGE

Operating Revenue			
3543	-1,416	-830	-1,000
3553	-1,416	-830	-1,000
	<u>-2,832</u>	<u>-1,660</u>	<u>-2,000</u>

TOWN PLANNING AND REGIONAL DEVELOPMENT

Operating Revenue			
3743	-27,126	-25,000	-30,000
3763	-15,000	-20,830	-25,000
3823	-12,911	-160	-200
3833	0	0	0
3873	0	0	0
	<u>-55,037</u>	<u>-45,990</u>	<u>-55,200</u>

3935	0	0	0
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Operating Expenditure			
3925	0	0	0
4202	73,472	49,380	59,260
4212	9,245	4,690	5,630
4232	245	200	250
4242	1,636	830	1,000
4252	3,094	2,570	3,094
4262	0	0	0
4272	0	0	0
4282	81,185	73,330	88,000
4302	2,557	4,160	5,000
4372	42,698	51,660	62,000
4382	24,734	3,330	4,000
4852	102	80	102
4862	0	0	0
4872	13,692	13,060	15,674
	<u>252,660</u>	<u>203,290</u>	<u>244,010</u>

**Schedule Format
2019/2020
Community Amenities - Schedule 10**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
Capital Revenue			
3905	0	0	0
3925	0	0	0
7480	0	0	0
	0	0	0

Capital Expenditure			
4014	0	0	0

OTHER COMMUNITY AMENITIES

Operating Revenue			
3802	0	0	0
3853	-4,634	-2,910	-3,500
3863	-9,858	-7,500	-9,000
3883	-300	-250	-300
3893	-5,483	-5,830	-7,000
	-20,275	-16,490	-19,800

Operating Expenditure			
4422	22,086	21,570	25,911
4432	1,912	1,910	2,300
4442	18,770	17,930	21,552
4452	40,828	39,580	47,500
4462	15,585	16,760	20,150
4492	7,112	6,440	7,755
4572	16,311	15,270	18,352
4582	10,368	25,120	30,170
4592	27,409	25,710	30,865
4652	12,299	12,710	15,273
4732	25,471	29,700	35,673
4742	7,756	19,780	23,763
4752	16,645	15,470	18,595
4802	16,687	14,500	17,440
4807	26,282	31,740	38,099
4812	6,105	6,330	7,624
4766	0	0	0
4842	8,987	10,000	12,000
	280,611	310,520	373,022

Capital Revenue			
3865	0	0	0

Schedule Format
2019/2020
Community Amenities - Schedule 10

		YTD Actual	YTD Budget	Annual Budget
		30/04/2020	30/04/2020	30/06/2020
	Capital Expenditure			
3324	KALBARRI CEMETERY DEVELOPMENT	0	0	0
3344	PUBLIC AMENITIES - BUILDINGS	1,400	91,660	110,000
3354	PUBLIC AMENITIES - OTHER	40,994	61,250	73,500
3360	HORROCKS COMMUNITY CENTRE	0	0	0
	Total Capital Expenditure	42,394	152,910	183,500

**Schedule Format
2019/2020
Recreation and Culture - Schedule 11**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
PUBLIC HALLS				
Operating Revenue				
4043	REIMBURSEMENTS	-4,970	-4,500	-5,400
4053	CHARGES - HALL HIRE	-566	-410	-500
4063	ALLEN COMM. CENTRE	-191	-620	-750
	Total Operating Revenue	-5,727	-5,530	-6,650
Operating Expenditure				
4672	- PORT GREGORY HALL	2,433	2,740	3,316
4682	- ALMA HALL	472	920	1,122
4692	- BINNU HALL	7,806	7,700	9,276
4702	- RSL HALL	23,294	15,990	19,221
4712	- AJANA HALL	5,673	6,340	7,625
4722	INTEREST ON LOANS PUBLIC HALLS, CIVIC CEN	6,906	8,970	10,771
4772	- ALLEN COMM. CENTRE	58,114	56,660	68,015
4782	- HORROCKS COMMUNITY KITCHENS	18,280	22,250	26,726
4792	ASSET DEPRECIATION	59,288	56,660	68,000
4832	ADMIN ALLOC TO HALLS	8,352	7,960	9,561
	Total Operating Expenditure	190,618	186,190	223,633
Capital Income				
4625	RSL LOAN FUNDS	0	0	0
Capital Expenditure				
3514	LAND & BUILDINGS	535,051	508,410	610,100
3515	BINNU HALL	0	0	0
3544	PRINCIPAL ON LOANS PUBLIC HALLS, CIVIC CE	22,641	37,930	45,516
	Total Capital Expenditure	557,693	546,340	655,616
SWIMMING AREAS AND BEACHES				
Operating Revenue				
3973	CONTRIBUTIONS	0	0	0
3975	CONTRIBUTIONS/DONATIONS	0	0	0
4303	RESERVE LEASES - KALBARRI FORESHORE	-4,934	-4,110	-4,933
4535	REIMBURSEMENT/CONTRIBUTION	0	0	0
	Total Operating Revenue	-4,934	-4,110	-4,933
Operating Expenditure				
3982	ASSET DEPRECIATION	35,072	45,830	55,000
4952	- KALBARRI F/SHORE RES.	173,845	159,920	191,931
4972	- HORROCKS F/SHORE RES.	55,450	54,960	65,984
5012	- PORT GREGORY F/SHORE	1,832	4,060	4,900
6742	- HORROCKS FORESHORE	3,198	0	0

**Schedule Format
2019/2020
Recreation and Culture - Schedule 11**

	<u>YTD Actual 30/04/2020</u>	<u>YTD Budget 30/04/2020</u>	<u>Annual Budget 30/06/2020</u>
Total Operating Expenditure	269,396	264,770	317,815
Capital Income			
4513 KALBARRI TOURISM SPECIFIED RATE RESERVE	0	0	0
4523 GRANTS	-52,965	0	0
4526 LAND SALES RESERVE	0	0	0
Total Capital Income	-52,965	0	0
Capital Expenditure			
3594 CAR PARK DEVELOPMENT	0	112,850	135,450
3664 FORESHORE INFRASTRUCTURE	32,683	27,000	32,400
3669 LITTLE BAY REDEVELOPMENT	0	0	0
3670 HORROCKS FORESHORE SEAWALL	0	0	0
3674 KALBARRI BOAT RAMP UPGRADE	0	0	0
3684 HORROCKS JETTY	0	0	0
3694 KALBARRI FORESHORE - DUP & BBQ	94,572	106,080	127,300
4527 MISC GRANT	0	0	0
3672 ZUYTDORP MEMORIAL	0	0	0
Total Capital Expenditure	127,255	245,930	295,150
OTHER RECREATION AND SPORT			
Operating Revenue			
4333 - EDUCATION DEPT - OVAL	-3,111	-2,590	-3,111
4373 CONTRIBUTIONS & DONATIONS	0	0	0
4383 CONTRIBUTIONS	-6,340	0	0
4423 LEASES & RENTALS	-3,221	-2,680	-3,222
4433 INTEREST REIMBURSEMENT	-188	-160	-202
4453 REIMBURSEMENTS- REC. CTRE/GOLF CLUB	-66,424	-51,910	-62,300
Total Operating Revenue	-79,285	-57,340	-68,835
4393 PROFIT/LOSS ON SALE	0	0	0

Schedule Format
2019/2020
Recreation and Culture - Schedule 11

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
Operating Expenditure				
4962	- KALBARRI OVAL RESERVE	25,900	36,890	44,311
4969	KALBARRI SKATE PARK	7,128	9,250	11,135
4982	- HORROCKS OVAL RESERVE	2,163	2,710	3,271
4992	- PARKS, RES, GARDENS GEN	237,682	305,250	366,322
4998	PARKS & GARDENS - PORT GREGORY	950	1,410	1,700
5002	ADMIN ALLOC TO OTHER REC	15,817	15,090	18,108
5022	- LIONS PARK	8,927	18,810	22,600
5032	- BI-CENTENIAL PARK	1,795	6,070	7,300
5072	NORTHAMPTON COMMUNITY CENTRE	29,893	49,970	59,990
5082	- KALBARRI REC CENTRE	16,618	23,740	28,515
5092	HORROCKS - MATT BURRELL (TENNIS/BOWLS,	2,190	2,720	3,300
5102	INTEREST ON LOANS	133	160	202
5112	NORTHAMPTON BOWLING CLUB	0	0	0
5115	KALBARRI GOLF & BOWLING CLUB	5,119	4,260	5,119
5122	- NORTHAMPTON REC OVAL	74,152	78,180	93,842
5169	NORTHAMPTON SPORTS CLUBS (GOLF/BOWL	12,524	7,990	9,595
5172	ASSET DEPRECIATION	220,119	204,160	245,000
5262	KALBARRI CAMP SCHOOL - BUILDING/GROUN	8,718	6,860	8,242
	Total Operating Expenditure	669,828	773,520	928,552
Capital Revenue				
3735	GRANT REVENUE	0	12,493	12,493
3775	SS LOAN - BOWL CLUBS	-1,891	-3,190	-3,839
4473	GRANTS	0	-112,010	-134,417
7395	TFR FROM KALBARRI TENNIS NETBALL RESERV	0	0	0
	Total Capital Revenue	-1,891	-102,707	-125,763
Capital Expenditure				
3624	PRINCIPAL ON LOANS	1,891	3,190	3,839
3634	LAND AND BUILDINGS (OTH REC AND SPORT)	26,447	21,660	26,000
3654	SKATE PARK CONSTRUCTION	0	0	0
3714	OTHER INFRASTRUCTURE - KALBARRI/TENNIS	0	0	0
3715	FURNITURE & EQUIPMENT	0	0	0
3716	PARKS & OVALS INFRASTRUCTURE	0	0	0
3734	PLANT & EQUIPMENT	0	0	0
3744	MATCHING CONT - CSRFF	0	0	0
3754	INFRASTRUCTURE RECREATION	159,596	175,200	210,250
3884	CAR PARK CONSTRUCTION	43,048	86,140	103,385
	Total Capital Expenditure	230,983	286,190	343,474

TELEVISION AND RADIO REBROADCASTING

Operating Expenditure				
5232	T.V. RECEIVER STATION	0	0	0

**Schedule Format
2019/2020
Recreation and Culture - Schedule 11**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
5242	ASSET DEPRECIATION	0	0	0
	Total Operating Expenditure	0	0	0

LIBRARIES

Operating Revenue				
4613	CHARGES - LOST BOOKS	0	-40	-50
4623	REIMBURSEMENTS	-383	-80	-100
4653	INTERNET ACCESS FEE - KALBARRI	-7	-200	-250
	Total Operating Revenue	-390	-320	-400

Operating Expenditure				
5312	LIBRARY - SALARIES	45,255	41,770	50,130
5322	LIBRARY SUPERANNUATION	4,251	3,970	4,770
5332	LIBRARY OPERATING OTHER	4,076	4,790	5,754
5334	LIBRARY INTERNET SERVICE	400	410	500
5342	LIBRARY BUILDING MTCE	737	610	737
5402	ADMIN ALLOC TO LIBRARIES	446	420	510
	Total Operating Expenditure	55,165	51,970	62,401

OTHER CULTURE

Operating Revenue				
0913	REIMBURSEMENT/CONTRIBUTIONS	0	0	0
3735	GRANT REVENUE	0	-12,493	-12,493
4703	150 YEAR CELEBRATIONS - REVENUE (INC BRI)	-54	0	0
4713	MOONIEMIA CENTRE REIMB	0	0	0
4743	GRANT REVENUE - INC SENIORS WEEK	0	0	0
4763	GRANTS	0	0	0
4773	CHARGES - OLD POLICE STN	-533	-500	-600
4793	CONTRIBUTIONS/REIMBURSEMENTS	0	0	0
	Total Operating Revenue	-587	-12,993	-13,093

Operating Expenditure				
1712	NORTHAMPTON NEWS BUILDING	2,030	3,020	3,645
5512	OLD RAILWAY STATION	8,200	22,790	27,385
5522	OLD POLICE STATION	13,252	10,300	12,386
5532	CHIVERTON HOUSE	7,894	12,860	15,469
5542	OLD SCHOOL SITE	3,290	2,860	3,445
5552	KALBARRI ART & CRAFT CNTR	2,836	1,450	1,751
5562	RAILWAY CARRIAGE - NORTHAMPTON	0	0	0
5572	HIST PROJECTS/HERITAGE SITES	3,376	3,330	4,000
5582	OLD ROADS BOARD BUILDING	1,784	1,910	2,315
5592	LYNTON HISTORICAL SITE	13,726	12,960	15,575
5612	GWALLA CEMETERY	0	0	0
5652	ASSET DEP'N CULTURE	24,264	23,330	28,000

Schedule Format
2019/2020
Recreation and Culture - Schedule 11

		YTD Actual	YTD Budget	Annual Budget
		30/04/2020	30/04/2020	30/06/2020
5662	GRANT EXP - INC SENIORS WEEK ETC	664	0	0
5682	LOT 175 KAIBER ST KALBARRI (EX ST JOHNS BL	3,497	3,560	4,291
	Total Operating Expenditure	84,813	98,370	118,262

**Schedule Format
2019/2020
Transport - Schedule 12**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020	
CONSTRUCTION OF ROADS, BRIDGES AND DEPOTS				
Capital Expenditure				
5030	REGIONAL ROAD GROUP	312,735	261,550	313,900
5034	ADMIN ALLOC TO ROAD CONST	0	20,660	24,792
5060	- MUNICIPAL FUND	92,821	416,910	500,337
5090	FOOTPATH CONSTRUCTION	24,003	247,820	297,403
5130	DEPOT CONSTRUCTION	31,021	25,000	30,000
5150	BLACKSPOT PROJECTS	0	0	0
5180	CAR PARKS CONSTRUCTION	0	0	0
5204	PURCHASE OF LAND	0	0	0
5210	ROADS TO RECOVERY	435,547	521,270	625,544
5214	COMMODITY ROUTE PROGRAMME	686,917	386,340	463,640
5215	ROYALTIES 4 REGIONS WORKS	0	0	0
5224	PRINCIPAL ON LOANS	41,130	34,270	41,130
	Total Capital Expenditure	1,624,175	1,913,820	2,296,746
Capital Revenue				
5205	ROADS TO RECOVERY FUNDING	-405,484	-377,900	-453,484
5206	FOOTPATH FUNDING	0	0	0
5207	BLACKSPOT FUNDING	0	0	0
5209	ROYALTIES FOR REGIONS - WHITE CLIFFS/BINI	-146,326	-146,326	-146,326
5481	REGIONAL ROAD GROUP FUNDING	-234,448	-255,550	-306,666
5561	CONTRIBUTIONS	0	0	0
5208	LAND SALES RESERVE	0	0	0
5483	COMMODITY ROUTE FUNDING	-447,000	-372,500	-447,000
7485	ROADWORK RESERVE TFR TO MUNI	0	0	0
	Total Capital Revenue	-1,233,258	-1,152,276	-1,353,476
MAINTENANCE OF ROADS, BRIDGES AND DEPOTS				
Operating Expenditure				
3994	DEPRECIATION	872,957	845,830	1,015,000
5820	GRANT EXPENDITURE - ROADWISE PROGRAM	0	0	0
5850	- MUNICIPAL FUND RDWKS	976,178	1,229,790	1,475,774
5860	ROMANS DATA COLLECTION	7,010	7,500	9,010
5910	KALBARRI DEPOT MAINT.	20,982	12,340	14,842
5920	CROSSOVERS	1,000	1,660	2,000
5930	NORTHAMPTON DEPOT MAINT	31,902	34,650	41,626
5950	HORROCKS DEPOT MAINT.	699	390	489
5960	LIGHTING OF STREETS	102,011	100,000	120,000
5980	DIRECTIONAL ADVERT SIGNS	0	0	0
5982	ADMIN ALLOC TO ROAD MAINT	32,333	10,180	12,222
5990	ASSET DEPRECIATION	379,579	359,160	431,000
5992	INTEREST ON LOANS - TPT	7,201	6,430	7,716
6000	ACCRUED LONG SERVICE LEAV	0	0	0

**Schedule Format
2019/2020
Transport - Schedule 12**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
6002	REFUND OF OVERPAYMENT - MAIN ROADS OI	0	0	0
6262	MISC DEPOT/YARDS (EX APB DEPOT)	0	0	0
	Total Operating Expenditure	2,431,853	2,607,930	3,129,679

Operating Revenue

6223	CONTRIBUTION (INC STREET LIGHTING)	-3,170	-3,120	-3,750
6281	- MRD MAINTENANCE	-172,575	-172,575	-172,575
6351	DIRECTIONAL ADVERT SIGNS	0	0	0
	Total Operating Revenue	-175,745	-175,695	-176,325

ROAD PLANT PURCHASES

Operating Expenditure

3610	LESS PLANT DEPN WRITTEN BACK	-163,519	-150,000	-180,000
4275	PROCEEDS SALE OF ASSETS	0	0	0
	Total Operating Expenditure	-163,519	-150,000	-180,000

4265	CONTRIBUTIONS	0	0	0
4285	- UTILITIES (PROCEEDS OF TRADE)	-12,627	-8,496	-8,500
4315	- MACHINERY (PROCEEDS OF TRADE)	-27,500	-79,998	-80,000
4345	LOAN LIABILITY - PLANT	-340,000	0	-365,000
4395	DISPOSAL OF VEHICLES (P/L)	24,765	28,500	28,500
4405	DISPOSAL OF MACHINERY (P/L)	29,039	-8,496	-8,500
		-326,324	-68,490	-433,500

Capital Expenditure

4034	LAND & BUILDINGS	0	0	0
4214	ROAD PLANT/MACHINERY	170,560	429,160	515,000
4224	UTILITIES (VEHICLES)	102,299	135,250	162,300
4234	TRUCKS	0	0	0
4244	BULLDOZER	0	0	0
4254	OTHER EQUIPMENT	0	0	0
	Total Capital Expenditure	272,859	564,410	677,300

AERODROMES

Operating Revenue

5113	CHARGES - LANDING FEES	-1,622	-2,360	-2,840
5133	HANGAR SITE LEASE	-1,001	-830	-1,001
	Total Operating Revenue	-2,623	-3,190	-3,841

Operating Expenditure

5902	ADMIN ALLOCATED TO AERODROMES	1,690	1,610	1,934
5912	ASSET DEPRECIATION	45,379	45,830	55,000
5932	KALBARRI AIRPORT MTCE	35,352	32,510	39,042
	Total Operating Expenditure	82,421	79,950	95,976

Schedule Format
2019/2020
Transport - Schedule 12

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
	Capital Revenue			
5163	Airport Reserve	0	0	0

**Schedule Format
2019/2020
Economic Services - Schedule 13**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
RURAL SERVICES			
<i>Operating Revenue</i>			
5513	CONTRIBUTIONS/GRANTS	0	0
<i>Operating Expenditure</i>			
6232	GRANT EXPENDITURE (NACC) PREVIOUS	0	0
TOURISM AND AREA PROMOTION			
<i>Operating Revenue</i>			
5543	CONTRIBUTIONS	0	0
5563	LEASES/RENTALS	-67,169	-67,170
5573	CARAVAN PARK LICENCES	-4,876	-3,950
5583	REIMBURSEMENTS	0	0
5593	KAL TOURISM SPEC RATE	-30,251	-25,000
5603	LUCKY BAY CAMPING FEES	-71,070	-70,830
5613	LITTLE BAY - CAMPING FEES	-12,528	-12,500
	Total Operating Revenue	-185,894	-179,450
<i>Operating Expenditure</i>			
6312	ADMIN ALLOCATED TO ECONOMIC SERV	22,805	21,750
6352	LITTLE BAY CAMPING AREA	4,787	11,550
6372	TOURISM & PROMOTION GENERAL	129,764	105,230
6392	ASSET DEPRECIATION	21,791	20,830
6402	LUCKY BAY	117,563	115,730
	Total Operating Expenditure	296,710	330,193
<i>Capital Income</i>			
5005	GRANTS - TOURISM & AREA PROMOTIO	0	0
5035	PROCEEDS SALE OF ASSET	0	0
5594	GRANT - PINK LAKE FACILITIES	-25,435	0
	Total Capital Income	-25,435	0
5045	DISPOSAL OF ASSET P&L	0	0
<i>Capital Expenditure</i>			
5016	INFRASTRUCTURE ASSETS - TOURISM	0	0
5054	VEHICLE PURCHASE	55,653	16,660
	Total Capital Expenditure	55,653	20,000
BUILDING CONTROL			
<i>Operating Revenue</i>			
5653	- BUILDING PERMITS	-20,533	-16,660
5673	S/POOL INSPECTION FEES	-2,585	-2,500
5713	BUILDING REIMBURSEMENTS	-639	-2,500
5733	DEMOLITION FEES	0	0

**Schedule Format
2019/2020
Economic Services - Schedule 13**

	<u>YTD Actual 30/04/2020</u>	<u>YTD Budget 30/04/2020</u>	<u>Annual Budget 30/06/2020</u>
Total Operating Revenue	-23,757	-21,660	-26,000
Operating Expenditure			
5195 DISPOSAL OF ASSET	0	0	0
6412 BUILDING - SALARIES	74,809	55,170	66,210
6422 BUILDING SUPERANNUATION	9,392	8,550	10,260
6432 VEHICLE RUNNING EXPENSES	2,625	2,910	3,500
6442 CONTROL EXPENSES OTHER	19,181	17,610	21,160
6472 BUILD CONTROL BUILD MAIN	77	60	77
6492 ASSET DEPN -ECON SERV BUI	9,994	10,000	12,000
6512 ADMIN ALLOC TO BUILD CONT	5,048	4,810	5,779
Total Operating Expenditure	121,127	99,110	118,986
Capital Revenue			
5175 PROCEEDS SALE OF ASSETS	0	0	0
5185 P/L ON SALE OF ASSET	0	0	0
Capital Expenditure			
5124 PLANT AND EQUIPMENT	0	0	0
OTHER ECONOMIC SERVICES			
Operating Revenue			
5933 REIMBURSMENTS	-892	-1,660	-2,000
5943 GRANT - LIVING COMMUNITIES PROGRA	0	0	0
5973 LIA (KITSON CIRCUIT) UNITS ANNUAL RE	-32,999	-27,840	-33,420
5983 ELECTRICITY SUPPLY REIMBU	0	0	0
5993 PT GREGORY SPEC AREA RATE	-14,217	-9,380	-11,260
Total Operating Revenue	-48,108	-38,880	-46,680
Operating Expenditure			
6752 - PORT GREGORY	15,767	10,080	12,131
6812 KITSON CIRCUIT LIA INDUSTRIAL UNITS I	5,722	5,550	6,679
Total Operating Expenditure	21,489	15,630	18,810

**Schedule Format
2019/2020
Other Property and Services - Schedule 14**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
PRIVATE WORKS				
Operating Revenue				
6153	- PLANT HIRE	-15,382	-16,660	-20,000
Operating Expenditure				
6912	PRIVATE WORKS - SCH 14	7,605	16,650	20,000
OTHER PROPERTY AND SERVICES				
Operating Revenue				
5623	LEASE FEES - HALF WAY BAY COTTAGES	-16,000	-13,330	-16,000
6590	SELF SUPPORTING LOAN INTEREST REIMBURSEMEI	-18,391	-17,130	-20,565
6653	NEW OTHER PROPERTY AND SERVICES	0	0	0
7045	NORTHAMPTON LIA (EX MWDC GRANT ETC)	0	0	0
	Total Operating Revenue	-34,391	-30,460	-36,565
Operating Expenditure				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6659	INTEREST ON LOANS - CEO HOUSE (SELF SUPPORT)	20,565	17,130	20,565
6768	HALF WAY BAY COTTAGES	0	0	0
	Total Operating Expenditure	20,565	17,130	20,565
7025	PROFIT / LOSS ON SALE	0	0	0
7065	LOSS ON LAND HELD FOR RESALE VALUE	0	0	0
Capital Revenue				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6591	SELF SUPPORTING LOAN - REIMB CEO PRINCIPAL	-18,010	-15,000	-18,010
7015	PROCEED FROM SALE ASSET	-49,186	0	0
7035	SALE / DISPOSAL ACCOUNT	150,830	0	0
7490	NORTHAMPTON INDUSTRIAL UNITS TFR TO MUNI	0	0	0
7500	Total Capital Revenue	101,644	0	0
6654	SALE / DISPOSAL ACCOUNT	0	0	0
Capital Expenditure				
6574	SUBDIVISIONS	0	0	0
6758	NORTHAMPTON INDUSTRIAL UNITS	0	0	0
6592	PRINCIPAL ON LOANS - CEO HOUSE (SELF SUPPORT)	18,010	15,000	18,010
6664	LOAN PAYMENT	0	0	0
	Total Capital Expenditure	18,010	15,000	18,010

**Schedule Format
2019/2020
Other Property and Services - Schedule 14**

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020	
PUBLIC WORKS OVERHEADS				
Operating Expenditure				
7112	ENGINEERING SALARIES	115,918	115,200	138,250
7122	ENGINEERING BUILD MAINT	157	60	77
7132	ENG. OFFICE & OTHER EXP.	7,316	10,660	12,810
7142	VEHICLE RUNNING EXPENSES	8,647	8,330	10,000
7152	SUPERANNUATION OF WORKMEN	245,455	242,140	290,574
7162	SICK AND HOLIDAY PAY	238,236	250,000	300,000
7172	INSURANCE ON WORKS	92,013	74,370	89,250
7182	LONG SERVICE LEAVE	25,393	16,660	20,000
7192	PROTECTIVE CLOTHING	18,333	16,660	20,000
7232	ADMIN ALLOC TO PWOH	6,644	6,330	7,606
7242	STAFF TRAINING	17,242	20,820	25,000
7252	ALLOWANCES	200	2,080	2,500
7282	FRINGE BENEFIT TAX	6,375	7,080	8,500
7302	LESS ALLOC. TO WKS & SRVS	-723,597	-770,470	-924,567
	Total Operating Expenditure	58,330	-80	0

PLANT OPERATION				
Operating Revenue				
6323	REIMBURSEMENTS	0	0	0
6423	CONTRIBUTIONS	-227	0	0
6433	INSURANCE CLAIMS - VEHICLES	-2,717	-830	-1,000
6443	DIESEL FUEL REBATE	-47,222	-50,000	-60,000
	Total Operating Revenue	-50,166	-50,830	-61,000
Operating Expenditure				
7312	FUELS AND OILS	204,706	250,000	300,000
7322	TYRES AND TUBES	44,453	25,000	30,000
7332	PARTS AND REPAIRS	185,486	187,490	225,000
7342	REPAIR WAGES	107,654	103,320	124,000
7352	INSURANCE AND LICENSES	50,324	41,630	49,962
7362	EXPENDABLE TOOLS/STORES	12,847	15,550	18,660
7382	ADMIN ALLOC TO PLANT OP'N	2,632	2,510	3,013
7502	LESS ALLOC. TO WKS & SRVS	-545,846	-625,520	-750,635
	Total Operating Expenditure	62,257	-20	0

**Schedule Format
2019/2020
Other Property and Services - Schedule 14**

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
MATERIALS (ASSETS)				
Capital Expenditure				
6620	MATERIALS PURCHASED	195,265	0	0
6630	STOCK RECEIVED CONTROL	32,926	0	0
6750	LESS MATERIALS ALLOCATED	-198,029	0	0
	Total Capital Expenditure	<u>30,161</u>	<u>0</u>	<u>0</u>
SALARIES AND WAGES				
Operating Revenue				
6941	REIMB. - WORKERS COMPENS.	-37,174	-4,160	-5,000
Operating Expenditure				
6810	GROSS SALARIES FOR YEAR	1,012,051	933,760	1,120,520
6820	GROSS WAGES FOR YEAR	1,841,178	1,714,430	2,057,322
6830	WORKERS COMPENSATION	48,382	0	0
6890	SALARIES ALLOC FRM SCH 20	-1,012,051	-933,760	-1,120,520
6900	WAGES ALLOC FRM SCH 20	-1,844,098	-1,714,430	-2,057,322
	Total Operating Expenditure	<u>45,462</u>	<u>0</u>	<u>0</u>

**Schedule Format
2019/2020
Funds Transfers/Reserve Funds**

RESERVE BANK ACCOUNTS

**Ytd Balance
30/04/2020**

0741	REFUSE MANAGEMENT BANK	0
0861	LEAVE RESERVE BANK	251,946
0801	ROADWORKS RESERVE BANK	28,014
0821	KALBARRI AERODROME BANK	85,357
0841	COMP & OFFICE EQUIP BANK	33,136
0881	HOUSE & BUILDING RESERVE	120,238
0871	KAL AGED PERSONS ACCOMM RESRV	0
0761	TOURISM INFRASTRUCTURE RESERVE BANK	100,000
0911	NPTON AGED PERSONS BANK	0
0961	TPS REVIEW RESERVE	0
0811	KALBARRI PARKLAND REDEVELOPMENT RESEF	0
0831	PLANT RESERVE BANK	0
0851	SPORT & RECREATION RESERVE	0
0893	PORT GREGORY WATER SUPPLY RESERVE	36,500
0791	PUBLIC AMENITIES RESERVE	0
1871	COASTAL MANAGEMENT RESERVE	0
0731	KAL TOURISM SPEC RATE RES	0
0891	FOOTPATH RESERVE	0
0901	TOWNSCAPE CARPARK RESERVE	0
0965	NORTHAMPTON INDUSTRIAL UNITS RESERVE	0
0091	MAJOR LAND TRANS BANK	301,962
0975	150TH ANNIVERSAY RESERVE BANK	0
1881	KAL BARRI TENNIS NETBALL RESERVE BANK	0
Total		957,153

Schedule Format

2019/2020

Trust Funds

TRUST FUND

	YTD Actual	YTD Budget	Annual Budget
	30/04/2020	30/04/2020	30/06/2020
EXPENSES			
8260 RETENTIONS - EXPENSE	0	0	0
8280 RENTAL HOUSING BONDS - EXPENSE	1,400	0	0
8300 FOOTPATH DEPOSITS - EXPENSE	0	0	0
8320 TAXATION INSTALMENTS - EXPENSE	0	0	0
8330 MISCELLANEOUS GOVT GRANT - EXPENSE	0	0	0
8340 KALBARRI YAC FUNDS - EXPENSE	0	0	0
8350 KALBARRI AIRPORT SECURITY - EXPENSE	0	0	0
8360 WA SENIORS - EXPENSE	0	0	0
8380 GALENA DONATIONS - EXPENSE	0	0	0
8390 SALE OF LAND (OUTSTANDING RATES) - EXPENSE	0	0	0
8400 CEMETERY PURCHASES - EXPENSE	0	0	0
8420 COMMUNITY BUS BOND - EXPENSE	2,000	0	0
8422 WILA GUTHARRA - EXPENSE	0	0	0
8424 RSL KALBARRI MEMORIAL - EXPENSE	448	0	0
8430 RATES OVERPAID - EXPENSE	0	0	0
8440 UNCLAIMED MONIES - EXPENSE	0	0	0
8450 LEASE PAID IN ADVANCE - EXPENSE	0	0	0
8460 MISCELLANEOUS DEPOSITS - EXPENSE	0	0	0
8470 NOMINATION DEPOSITS - EXPENSE	0	0	0
8480 INTEREST ON HOUSING BOND - EXPENSE	0	0	0
8490 SPARE - EXPENSE	0	0	0
8500 DEPARTMENT OF TRANSPORT - EXPENSE	27,038	0	0
8510 BUILDING TRAINING FUND - EXPENSE	10,727	0	0
8520 FOOTPATHS/CYCLEWAYS - EXPENSE	0	0	0
8530 INTEREST ON F/PATH INVEST - EXPENSE	0	0	0
8540 TRANSPORTABLE HOUSE BONDS - EXPENSE	0	0	0
8550 BURN OFF FEES - EXPENSE	0	0	0
8560 HORROCKS WATER SUPPLY - EXPENSE	0	0	0
8570 SALE OF HISTORICAL BOOKS - EXPENSE	0	0	0
8580 TIP KEY BOND - EXPENSE	0	0	0
8590 HERITAGE GRANTS - EXPENSE	0	0	0
8602 REDONE (KALBARRI SHELTERS) - EXPENSE	0	0	0
8610 CONSERVATION INCENTIVES - EXPENSE	0	0	0
8620 TOWNSCAPE PROCESS RECORD - EXPENSE	0	0	0
8630 DROUGHT/FLOOD RELIEF FUND - EXPENSE	0	0	0
8640 SPECIAL ISSUE LICENSE PLATES - EXPENSE	770	0	0
8650 GALENA MANAGEMENT PLAN - EXPENSE	0	0	0
8660 LCDC-LAND PLANNING PROJECT - EXPENSE	0	0	0
8670 DOLA - FOOTPATH GRANT - EXPENSE	0	0	0
8680 SPORT & REC STUDY KALBARRI - EXPENSE	0	0	0
8690 COASTWEST GRANTS - EXPENSE	0	0	0
8700 PORT KALB RETENTION FUNDS - EXPENSE	0	0	0
8710 FERAL ERADICATION GRANT - EXPENSE	0	0	0
8720 BINNU TOWN BORE MONEY - EXPENSE	0	0	0

		YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
8730	LANDSCAPING DOLA - EXPENSE	0	0	0
8740	NPTON TOWNSCAPE EXPENSE	0	0	0
8750	ROADWISE AWARD FUNDRAISER - EXPENSE	0	0	0
8760	KALBARRI T/SCAPE FUNDS - EXPENSE	0	0	0
8770	GWALLA WALLS FUND - EXPENSE	0	0	0
8780	RSL HALL KEY BOND - EXPENSE	650	0	0
8790	SAFER NPTON RDWISE FUNDS - EXPENSE	0	0	0
8800	PORT GREG/HORROCKS RD DEV - EXPENSE	0	0	0
8810	NABAWA RD FUNDING - EXPENSE	0	0	0
8820	AGED PERSONS UNITS BONDS - EXPENSE	0	0	0
8830	HORROCKS SKATE PARK - EXPENSE	0	0	0
8840	DEPT OF TPT (SPECIAL PLATES) - EXPENSE	800	0	0
8850	AGED UNITS RENTAL - EXPENSE	0	0	0
8860	BRB LEVY - EXPENSE	16,313	0	0
8870	KALBARRI SALLYS TREE PLAYGROUND - EXPENSE	0	0	0
8880	CDO GRANT - EXPENSE	0	0	0
8891	PEET PARK DONATIONS - EXPENSE	0	0	0
8893	AUCTION - EXPENSE	0	0	0
8896	KIDSPORT - EXPENSE	0	0	0
8897	NCCA - EXPENSE	22,235	0	0
8899	COMMUNITY SKATE PARK - EXPENSE	0	0	0
8901	HORROCKS MEMORIAL WALL - EXPENSE	323	0	0
8903	ONELIFE NORTHAMPTON - EXPENSE	500	0	0
8906	KALBARRI CAMP SCHOOL - EXPENSE	0	0	0
	TOTAL EXPENSES	83,204	0	0
	INCOME			
8261	RETENTIONS - INCOME	0	0	0
8281	RENTAL HOUSING BONDS - INCOME	-1,400	0	0
8301	FOOTPATH DEPOSITS - INCOME	0	0	0
8311	SPARE - INCOME	0	0	0
8321	TAXATION INSTALMENTS - INCOME	0	0	0
8331	MISCELLANEOUS GOVT GRANT - INCOME	0	0	0
8341	KALBARRI YAC FUNDS - INCOME	0	0	0
8351	KALBARRI AIRPORT SECURITY - INCOME	0	0	0
8361	WA SENIORS - INCOME	0	0	0
8381	GALENA DONATIONS - INCOME	0	0	0
8391	SALE OF LAND (OUTSTANDING RATES) - INCOME	0	0	0
8401	CEMETERY FUNDRAISING - INCOME	0	0	0
8421	COMMUNITY BUS BOND INCOME	-1,600	0	0
8423	WILA GUTHARRA - INCOME	0	0	0
8431	RSL KALBARRI MEMORIAL - INCOME	-19,342	0	0
8441	RATES OVERPAID - INCOME	0	0	0
8451	UNCLAIMED MONIES - INCOME	-3,036	0	0
8461	LEASE PAID IN ADVANCE - INCOME	0	0	0
8471	MISCELLANEOUS DEPOSITS - INCOME	-80	0	0
8481	NOMINATION DEPOSITS - INCOME	-240	0	0
8491	INTEREST ON HOUSING BOND - INCOME	0	0	0
8501	DEPARTMENT OF TRANSPORT - INCOME	-27,038	0	0
8511	BUILDING TRAINING FUND - INCOME	-27,651	0	0
8521	FOOTPATHS/CYCLEWAYS - INCOME	0	0	0

	YTD Actual 30/04/2020	YTD Budget 30/04/2020	Annual Budget 30/06/2020
8531	INTEREST ON F/PATH INVEST - INCOME	0	0
8541	TRANSPORTABLE HOUSE BONDS - INCOME	0	0
8551	BURN OFF FEES - INCOME	0	0
8561	HORROCKS WATER SUPPLY - INCOME	0	0
8571	SALE OF HISTORICAL BOOKS - INCOME	0	0
8581	TIP KEY BOND - INCOME	-400	0
8591	HERITAGE GRANTS - INCOME	0	0
8601	REDONE (KALBARRI SHELTERS) - INCOME	0	0
8611	CONSERVATION INCENTIVES - INCOME	0	0
8621	TOWNSCAPE PROCESS RECORD - INCOME	0	0
8631	DROUGHT/FLOOD RELIEF FUND - INCOME	0	0
8641	SPECIAL ISSUE LICENSE PLATES - INCOME	-800	0
8651	GALENA MANAGEMENT PLAN - INCOME	0	0
8661	LCDC-LAND PLAN PROJECT - INCOME	0	0
8671	DOLA FOOTPATH GRANT - INCOME	0	0
8681	SPORT & REC STUDY KALBARRI - INCOME	0	0
8691	COASTWEST GRANTS - INCOME	0	0
8701	PORT KALB RETENTION FUNDS - INCOME	0	0
8711	FERAL ERADICATION GRANT - INCOME	0	0
8721	BINNU TOWNSITE BORE MONEY - INCOME	0	0
8731	LANDSCAPING DOLA - INCOME	0	0
8741	NPTON TOWNSCAPE - INCOME	0	0
8751	ROADWISE AWARD FUNDRAISER - INCOME	0	0
8761	KALBARRI T/SCAPE FUNDS - INCOME	0	0
8771	GWALLA WALLS FUND - INCOME	0	0
8781	RSL HALL KEY BOND - INCOME	-230	0
8791	SAFER NPTN RDWISE FUND - INCOME	0	0
8801	PORT GREG/HORROCKS RD DEV - INCOME	0	0
8811	NABAWA ROAD FUNDING - INCOME	0	0
8821	AGED PERSONS UNITS BONDS - INCOME	0	0
8831	HORROCKS SKATE PARK - INCOME	0	0
8841	DEPT TPT (SPECIAL PLATES) - INCOME	-440	0
8851	AGED UNITS RENTAL - INCOME	0	0
8861	BRB LEVY - INCOME	0	0
8871	KALBARRI SALLYS TREE PLAYGROUND - INCOME	0	0
8881	CDO GRANT - INCOME	0	0
8890	PEET PARK DONATIONS - INCOME	0	0
8892	AUCTION - INCOME	0	0
8894	PUBLIC OPEN SPACE (POS) - INCOME	0	0
8895	KIDSPORT - INCOME	0	0
8898	NCCA - INCOME	-16,547	0
8900	COMMUNITY SKATE PARK - INCOME	0	0
8902	HORROCKS MEMORIAL WALL - INCOME	-1,000	0
8904	ONELIFE NORTHAMPTON - INCOME	0	0
8905	KALBARRI CAMP SCHOOL - INCOME	0	0
	TOTAL INCOME	-99,803	0
	Trust Fund Movement	-16,600	0
0711	TRUST FUND BANK	16,600	
	Difference	0	

ADMINISTRATION & CORPORATE REPORT

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7.5.1 CORPORATE BUSINESS PLAN REVIEW

FILE REFERENCE:	4.2.4 & 1.1.2
DATE OF REPORT:	5 May 2020
REPORTING OFFICER:	Garry Keeffe with assistance from all Senior staff

OPENING COMMNET:

The Council as per statutory requirements must review the Corporate Business Plan which includes projects for the future.

With the state government advocating for nil increases in rates, fees and other charges in these unprecedented times due to COVID 19, Councillors are going to have to be mindful of projects that are not deemed essential and necessary and to reduce the Shires costs such projects should be deferred to 2021/22 or beyond.

Also the state government is advocating that local governments progress with projects to encourage employment and contractor use to keep those contractors and their employees in business.

The above action does have a flow on affect for future years, but this cannot be helped and if rate payers and residents are looking for nil increases in rates, charges and fees then they will also have to forgo community projects.

The projects in this review have all been listed as unchanged, unless reported otherwise, and Council is requested to decide which ones should be undertaken and which ones should be deferred. Projects that are likely or are subject to grant funding should be retained.

If there are projects that the Council is adamant that they need to occur and have no other source of funding to assist with that project other than its own financial resources, then reserve funds can be used. If reserve funds are used and were not for that specific purpose, there are steps to be taken as per the provisions of the Local Government Act.

If through a financial year a local government wishes to change the purpose of a reserve, it must give local public notice for a period of one month outlining the reasons for the change of reserve fund purpose. However a local government is not required to give local public notice where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year, which would be the case for this CBP review.

The reserve fund balances at the time of compiling this report are as per the following:

Roadworks	\$ 28,014
Housing/Building	\$120,238
Computer/Office Equipment	\$ 33,136
Land Development Reserve	\$301,962
Tourism Infrastructure Development	\$100,000
Kalbarri Aerodrome	\$ 85,357
Port Gregory Water Supply	\$ 36,500
Staff Leave	\$251,946

Of the above the Kalbarri Aerodrome, Port Gregory Water Supply and Staff leave reserve funds should not be considered for use for other projects.

AGENDA REPORT SUMMARY:

That Council reviews the Corporate Business Plan, including Asset Management Plans.

AGENDA REPORT BACKGROUND:

Council is required to review the Corporate Business Plan and the Asset Management Plans each year. This will allow the corresponding year of the Corporate Business Plan to accurately inform the annual budget. Each review is to be carried out with consideration of changing internal, external, community and business environments.

Each year the Council's Annual Report must contain:

- i. An overview of the Strategic Community Plan and the Corporate Business Plan, which together constitute the Plan for the Future
- ii. Major initiatives to commence or continue in the next financial year
- iii. Any modifications that was made to the Strategic Community Plan during the financial year; and
- iv. Any significant modifications that was made to the Corporate Business Plan during the financial year.

AGENDA REPORT COMMENT:

Council is required to progress through each individual Asset Management Plans (that forms the basis of the Community Development Plan). The revised CBP will provide Council with the level of rate increases required for 2020/21 and beyond due to the inclusion and deletion of projects.

The current CBP requires a rate increase of 3% to 5% to achieve the currently listed projects and for normal operation. Once the review has been completed a revised CBP including the Long Term Financial Plan will then be presented to the Council for formal endorsement.

Council in reviewing the plans must also take into consideration new projects that have been received from the community as a result of recent advertising calling for submissions for the 2020/21 budget and future budgets. A list of community requests is presented at the opening of each CBP Classification report.

Within some areas updated costs have not been available however if projects are included within the 2020/21 budget then updated costs will be within the budget.

COMMUNITY CONSULTATION

Community consultation was undertaken with a pamphlet outlining future works forwarded to all post office boxes with the shire also on Council website. Submissions were to be lodged to the CEO by 31st March 2020.

There were a small number of responses, nine in total, with some of those relating to operational/maintenance matters or where the works are outside the jurisdiction of the Council or being undertaken by other community and non-community groups and therefore these have not been included within this report.

CP1 CORPORATE BUSINESS PLAN REVIEW - BUILDINGS

CP 1.1 CAPITAL UPGRADE/NEW WORKS PROGRAM

COMMUNITY REQUEST

No requests received.

STAFF COMMENT

1.1.1 Previously Approved Projects

Throughout the development of the CBP the installation of a synthetic green at the Northampton Bowling Club has been placed under this section whereas it should be under Recreation Capital Upgrades and therefore the project has been transferred to that section.

The Jakes Point ablutions are still being progressed however the actual cost has not been received when compiling this report. Plans and specifications are complete, and quotes have been called for and close 13th May 2020.

For the review of the CBP the estimated amount of \$190,000 based on a previous quote has been inserted. Note the estimate includes the dual use pathway and a disabled ramp to the access road (not steps), its total project cost but it is expected that the cost may differ from the estimate provided.

As per the opening statement of this report, the use of reserve funds to assist with the construction of the Jakes Ablutions can be used, and it is recommended that the Tourism Development Reserve Fund be used, which has a current balance of \$100,000. The fund will have interest earned at 30 June 2020.

This fund was originally established to assist with the development of tourism areas around the Pink Lake however as the cost of these works is now part of the Native Title Settlement, there will be no cost to the Council

RECOMMENDATION – ITEM 1.1.1

That to assist with the construction of the Jakes Point ablutions, that Council utilise the Tourism Reserve Fund and this change of reserve fund purpose be included within the 2020/21 Budget.

1.1.2 Northampton Cemetery Memorial Tree Shelter

Council during the current financial year considered a shelter to be constructed at the memorial tree precinct at the Northampton Cemetery. The discussion was based on proposal by the Northampton Friends of the cemetery who submitted a grant application to GMA Garnet who at the time had a community grant programme operating, however, to date no advice has been received if their application was successful.

A quote has been obtained from a local builder to construct the shelter in the same design as the shelter at the niche wall. The quote received was \$20,000.

Council is now requested to consider the construction of this shelter within either the 2020/21 or future financial years.

Council is reminded that the balance of the cemetery fence is to also occur in 2020/21 at a cost of \$38,500.

RECOMMENDATION – ITEM 1.1.2

That Council to determine what year/s the Northampton Cemetery memorial tree shelter is to be undertaken.

New Works Program – Buildings

Year	Description	Estimate
2020/21	Jakes Toilet	\$190,000
2020/21	Total	\$190,000

CP 1.2 CAPITAL UPGRADE BUILDING RENEWAL

COMMUNITY REQUEST

No requests received.

1.2 STAFF COMMENT

1.2.1 Previously Approved Projects

Following an inspection of residences by Management, it is considered that previously listed items in the CBP are not considered urgent and in some cases not considered necessary for at least another three to five years.

The main change the CBP is the Fitzgerald Street residence where the projects listed for 2021/22 are not required and have not been requested by the tenant. Only some minor maintenance items are required and therefore it is recommended that these works listed in 2021/22 be deleted that relate to the Fitzgerald Street residence.

Due to the current COVID 19 crisis the renewal of the Kings Park ablutions for 2020/21 should be reconsidered. If it is to be deferred, then all other projects can also be deferred by a year without any consequences.

Buildings - Projected 10 year Capital Renewal Works Program - Revised 2019

Planned Renewal Year	Asset ID	Works Description	Renewal Cost (\$)
2020/21	Ablution	Kings Park Ablution Building (replacement)	\$100,000 \$100,000
2021/22	Residence	Fitzgerald St - Bathroom	\$5,000
	Residence	Fitzgerald St - Kitchen	\$20,000
	Residence	Fitzgerald St - Roof and guttering	\$35,000
	Ablution	Jetty Ablution Building	\$90,000
			\$150,000
2022/23	Administration	Allen Centre Kalbarri - Guttering/Fascia's	\$40,000 \$40,000
2023/24	Health	Northampton Doctors Surgery - floor coverings	\$15,000 \$15,000

CP2 CAPITAL - RECREATION

2.1 COMMUNITY REQUEST:

2.1.1 Northampton Bowling Club – Synthetic Green

As per item 1.1.1 the synthetic green project is Capital Expenditure for recreation and has been transferred to this section. This project has been in the CBP now for a number of years with the 2020/21 being the year for it to occur.

The NBC has progressed the project and has now received confirmed quotes for the following infrastructure required. The cost shown is the clubs preferred option of supplier and are GST exclusive:

Synthetic Green – supplied and laid	\$214,000
Water controls, pumps & retic pipe	\$ 30,700
Electrical upgrade required for the above	<u>\$ 8,500</u>
Estimated Total Cost	\$253,200

Round to \$254,000

The NBC also advise that they have a provision of \$5,000 available should there be any cost overruns.

The NBC is to apply for a Community Sport and Recreation Facilities Fund (CSRFF) grant of \$84,666, being one third of the cost, with NBC to contribute \$50,000. The CEO is preparing the grant for the NBC.

The club will also provide voluntary labour where possible, which will require the Council to contribute the cash balance of \$118,534 for 2020/21.

RECOMMENDATION – ITEM 2.1.1

That Council support the Northampton Bowling Club with the installation of a synthetic green at their club with an estimated cost to Council of \$119,000

STAFF COMMENT

2.2.1 Horrocks Community Centre – Playground Shelter

Within the 2019/20 financial year there was a proposal to construct a shelter over the playground at the Horrocks Community Centre, estimated cost \$25,000. However due to the size of the structure to cover an area of 15m x 15m the estimated cost received was \$65,900 GST exclusive. When the HCC were advised of this and that due to the high cost that Council would not be pursuing the project the HCC have resolved to defer this project until further notice.

The shelter has not been relisted within the CBP.

2.2.2 Kalbarri Foreshore Redevelopment

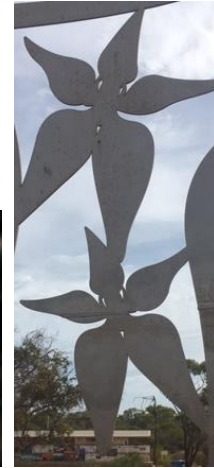
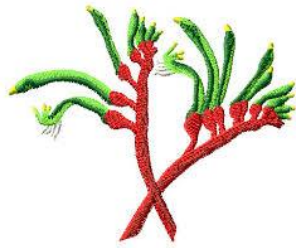
For the next phase of the project, being the final year, the following is proposed:

Stage 4 - 2020/21				
Playground Equipment new and renewal				
	Chinaman's - Play Ground Install		provisional sum	\$ 20,000
	Boat Pens - nature play		provisional sum	\$ 40,000
Rubbish Bin	Surrounds	Stainless	20 @ \$1,545	\$ 31,000
	Freight Costs			\$ 7,000
	Images designs			\$ 1,600
	Installation (concrete pad)		20 @ \$100	\$ 2,000
TOTAL STAGE 4				\$ 101,600

Revised quotes for the bins including the need for a graphic design to allow the bin surrounds sides to be laser cut are now included in the above. Note a final design is required before proceeding.

In regard to the two playground upgrades, the Kalbarri Development Association are recommending that new equipment be placed at the Marina Playground at this stage, estimated cost is \$100,000.

The bin surrounds proposed are to be of stainless steel with the cut out designs as per the following images at the front and on the sides of the bin surrounds.



Flower is the Cow Slip Orchid



RECOMMENDATION – ITEM 2.2.2

That Council defer the provision for playground replacement until 2021/22 with a provision of \$100,000 for new equipment at the Marina Park and determine if it is to continue with the installation of bin surrounds as proposed within the Kalbarri Foreshore Parkland Upgrade Plan.

2.2.3 Playground Shelter – Horrocks Foreshore

Within 2021/22 a \$40,000 provision is listed for a shelter over the Horrocks foreshore playground. This project was deferred from 2020/21 to 2021/22 due to the Horrocks Community investigating options to renew the playground which have not progressed to date.

With the estimate for the HCC playground shelter being \$65,900, the current provision is inadequate. Also due to the high cost of fixed shelters it is recommended that Council now make a firm decision if it will or will not install shelters at playgrounds. Use of shade sails in our windy coastal areas is not recommended as previous experience has shown that such sails only last a couple of years maximum.

The Council has ten playgrounds within the shire of which nine do not have shade of some form. The Northampton Community Centre and Binnu Hall playgrounds are the only ones that has shade covering with shade sails. The shade sail at Binnu Hall only covers a sand pit and not the playground equipment.

RECOMMENDATION – ITEM 2.2.3

That Council determine if it is to consider installation of shelters over playgrounds that do not have shade structures.

2.2.4 RSL Hall – Steps and Car Park Asphalt Seal

Although the project is now complete there are two significant items that Council should consider undertaking to better service the area.

The first is to asphalt seal the existing car park. Reason being is that the car park following the building works has been repaired and is now a mixture of different aggregates seals and in place has loose aggregate which would be a slip hazard.

Proposal would be to asphalt seal the existing bitumen area. This will also allow for the line marking of the disabled car bay which is not yet compliant, and this has been noted on our Building Compliance Certificate knowing that the asphalt seal will hopefully take place.

The cost for the asphalt seal is \$25,000.

The second is a staircase from Essex Street up to the car park at the new facility for ease of access by visitors who park at Hampton Gardens long vehicle parking area.

Overall the project came under the 2019/20 Budget allocation by \$23,446, cash component and was primary due to the allocation of \$18,000 for floor coverings that Council budgeted for separately was part of the building contract so that allocation was not required plus other minor variances throughout the build. This surplus can be used for the staircase construction.

The total outcome was a surplus of \$9,700 over the two financial years build which is a good result.

The CEO has been pursuing the construction of a staircase using recycled plastic and composite fiber, which is long lasting and maintenance free, however to date there are still some matters to resolve to finalise the costs for the works which should be available by the Council May 2020 meeting date for approval to undertake the staircase construction.

RECOMMENDATION – ITEM 2.2.4

That Council:

- 1. Determine what year the asphalt seal is to occur.**
- 2. Approve of the use of the 2019/20 surplus finds on the RSL Hall project for use to construct a staircase from Essex Street to the new Northampton Visitors Centre**

2.2.5 Mallard Park – Lawn & Reticulation

Within the 2019/20 review a project was submitted from a community member for the installation of lawn and reticulation to a portion of the park, estimated cost \$21,000 which was to be listed for further consideration in the 2019/20 Budget.

When Council considered the project at the 2019/20 Budget it was not approved and therefore the project has been relisted for further consideration by Council with a revised cost of \$25,000 to occur in 2020/21.

2.2.6 Port Gregory Foreshore Shelters

For 2020/21 it is proposed to install eight new shelters at Port Gregory. In recent discussions with the Port Gregory Progress Association, they have indicated that they will now repair two of the shelters and replace six. As a result the two car park shelters will now be removed from the CBP.

Revised quotes for the shelters are being pursued by the PGPA however have not been received to date and if received will be presented at either the May meeting or July Budget meeting.

Recreation - Capital Renewal

2020/21	Port Gregory Foreshore	Shelters in the carpark (2)	\$12,000
	Port Gregory Foreshore	Shelters on the beach (6)	\$36,000
	Northampton Bowling Club	Synthetic Green	\$275,000
	Parkland Shelters - Horrocks	Replace existing	\$11,000
	Access Steps from oval to HCC - Horrocks		\$7,500
	Mallard Park	Install lawn and reticulation	\$25,000
	Kalbarri Foreshore Parkland Redevelopment	Bin surrounds	\$42,000
			\$396,500
2021/22	Playground Shelter - Horrocks foreshore		\$40,000
	Kalbarri Foreshore	Outdoor gym - Chinaman's area	\$60,000
			\$100,000
2022/23	Guide Park	Skate park/pump track	\$50,000
			\$50,000

CP3 CORPORATE BUSINESS PLAN REVIEW – ROAD PROJECTS**ROAD PROJECT PROGRAM**

The current road program for the years 2022/23 onwards do not have specific road projects allocated for funds available as per the following:

2022/23	Own resources funding of \$500,000 Roads to Recovery funding of \$453,000
2023/24	Own resources funding of \$500,000
2024/25	Own resources funding of \$500,000 Roads to Recovery funding of \$453,000 Regional Road Group Funding to the value \$300,000
2025/26	Own resources funding of \$500,000 Roads to Recovery funding of \$453,000 (to be confirmed) Regional Road Group Funding to the value \$300,000

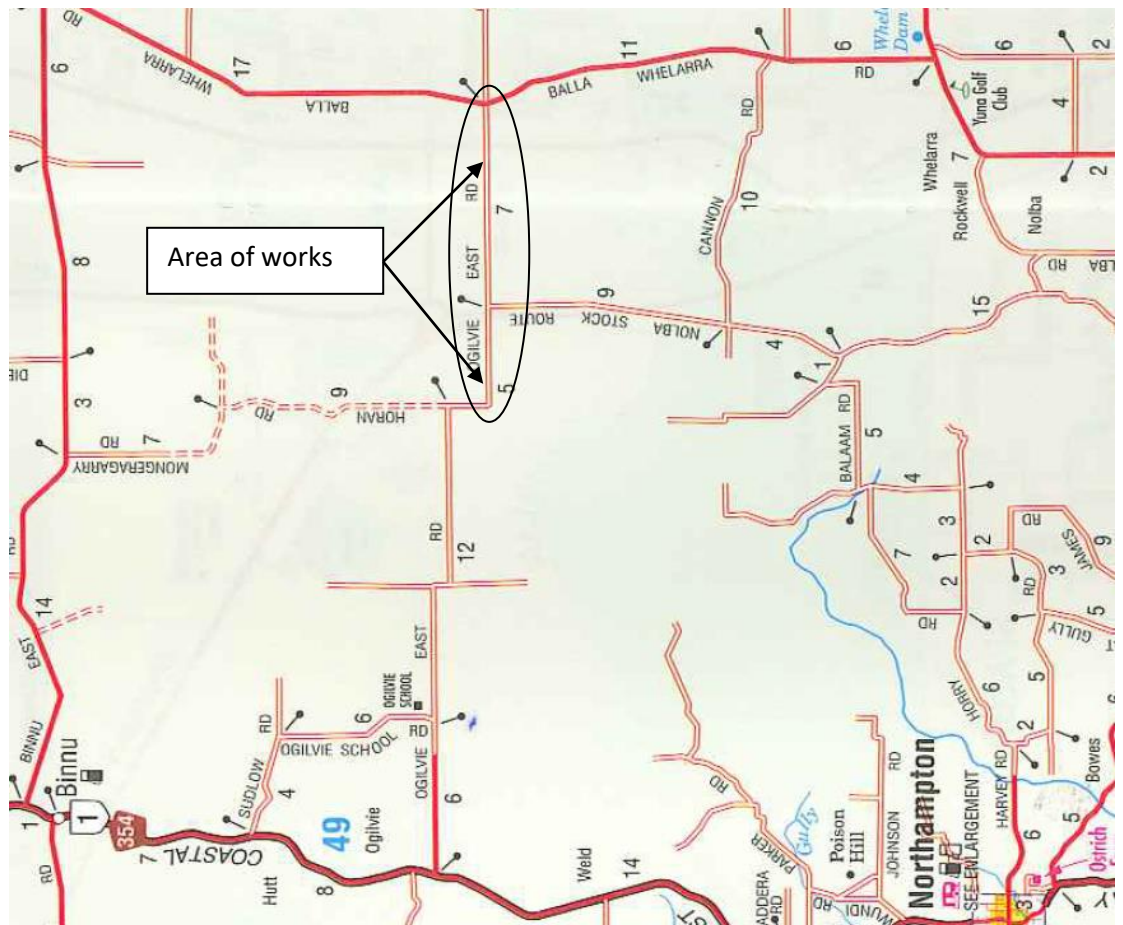
Council is reminded that Regional Road Group Funding can only be used on the roads of regional significance being Horrocks Road, Northampton-Nabawa Road, Ogilvie East Road, Balla Whellarra Road, Binnu East Road, Binnu West Road, Port Gregory Spur Road (section from George Grey Drive to Gregory) and the Kalbarri Ajana Road.

COMMUNITY REQUEST:**3.1.1 Ogilvie East Road – Bitumen Seal Balance of Road**

Submission Received From: Racheal Hutchings

Submission is for consideration of the balance of the Ogilvie East Road to be bitumen sealed from where the current bitumen seal ends to the Balla Whellarra Road.

The Ogilvie East Road is a RAV7 network road, that is that truck combinations not exceeding 35.6m can operate on the road.



The road is used primarily for farm access and the cartage of farm produce.

The balance of road to be sealed is 13km. In 2014, 10.5km of the road was reconstructed and sealed. This was made possible with Royalties for Regions Funding plus landowner's assistance.

The estimated cost for these works in total is \$2.134million. The estimated cost has been calculated on a two stage basis as per the following.

- Stage 1 construct and seal section from where existing bitumen ends to Nolba Stock Route - \$1,053,000, which includes a second coat seal in the second year of construction to the value of \$220,000
- Stage 2 construct and seal section from Nolba Stock Route to Balla Whellarra Road - \$1,080,500, which includes a second coat seal in the second year of construction to the value of \$224,500.

Based on the above calculations it is envisaged that the project would take three years to complete as per below costs per year:

Year 1	construct and one coat seal to stage 1 - \$833,000
Year 2	reseal stage 1 - \$220,000 Construct and one coat seal to stage 2 - \$833,000
Year 3	reseal stage 2 - \$247,500

Project would need to be funded over three years, possibly four, and will need to utilise Roads to Recovery Funding plus Councils own resources. There are no known other road grants available for this road project at this stage.

RECOMMENDATION – ITEM 3.1.1

Council to determine if these works are to be progressed and in which year/s.

3.1.2 Balance of Nanda Drive be Constructed

Submission Received From: Graeme Ralph

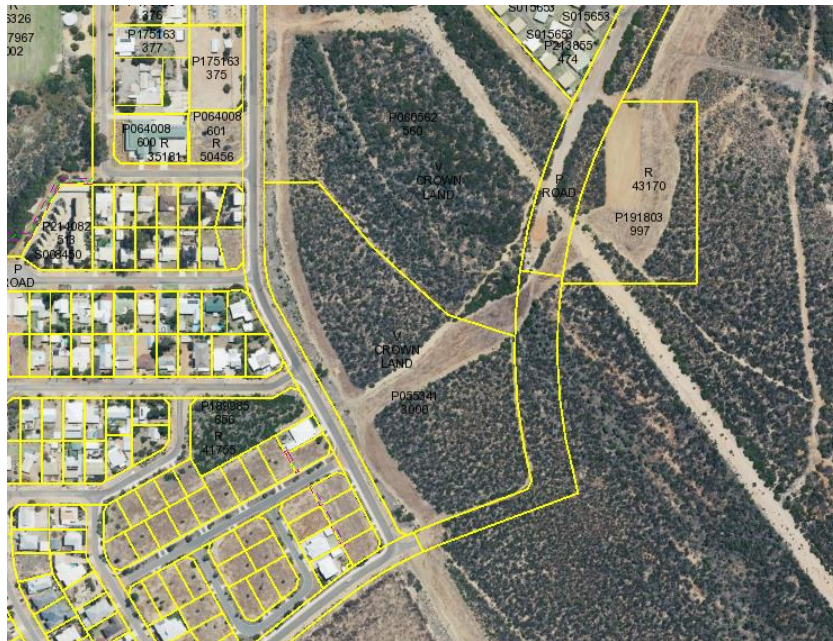
Submission is for consideration of the balance of the unmade portion of Nanda Drive be constructed to allow all heavy traffic entering Kalbarri south from George Grey Drive to enter the light industrial area without the need to travel through the main CBD and accommodation areas of Kalbarri.

The balance of road as shown on the attached plan is approximately 500m in length. The need would be to construct this road to a bitumen seal width of 7.2m with kerb and drainage. In addition the current road reserve alignment is not considered the best with the dog leg corner and there will be a need to acquire land from the neighbouring unallocated crown land to provide a better alignment.

Estimated cost for the construction of the portion of road only is \$360,000.

To progress for further consideration by Council, Management would need to have a topographical survey of the area to allow for a detailed design for construction and acquisition of land to progress to the next stage.

It is also not known if there are any endangered flora or fauna species within the road reserve which could require a flora and fauna survey which is not within the estimated costs.



It is recommended that if Council supports this section of road in the future that an allocation (cost to be obtained) be listed within the 2020/21 Budget for survey works to allow for accurate design to be prepared to allow for future costing. Estimated cost for survey works would be approximately \$5,000 then there will be other costs for change in land certificate of titles etc, estimate \$3,000.

Once design, land requirements and costs have been established the project will be referred back to Council for further determination for inclusion within the CBP and future budgets.

RECOMMENDATION – ITEM 3.1.1

Council to determine if these works are to be progressed and in which year/s and if a provision of \$8,000 for a revised road alignment is to be considered within the 2020/21 Budget.

STAFF COMMENT

3.2.1 Future Road Projects

As stated earlier in this section there are road projects required for 2022/23 and onwards.

Three projects that have been identified by the Manager for Works and Technical Services are:

1. Binu East Road – Reconstruct floodway at SLK 2.85. Existing floodway is 6.1m in width and with the road being a RAV7 (36.5m truck lengths) it needs to be widened to at least 7.2m. Works will require reconstruction of the approaches to the floodway and will require a full reconstruction of the floodway.

Estimated cost \$150,000

2. Binu East Road - Reconstruct floodway at SLK 1.00. Existing floodway is 5.7m in width and with the road being a RAV7 (36.5m truck lengths) it needs to be widened to at least 7.2m. Works will require reconstruction of the approaches to the floodway and will require a full reconstruction of the floodway.

Estimated cost \$160,000

3. Chilimony Road – Realign and reconstruct section north of Rob Road for approximately 1km in length. Works are to relocate centre line of road to the west and raise centre line level of road to increase drainage depth and width on both sides of the road.

Estimated cost \$275,000

Of the above, projects 1 and 2 could receive Regional Road Group Funding, project 3 will require use of either Roads to Recovery funding, own resources or a combination of both.

RECOMMENDATION – ITEM 3.2.1

Council to determine if these works are to be progressed and in which years.

FUTURE ROAD PROGRAM - 2020/21

Road Number	Road Name	Works Description	2020-21	Funding Sources		
				Own Resources	- RRG	R2R
<u>Projects Deferred from 2019/20</u>						
202	Bateman Street	Construct and seal 210m	\$ 44,000	\$ 44,000		
191	Karina Mews	Reseal and replace kerb	\$ 40,000	\$ 40,000		
111	Fifth Avenue	Construct & Seal 230m	\$ 60,000	\$ 60,000		
<u>2020/21 Projects</u>						
105	Brook Street	Reseal	\$ 22,000	\$ 22,000		
239	Browne Boulevard	Reseal	\$ 20,000	\$ 20,000		
243	Castaway Street	Reseal	\$ 18,000	\$ 18,000		
241	Charlton Loop	Reseal	\$ 27,000	\$ 27,000		
121	Grey Street	Construct parallel parking	\$ 120,000	\$ 120,000		
244	Jacques Boulevard	Reseal (0 - 0.72 slk)	\$ 27,000	\$ 27,000		
186 & 187	O'Connor & Lauder Streets – school route	Seal O'Connor and section of Lauder	\$ 67,000	\$ 67,000		
126	Mortimer Street	Reconstruct and Drainage	\$ 80,000	\$ 80,000		
164	Nanda Drive	Reseal (1.58 - 2.14 slk)	\$ 21,000	\$ 21,000		

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127	Smith Street	Kerb renewal and seal (0.0 to 0.40 & (0.66 to 0.77)	\$ 110,000	\$ 110,000		
250	Kalbarri Road	Reseal (18 - 28 slk)	\$ 343,500	\$ 114,500	\$ 229,000	
1111	Fifth Avenue	Reseal (0.20 - 0.57 slk)	\$ 14,000	\$ 14,000		
106	Forrest Street	Reseal (0.42 - 1.37 slk)	\$ 32,000	\$ 32,000		
175	Glance Street	Reseal	\$ 22,000	\$ 22,000		
99	Stephen Street	Asphalt Reseal (0.690 - 0.912 & 0.945-1.005)	\$ 67,000			\$ 67,000
3	Binnu East Road	Reseal (0 - 14.4 slk)	\$ 420,000	\$ 33,516		\$ 386,484
	Estimated Cost		\$1,554,500	\$ 872,016	\$ 229,000	\$ 453,484

FUTURE ROAD PROGRAM - 2021/22

Road Number	Road Name	Works Description	2021-22	Funding Sources		
				Own Resources	- RRG	- R2R
108	Gwalla Street	Bitumen Seal eastern section	\$ 127,300	\$ 127,300		
121	Grey Street	Stage 1 - Asphalt reseal	\$ 251,000	\$ 251,000		
9	Ogilvie East Road	Reseal (0 - 3.2 SLK)	\$ 135,000			\$ 135,000
222	Harney Street	Reseal (0-0.30 SLK)	\$ 13,000	\$ 13,000		
250	Kalbarri Road	Reseal (28-38 SLK)	\$ 353,000		\$ 235,300	\$ 117,700
219	Northampton-Nabawa Rd	Reseal (0 0 4.38 SLK) from NWCH	\$ 182,000		\$ 121,300	\$ 60,700
2	Port Gregory Rd	Reseal (0 - 5.32 SLK)	\$ 216,000	\$ 75,916		\$ 140,084
255	Pelican Road	Reseal (0 - 0.46 SLK)	\$ 19,500	\$ 19,500		
	Estimated Cost		\$ 1,296,800	\$ 486,716	\$ 356,600	\$ 453,484

FUTURE ROAD PROGRAM - 2022/23

Road Number	Road Name	Works Description	2022-23	Funding Sources		
				Own Resources	- RRG	- R2R
226	Bruce Road	Reseal	\$ 44,000	\$ 44,000		
250	Kalbarri Road	Reseal (38 - 48 SLK)	\$ 363,000	\$ 121,000	\$ 242,000	
181	Anchorage Lane	Reseal	\$13,000	\$13,000		
101	Essex Street	Reseal (0 - 0.27 SLK)	\$12,000	\$12,000		
115	John Street	Reseal (0.21 - 0.38 SLK) off Forrest	\$31,000	\$31,000		
	R2R - Projects to be listed		\$ 453,184			\$ 453,484
	Unidentified Capital works		\$ 500,000	\$ 500,000		
	Estimated Cost		\$ 1,416,184	\$ 721,000	\$ 242,000	\$ 453,484

FUTURE ROAD PROGRAM - 2023/24

Road Number	Road Name	Works Description	2023/24	Funding Sources		
				Own Resources	- RRG	- R2R
25	Balla Whelarra Road	Reseal	\$ 455,000	\$ 134,325		\$ 320,675
250	Kalbarri Road	Reseal (48 - 58 SLK)	\$ 372,000	\$ 124,000	\$ 248,000	
	Parker & Wundi	Construct and seal 2.3km of Parker & Wundi Roads	\$ 400,000	\$ 267,191		\$ 132,809
	Unidentified Capital works		\$ 500,000	\$ 500,000		
	Estimated Cost		\$ 1,727,000	\$ 1,025,516	\$ 248,000	\$ 453,484

NOTE – the current Roads to Recovery Programme ends 30 June 2024, allocations from 2023/24 have been based on the current level of funding until advised by the Federal Government.

FUTURE ROAD PROGRAM - 2024/25

Road Number	Road Name	Works Description	2023/24	Funding Sources		
				Own Resources	RRG	R2R
	Burgess Street - Northampton	Construct and bitumen seal street	\$ 60,000	\$ 60,000		
	Unidentified Capital works		\$ 500,000	\$ 500,000		
	Regional Road Group Grant	Works to be identified	\$ 300,000	\$ 100,000	\$ 200,000	
	Roads to Recovery Grants	Works to be identified	\$ 453,484			\$ 453,484
	Estimated Cost		\$ 1,313,484	\$ 660,000	\$ 200,000	\$ 453,484

3.3 CAR PARK DEVELOPMENT WORKS**COMMUNITY REQUESTS**

No requests

STAFF COMMENT**3.3.1 Blue Holes Car Park**

The Blue Holes car park project is scheduled to commence in 2019/20 however due to other road work delays this project may continue into 2020/21 however it is considered that the works required within 2020/21 should be minimal.

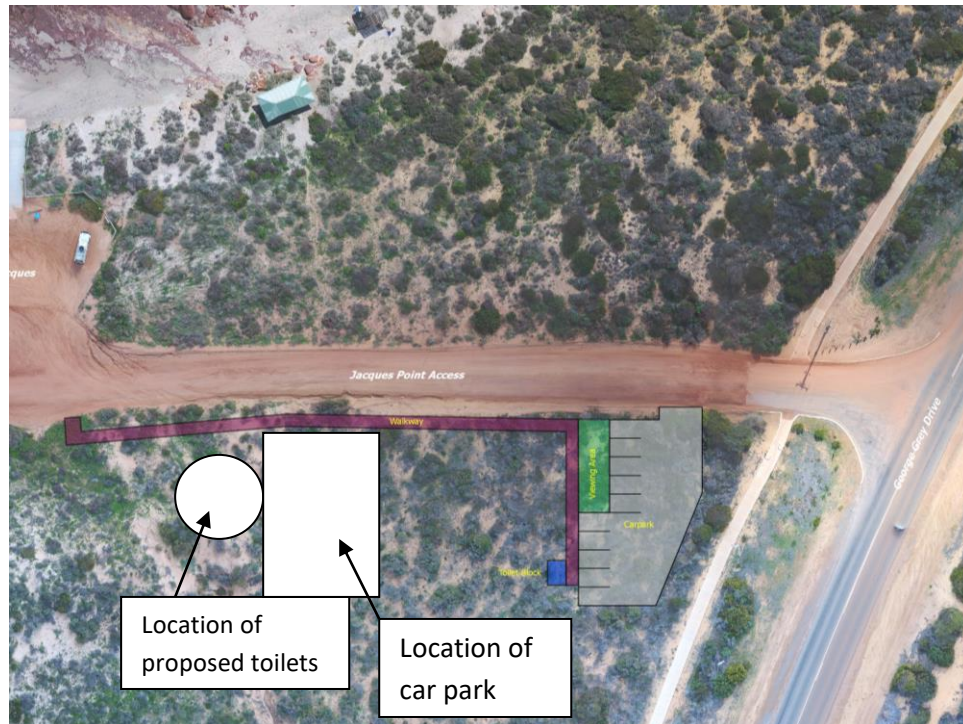
3.3.2 Jakes Point Car Park

Within the CBP the sealing of the access road and car parking areas is scheduled to occur in 2021/22, estimated cost of \$187,000. However with the construction of the new Jakes Point ablutions, it is recommended that the proposed car park that was originally considered as a submission for the Jakes Point ablutions, be brought forward so as users can park their cars closer to the ablutions, including those with disabilities.

A sealed access and car park to the ablutions will also allow for easier servicing of the ablutions, ie septic pump outs etc.

Within the 2019 CBP review the below plan was presented which formed a submission for the construction of the toilets. Since this plan was presented the toilets are in a different location, however at the time the car park as shown had an estimated cost of \$125,000, which included the dual use pathway and sealing of the current access road. For the revised position of the car park the cost is estimated at \$62,000. Reason for the difference is that the dual use pathway forms part of the toilet construction costs and at this stage no sealing of the access road is included.

A gravel based car park could be constructed as a first stage and then be sealed at a later date due to financial restrictions likely to occur in 2020/21.



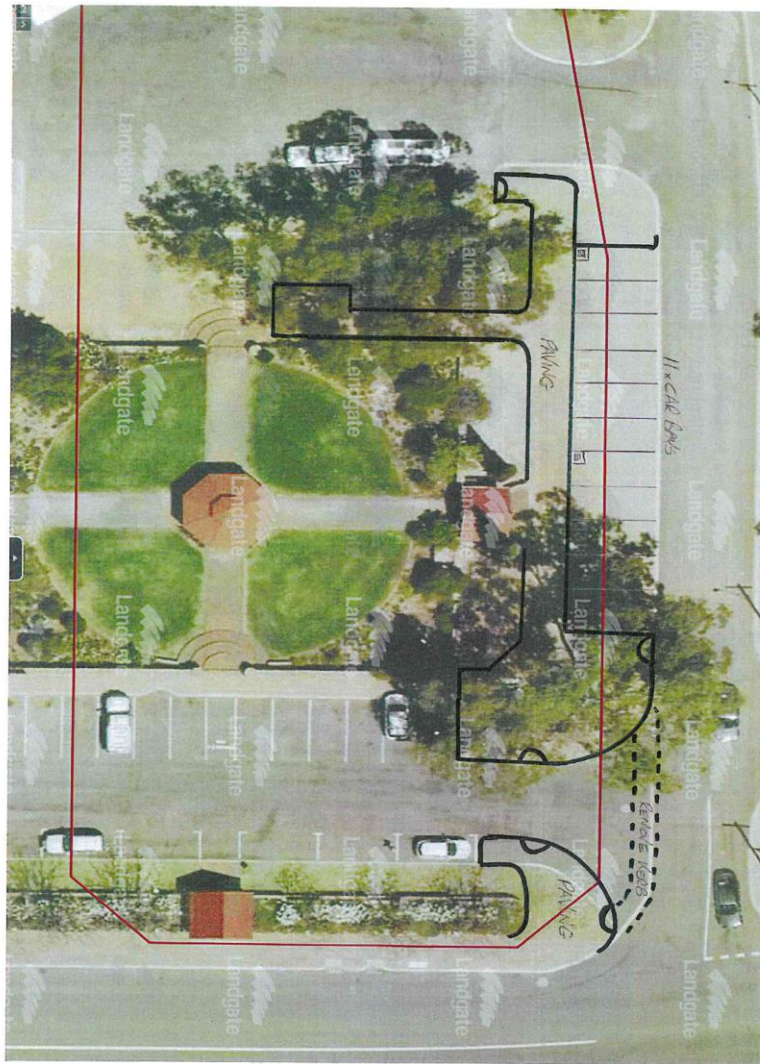
RECOMMENDATION – ITEM 3.3.2

Council to determine what year the construction of a new car park for the Jakes Point ablutions is to be undertaken.

3.3.3 Hampton Gardens Car Park Extension

Verbal mentioning of an upgrade to the northern verge of Hampton Gardens along Essex Street has been received. The proposal is for the installation of additional parallel parking, up to 11 parking bays, and footpath improvements within the immediate vicinity as per the following plan.

Estimated costs for the works is \$83,000.



RECOMMENDATION – ITEM 3.3.3

Council to determine what year the construction of improved car parking on the northern site Hampton Gardens is to be undertaken.

CAR PARK DEVELOPMENT WORKS PROGRAM

CAR PARK	Works Description	Year Works Planned				
		2020/21	2021/22	2022/23	2023/24	2024/25
Allen Centre	Bus & long vehicle parking	\$ 234,000				
Back Beach	Seal access road & car park			\$ 150,000		
Jakes Beach	Seal access road & car park		\$ 187,000			
Porter Street	Skate Park Car Park					\$ 125,000
Siphons	Seal access road & car park				\$ 115,000	
Estimated Cost		\$ 234,000	\$ 187,000	\$ 150,000	\$ 115,000	\$ 125,000

CP4 CORPORATE BUSINESS PLAN REVIEW 2020 – FOOTPATHS

COMMUNITY REQUEST

4.1.1 Barbara Dowling – Casley – Onslow Street Pathway

Suggests that a pathway be constructed from Stephen Street to the eco hut area near the end of this street, approximately 200m in length. Estimated costs for the works for a 2m wide pathway is \$28,000 based on the current construction rate of \$70 per square meter.

Staff Comment

The past practice of Council is to provide footpaths where there is known high pedestrian traffic that primarily services schools, medical facilities, shopping and recreation areas. It is questionable that a pathway in this location is warranted as a high priority and would only be for pedestrian access to the eco hut site.

Location of proposed footpath.



RECOMMENDATION – ITEM 4.1.1

For Council determination if a footpath is to be progressed and in what year.

4.1.2 Ric Davey – Nanda Drive Pathway to be brought forward

Mr Davey submission is for Council to bring forward the construction of the Nanda Drive pathway from Red Bluff Road to Pederick Place that is scheduled beyond 2023 as claim is that Nanda Drive is being widely used by residents

Estimated costs of these works as per the current plan is \$210,000.

Due to the COVID 19 crisis which requires significant financial measures by Council, the bringing forward this project into the 2020/21 financial year is not supported.

RECOMMENDATION – ITEM 4.1.2

For Council determination.

4.1.3 Kalbarri Development Association – Pathway from school to post office

The Kalbarri Development Association have submitted a request that a footpath be constructed from the end of Hackney Street where an existing pathway ends to the Kalbarri Post Office.

The pathway has an estimated length of 120m and based on recent prices for the construction of concrete pathways of \$75 per square metre, the estimated cost for this pathway at a width of 2m is \$18,000. In addition a pedestrian/pram access ramp will also need to be constructed on the island near the post office. A provision of \$1,000 is required, total estimated cost \$19,000, round to \$20,000 for the CBP.



RECOMMENDATION – ITEM 4.1.3

Council to determine if this project is to be approved and what year it is to be progressed.

STAFF COMMENTS

4.2.1 Current Plan Status

Again regrettably new pathway projects being Stephen Street, Northampton and Grey Street, Kalbarri (section in front of Allen Centre) will not progress in the current financial year and therefore will have to be re-scheduled to occur in 2020/21. This will result in all other projects to be deferred for another respective year.

With the section of pathway in front of the Allen Centre, some of these works will be affected by the proposed coach parking area at the rear of the Allen Centre that is proposed to occur in 2020/21.

As shown on the current plan, there is no priority of when footpath works are to progress from 2023 and beyond. Council is requested to undertake this priority.

4.2.2 Red Bluff Road Pathway

The current plan proposes that a dual use pathway be constructed along Red Bluff Road from Red Bluff Beach Road through to the Eco Flora Resort.

Recent advice from the state government is that bike/pathway grants will be available for applications in 2020/21 for first expressions of interest and if successful works to commence in 2021/22. This is a project that could be eligible for such grant funding as it is linking up other existing pathways for pedestrian access to town and recreation areas and therefore it is recommended that this project be deferred until 2021/22 and hopefully grant funding which is 50% of the cost of the project will be forthcoming.

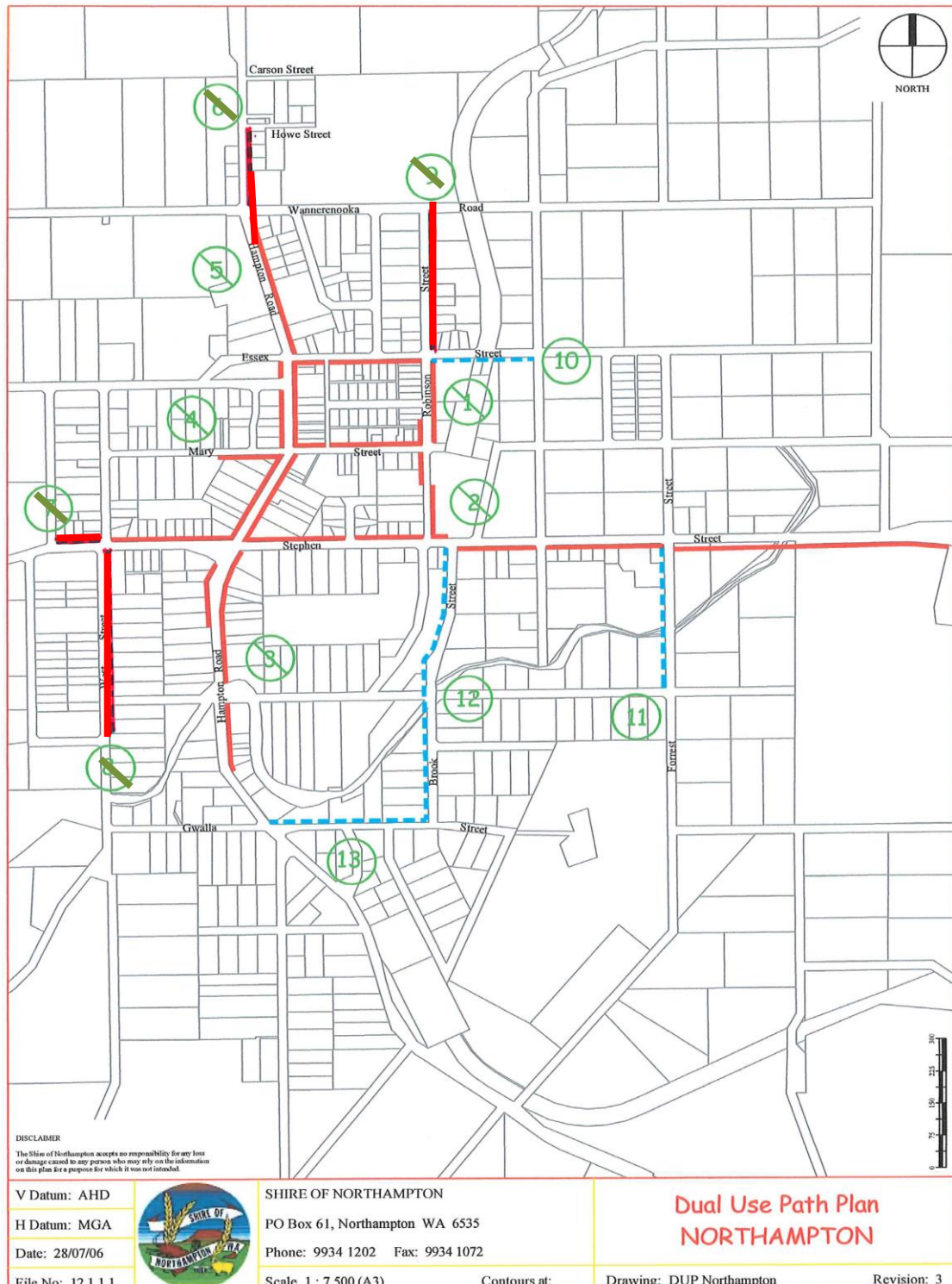
If the above project is deferred and a grant is received, the total cost is still shown in the CBP however the grant to be received is accounted for in the long term financial plan of the CBP.

RECOMMENDATION – ITEM 4.2.2

That Council defer the Red Bluff Road pathway project to 2021/22 to allow for submitting of grant application to assist with the cost of this project and all other projects as proposed remain.

DUAL USE PATHWAY PLAN 2020 TO 2024

Road Name	Works Description	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>Beyond 2023</u>
<u>Carried Over from 2019/20</u>					
Stephen Street	Renew from Hampton Rd to West Street	\$ 57,000			
Grey Street	Replace section at Allen Centre	\$ 43,000			
<u>Future Projects</u>					
Auger Street	Smith to Mallard		\$ 50,000		
Clotworthy Street	Grey to Smith (240)		\$ 53,000		
Callion Way	Waikiri to Gantheaume (230)				\$ 52,000
Gantheaume Crescent	Construct Dual Use Pathway Waikiri to Sequita (192)				\$ 43,000
George Grey Drive	Red Bluff to Eco Flora	\$ 107,000			
Hasleby Street	Construct Dual Use Pathway End of existing to Golf Club				\$ 38,000
Kaiber Street	Whole Street, east side				\$ 42,000
Nanda Drive	Red Bluff to Pederick (950)				\$ 210,000
Nanda Drive & Porter St	Porter Street to Sun River Chalets				\$ 75,000
Orabanda Close	Batavia to Gantheaume (120)				27,000
Ralph Street	Gantheaume to Walker via Harvey (600)			\$ 124,000	
Red Bluff Road	From Red Bluff Road to Red Bluff car park	\$ 50,000			
Sequita Way	Gallant to Gantheaume (180)				\$ 64,000
Total Estimated Cost		\$257,000	\$103,000	\$124,000	\$551,000



Note: Council has resolved not to progress with the Gwalla Street or the Brook Street pathways due to the difficult terrain on the road verge where pathways are to be placed



DISCLAIMER
The Shire of Northampton accepts no responsibility for any loss or damage caused to any person who may rely on the information on this plan for a purpose for which it was not intended.

V Datum: AHD
H Datum: MGA
Date: 28/02/06
File No: 12.1.1.1



SHIRE OF NORTHAMPTON
PO Box 61, Northampton WA 6535
Phone: 9934 1202 Fax: 9934 1072
Scale 1 : 7,500 (A3)

Contours at:

**Dual Use Path Plan
KALBARRI**

Drawing: DUP Kalbarri

Revision: 2

CP5 PLANT REPLACEMENT PROGRAM

The plant replacement program has been in operation for some years prior to the implementation of the Corporate Business Plan and to date has operated fairly efficiently with only some deferrals being made due to changing circumstances at the time of replacement and budget restrictions.

5.1 Current Plan Status

With the 2019/20 programme there was a proposal to trade in one of the grader maintenance utilities however due to the need to replace the Lucky Bay Caretaker vehicle this vehicle changeover did not occur. The vehicle is re-listed for replacement in 2020/21.

It is considered that the Crew Cab Truck listed as number 6 in the 2020/21 year can be deferred until 2023/24. The vehicle has only traveled 70,000km and is in very good condition.

Updated quotes have been obtained for all vehicle replacements for 2020/21.

An approach has been received from the Kalbarri Golf Club that if the Case Tractor is to be replaced in 2020/21, that consideration be given to gift the club the tractor for their use on the golf course. If Council agrees to this, then the plant replacement plan values to delete the trade value will be required.

No other changes are proposed.

Projected Capital Upgrade/New Works Program - Plant and Equipment

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2020/21	1	4WD Wagon - Manager of Works	\$ 60,000	\$ 31,000	\$ 29,000
	2	AWD Car - Deputy CEO	\$ 43,000	\$ 21,000	\$ 22,000
	3	2WD Mntce Grader utility	\$ 35,000	\$ 2,000	\$ 33,000
	4	Loader - Northampton	\$ 325,000	\$ 80,000	\$ 245,000
	5	Case International Tractor & Attachments	\$ 88,200	\$ 5,000	\$ 83,200
	6	Truck Crew Cab - Northampton	\$ 85,000	\$ 30,000	\$ 55,000
	7	Truck - Maintenance Northampton	\$ 140,000	\$ 25,000	\$ 115,000
		Total	\$ 776,200	\$ 194,000	\$ 582,200

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2021/22	1	2WD Car - EHO	\$ 30,000	\$ 15,000	\$ 15,000
	2	Grader & Free Roller	\$ 420,000	\$ 100,000	\$ 320,000
	3	Utility – LH Maintenance Northampton	\$ 52,000	\$ 5,000	\$ 47,000
	4	Utility – LH Road Construction	\$ 54,000	\$ 5,000	\$ 49,000
		Total	\$ 556,000	\$125,000	\$431,000

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2022/23	1	4WD Wagon - CEO	\$ 60,000	\$ 30,000	\$ 30,000
	2	Utility - Kalbarri Leading Hand	\$ 48,000	\$ 14,000	\$ 34,000
	3	Utility - Northampton Mechanic	\$ 48,000	\$ 14,000	\$ 34,000
	4	Utility - Kalbarri Gardener	\$ 39,000	\$ 12,000	\$ 27,000
	5	Utility - Kalbarri Ranger	\$ 39,000	\$ 12,000	\$ 27,000
	6	Multi Tyred Roller	\$ 190,000	\$ 10,000	\$ 180,000
	7	Loader - Kalbarri	\$ 234,000	\$ 70,000	\$ 164,000
		Total	\$ 658,000	\$ 162,000	\$ 496,000

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2023/24	1	Utility - Kalbarri M'tce	\$ 43,000	\$ 13,000	\$ 30,000
	2	4WD Wagon - Manager of Works	\$ 60,000	\$ 30,000	\$ 30,000
	3	AWD Car - Deputy CEO	\$ 40,000	\$ 20,000	\$ 20,000
	4	Utility - Northampton Gardener	\$ 43,000	\$ 13,000	\$ 30,000
	6	Utility - Northampton Ranger	\$ 52,000	\$ 10,000	\$ 42,000
	7	Tip Truck - Northampton (Water Truck)	\$ 270,000	\$ 75,000	\$ 195,000
		Total	\$ 508,000	\$161,000	\$ 47,000

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2024/25	1	2WD Car - EHO	\$ 30,000	\$ 15,000	\$ 15,000
	2	Utility - Northampton Grader Operator	\$ 41,000	\$ 10,000	\$ 31,000
	3	Utility - Northampton Mntce/cleaner	\$ 41,000	\$ 10,000	\$ 31,000
	4	Utility - Northampton Grader Operator	\$ 41,000	\$ 10,000	\$ 31,000
	5	Loader/Backhoe	\$ 234,000	\$ 70,000	\$ 164,000
	6	Tip Truck - Northampton	\$ 272,000	\$ 82,000	\$ 190,000
		Total	\$ 659,000	\$ 97,000	\$ 62,000

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2025/26	1	4WD Wagon - CEO	\$ 60,000	\$ 30,000	\$ 30,000
	2	Utility - Kalbarri Ranger	\$ 40,000	\$ 15,000	\$ 25,000
	3	Grader - Northampton	\$ 430,000	\$ 100,000	\$ 330,000
	4	Truck Trailer	\$ 100,000	\$ 30,000	\$ 70,000
		Total	\$ 630,000	\$ 175,000	\$ 455,000

Year	Item	Description	Est Purch Price	Estimate Sale Price	Estimate Nett
2026/27	1	4WD Wagon - Manager of Works	\$ 60,000	\$ 30,000	\$ 30,000
	2	AWD Car - Deputy CEO	\$ 40,000	\$ 20,000	\$ 20,000
	3	Utility - Northampton Ranger	\$ 52,000	\$ 10,000	\$ 42,000
	4	Utility - Leading Hand Main't Northampton	\$ 52,000	\$ 14,000	\$ 38,000
	5	Utility - Leading Cons't Northampton	\$ 54,000	\$ 14,000	\$ 40,000
	6	Loader Northampton	\$ 350,000	\$ 75,000	\$ 275,000
		Total	\$ 608,000	\$ 163,000	\$ 445,000

CP6 CORPORATE BUSINESS PLAN REVIEW 2020 – WORK FORCE PLAN

There are no proposals for any major changes with the current level of staff.

CP7 LONG TERM FINANCIAL PLAN REVIEW 2020

7.1 – LOAN FUNDS

No loan funds are proposed for the near future of the CBP.

7.5.2	NATIONAL REDRESS SCHEME										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;">FILE REFERENCE:</td> <td>8.1.2</td> </tr> <tr> <td>CORRESPONDENT:</td> <td>WA Local Government Association</td> </tr> <tr> <td>DATE OF REPORT:</td> <td>20 April 2020</td> </tr> <tr> <td>REPORTING OFFICER:</td> <td>Garry Keeffe</td> </tr> <tr> <td>APPENDICES:</td> <td>1. Local Government Information Paper (forwarded under separate cover)</td> </tr> </table>		FILE REFERENCE:	8.1.2	CORRESPONDENT:	WA Local Government Association	DATE OF REPORT:	20 April 2020	REPORTING OFFICER:	Garry Keeffe	APPENDICES:	1. Local Government Information Paper (forwarded under separate cover)
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CORRESPONDENT:	WA Local Government Association										
DATE OF REPORT:	20 April 2020										
REPORTING OFFICER:	Garry Keeffe										
APPENDICES:	1. Local Government Information Paper (forwarded under separate cover)										

SUMMARY:

Council to formally resolve to be included within the National Redress Scheme for the protection of child sexual abuse.

BACKGROUND:

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission’s Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission’s recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Northampton Shire Council) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested.
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), local governments may be considered a State Government institution.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

DETAILS

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the *State Records Act 2000*); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme.

- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application).
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The following decision was made by WALGA State Council meeting on 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration.
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government.
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Northampton Shire Council's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Council formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Northampton Shire Council will not be included in the State's amended declaration unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Council to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Council formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Council include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.
- Complete removal of the State's coverage of costs and administrative support, with the Council having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Council.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

Considerations for the Council

Detailed below is a list of considerations for the Council to participate in the Scheme:

1. **Executing a Service Agreement**

All Royal Commission information is confidential, and it is not known if the following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's

declaration will receive a Redress application. A Service Agreement will only be executed if the Council receives a Redress application.

Council needs to give authority to an appropriate position/officer to execute a service agreement with the State if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Council will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information.
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the *State Records Act 2000* (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Council's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in *The Act*.

5. Redress Decisions

The Council should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Council do not have any influence on the decision made and there is no right of appeal.

CONSULTATION

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme.
- identifying whether WA local governments are considering participating in the Scheme.
- identifying how participation may be facilitated.
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas.
 - Presentations at 12 WALGA Zone and Local Government Professional WA meetings.
-

- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;
- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;
- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. *WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.*
2. *WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.*

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

STATUTORY IMPLICATIONS:

The Council in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the *Local Government Act 1995*.

FINANCIAL IMPLICATIONS:

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor.
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping).
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost that the Council may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

CONCLUSION

For this Council the exposure to the above is very unlikely as the Council does not operate, control or manage facilities or provide actual services, with the exception of libraries, that involve children.

With areas such as the sporting facilities and activities, the sporting facilities are leased and the activities are undertaken by clubs and other organisations. This is also the case with childcare facilities.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 7.5.2

That Council:

- 1. Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments.**
- 2. Notes that the Northampton Shire Council will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Council makes a specific and formal decision to be included.**
- 3. Endorses the participation of the Northampton Shire Council in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration.**
- 4. Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received.**
- 5. Notes that a confidential report will be provided if a Redress application is received by the Northampton Shire Council.**

7.5.3	FREE CAMPING – NORTHAMPTON GOLF CLUB	
	LOCATION:	Northampton Golf Club
	FILE REFERENCE:	13.2.5
	CORRESPONDENT:	Gavin Avery
	DATE OF REPORT:	22 April 2020
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Copy of Correspondence 2. Plan of railway carriage site

SUMMARY:

Council to consider correspondence received from a potential purchaser of the Northampton Caravan Park in relation to the abolition of the free camping area at the Northampton Golf Club and lease of the old railway carriage.

BACKGROUND:

Council at their March 2016 meeting considered a request from the Northampton Tourist Association for the establishment of a free camping area for RV's/Caravans as they had received many requests for such a site.

The Council resolved to trial a free camping site for twelve months at the Northampton Golf Club (Lot 469 Harvey Road) and supply appropriate signage (including rules).

The provision of the free camping was reviewed at the September 2017 meeting where the Council resolved that the operation of free camping shall remain and to be reviewed in September 2018.

The review in 2018 resulted in the Council resolving to continue with the provision of free camping at the Northampton Golf Club and this be reviewed only if concerns with its operation are being experienced or if the Northampton Golf Club consider that the use is an impediment on their operations.

To date there have been no concerns expressed by the Northampton Golf Club.

The free camping is for 24 hours unless approved otherwise by the CEO for an emergency or other reason, ie health, break down of vehicle.

COMMENT:**Free Camping**

The issue of the free camping is always a topical one where caravan parks are involved.

It is a known fact that free camping is sought by many caravanners and if you are going to attract them to stay a night and have them spend in town then you have to provide a service and overall it is an economic boost to other business's in the town. This is common on the west coast now with both Dongara, Geraldton and now Northampton providing free camping sites.

The matter of free camping was raised first by the Northampton Visitors Centre as they identified a need for it as many tourists/caravanners were passing through town and they were camping mainly in truck bays on the either side of Northampton as well as on parks and recreation facilities throughout the town. The provision of a free camping site resolved the above issues.

From staff observations the free camping area would have an average of six vans, on some occasions there were higher numbers. The Northampton Ranger polices the area in a ad hoc manner as we cannot provide 24 hour surveillance of the area.

If the potential purchasers made the Northampton Caravan Park more attractive in hire rates for the caravanners and the free camping experienced very limited use, then the closing of the area could be considered.

The comment by the correspondent that the free camping was the cause of the previous owner being forced into bankruptcy is disputed.

Old Railway Carriage Use

The potential use of the old railway carriage by a caravan park operator can be considered by the Council and would be a simple hire/use agreement. The carriage is on land that is owned freehold by Council (refer Appendices 2).

Currently the carriage is only being used to store Northampton CWA records (which they have indicated they can relocate if another use is found for the carriage) and a large aerial plan of the railway line from Geraldton to Ajana. This plan takes up near three quarters of the carriage room and may need to be located elsewhere, however due to its size this may be difficult.

Management will contact the Men Shed to determine if there are any areas at the Mary Street railway precinct where the plans could be displayed but will need to wait until they re-open following COVID 19 restrictions being lifted.

On the carriage is a power outlet for one of the caravan sites which is also used for a reticulation pump for the gardens in this vicinity so therefore the Council will need to retain control of this area, reason for a use/hire agreement arrangement is the best option.

FINANCIAL & BUDGET IMPLICATIONS:

There are no financial implications for Council.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.3

For Council determination.

APPENDICES – Copy of Gavin Avery correspondence

POSTED
1831042

GK
13-2-5

Gavin Avery
5 Poseidon Way,
Glenfield WA 6532
Gavin.avery@ymail.com

17th April 2020

Garry Keeffe,
199 Hampton Rd,
Northampton WA 6535

To Garry Keeffe / Northampton Council members,

I am writing this letter firstly to introduce myself to the CEO and local council members but additionally to request a forum in which I will be able to address a couple of my current concerns.

My name is Gavin Avery and with my parents Jane and Phil, we have put in an offer to purchase the Northampton Caravan Park. We are very excited about this venture and contributing to the tourism industry in Northampton. Together we have years of experience in tourism, hospitality and local government. Together we understand that a key point into the success of the enterprise will be establishing and building strong relationships, not only with local council but additionally the community members of Northampton.

One of our main focuses for the park is investing not only our time and finances into establishing a family friendly park, but to build the tourism in this historical town and contribute to our local community. To achieve this goal, we would very much appreciate the support from the local council members to help us ensure that we are working together to ensure the best possible outcomes for the tourism industry in Northampton, so all local businesses can capitalise on a potentially increase in tourism.

Venturing into this project is going to take a vast investment from my family, and would very much appreciate your help ensuring that the caravan park has the best chance of survival in a very uncertain climate.

Considering this I have a couple of concerns in which have been illustrated to me, partly the downfall of the park previously in which has raised many concerns for me going forward with this venture.

Firstly, highlighting the free camping grounds in Northampton. Although I can appreciate how this may benefit the local tourism by potentially attracting people to stay in the town as they pass through, whilst there is not an active caravan park in Northampton. I can envision this as a potential problem investing into the caravan park in the future. If tourists are allowed to reside in the town at free campsites, instead of supporting the small business in the caravan park.

I have read many articles of late illustrating the massive effects that free camping has on caravan parks and has sent multiple local caravan parks out of business. With that said there is an article

containing Northampton, and the approval of the free camping and how that has crippled the caravan park in the past leading past owners into bankruptcy.

As you can appreciate this is a major concern for me and my family and I wanted to see if this can be addressed before we invest hundreds of thousands of dollars into this venture.

What I am requesting is to have a conversation in regards to getting rid of the free camping in Northampton to support local business, or to utilise this space as an overflow area to ensure that our local Northampton business don't suffer from a venture that brings little back to the town of Northampton.

My family isn't looking at opening the park straight away but spending a decent amount of time and finance to ensure the park is up to a certain standard in which park visitors and local community members can be proud of. Future plans for the park will be investing in a modernisation project, swimming pool, jumping pillow, as well as creating a fun and safe place for families and travellers, with many more attractive ideas in which will set the park above the rest.

We will be contributing not only to the tourism industry for Northampton, but endeavouring to attract more people to stay and spend more time and money in all of our small businesses, ensuring a vibrant and sustainable community.

Secondly was a proposal to local council to request the usage or potential lease of the local tram, located next to the caravan park. It is my belief that the tram is locally owned by the council and currently is not being utilised as apart of history for the historic town. I am very intrigued investigating in the history of Northampton, as a future small business owner in this town, especially in tourism, I wanted to capitalise on the history of Northampton and raise the awareness about the long jeverdy of the town. I understand the tram is an important piece of history for Northampton, however it is currently being graffiti on and left there untouched, with minimal upkeep excluding surrounding garden areas. I purpose to utilise this important piece of history to encourage local tourism and utilise this as a base for caravan park reception. It will include brochures about local business, tourism, history whilst always ensuring the upkeep and integrity of this important piece of history for Northampton. It is my understanding although it may be registered as a local historic site with given permission it can be utilised.

I am very much looking forward to getting the opportunity to meeting the local council members potentially next council meeting, as well as becoming a part of the Northampton community.

I would very much appreciate these points be taken under consideration of council to ensure that this investment and venture of undergoing mass renovations on the caravan park will be a positive one, and not see us over capitalising undertaking a risky and unsuccessful project.

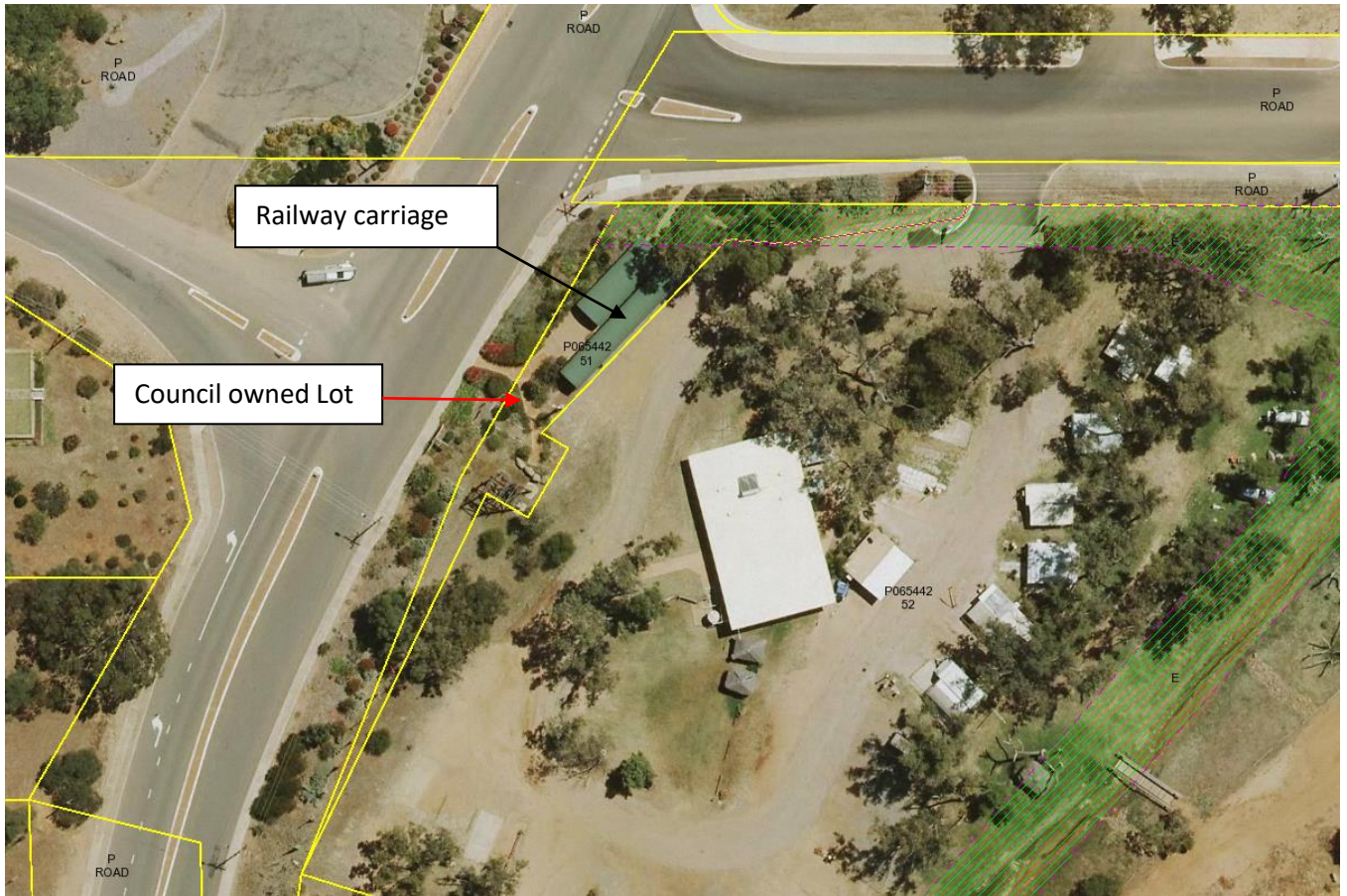
I am eager to obtaining a positive relationship with the council in the future, where we can work together and support the town with a positive tourism industry in Northampton.

Thanks for taking the time to read this email and I look forward to hearing from you and your view points in the future. If you would like to talk about any of these key points please feel free to contact me on 0404179640.

Kind Regards,

Gavin Avery

APPENDICES 2 – Plan of Old Carriage area



7.5.4 REVIEW OF COMMUNITY STRATEGIC PLAN

FILE REFERENCE:	4.2.4
DATE OF REPORT:	28 April 2020
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to determine the imperatives for the review of the Community Strategic Plan.

BACKGROUND:

The consultant undertaking the review of the Community Strategic Plan (SCP) is requiring Council direction on the imperatives within the current plan and if any are to be deleted or any to be added.

The current imperatives are:

1. Oakajee Project.
2. Development of a truck stop north of Binnu.
3. Development of a heavy haulage route around Northampton.
4. Redevelopment of Kalbarri Shopping Centre.
5. Strategic relationships with mining companies and developers.
6. Expanding the role of the Council as a lobbyist for service provision to the Shire.
7. Further development of residential and industrial land in the Shire.
8. Achieve sustainable development in new land and residential projects.
9. Protect the existing broad acre farming industry and the unique lifestyle opportunities available within the Shire.
10. Develop the Kalbarri to Shark Bay road.

All Councillors and Senior Staff were emailed on 28th April 2020 to provide comment on the above by Friday 1st May 2020.

COMMENT:

The following comments on the imperatives were received.

1. Return of a regular air passenger service to Kalbarri with community structured airfare costs.
2. Continued tourism development growth focusing on areas such as landing of the Batavia wreck crew at Wittecarra creek, Warribanno Chimney, Geraldine Mine, Galena Mining area, old railway station and water tank storage at Ajana and Lynton Convict site by promotion and upgrading the areas. Other heritage areas can also be added/listed.

Staff Comment - The promotion of tourism and heritage values is basically covered within the actions of the strategy within the Economy and Marketing Strategy however can be expanded upon to include the above comments. It is not considered as an imperative.

3. Imperatives 3, 4, 7, 8 and 9 are considered still very relevant especially from a future planning perspective.
4. Question if the development of the Kalbarri to Shark Bay was imperative within the Strategic Plan.

Staff Comment - From the CEO's point of view this is imperative as will no doubt increase the tourism within the Shire and provide another level of tourism adventure.

5. Use of Kalbarri Aerodrome as a pilot training hub.
 6. Surf competition.
 7. Damming the Murchison River to conserving water by allowing the filling of aquifers and for use by aquatic sports.
 8. Installation of Artificial reefs in the region to promote recreational fishing.
 9. A regional alliance with the Shires of CV and perhaps Greater Geraldton, to provide a forum for addressing issues that are very localised and similar, such as power outages. Some farmers have land in both the NR and CV shires. This is considered a more localised issue than the Northern Zone.
-

10. Supporting a local Community Care group, such as the one recently established to deal with the COVID issue? Initiatives might include cleaning/tidying of public spaces, care for the elderly and vulnerable, sustainability/recycling etc.

As per the CEO's email it is considered that the Truck Parking area at Binnu should be deleted as this is not to be progressed by Main Roads WA.

Council is requested to consider the above additions and deletions.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.56, Administration Regs 19c(7)

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2020-2030

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.4

For Council determination.

7.5.5 STAFF EMPLOYMENT CONDITIONS – WAGES & SALARIES

FILE REFERENCE:	17.1.14
DATE OF REPORT:	29 April 2020
REPORTING OFFICER:	Garry Keefe
APPENDICES:	1. ASU Correspondence

Due to this matter being confidential as relates to employee's employment conditions a separate report is provided.

OFFICER RECOMMENDATION – ITEM 7.5.5

For Council determination.

7.5.6 FENCE COMPOUND – GREGORY WATER SUPPLY TANKS

LOCATION:	Gregory Townsite
FILE REFERENCE:	10.7.2
DATE OF REPORT:	4 May 2020
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine if fence compound is to be installed or other option of gate to access road be installed.

BACKGROUND:

Council at the February 2020 meeting approved the replacement of two water storage tanks for the Gregory Townsite supply. At the time of compiling this report the tanks have been installed and plumbing works for connection are in progress.

The issue has been raised if a fenced compound should be installed around the four tanks on site for security and safety reasons. The tanks have never had a compound fence or other mechanism to prevent vehicles and pedestrians entering the site.

COMMENT:

A quote has been obtained from a Midwest fencing contractor to install a compound fence of commercial link mesh with three barb wires for the top and two 4m gates, \$10,150 GST exclusive.

There are no funds available for the fence in the current financial year and will be a 2020/21 Budget item for consideration.

However the option of placing a gate across the access road to the tanks with fencing up to 2m either side of the access road is an option and at a far less cost than the compound fence. Council has in stock a gate and materials to undertake this task. The gate can then be locked preventing entry to the tanks by unauthorised persons by vehicle, however it is considered that persons who wish to gain access still can do so by climbing over the gate or through tracks leading up to the site.

The reason for unauthorised persons entering the site is primarily for views for the pink lake, ocean and surrounding areas.

Advice is being sought from Council insurers if a compound is required and when received prior to the meeting it will be forwarded to members.

FINANCIAL & BUDGET IMPLICATIONS:

If a locked gate is suffice subject to insurers advice and the preferred option by Council then there will be minimal cost, staff time to install gate and part fencing. If the option is to install a full compound fence, then these works will need to be considered in the 2020/21 Budget.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.6

For Council determination.

7.5.7 RATE EXEMPTION REQUEST – AUSTRALIAN HOTELS ASSOCIATION

FILE REFERENCE:	3.1.3
CORRESPONDENT:	Australian Hotels Association
DATE OF REPORT:	4 May 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Correspondence from AHA

SUMMARY:

Council to consider a request from the Australian Hotels Association requesting Council to consider exempting or refunding already paid rates for Hotels within the Shire of Northampton.

BACKGROUND:

As per the correspondence the AHA is requesting Council to either refund rates already paid or provide an exemption on rates for all hotels within the Shire.

The period for refund and/or exemption requested is for the period January to June 2020.

COMMENT:

From a management perspective the plight of hotels is no different then any other hospitality businesses such as restaurants, café's etc that have also been severely affected by the COVID 19 crisis.

Of the five hotels within the shire all have the ability to sell take away alcohol and some are also selling take away food, therefore still have the ability to trade in some form.

Similarly where droughts do occur the bulk of our ratepayers, being farmers, are not provided any exemptions on rates and charges.

It is also questionable why an exemption or refund is being requested for the period January to June. The COVID crisis did not commence until 23 March 2020. The ending of the crisis is an unknown at this stage. If any exemptions or refunds were to occur, then consideration should only be applied as from March and not January 2020.

The CEO forwarded the AHA letter to the WA Local Government Association and at the time they were not aware that a letter was circulating through the local government sector. WALGA will be providing a response for Councils to use to respond to the AHA which was not available at the time of compiling this report and will be forwarded to Councillors prior to the meeting.

FINANCIAL & BUDGET IMPLICATIONS:

If consideration were to be provide for an exemption or refund, the result for Council for the current financial year would be an income loss of \$32,640, which is rates and refuse removal charges only for the requested period.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 6.12 – Power to defer, grant discounts, waive or write off debts

VOTING REQUIREMENT:

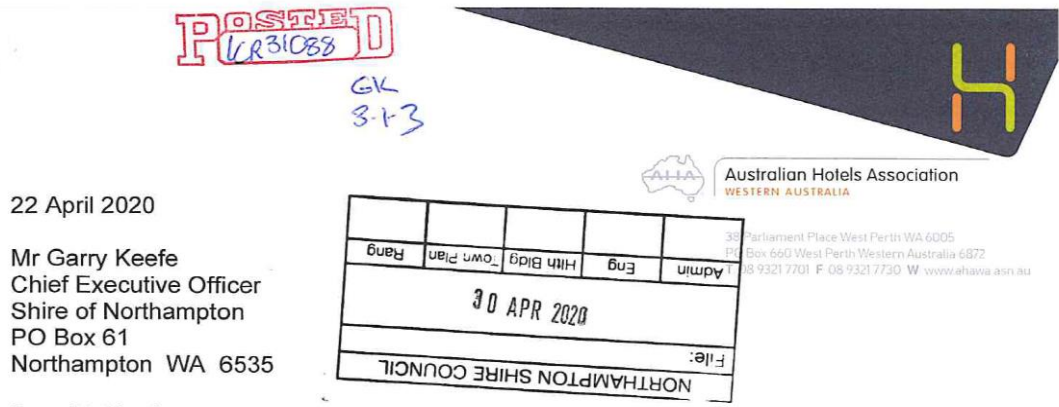
Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.7

That Council advise the Australian Hotel Association that Council will not be providing a rates and charges exemption or refund for Hotels within the Shire due to:

- 1. Hotels within the Shire have the ability to sell take away alcohol and food, to allow the continuing of their businesses in some form.**
- 2. There are many other businesses within the hospitality industry within our shire that are affected by the COVID 19 same as hotels.**
- 3. If an exemption or refund is to apply for Hotels then a precedence would be set for all other similar businesses to apply for a rate exemption or refund which would have a major impact on Councils financial resources to continue providing services to the residents.**

APPENDICES 1 – Australian Hotels Association Correspondence



22 April 2020
Mr Garry Keefe
Chief Executive Officer
Shire of Northampton
PO Box 61
Northampton WA 6535

Dear Mr Keefe

The Australian Hotels Association (AHA) WA is appealing on behalf of hotels and hospitality business owners and operators for the Shire of Northampton to deliver immediate reprieve from commercial rates to help support them through the unprecedented challenges and mandatory shutdowns caused by COVID-19.

WA's hotels and hospitality businesses have been at the front line of containing the spread of COVID-19. In adhering to gathering bans and social distancing policies, the accommodation and hospitality industry has suffered incalculable financial damage and job losses. Our industry understands the important role it plays in protecting and serving the community, and is taking these responsibilities seriously.

Many businesses in our sector have closed and some are operating at significantly reduced capacities.

In line with the comments from the Prime Minister's and the WA Premier, the industry is planning for the restrictions to last for a minimum of six months. For accommodation and hospitality businesses to survive this crisis, they will need meaningful and targeted assistance to ensure they can re-open and reactivate our towns and communities after the health crisis has subsided. The alternative is to see many never reopen.

Rates, fees and tariff relief for business

The AHA is asking you to consider a short term reprieve from rates, fees and tariffs for local hotels and hospitality businesses at a time when they need substantial support from all three tiers of Government.

To survive this enforced period of economic hibernation, we request that the Shire of Northampton provide an amnesty from commercial rates from January to June 2020.

It is strongly recommended that this be extended to all fees and tariffs inclusive of health, building, parking and other associated services. Any rates, fees and tariffs already paid by commercial ratepayers could be refunded for the abovementioned period.

The AHA supports relief measures being aligned to business eligibility for the Federal Government's JobKeeper Package, determined by a 30 per cent reduction in turnover during the affected period.

How can Local Government afford this?

To support relief measures, Shire of Northampton is respectfully encouraged to review all discretionary expenditure and defer any unnecessary capital outlays in order to fund rate waivers for commercial ratepayers.

We have reviewed in detail the annual budgets of many Local Government Associations and have identified a number of expenses for reconsideration.

For example, a reduction or deferral of non-essential services, development strategies, events, activations, non-essential infrastructure projects and discretionary grants could be considered.

The AHA implores the Shire of Northampton to revert to core business service delivery which will free up limited resources to fund critical relief and in doing so, preserve as many commercial ratepayers as possible.

Conclusion

State and Federal Governments are delivering unprecedented levels of investment to ensure that businesses and individuals can make it through COVID-19.

We encourage Local Government to consider similarly unprecedented measures to ensure that when we enter the post-COVID-19 recovery phase we are not left with devastated local economies because of a failure to take comprehensive action when it matters most - now.

Enticing a large number of commercial ratepayers back to an area will present a greater challenge and represent a greater cost than investing early to ensure they stay.

Once again, the AHA appreciates your commitment to supporting local business and consideration of these recommendations.

Should you have any questions, please contact Victoria Jackson, AHA Government Relations Manager at 9321 7701 or via email to grm@ahawa.asn.au.

Yours sincerely



Bradley Woods
AHA(WA) CEO

CC: Minister for Local Government; Heritage; Culture and the Arts; Hon David Templeman

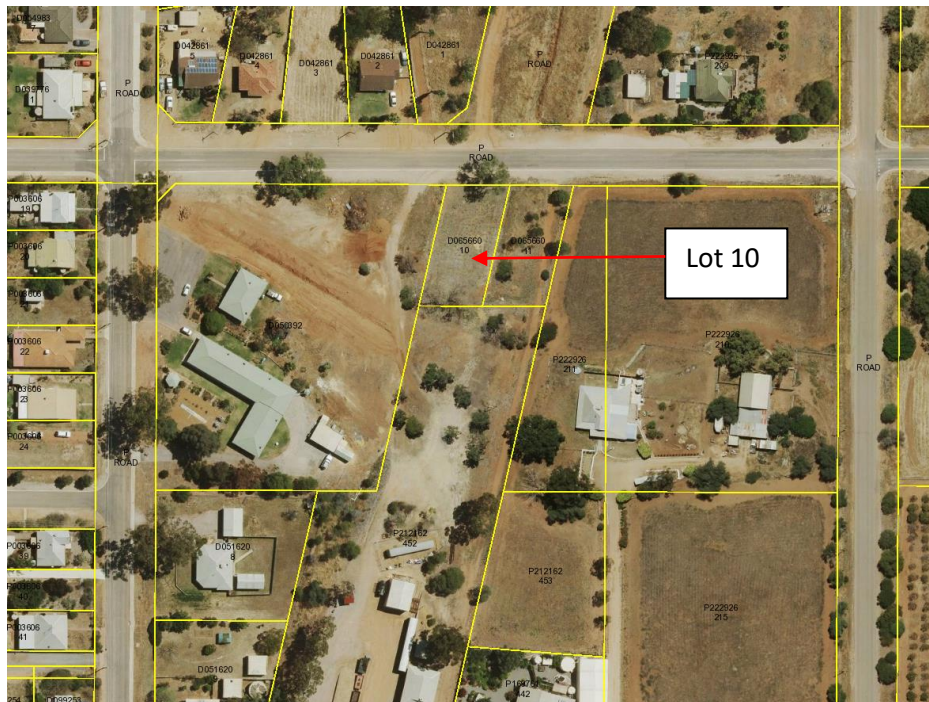
7.5.8 RATE WRITE OFF - LOT 10 ESSEX STREET, NORTHAMPTON

LOCATION:	Lot 10 Essex Street, Northampton
FILE REFERENCE:	3.1.3
DATE OF REPORT:	5 May 2020
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the write off of a portion of rates levied on Lot 10 Essex Street, Northampton due to change of ownership to a local not for profit organisation.

LOCALITY PLANS:



BACKGROUND:

The owner of Lot 10 has bequeathed Lot 10 to Pioneer Lodge Inc for future expansion of their facilities. The lot has been official transferred to the Pioneer Lodge on 4 May 2020.

COMMENT:

When Council adopts the annual budget, it also approves exemption of the charging of rates on various properties, one being Pioneer Lodge. With the transfer of Lot 10 to Pioneer Lodge, Council is requested to approve:

1. That Lot 10 be declared exempt from rates due to the property being owned and to be used for non profitable purpose, expansion of retirement home for Pioneer Lodge Inc.
2. That the balance of rates owing on the lot from 4 May 2020 to 30 June 2020 to the value of \$670.38 be written off.

The donation of the land by the previous landowner is certainly welcoming and of benefit to the future of expansion of Pioneer Lodge.

FINANCIAL & BUDGET IMPLICATIONS:

The decision will result in Council having a loss of income for 2019/20 of \$670.38 and future loss of income of rates on the property in future years however is considered minimal.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 6.47

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.8

That Council:

1. **Exempt Lot 10 Essex Street, Northampton from rates due to the property being owned and to be used for nonprofitable purpose, expansion of retirement home for Pioneer Lodge Inc.**
2. **That the balance of rates owing on Lot 10 Essex Street, Northampton from 4 May 2020 to 30 June 2020 to the value of \$670.38 be written off.**