



**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 17<sup>th</sup> December 2021 at the Council Chambers, Northampton commencing at 1.00pm.

- 11.00am – Presentation on draft Kalbarri foreshore redevelopment proposals by Nicole Nelson & Craig Poletti

Lunch will be served at 12.00pm.

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

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**  
**8<sup>th</sup> October 2021**



# ~ Agenda ~

**17<sup>th</sup> December 2021**

## **NOTICE OF MEETING**

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 17<sup>th</sup> December 2021, at

The Council Chambers, Northampton commencing at 1.00pm.

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

**10<sup>th</sup> December 2021**

## SHIRE OF NORTHAMPTON

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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 10<sup>th</sup> December 2021

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

**AGENDA**  
**ORDINARY MEETING OF COUNCIL**  
**10<sup>th</sup> December 2021**

**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 – 19<sup>th</sup> November 2021

**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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**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
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**11.1 OPENING**

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

**11.2 PRESENT**

Cr L Sudlow	President	Northampton Ward
Cr R Horstman	Deputy President	Northampton Ward
Cr P Stewart		Kalbarri Ward
Cr S Stock-Standen		Northampton Ward
Cr D Pike		Kalbarri Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr T Gibb		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works and Technical Services	
Mrs Michelle Allen	Planning Officer	

**11.2.1 LEAVE OF ABSENCE**

Nil

**11.2.2 APOLOGIES**

Nil

**11.3 QUESTION TIME**

**11.3.1 ROBERT TENAGLIA**

Robert Tenaglia had no questions but addressed Council regarding Item 7.3.1 Proposed Land-Based Fishing Tours License Agreement. Mr Tenaglia provided more information on the application stating that as the tour operator he would be providing a free tour for three military veterans once a month and that he was active in the tag and release program 'Westag' and prided himself on never exceeding bag limits.

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**11.3.1 ALEX MUSMARRA**

Alex Musmarra addressed Council asking why communication in Kalbarri was so bad and why there were so many rules and laws to abide by.

CEO, Garry Keeffe, responded explaining that Local Governments generally act only within powers specifically delegated to them by law and are required to uphold laws and regulations set by higher levels of government. The CEO and Cr Stock-Standen responded advising the methods of communication utilised by the Shire of Northampton included social media posts, website posts, letter drops and 'greet and meet' occasions which provides the community with a variety of ways to communicate and be informed.

**11.4 DISCLOSURE OF INTEREST**

Cr Sudlow declared an impartiality interest in Item 7.5.3 Request for Sponsorship by the Isolated Children's Parents' Association as Cr Sudlow is a member of the Association.

Cr Horstman declared an impartiality interest in Item 7.5.1 Northampton Old School Initiative Inc as Cr Horstman is member of the group.

Cr Horstman declared an impartiality interest in Item 7.5.4 Northampton Stud Breeders Shed as Cr Horstman has a family member who is a member of the Northampton Stud Breeders.

Chief Executive Officer, Garry Keeffe, declared an impartiality interest in Item 7.5.5 Offer to Purchase Lot 25 Rake Place as the CEO is a neighbouring property owner to Lot 25.

**11.5 CONFIRMATION OF MINUTES**

**11.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING**  
**FRIDAY 15<sup>th</sup> OCTOBER 2021**

Moved Cr STEWART seconded Cr SUCKLING

That the minutes of the Ordinary Meeting of Council held on the 15<sup>th</sup> October 2021 be confirmed as a true and correct record.

CARRIED 8/0

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**11.6 RECEIVAL OF MINUTES**

**11.6.1 SPECIAL MEETING OF COUNCIL – 19 OCTOBER 2021**

Moved Cr SUCKLING, seconded Cr STOCK-STANDEN

That the minutes of the Special Meeting of Council for the purpose of swearing in of Councillors and the Election of the President, Deputy President, Committees and Delegates held on 19<sup>th</sup> October 2021 be confirmed as a true and correct record.

CARRIED 8/0

**11.7 WORKS & ENGINEERING REPORT**

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

Noted

**11.7.2 REQUEST FOR QUOTE (RFQ – 03/2022) SUPPLY OF FLEET VEHICLES – 2021/2022, ONE (1) X 4 WHEEL ARTICULATED LOADER (ITEM 7.1.2)**

Moved Cr STOCK-STANDEN seconded Cr STEWART

That Council accept the tender submitted by Westrac Pty Ltd to supply a Caterpillar 938K (IT) 4 Wheel Articulated Loader with Bucket at \$319,483.00 (exc GST). Trade vehicle/s (Shire plant number P252 – NR10101) be released to Mr Nolan Harris at the trade price of \$80,000.00 (exc GST). The listed option of a spare tyre and rim be purchased with the loader at \$5,577.00 (exc GST). Total price to Council \$245,060.00 (exc GST).

CARRIED 8/0

**11.7 HEALTH & BUILDING REPORT**

**11.7.1 BUILDING APPROVALS (ITEM 7.2.1)**

Noted.

**11.8 TOWN PLANNING REPORT**

**11.8.1 PROPOSED LAND-BASED FISHING TOURS LICENSE AGREEMENT –  
RESERVE 12996 (NORTH), RESERVE 26591 MURCHISON RIVER  
FORESHORE, KALBARRI AND COMMERCIAL VEHICLE PARKING AND  
STORAGE UPON LOT 202 (NO. 137) STILES ROAD, KALBARRI (ITEM  
7.3.1)**

Moved Cr STOCK-STANDEN seconded Cr STEWART

That Council:

1. Grant Development Approval for the experiential use (land-based fishing tours) of Reserve 12996 (North) and Reserve 26591 Murchison River Foreshore Kalbarri, and Lot 944 on Deposited Plan 74339 with the following conditions:
  - a) This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an Agreement/Licence with the Shire of Northampton or the State of Western Australia in their capacities as management bodies of the reserves/lots within which the use is proposed to be located;
  - b) The proposed tours that traverse the Murchison River from Reserve 12996 to Reserve 26591, and land areas of Reserves 12996 and 26591, and coast-line north of Kalbarri (Lot 944 of Deposited Plan 74339) shall be limited to a maximum of one 5.1 metre barge vessel, one 4 metre tender boat and two all-terrain vehicles (quad bikes);

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- c) This approval is issued only to R. Tenaglia and is NOT transferable to any other person or to any other land parcel. Should there be a change of the occupier on the land in respect of which this planning approval is issued this approval shall no longer be valid;
- d) The proposed Land-based Fishing tours shall only operate in the locations indicated upon the attached approved plan(s) dated [insert date] as follows:
  - (i) Half day tours;
  - (ii) Night tours; and
  - (iii) Whiting tours (November to April).
- e) This approval is valid for a period of two years from the date of this advice, after which the further renewal of the approval by the local government is required. This is the responsibility of the applicant, and the local government will not automatically re-issue approvals.
- f) The Applicant shall provide an Emergency Management Plan, including a Fire Management Plan, to the Shire of Northampton, and to the approval of the local government, prior to the commencement of the proposed use;
- g) Prior to commencement of the proposed use, the Applicant is required to contact the Shire of Northampton's Environmental Health Officer to ensure compliance with the *Health (Miscellaneous Provisions) Act 1911* and *Food Act (2008)*;
- h) This development approval shall remain valid so long as the necessary food registration remains current and valid and upon expiration or earlier termination of the food registration this development approval shall cease to be valid;
- i) The barge, tender vessel and two all-terrain vehicles is permitted to be stored at Lot 202 (No. 137) Stiles Road, Kalbarri when not in operation subject to the vehicles being stored within the property boundaries and the vehicles 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;

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- j) The Applicant shall conduct the tours using existing pathways, roads and tracks, and shall not negatively impact, degrade or damage the natural amenity within the approved land locations in any way;
- k) The Applicant shall obtain appropriate approvals for commercial vessel safety with the Australian Maritime Safety Authority, and/or use approved vessels only, to traverse the Murchison River between Reserves 12996 and 26591;
- l) Pursuant to Section 15 of Regulation 1281 of the Fish Resources Management Regulations 1995 the applicant/operator is required to obtain a Fishing Tour Operator's Licence for the West Zone prior to commencement of the approved use;
- m) The applicant shall comply with Department of Transport's vehicle and vessel licensing requirements and use navigational lights during hours of restricted visibility;
- n) The Applicant shall at no time interfere or obstruct the operations and activities of the commercial fishing activities upon areas adjacent to the boat launching area, to the satisfaction of the local government;
- o) The Applicant shall at no time interfere or obstruct the activities of other Reserve/beach users, to the satisfaction of the local government;
- p) Should substantiated ongoing complaints be received in relation to Condition (n), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;
- q) 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;
- r) The Applicant shall obtain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's *Local Planning Policy – Commercial Recreational Tourism Activity*;

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- s) No freestanding signs or hoardings advertising the operation of the Land-based fishing tours are permitted to be erected whether temporary or permanent in nature:
- t) This Development Approval is subject to:
  - (i) In-principle approval of the Shire in its capacity as management body of the reserve within which the proposed use is to be located;
  - (ii) Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
  - (iii) A licence agreement being entered into by the Applicant and the Shire in accordance with Council's *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*;
- u) This Development Approval shall remain valid whilst the agreement referred to in Condition 1t (iii) remains current and valid, and on the expiration or in the termination of such Licence Agreement, this Development Approval shall cease to be valid;
- v) Authorise delegation to the Chief Executive Officer and Principal Planner for preparation and execution of the Licence Agreement in Condition 1t (iii) above with any disputes to be referred back to Council for final determination; and
- w) 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.

Advice Notes

1. *The Applicant is advised that this development approval does not negate the requirement for any additional approvals and compliance with any and all governmental legislation and regulations which may be required under separate legislation including but not limited to the Health (Miscellaneous Provisions) Act 1911, the Food Act 2008, Environmental Protection Act 1986, Fire and Emergency Services Act 1998, Aboriginal Heritage Act 1972 and Fish Resources Management Resources Act 1994;*

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2. *The Applicant is advised that they should undertake due diligence and take into consideration the State's Aboriginal Heritage when planning specific developments associated with the proposal so as to mitigate any risks where heritage sites may be present. More information is available at <https://www.wa.gov.au/organisation/department-of-planning-lands-and-heritage/aboriginal-heritage>*
3. *The Applicant is advised that this approval confers no right of exclusive occupation of the approved areas of operation upon the Applicant, including its employees and clients, and at all times must exercise other Reserve and beach users rights to possess and enjoy the whole or any part of the approved areas;*
4. *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be made within 28 days from the date of this notice.*
5. *If a commercial vehicle owner, 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 8/0

11.8.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2)
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Noted.

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**11.9 FINANCE REPORT**

**11.9.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)**

Moved Cr PIKE, seconded Cr GIBB

That Municipal Fund Cheques 22128 to 22140 inclusive totalling \$65,737.55, Municipal EFT payments numbered EFT22729 to EFT22849 inclusive totalling \$781,988.45, Trust Fund Cheques 2645 to 2655, totalling \$129,545.24, Direct Debit payments numbered GJ0406 to GJ0410 inclusive totalling \$243,428.74 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

**11.9.2 MONTHLY FINANCIAL STATEMENTS – OCTOBER 2021 (ITEM 7.4.2)**

Moved Cr HAY, seconded Cr SUCKLING

That Council adopts the Monthly Financial Report for the period ending 31 October 2021.

CARRIED 8/0

**11.9.3 CHILD CARE FEES AND CHARGES CHANGE (ITEM 7.4.3)**

Moved Cr HORSTMAN, seconded Cr SUCKLING

That Council reviews and adopts the amended Child Care Fees as presented.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

**11.10 ADMINISTRATION & CORPORATE REPORT**

Cr Horstman declared an impartiality interest in Item 7.5.1 as Cr Horstman is member of the Northampton Old School Initiative Inc. group.

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11.10.1 LEASE – NORTHAMPTON OLD SCHOOL COMMUNITY INITIATIVE  
INC (ITEM 7.5.1)

Moved Cr STOCK-STANDEN seconded Cr GIBB

That Council approve the renewal of the lease for Lot 31 Robinson Street to the Northampton Old School Initiative Inc. for a further term of ten years.

CARRIED 8/0

11.10.2 REQUEST FOR FINANCIAL ASSISTANCE – CREATIVE OBSESSIONS  
(ITEM 7.5.2)

Moved Cr HAY, seconded Cr SUCKLING

That Council not support the request by Creative Obsessions for an upfront grant of \$20,000 to assist with the purchase of Lot 42 Hampton Road, Northampton as it would set a precedent for other similar community organisations to make similar requests.

CARRIED 8/0

Cr Sudlow declared an impartiality interest in Item 7.5.3 as Cr Sudlow is a member of the Isolated Children's Parents' Association.

11.10.3 REQUEST FOR SPONSORSHIP – ISOLATED CHILDREN'S PARENTS  
ASSOCIATION (ITEM 7.5.3)

Moved Cr STEWART, seconded Cr STOCK-STANDEN

That Council sponsor the ICPA to the value of \$1000 to assist with the holding of their 2022 State Conference.

CARRIED 8/0

Cr Horstman declared an impartiality interest in Item 7.5.4 as Cr Horstman has a family member who is a member of the Northampton Stud Breeders group.

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11.10.4 NORTHAMPTON STUD BREEDERS SHED (ITEM 7.5.4)

Moved Cr PIKE, seconded Cr GIBB

That Council accept the quote submitted by Norwest Building Group (Aussie Sheds Group) of \$360,000 plus GST for the construction of a new stud breeders shed as per presented plans at the Northampton Recreation Centre.

CARRIED 8/0

Chief Executive Officer, Garry Keeffe, declared an impartiality interest in Item 7.5.5 Offer to Purchase Lot 25 Rake Place as the CEO is a neighbouring property owner.

11.10.5 OFFER TO PURCHASE LOT 25 RAKE PLACE, NORTHAMPTON (ITEM 7.5.5)

Council reviewed the Officer's recommendation following receipt of a current market valuation that was lower than the 2017 valuation of \$67,000 and determined to offer the lot to Peter and Aimee North for the sum of \$50,000.

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council:

1. Due to the revised market valuation, that Council offers the applicants a revised purchase price of \$50,000 for the purchase of Lot 25 Rake Place, Northampton as it considers the \$60,000 offer is far in excess of the market valuation and the \$60,000 offer was based on the valuation established in 2017.
2. Should the applicants accept the revised purchase price then Council undertakes advertising of the proposed sale as per the requirements of Section 3.58 of the Local Government Act 1995 and associated regulations.
3. That the sale proceeds be deposited to the Councils Land Development Reserve Fund.

CARRIED 8/0

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11.10.6 LOCAL ROAD & COMMUNITY INFRASTRUCTURE PROGRAMME (ITEM 7.5.6)

Moved Cr PIKE, seconded Cr GIBB

That Council nominates the following projects for the Local Road and Community Infrastructure Programme:

- Kalbarri Airport Runway Re-seal \$200,000
- Little Bay Road \$520,000
- Public Toilets – Northampton Oval \$140,000

CARRIED 8/0

11.10.7 PROPOSED MULTI-PURPOSE COMMUNITY CENTRE, KALBARRI (ITEM 7.5.7)

Moved Cr STEWART seconded Cr GIBB

That Council consider all submissions provided and progress with the calling of Expressions of Interest for a preliminary design of the new facility to incorporate all uses suggested from submissions received with the exception of a swimming pool where the preliminary design is to allow for the possible inclusion of a swimming pool at a later stage but not form part of the initial design to be pursued.

CARRIED 8/0

11.10.8 REQUEST TO WAIVER LEGAL FEES – OUTSTANDING RATES (ITEM 7.5.8)

Moved Cr HAY seconded Cr STOCK-STANDEN

That Council refuses the request to waiver legal fees associated with the outstanding rates and that the sum of \$2,336.71 is to be paid in full

CARRIED 8/0

**11.10.9 NORTHAMPTON PUMP TRACK PROJECT (ITEM 7.5.9)**

Council did not agree with the Officer's recommendation as they believe the appropriate place for the Northampton Pump Track is at the Lions Park and that the design should be reconfigured to fit within the park.

Moved Cr SUCKLING seconded Cr STOCK-STANDEN

1. That the pump track is redesigned so it does not encroach onto Lot 33 and is located further south at the Lions Park on Shire land;
2. That approval for the project is obtained from Telstra; and
3. That any additional costs incurred for the construction of the redesigned pump track, be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

**11.10.10 REQUEST FOR ACCESS EASEMENT – RESERVE 48528 (ITEM 7.5.10)**

Moved Cr STEWART seconded Cr HAY

That Council approves of the establishment of a road reserve on a portion of Reserve 48528 as requested to provide access to proposed light industrial lots and that the excision of the required land from Reserve 48528, dedication and construction of the new road reserve to be at Development WA cost.

CARRIED 8/0

**11.11 PRESIDENT'S REPORT**

Since the last Council meeting Cr SUDLOW reported on her attendance at:

- 21/10/2021 Safe Work Method Statements training, Kalbarri
- 2/11/2021 Hon. Martin Aldridge MLC, Council Chambers Northampton
- 3/11/2021 Luke Sanders, WAFL & Football Operations Manager, West Australian Football Commission
- 4/11/2021 Regional Drought Resilience meeting, Geraldton Department Primary Industries and Regional Development

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- 6/11/2021 RSL Remembrance Dinner, Northampton RSL
- 12/11/2021 Western Australian Local Government Association Training, Perth Convention Centre
- 13/11/2021 AFL Legends Dinner, Northampton Community Centre
- 16/11/2021 Shaping the State's Tourism Future, Hon. David Templeman, MLA

**11.12 VICE PRESIDENT'S REPORT**

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

- 12/11/2021 Western Australian Local Government Association Training, Perth Convention Centre
- 15/11/2021 Local Government Act Reform Measures, Zoom meeting
- 16/11/2021 Local Community Recovery Group Meeting, Geraldton

**11.13 COUNCILLORS' REPORTS**

**11.13.1 CR STEWART**

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

- 20/10/2021 David Bougourd, Australian Garnet Pty Ltd

**11.13.2 CR PIKE**

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

- 27/10/2021 Kalbarri Development Association meeting, Kalbarri
- 9/10/2021 Kalbarri Visitor Centre meeting, Kalbarri

**11.13.3 CR HAY**

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

- 15/11/2021 Local Government Act Reform Measures, Zoom meeting

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Allen Centre, Kalbarri on**  
**Friday 19<sup>th</sup> November 2021**

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**11.13.4 CR GIBB**

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

12/11/2021 Western Australian Local Government Association Training,  
Perth Convention Centre

**11.14 NEW ITEMS OF BUSINESS**

Nil

**11.15 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday 17 December 2021 commencing at 1.00pm at the Council Chambers, Northampton.

**11.16 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.22pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 17 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 17<sup>th</sup> DECEMBER 2021.

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

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

## WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
7.1.2	REQUEST FOR QUOTE (RFQ - 04/2022) SUPPLY OF FLEET VEHICLES - 2021/2022 ONE (1) SEDAN, THREE (3) x UTILITIES, NO TRADES	4

<b>7.1.1</b>	<b>INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM</b>
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<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>
<b>DATE OF REPORT:</b>	<b>9<sup>th</sup> December 2021</b>

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

**Specific Road Works**

- Maintenance grading carried out on Ralph, Ogilvie East, Nolba Stock, Isseka Back, Wundi, Suckling, Little Bay, Normans Well, Frosty Gully, Bowes Springs, Carson, Swamp, Yallabartharra, Olivia, Horan, Ogilvie West, Rosehill and Mitchell Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Ralphs, Ogilvie East, Nolba Stock, Little Bay, Carson, Frosty Gully, Ogilvie West, Box, Erriary and Maggee Road/s.

**Maintenance Items**

- General – Various signage and road furniture works mainly surrounding cyclone Seroja works.
- Northampton – Community Centre – Drainage issue surrounding groundwater or possible reticulation water leakage. Unresolved at this stage.
- Northampton – Firebreaks installed/maintained to ensure all LGA comply.
- Northampton and Kalbarri – Potholes works undertaken.
- Northampton – Cartage of material and works to reinstate damaged verge areas.
- Kalbarri – Coastal carpark areas, repairs to drainage scours etc.
- Kalbarri – Moonarra Hill shoulders graded/reconditioned to fill drainage and shoulder scours.
- Kalbarri – Culvert collapse on Kalbarri foreshore north of boat hire carpark reinstated with new pipes.
- Kalbarri Road – Big River Ranch to Moonarra Hill – Shoulder Reconditioning/Shoulder Grading works undertaken.
- Binu Tip Site – Works progressing to close existing area and development and opening of new site.

**Other Items (Budget)**

- Northampton – Gwalla Street / Second Avenue works progressing.
- Kalbarri – Allen Centre long vehicle parking area. completed.

**Plant Items**

- Northampton Construction Loader – Awarded – Delivery Mid to late January 2022.
- Northampton Fleet vehicles – Supply of 1 x Sedan and 3 x Utilities advertised and closed on 1<sup>st</sup> December 2021. See attached item.

**Staff Items**

- James Williams - Resignation. – 26<sup>th</sup> November 2021.
- Leo Ryan – Resignation – 4<sup>th</sup> February 2022.

**OFFICERS RECOMMENDATION**

**For Council information.**

<b>7.1.2</b>	<b>REQUEST FOR QUOTE (RFQ - 04/2022)</b> <b>SUPPLY OF FLEET VEHICLES – 2021/2022</b> <b>SUPPLY ONE (1) x SEDAN, THREE (3) x UTILITIES, NO TRADES</b>
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<b>REPORTING OFFICER:</b>	<b>Neil Broadhurst - MWTS</b>
<b>DATE OF REPORT:</b>	<b>9th December 2021</b>
<b>APPENDICES:</b>	<b>Nil.</b>

**SUMMARY:**

Council to determine quotes for the supply of ONE (1) x SEDAN, THREE (3) x UTILITIES. No trades.

**BACKGROUND:**

Within the 2021/2022 approved budget, provision was made for the purchase of one (1) sedan and three (3) utility vehicles being

- Vehicle 1 – Sedan for position of Environmental Health Officer.
- Vehicle 2 - 4WD extra/space cab tray back for position of Northampton Maintenance Supervisor.
- Vehicle 3 - 4WD dual cab tray back for position of Northampton Construction Supervisor.
- Vehicle 4 - 2WD single cab tray back for position of Northampton Grader Operator.

Management has utilized the West Australian Local Government (WALGA) Fleet Acquisition (Under Common Use Arrangement 37804) Documentation and Specifications to advertise the quote.

Documentation was prepared in requesting for the ‘Supply of Fleet Vehicles’ consisting of one (1) Sedan and three (3) x Utilities (as per existing Fleet vehicle specifications). Similar sized replacement plant item was requested in each case (like for like.).

Unlike previous Quotes (Request for Quotes) for Fleet vehicles, the Quotes did not include the ‘Trade or Outright Sale’ of trade vehicles, as the delivery times for new vehicles in the current global vehicle environment includes significantly long delay times regarding the supply of new vehicles. This would lead to conditions and revised new vehicle prices and additional wear to trade vehicles due to prolonged delivery times. The trade vehicles shall be offered/advertised as ‘Outright Sale’ items once the new vehicles have been received or a definite delivery timeframe is known.

Quotes (Request for Quote) for the ‘Supply of Fleet Vehicles – One (1) Sedan and Three (3) Utilities, no trades, had been invited and closed 4:00pm Wednesday 1st December 2021.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 2021/2022 Budget made the following provisions for the purchase of new vehicles. (All figure excluding GST)

Purchase of New.

Vehicle 1 –	Sedan for position of Environmental Health Officer.	\$34,000.00
Vehicle2 -	4WD extra/space cab tray back for position of Northampton Maintenance Supervisor.	\$52,000.00
Vehicle3 -	4WD dual cab tray back for position of Northampton Construction Supervisor.	\$55,000.00
Vehicle 4 -	2WD single cab tray back for position of Northampton Grader Operator.	\$40,000.00

Available funds for purchase of New Fleet vehicles within 2021 /2022 budget

Total \$ 181,000.00 (exc GST)

The 3 x new utility vehicles require some additional expenditure upon delivery regarding the transfer and fitting of communication devices, A-Frame towing and flashing lights etc.

**SUMMARY OF QUOTES:**

Due to the confidentiality matter/s included in this item a separate report is provided.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.1.2**

**For Council Determination.**

# SHIRE OF NORTHAMPTON

## WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2020/2021)

(December 2021)

2021/2022 Budget Works	Job No	Status	Comments
<b><u>REGIONAL ROAD GROUP PROJECTS - 150300</u></b>			
<b>Kalbarri Road</b> Reseal works 28.00 - 38.00 slk	RR14		
<b>Northampton Nabawa Road</b> Reseal works 0.00 - 4.38 slk	RR15		
<b><u>ROADS TO RECOVERY - 152100</u></b>			
<b>Ogilvie East Road</b> Reseal works 0.00 - 3.20 slk	RT36		
<b>Kalbarri Road</b> Reseal 28.00 - 38.00 slk	RT37		
<b>Northampton Nabawa Road</b> Reseal works 0.00 - 4.38 slk	RT38		
<b>Port Gregory Road</b> Reseal works 0.00 - 5.32 slk	RT39		
<b><u>MUNICIPAL FUND CONSTRUCTION - 150600</u></b>			
<b>Carried Over from 2019/2020</b>			
<b><u>Kalbarri</u></b>			
<b>Karina Mews</b> Reseal and replace concrete kerbing 210m	R982		
<b>Smith Street</b> Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk	R990		
Cont.			
2021/2022 Budget Works	Job No	Status	Comments

<b><u>MUNICIPAL FUND CONSTRUCTION - 150600</u></b>			
<b>New Projects</b>			
<b><u>Northampton</u></b>			
<b>Gwalla Street</b> Construct, Seal and Drainage	R326	Commenced	
<b>Second Avenue</b> Construct, Seal and Drainage	R327	Commenced	
<b>Forrest Street</b> Reseal 0.42 - 1.37 slk	R328		
<b>Brook Street</b> Reseal 0.00 - 0.?? slk	R329		
<b>Harney Street</b> Reseal 0.00 - 0.?? slk	R331		
<b><u>Kalbarri</u></b>			
<b>Grey Street</b> Stage 1 Asphalt reseal	R330		
<b>Richardson Street</b> Reseal 0.000 - 0.??slk	R333		
<b>Daglish Crescent</b> Reseal 0.030 - 0.00 - 0.?? Slk	R334		
<b>Grey Street</b> Construct parrallel parking - Wood street north on west side.	R996	COMPLETE	
<b><u>Horrocks</u></b>			
<b>Glance Street</b> Reseal xx -xx slk	R223		
<b>Mitchell Street</b> Seal access to dump point	5044		
Cont.			
<b>2021/2022 Budget Works</b>	<b>Job No</b>	<b>Status</b>	<b>Comments</b>

<b>Rural</b>			
<b>Port Gregory Road</b> Reseal works 0.00 - 5.32 slk	R332		
<b><u>MUNICIPAL FOOTPATHS - 150900</u></b> <b>Carried Over from 2019/2020</b>			
<b>Northampton - Stephen Street</b> Replace DUP from NWCH to West Street	F702		
<b>Kalbarri - Grey Street</b> Replace DUP at front of Allen Centre	F707		
<b><u>MUNICIPAL FOOTPATHS - 150900</u></b> <b>New Projects</b>			
<b>Kalbarri - Malaluca Pathway</b> Maintenance of existing	08/T379		
<b>Kalbarri -Grey Street</b> Replace old asphalt with concrete opposite Allen Centre	F715		
<b><u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u></b>			
<b>Northampton - Oval renovation</b> Undertake Verti mowing	F016	COMPLETE	October 2021
<b>Northampton Tip Site</b> Turn Contamination site - 2 actions per year	3854/08		
<b>Northampton Cemetery Site - Memorial Tree area</b> Stage 2 - Shelter and Paving to south	4422/08	Commenced	
<b>Northampton - Community Centre</b> Install drainage pipe	08/D003	COMPLETE	
<b>Kalbarri - Oval Renovation</b> Undertake Verti Drain	F003	COMPLETE	October 2021
<b>Binnu Tip Site</b> Establish new site/trenches Cont.	3858/08		Works commenced
<b>2021/2022 Budget Works</b>	<b>Job No</b>	<b>Status</b>	<b>Comments</b>

<b><u>PLANT ITEMS - Major</u></b>			
<b>Northampton - New Loader (Construction)</b> Purchase new - trade/sell existing P252 Loader	4214/99		Awarded - Caterpillar 938k - Delivery mid to late January 2022.
<b>Northampton - New Maintenance Truck</b> Purchase New - trade/sell P234	4214/99	COMPLETE	Delivered by -Purcher International
<b>Northampton - Load Covers 1 x Truck, 1 x Trailer</b> Install and fit Load Covers	4214/99		
<b>Horrocks - New Zero Turn Mower</b> New mower	4214/99		Ordered - New to arrive mid January 2022
<b><u>PLANT ITEMS - Minor/Other/Sundry tools</u></b>			
Northampton - Set of hand held 2-way radios	7362/02		
Northampton - Tip site generator	7362/02		
Northampton - Chainsaw small rechargeable	7362/02		
Northampton Maintenance - Stihl power sweeper	7362/02	COMPLETE	
Northampton - Manager of Works Dash Cam	7362/02		
Northampton - Tip Site water tank	7362/02		
Kalbarri - Chainsaw small rechargeable	7362/02	COMPLETE	
Kalbarri - Ranger Ute storage box	7362/02	COMPLETE	

## HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF NOVEMBER 2021	2
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<b>7.2.1</b>	<b>INFORMATION ITEM: BUILDING STATISTICS</b>
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<b>DATE OF REPORT:</b>	<b>10<sup>th</sup> December 2021</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Deb Carson – Manager of Building Services</b>

**1. BUILDING STATISTICS**

Attached for Councils' information are the Building Statistics for November 2021.

<b>OFFICER RECOMMENDATION – ITEM 7.2.1</b>
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<b>For Council information.</b>
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**SHIRE OF NORTHAMPTON - BUILDING APPROVALS - NOVEMBER 2021**

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
02-11-21	21CS218	RA & M Denney	Inserve Australia T/A Construct Services (BC13655)	74 (Lot 20) John Street, Northampton	Repair roof battens, cladding and patio	\$ 171,847.00
08-11-21	21116	MJ & S Egan	Shoreline Outdoor World (101567)	3 (Lot 896) Seakist Retreat, Kalbarri	Construct new patio	\$ 9,691.00
08-11-21	21CS199	RJ & BA Lockyer & GJ & S Penn	OCS Building Maintenance (12132)	30 (Lot 809) Glass St, Kalbarri	Repair roof battens, replace cladding	\$ 122,100.00
08-11-21	21CS209	CN Stevens	Gliss Holdings Pty Ltd	15 (Lot 263) Clifton Place, Kalbarri	Remove 84sqm ACM wall cladding	\$ 5,280.00
08-11-21	21CS210	Judy Magee	Allsite Services Pty Ltd	228 (Lot 4) Hampton Rd, Northampton	Demolish commercial shed	\$ 6,580.80
08-11-21	21CS211	Doanld Yates	Western Building Pty Ltd	34B (Lot 2) Glass Street, Kalbarri	Replace roof battens & cladding to dwelling	\$ 232,343.00
08-11-21	21CS212	KLK Farms T/A Chilimony Farms	Inserve Australia T/A Construct Services (BC13655)	40 Jib Jib Road, Alma	Repair roof of dwelling, replace steel cladding to workers quarters, repairs to garage and wall	\$ 15,845.00
08-11-21	21CS213	P & T Husbands	Bellaluca Construction (WAD376)	75 (Lot 20) Robinson St, Northampton	Full demolition of house inc ACM removal	\$ 27,076.50
08-11-21	21CS215	Didneymike et al	Batavia Timber & Salvage (WAD288)	138 (Lot 89) Grey St, Kalbarri	Full demolition of house and clear site	\$ 30,580.00
08-11-21	21CS216	MR&GW Glenn, Gelbra P/L, G Spooner	Batavia Timber & Salvage (WAD288)	140 (Lot 90) Grey St, Kalbarri	Full demolition of house and clear site	\$ 29,040.00
08-11-21	21CS217	KA Collell	Shoreline Outdoor World (101567)	4 (Lot 864) Sequita Way, Kalbarri	Construct patio to replace cyclone-damaged structure	\$ 9,691.00
09-11-21	21111	L&J Douglas	Owner Builder	64 (Lot 20) Walker Street, Kalbarri	Construct new house, garage, patio and pool	\$ 250,000.00
09-11-21	21112	Ross Mickelberg	Owner Builder	5 (Lot 711) Adair Close, Kalbarri	Convert carport to ensuite and robe	\$ 19,400.00
09-11-21	21113	Murray Nolan Harris	Kieron Harris	6 (Lot 99) Lynton Avenue, Port Gregory	Construct new patio	\$ 9,000.00
09-11-21	21CS205	H & S Dix	Inserve Australia T/A Construct Services (BC13655)	13 (Lot 264) Clifton Place, Kalbarri	Replace roof framing and cladding, rebuild patio, repair wall cladding and lining	\$ 178,515.00

**SHIRE OF NORTHAMPTON - BUILDING APPROVALS - NOVEMBER 2021**

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
15-11-21	21CS229	SP & JG Wiseman	Kingston Building Australia	16A (Lot 8) Grey Street, Kalbarri	Replace roof battens and cladding to dwelling	\$ 100,008.00
15-11-21	21CS231	Piet Diepeveen	Western Building P/L (13230)	615 Diepeveen Rd, Binnu	Repair roof battens and cladding to dwelling	\$ 54,114.06
16-11-21	21108	SJ & A Timms	John Gillard (10722)	4 (Lot 13) Ranch Court, Kalbarri	Construct new 2 bedroom transportable dwelling	\$ 100,000.00
16-11-21	21CS196	Keith & Anita McRae	Simple Life Projects (14232)	12 (Lot 398) Porter St, Kalbarri		\$ 180,000.00
19-11-21	21CS232	Sandra Stock-Standen	Stateside Maintenance Pty Ltd	8 (Lot 198) Gwalla St, Northampton	Replace roof caldding with Colorbond	\$ 9,500.00
19-11-21	21cs233	Margaret Clancy	Doug Gill	Lot 405 (104) Stephen Street Northampton	Re Roof house	\$19,800
22-11-21	21128	JM & TM Mather	Owner Builder	6 (Lot 169) Stemodia St, Kalbarri	Construct new steel single-storey dwelling	\$ 150,000.00
22-11-21	21129	Red Bluff Tourist Park (Summerstar)	Holtro Group	399 Red Bluff Road, Kalbarri	Construct 4 transportable chalets	\$ 630,000.00
22-11-21	21CS238	PK & RA Leatham	Owner Builder	3 (Lot 304) Cornell Place, Kalbarri	Repair roof battens and cladding, repairs to stairs, ceilings, walls, patio	\$ 126,500.00
22-11-21	21CS239	DJ & J Alexander	Batavia Timber & Salvage (WAD288)	12 (Lot 420) Hosken St, Northampton	Full demolition of house and clear site	\$ 31,790.00
22-11-21	21CS240	Clayton Standen	WA Insurance Builders (100985)	22 (Lot 5) Gwalla St, Northampton	Repairs to garage	\$ 60,660.00
22-11-21	21CS241	Gweneth Harwood	Mr Cut Demolition	17 (Lot 137) Mortimer St, Kalbarri	Full demolition of house and clear site	\$ 19,800.00
22-11-21	21CS242	Elizabeth Trotti	Geraldton Building Services & Cabinets (11023)	30 (Lot 1) Bridgeman Rd, Kalbarri	Replace cyclone-damaged shed	\$ 47,600.00
22-11-21	21CS243	CJ & PJ Hasleby	Bellaluca Construction (WAD376)	291 Frosty Gully Rd, East Bowes	Demolish sheds and damaged structures inc ACM removal	\$ 9,900.00
23-11-21	21CS203	RL & MS Wilkie	WA Insurance Builders (100985)	4 (Lot 360) Nairn Place, Kalbarri	Replace Colorbond roof sheeting, ceilings and internal fixtures	\$ 115,705.00

**SHIRE OF NORTHAMPTON - BUILDING APPROVALS - NOVEMBER 2021**

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
23-11-21	21CS206	Diane Watkins	Inserve Australia T/A Construct Services (BC13655)	1 (Lot 275) Mallard Street, Kalbarri	Rebuild carport and instate tie downs	\$ 63,043.81
23-11-21	21CS227	J Ashton & J Coram	Batavia Timber & Salvage (WAD288)	117 (Lot 428) West St, Northampton	Demolish house and clear site	\$ 31,570.00
23-11-21	21CS228	TA Lloyd & R Noakes	AJ Grant Building Pty Ltd (100480)	10 (Lot 419) Hosken St, Northampton	Replace roof battens and cladding to ancillary dwelling	\$ 140,944.00
23-11-21	21CS230	CJ Hunter & VR Trent	WA Insurance Builders (100985)	18 (Lot 804) Glass Street, Kalbarri	Repair roof battens and cladding to dwelling and outbuilding	\$ 197,674.00
24-11-21	21080	J J Cunningham	O/B	110 (Lot 53) West Street, Northampton	Complete building of existing house & build additional garage	\$ 25,000.00
24-11-21	21124	Grant Jones (O/B 1009403)	Owner Builder	32 (Lot 157) Wurmbea Way, Kalbarri	Construct new dwelling and shed	\$ 200,000.00
25-11-21	21102	Aydan Curic	Norwest Building Group (14129)	13 (Lot 63) Dalglish Crescent, Kalbarri	Construct new steel framed, steel clad shed	\$ 77,800.00
25-11-21	21118	Shire of Northampton	Northampton Men's Shed	67 (Lot 452) Mary St, Northampton	Transportable ablution block	\$ 17,700.00
25-11-21	21CS214	R Roberts & M Aishath	Johns Lyng Insurance Building Solutions (101004)	13 (Lot 350) Patrick Crescent, Kalbarri	Repairs to dwelling inc roof and walls, stumps and floor, construct patio	\$ 141,106.76
26-11-21	21117	Bryce Arnold	Owner Builder	18 (Lot 972) Mainwaring Drive, Kalbarri	Construct new Colorbond shed	\$ 18,000.00
26-11-21	21130	Martin Crawford	Owner Builder	13 (Lot 239) Carlton Crescent, Kalbarri	Construct new timber and steel carport	\$ 5,000.00
26-11-21	21CS222	R & V Davis/M & C Cannon	Owner Builder	5 (Lot 270) Ash Place, Kalbarri	Demolish house and clear site	\$ 10,000.00
26-11-21	21CS225	Athol Mitchell	Owner Builder	15 (Lot 501) Gwalla St, Northampton	Demolish house and clear site	\$ 19,500.00
26-11-21	21CS245	SJ & SJA Lee-Steere	Bay Building Services (BC14536)	2170 Nabawa-Northampton Rd, Northampton	Repairs to roof battens and cladding of dwelling	\$ 145,000.00
26-11-21	21CS247	Carene Woodcock & Lester Smith	Presidential Building Services (BC103023)	U1&2, 132 (Lot 86) Grey Street, Kalbarri	Repair roof cladding	\$ 17,450.00

**SHIRE OF NORTHAMPTON - BUILDING APPROVALS - NOVEMBER 2021**

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
26-11-21	21CS248	Jamie-Lee Loffler	Gliss Holdings Pty Ltd (WARA313)	11 (Lot 180) Glass Street, Kalbarri	Remove 136sqm of ACM from house and shed	\$ 16,000.00
26-11-21	21CS249	The owners of Strata Plan 8850	Presidential Building Services (BC103023)	38 Martimer Street, Kalbarri	Repairs to gazebo and bali hut	\$ 19,100.00
29-11-21	21CS250	Malcolm McQueen	Gliss Holdings Pty Ltd (WARA313)	11 (Lot 351) Patrick Crescent, Kalbarri	Remove ACM fence on northern boundary	\$ 3,000.00
29-11-21	21CS198	Ross Palmer	Inserve Australia T/A Construct Services (BC13655)	7 (Lot 649) Zephyr Court, Kalbarri	Repairs to roof, replace cladding	\$ 136,861.52
29-11-21	21CS234	L Critchlow	Stateside Maintenance Pty Ltd	4 (Lot S/66) Horan Way, Horrocks	Replace ACM roof cladding with Colorbond	\$ 19,500.00
29-11-21	21CS235	B Johnson	Stateside Maintenance Pty Ltd	Lot 55 First Ave, Horrocks	Replace ACM roof cladding with Colorbond	\$ 9,500.00
29-11-21	21CS236	Noeleen Gee	Stateside Maintenance Pty Ltd	Lot 16 Thrid Ave, Horrocks	Replace roof cladding with Colorbond	\$ 10,500.00

**TOWN PLANNING REPORT  
DECEMBER 2021**

7.3.1	LOCAL PLANNING POLICY REVIEW – LOW IMPACT RURAL TOURISM.....	2
7.3.2	SUMMARY OF PLANNING INFORMATION ITEMS .....	12

**7.3.1 LOCAL PLANNING POLICY REVIEW – LOW IMPACT RURAL TOURISM**

<b>LOCATION:</b>	<b>Whole of Shire</b>
<b>FILE REFERENCE:</b>	<b>10.4.11</b>
<b>APPLICANT:</b>	<b>Shire of Northampton</b>
<b>DATE OF REPORT:</b>	<b>1 December 2021</b>
<b>REPORTING OFFICER:</b>	<b>Hayley Williams - Consultant Planner</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Garry Keeffe - Chief Executive Officer</b>
<b>APPENDICES:</b>	
<b>1.</b>	<b>Draft Local Planning Policy</b>

**AUTHORITY / DISCRETION:**

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

**SUMMARY / BACKGROUND:**

A review of the Shire of Northampton's Local Planning Policies is in progress to update the range of policies and address provisions and terminology within the amended *Local Planning Scheme No. 10 – Northampton District* and the 2021 updates to the *Planning and Development (Local Planning Schemes) Regulations*.

Due to the recent increase in the number of enquiries relating to Tourism uses generally within the Rural zone and the limited guidance that the existing policy framework provides in relation to them, a new proposed Local Planning Policy – Rural Tourism is presented to Council for consideration.

This report recommends that Council initiate the proposed Local Planning Policy for public comment and advertise the Draft LPP 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*. It is further recommended that the Low Impact Rural Tourism Local Planning Policy be revoked by the Rural Tourism – Local Planning Policy.

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

## **COMMUNITY & GOVERNMENT CONSULTATION:**

Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* details the minimum advertising requirements for making a Local Planning Policy, being no less than 21 days, commencing on the day on which the notice of the policy is published.

It is recommended that the advertising period be for 21 days and include the following actions in accordance with part 2, cl 4, 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 making and adopting Local Planning Policies. These provisions are 'Deemed Provisions' and replace existing clauses contained with the Shire of Northampton Planning Schemes.

## **POLICY IMPLICATIONS:**

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

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

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

#### **STRATEGIC IMPLICATIONS:**

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

#### **COMMENT:**

Due to an increase in the number of recent applications and enquiries made to the Shire of Northampton for a range of 'Rural Tourism' uses (such as Breweries, Art Galleries and Holiday Accommodation), it is considered timely to provide further guidance by means of the proposed Local Planning Policy, attached at **Appendix 1**.

The objectives of the Local Planning Policy are to provide for a range of low impact accommodation and other low impact tourist related uses in the rural and rural lifestyle areas of the Shire in a manner that is complementary and sensitive to the agricultural and environmental attributes of the municipality. The Draft LPP also aims to set out the circumstances under which the Local Government may approve low impact tourist development in the rural areas of the municipality as provided in the Scheme.

The nature of the Draft LPP is expanded from the current LPP as it aims to provide a framework for a wider range of tourism uses in the 'Rural' zone, such as wineries, reception centres, art galleries, along with tourist accommodation.

The Draft LPP also includes essential provisions to address issues related to larger scaled developments and proposals to subdivide tourist accommodation developments.

**VOTING REQUIREMENT:**

*Absolute Majority Required:* No

**CONCLUSION:**

It is recommended that Council initiate advertising for the proposed Rural Tourism Local Planning Policy and subsequently revoke the Low Impact Rural Tourism Local Planning Policy.

**OFFICER RECOMMENDATION – ITEM 7.3.1**

**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 proposed draft Local Planning Policy 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 proposed Local Planning Policy and proceed to publish a notice to this effect in the local newspaper;**
- c. Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report; and**
- d. Revoke the Low Impact Rural Tourism Local Planning Policy 2014.**

		<h2>Rural Tourism</h2> <h3>Local Planning Policy</h3>
Version 1		
<b>Scheme Provisions:</b> LPS #11 3.2 Zoning Table LPS #10 4.1 Zoning and Development Table	<b>Other References:</b> Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005	<b>Special procedural considerations:</b>

<b>RESPONSIBILITY</b>	Chief Executive Officer as per the Delegations Policy and Register.		
<b>ADOPTION</b>	17 December 2021		

## **1.0 CITATION**

This is a local planning policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Scheme No. 10 - Northampton District*. It may be cited as the Rural Tourism Local Planning Policy.

## **2.0 INTRODUCTION**

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 this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

## **3.0 OBJECTIVES**

- 3.1 To pursue the principle that commercial tourist development should generally occur within the urban areas and that opportunities should be provided for small-scale and low impact tourist accommodation and related activities in rural areas.
- 3.2 To provide for a range of low impact accommodation and other low impact tourist related uses in the rural and rural lifestyle areas of the Shire that ensures the environmental attributes, landscape values and the visual and rural character and amenity of the municipality is not compromised.
- 3.3 To set out the circumstances under which the Local Government may approve low impact tourist development in the rural areas that does not conflict with objectives of the Scheme.

## **4.0 APPLICATIONS SUBJECT OF THIS POLICY**

This policy applies to applications for Art Gallery, Bed & Breakfast, Holiday Accommodation, Holiday House, Reception Centre, Restaurant/Café and Tourist Development in the 'Rural' zone.

## **5.0 APPLICATION REQUIREMENTS**

- 5.1 Applications for development are expected to demonstrate due regard for the accompanying information requirements as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- 5.2 Applications shall include the following information:
  - 5.2.a Planning application form duly signed by the owner(s) of the property and payment of the relevant fee.

- 5.2.b Plans that have been drawn to scale that identify the proposed development in relation to the natural features (e.g. existing vegetation, watercourses, contours) and built existing features (including building and services) both on the subject land and on the adjoining land (the latter being dependent upon the subject lot size and boundary setbacks).
- 5.2.c Written submission detailing how the proposed development:
- can fit in with the locality. This means showing a sympathetic and well-mannered design without unreasonable impacts either on the agricultural, natural or cultural environment and that any impacts will be contained within the site.
  - will satisfy bushfire requirements and other hazards.
  - will provide a high level of amenity and services to the tourist occupants.
  - will be serviced by water, waste-water and power needs.
  - will continue to attend to matters of environmental concern, rural amenity and the well being and safety of the tourist occupants (once the development is established) i.e. Management Plan.

## **6.1 POLICY STATEMENT**

- 6.1 Applications for Rural Tourism will only be supported where the Local Government is satisfied that the proposal will not result in unacceptable environmental or amenity impacts as a result of noise, dust, light spill, odour, vibration, traffic movement, visual intrusion or contamination on the nearby residents or environment and that the quality of the development will present a positive image of the locality.
- 6.2 Depending on the nature of the proposed Rural Tourism, local wind, topography and vegetation conditions, setback distances from site boundaries and existing watercourse or bodies may need to be increased. When determining such setbacks the Local Government shall consider existing and potential land-uses on adjoining and nearby properties.
- 6.3 The Local Government may require the preservation and/or planting of a vegetated buffer strip ensuring that the Rural Tourism activities are adequately screened from the road and adjoining properties.
- 6.4 Where Rural Tourism has direct access to a sealed road and the projected number of vehicle movements from the site would justify such a requirement (as determined by the Local Government), the Local Government may require crossover and vehicle access areas within 50m of the road to be constructed with a stable, impervious surface, with stormwater runoff being controlled. In this regard the construction of a crossover shall be in accordance with the Local Government's existing Crossover Policy.
- 6.5 Where Rural Tourism is being developed with or without direct access to a sealed road, the Local Government may require assistance to upgrade and maintain the road/s that will be affected by vehicle movements associated with the Rural Tourism development. Such upgrading contributions may be financial or in-kind and shall be calculated on a case-by-case basis.

- 6.6 The Local Government will not be bound to accept any request for additional maintenance or upgrading of roads directly resulting from increases in traffic volumes from an approved Rural Tourism development, unless a financial contribution for such works has been agreed to and received from the respective business owner/proprietor.
- 6.7 With the exception of Bed and Breakfast and Holiday House, all other forms of tourist/holiday accommodation will only be approved subject to the landowner entering into a legal agreement, which shall bind the owner, their heirs and successors in title, requiring that the tourist accommodation will only be used for Short Stay Accommodation purposes.
- 6.8 Subdivision and/or strata subdivision of rural land on which tourism development is proposed or existing will generally not be supported by the Local Government. Such proposal are not considered appropriate because they create circumstances where tourist activities can be operated independently of the principal agricultural or rural use of the land, thereby fragmenting rural land and leading to an increased likelihood of land use incompatibilities.
- 6.9 The Local Government will require sufficient separation between agricultural and tourism activities to avoid risks to health, nuisance or other conflict between the two land uses.
- 6.10 All signage associated with the uses specified in this policy is to be the subject of a separate application (unless specifically referenced within the application and conditions of approval).
- 6.11 Larger scaled developments and land uses will not be approved under this policy and will require, if found to be justified, an amendment to the Scheme to incorporate specific zoning for the development proposed.
- 6.12 Rural Tourism will generally be approved where the Local Government is satisfied that the following minimum criteria and standards can be achieved:

Use	Criteria	Standard
Art Gallery	<ol style="list-style-type: none"> <li>1. Public Road Access</li> <li>2. Potable Water Supply</li> <li>3. Ablutions</li> <li>4. Car Parking</li> <li>5. Lot size</li> <li>6. Setback</li> <li>7. Siting</li> <li>8. Clearing</li> <li>9. Screening</li> <li>10. Design &amp; Materials</li> <li>11. Management</li> </ol>	<ol style="list-style-type: none"> <li>1. Type 3 – 12m form/8m gravel paved</li> <li>2. 46,000 litres storage (10,000 gals)</li> <li>3. As per Health Act 1911, including provision for disabled</li> <li>4. 1 car bay for every 3m<sup>2</sup> of public area – gravel std/Local Government specs.</li> <li>5. 10ha</li> <li>6. 30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by the Local Government.</li> <li>7. Away from sand dunes, ridge lines and side slope/breakaway areas</li> <li>8. No removal of remnant vegetation</li> <li>9. Well screened from view of neighbouring properties</li> <li>10. Complementary with landscape – earth tones – no reflection</li> <li>11. On site managers residence</li> </ol>
Bed & Breakfast	<ol style="list-style-type: none"> <li>1. Public Road Access</li> <li>2. Potable Water Supply</li> <li>3. Guest Ablutions</li> <li>4. Car Parking</li> <li>5. Lot size</li> <li>6. Management</li> </ol>	<ol style="list-style-type: none"> <li>1. Type 2 – 10m formed</li> <li>2. 92,000 litres storage (20,000 gal)</li> <li>3. 1 shared bathroom</li> <li>4. 1 car bay per room – gravel standard</li> <li>5. Nil</li> <li>6. Within the same building</li> </ol>

Use	Criteria	Standard
Holiday Accommodation	<ol style="list-style-type: none"> <li>Public Road Access</li> <li>Potable Water Supply</li> <li>Car Parking</li> <li>Floor Area</li> <li>Lot size</li> <li>Setbacks</li> <li>Siting</li> <li>Clearing</li> <li>Screening</li> <li>Design &amp; Materials</li> <li>Management</li> </ol>	<ol style="list-style-type: none"> <li>Type 3 – 12m form/8m gravel paved</li> <li>92,000 litres storage per holiday accommodation unit(20,000 gals)</li> <li>1 car bay per holiday accommodation unit – gravel std/Local Government specs</li> <li>100m<sup>2</sup> (internal)</li> <li>15ha</li> <li>30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by The Local Government.</li> <li>Away from ridge line and side slope/breakaway areas – clustered together</li> <li>No removal of remnant vegetation</li> <li>Partially screened from view of neighbouring properties</li> <li>Complementary with landscape – earth tones – no reflection</li> <li>On site manager's residence</li> </ol>
Holiday House	<ol style="list-style-type: none"> <li>Public Road Access</li> <li>Potable Water Supply</li> <li>Guest Ablutions</li> <li>Car Parking</li> <li>Lot size</li> <li>Setbacks</li> <li>Siting</li> <li>Clearing</li> <li>Screening</li> <li>Landscaping</li> <li>Design &amp; Materials</li> <li>Management</li> </ol>	<ol style="list-style-type: none"> <li>Type 3 – 12m form/8m gravel paved</li> <li>92,000 litres storage per 8 beds (20,000 gals)</li> <li>Ensuite bathroom per bedroom</li> <li>1 car bay per room – gravel standard</li> <li>10ha</li> <li>30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by the Local Government.</li> <li>Away from sand dunes, ridge lines and side slope/breakaway areas</li> <li>No removal of remnant vegetation</li> <li>Partially screened from view of neighbouring properties</li> <li>Peripheral native landscaping around Guesthouse building</li> <li>Complementary with landscape – earth tones – no reflection</li> <li>Within the same building</li> </ol>
Reception Centre	<ol style="list-style-type: none"> <li>Location</li> <li>Public Road Access</li> <li>Potable Water Supply</li> <li>Ablutions</li> <li>Car Parking</li> <li>Lot size</li> <li>Setback</li> <li>Siting</li> <li>Clearing</li> <li>Screening</li> <li>Design &amp; Materials</li> <li>Management</li> </ol>	<ol style="list-style-type: none"> <li>With an established guesthouse, restaurant or rural holiday resort.</li> <li>Type 3 – 12m form/8m gravel paved</li> <li>92,000 litres storage (20,000 gals)</li> <li>As per Health Act 1911, including provision for disabled</li> <li>1 bay per 4 seats – gravel standard</li> <li>20ha</li> <li>30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by the Local Government.</li> <li>Away from sand dunes, ridge lines and side slope/breakaway areas</li> <li>No removal of remnant vegetation</li> <li>Well screened from view of neighbouring properties</li> <li>Complementary with landscape – earth tones – no reflection</li> <li>On site managers residence</li> </ol>
Restaurant / Café	<ol style="list-style-type: none"> <li>Location</li> <li>Public Road Access</li> <li>Potable Water Supply</li> <li>Ablutions</li> <li>Car Parking</li> <li>Lot size</li> <li>Setback</li> <li>Siting</li> <li>Clearing</li> <li>Screening</li> <li>Design &amp; Materials</li> <li>Management</li> </ol>	<ol style="list-style-type: none"> <li>With an established intensive agriculture/rural pursuit and/or rural holiday resort.</li> <li>Type 3 – 12m form/8m gravel paved</li> <li>92,000 litres storage (20,000 gals)</li> <li>As per Health Act 1911, including provision for disabled</li> <li>1 bay per 4 seats – gravel standard</li> <li>15ha</li> <li>30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by the Local Government.</li> <li>Away from sand dunes, ridge lines and side slope/breakaway areas</li> <li>No removal of remnant vegetation</li> <li>Well screened from view of neighbouring properties</li> <li>Complementary with landscape – earth tones – no reflection</li> <li>On site managers residence</li> </ol>
Tourist Development	<ol style="list-style-type: none"> <li>Location</li> </ol>	<ol style="list-style-type: none"> <li>Within close proximity to public recreation areas/natural attractions – beaches, walk trails, scenic lookouts etc</li> </ol>

Use	Criteria	Standard
	2. Public Road Access	2. Type 5 – 7m bitumen seal + bitumen seal crossover to Local Government specifications
	3. Potable Water Supply	3. 92,000 litres storage per 8 beds (20,000 gals)
	4. Guest Rooms/Ablutions	4. Per standards prescribed for Guesthouse, chalets, Caravan Parks including provision for disabled
	5. Car Parking	5. 1 car bay per unit + 1 bay for manager – gravel standard
	6. Lot size	6. 20ha
	7. Setback	7. 30m from the front boundary and 75m from water features with all other boundaries to comply with Local Planning Scheme requirements unless otherwise determined by the Local Government.
	8. Siting	8. Away from sand dunes, ridge lines and side slope/breakaway areas – clustered together
	9. Clearing	9. No removal of remnant vegetation
	10. Screening	10. Well screened from view of neighbouring properties
	11. Design & Materials	11. Buildings to be consistent in design and complementary with landscape – earth tones – no reflection
	12. Management	12. On site managers residence

## 7.0 CONSULTATION

All applications for rural tourism development will require consultation with affected landowners and/or occupants in accordance with cl. 64 of the 'Deemed Provisions' in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## 8.0 DEFINITION

- 8.1 For the purposes of this policy Art Gallery, Bed & Breakfast, Holiday Accommodation, Holiday House, Reception Centre, Restaurant/Café and Tourist Development shall be as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS**

**DATE OF REPORT:** 10 December 2021  
**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
095	Todd Parker	LOT 173 (NO. 44) MITCHELL STREET, HORROCKS	OUTBUILDING (R-CODE VARIATION)	12 November 2021
EA 015	WW Dempsey & KG Carnes	LOT 11673 (NO. 6286) AJANA -KALBARRI ROAD, KALBARRI	TEMPORARY SEA CONTAINER – (CYCLONE SEROJA TWELVE MONTHS)	16 November 2021
096	R Tenaglia	RESERVES 12996 & 26591 MURCHISON RIVER FORESHORE KALBARRI, AND LOT 944 ON DPLAN 74339	LICENSE AGREEMENT – KALBARRI LAND-BASED FISHING TOURS	19 November 2021 Ordinary Meeting
097	P Lobarto	LOT 243 (NO. 19) HARNEY STREET, NORTHAMPTON	TEMPORARY SHIPPING CONTAINER (TWELVE MONTHS)	26 November 2021
EA 016	SJ Rintoul & LM Sidebottom	LOT 30 (NO. 105) HAMPTON ROAD, NORTHAMPTON	TEMPORARY SEA CONTAINER – (CYCLONE SEROJA TWELVE MONTHS)	29 November 2021
098	AJ Dott	LOT 478 (NO. 14) RALPH STREET, KALBARRI	COMMERCIAL VEHICLE PARKING TAXI VEHICLE (13CAB)	30 November 2021
099	MG & HM Barnden	UNIT 5 (NO. 6) GLANCE COVE, HORROCKS	EXTENSION TO GROUPED DWELLING	29 November 2021
100	Aussie Sheds Group	LOT 11673 (No. 6286) AJANA-KALBARRI ROAD, KALBARRI	OUTBUILDING (R-CODE VARIATION)	29 November 2021

101	FR & HW Visser	LOT 246 (NO. 20) PERSOONIA STREET, KALBARRI	RETAINING WALLS (R-CODE VARIATION)	1 December 2021
102	WA Country Builders	LOT 239 (NO. 22) STOKES STREET, HORROCKS	SINGLE DWELLING (R-CODE VARIATION)	2 December 2021
103	Leander Crickmay	LOT 13 (NO. 15) ROWE STREET, KALBARRI	SINGLE DWELLING (R-CODE VARIATION)	2 December 2021

**OFFICER RECOMMENDATION – ITEM 7.3.2**

**For Council Information**

7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2021	12

**7.4.1 ACCOUNTS FOR PAYMENT**

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>10<sup>th</sup> December 2021</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>REPORTING OFFICER:</b>	<b>Grant Middleton/Leanne Rowe</b>
<b>APPENDICES:</b>	<b>1. List of Accounts</b>

**SUMMARY**

Council to authorise the payments as presented.

**BACKGROUND:**

A list of payments submitted to Council on 17<sup>th</sup> December 2021, 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 22141 to 22147 inclusive totalling \$25,477.45, Municipal EFT payments numbered EFT22850 to EFT22987 inclusive totalling \$996,080.05, Trust Fund Cheques 2656 to 2667, totalling \$14,810.82, Direct Debit payments numbered GJ0504 to GJ0510 inclusive totalling \$246,469.61 be passed for payment and the items therein be declared authorised expenditure.**

**MUNICIPAL FUND CHEQUES**

<b>Chq #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
22141	11-11-2021	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	154.45
22142	11-11-2021	PETTY CASH - KALBARRI	PETTY CASH RECOUP	87.45
22143	12-11-2021	GERALDTON MOWER & REPAIR SPECIALISTS	WHIPPER SNIPPER CORD	162.80
22144		CANCELLED		
22145	16-11-2021	WA COUNTRY BUILDERS	REFUND KERB DEPOSIT	500.00
22146	24-11-2021	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	24486.95
22147	24-11-2021	KLEENHEAT GAS	FACILITY FEE	85.80
				<b>\$25,477.45</b>

**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

<b>EFT #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT22850	12-11-2021	AFGRI GERALDTON	PARTS	840.40
EFT22851	12-11-2021	KALBARRI IGA	GOODS	106.83
EFT22852	12-11-2021	AUSTRALIA POST	POSTAGE	1028.55
EFT22853	12-11-2021	BENARA NURSERIES	VARIOUS PLANTS	357.06
EFT22854	12-11-2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	KAL DEPOT C/DUST STOCK	864.83
EFT22855	12-11-2021	BUNNINGS (GERALDTON WAREHOUSE)	HARDWARE	159.60
EFT22856	12-11-2021	CENTRAL WEST PUMP SERVICE	CYCLONE KAL SANDSPIT BORE REPLACEMENT	17365.70
EFT22857	12-11-2021	BOC GASES AUSTRALIA	INDUSTRY GASES	68.64
EFT22858	12-11-2021	WINC AUSTRALIA PTY LTD	PHOTOCOPIER, COPY COUNT	9015.60
EFT22859	12-11-2021	CORSIGN WA PTY LTD	SIGN	173.80
EFT22860	12-11-2021	TOLL TRANSPORT PTY LTD	FREIGHT	96.66
EFT22861	12-11-2021	EASTOUGH CARPENTRY	CYCLONE HKS STEPS, LITTLE BAY TOT DOORS	1716.00
EFT22862	12-11-2021	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	VARIOUS MTCE GRADING	2350.00
EFT22863	12-11-2021	ENGIN	ENGIN CHARGES	408.53
EFT22864	12-11-2021	EVERYDAY LANDSCAPING	SALAMIT RES YARD CLEANUP	990.00
EFT22865	12-11-2021	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER COUNT/MTCE	767.74
EFT22866	12-11-2021	FREEMANS LIQUID WASTE PTY LTD	SEPTICS PUMP OUT	2320.00
EFT22867	12-11-2021	GANTHEAUME BAY ELECTRICAL	KAL PUMP SHED POWER POINT INSTAL	302.50
EFT22868	12-11-2021	GERALDTON BUILDING SERVICES & CABINETS	CYCLONE PT GREG HALL REPAIRS	110000.00
EFT22869	12-11-2021	GERALDTON TYREPOWER	4 TYRES SUPPLY AND FIT	1541.00
EFT22870	12-11-2021	GHS SOLUTIONS / GERALDTON HIRE	CYCLONE KAL CHILDCARE TEMP FENCING	153.45
EFT22871	12-11-2021	HALAM HOME HANDYMAN SERVICES	RETIC REPAIRS	165.70
EFT22872	12-11-2021	HASLEBYS HARDWARE SUPPLIES	HARDWARE, FERTILISER	2144.97

SHIRE OF NORTHAMPTON  
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EFT #	Date	Name	Description	Amount
EFT22873	12-11-2021	C + J HANSON PLUMBING CONTRACTORS	LIA UNITS UNBLOCK DRAIN	209.00
EFT22874	12-11-2021	HIP POCKET WORK WEAR	UNIFORMS/EMBROIDERY	157.75
EFT22875	12-11-2021	HOSEXPRESS	PLANT HOSES	458.88
EFT22876	12-11-2021	PAUL ALFRED HUSBANDS	RATE REFUND	1420.85
EFT22877	12-11-2021	KALBARRI EXPRESS FREIGHT	FREIGHT	173.03
EFT22878	12-11-2021	KALBARRI CARRIERS	FREIGHT	2277.00
EFT22879	12-11-2021	KALBARRI GARDEN & CLEAN UP SERVICES	CYCLONE CALLION RES FENCE REPAIR	2816.50
EFT22880	12-11-2021	KALBARRI PEST CONTROL (BC DIGGINS & KP LAW)	TERMITE INSPECTION & URBAN PEST	1180.00
EFT22881	12-11-2021	LGRCEU	PAYROLL DEDUCTIONS	164.00
EFT22882	12-11-2021	MIDWEST MULCHING MOWING	NTON/KALB FIRE PREVENTION MULCHING	6082.00
EFT22883	12-11-2021	DAMIAN BRIAN MILNE	RATE REFUND	708.60
EFT22884	12-11-2021	SHIRE OF MINGENEW	VELPIC ONLINE TRAINING PLATFORM	89.84
EFT22885	12-11-2021	L.E NAIRN PTY LTD	CYCLONE SALAMIT RES GATE REPLACEMENT	2320.00
EFT22886	12-11-2021	NORTHAMPTON IGA	REFRESHMENTS, GOODS	286.40
EFT22887	12-11-2021	NORTHAMPTON NEWSAGENCY	STATIONERY,NEWSPAPERS, NCCA GOODS	1044.83
EFT22888	12-11-2021	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL REPAIRS	886.20
EFT22889	12-11-2021	NORTHAMPTON TOURIST ASSOCIATION INC.	AUSTRALIA DAY CONTRIBUTION	500.00
EFT22890	12-11-2021	NORTHAMPTON FAMILY STORE	UNIFORMS/EMBROIDERY	636.17
EFT22891	12-11-2021	NOVUS WINDSCREENS GERALDTON	PLANT DOOR GLASS	1356.00
EFT22892	12-11-2021	KALBARRI PALM RESORT	CYCLONE NTON CONST CREW ACCOMM	158.00
EFT22893	12-11-2021	PATIENCE SANDLAND PTY LTD	GRAVEL	3399.00
EFT22894	12-11-2021	PLATINUM ELECTRICIANS MIDWEST	CYCLONE NCC/OVAL ELECTRICAL	23227.23
EFT22895	12-11-2021	FENCE IT WA	CYCLONE KAL FSHORE PLAYGROUND FENCING	462.00
EFT22896	12-11-2021	PAUL SHERIFF	SYNERGYSOFT UPGRADES	605.00
EFT22897	12-11-2021	2V NET IT SOLUTIONS	COMPTER MTCE	574.00

SHIRE OF NORTHAMPTON  
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EFT #	Date	Name	Description	Amount
EFT22898	12-11-2021	TOTAL TOILETS	CYCLONE KALBARRI PORTABLE TOILETS FORESHORE	17688.32
EFT22899	12-11-2021	LANDGATE	VALUATION EXPENSES	335.63
EFT22900	12-11-2021	WEIRDO'S CARPENTRY & MAINTENANCE	ALLEN CENTRE GUTTER REPAIRS	418.00
EFT22901	12-11-2021	WESTRAC EQUIPMENT PTY LTD	GRADER REPAIRS/PARTS	10289.54
EFT22902	12-11-2021	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1319.81
EFT22903	12-11-2021	WESTSIDE FENCING AND GATES	KAL CHILD CARE FENCING	16527.72
EFT22904	12-11-2021	NORTHAMPTON TYRES	SUPPLY AND FIT 15 TYRES, REPAIRS	4705.00
EFT22905	12-11-2021	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT22906	01-11-2021	THREE CHILLIES DESIGN	LIONS PARK PUMP TRACK	35750.00
EFT22907	11-11-2021	TREVOR BRANDY	REIMB REMOVAL COSTS	6466.00
EFT22908	11-11-2021	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4433.00
EFT22909	11-11-2021	E & S KOPPENSTEINER	REIMB BENARA PLANTS	220.00
EFT22910	11-11-2021	MANDY REILLY	NCCA REIMB REDDOT & KMART GOODS	64.00
EFT22911	11-11-2021	LEANNE ROWE	REIMB UNIVERSITY FEES	1669.10
EFT22912	04-11-2021	LGISWA	LGIS INSURANCES	119725.35
EFT22913	22-11-2021	AUSTRALIAN TAXATION OFFICE	BAS OCTOBER 2021	23137.00
EFT22914	22-11-2021	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	1105.57
EFT22915	22-11-2021	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL/FUEL CARD PURCHASES	55770.71
EFT22916	24-11-2021	ABROLHOS ELECTRICS	CYCLONE ALLEN CENTRE/SALLYS TREE ELECT	6405.08
EFT22917	24-11-2021	ALL CLEANING AND MAINTENANCE	SALAMIT RES INTERNAL CLEAN	765.00
EFT22918	24-11-2021	AERODROME MANAGEMENT SERVICES	WINDSOCK	621.50
EFT22919	24-11-2021	AW CRAGAN & ALLCAPRI PTY LTD	BOBCAT WORKS	1485.00
EFT22920	24-11-2021	AUSSIE SHEDS GROUP	NTON LIA UNIT REPLACE PA DOOR	880.00
EFT22921	24-11-2021	AUSCO MODULAR	CYCLONE KAL COM CAMP HALL	187098.29
EFT22922	24-11-2021	BATAVIA TIMBER & SALVAGE	CYCLONE SEVENTH AVE RES DEMOLITION	29535.00
EFT22923	24-11-2021	BARRON BUILDING SURVEYING	BUILDING SERVICES	11516.78

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 17 DECEMBER 2021

EFT #	Date	Name	Description	Amount
EFT22924	24-11-2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	RESEAL AGG	417.16
EFT22925	24-11-2021	BRUCE ROCK ENGINEERING	PARTS	53.58
EFT22926	24-11-2021	BUNNINGS (GERALDTON WAREHOUSE)	HARDWARE	192.26
EFT22927	24-11-2021	CLEANAWAY OPERATIONS PTY LTD	RES/COMM REFUSE COLLECTION/SITE MTCE	26688.59
EFT22928	24-11-2021	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	1731.03
EFT22929	24-11-2021	CORSIGN WA PTY LTD	SIGNS	363.00
EFT22930	24-11-2021	TOLL TRANSPORT PTY LTD	FREIGHT	32.01
EFT22931	24-11-2021	GARY DUNGATE	LIONS PARK VERGE REINSTATEMENT	1716.00
EFT22932	24-11-2021	FENN PLUMBING & GAS	PLUMBING MTCE	137.21
EFT22933	24-11-2021	FORPARK AUSTRALIA	MARINA PLAYGROUND	15730.00
EFT22934	24-11-2021	FREEMANS LIQUID WASTE PTY LTD	PG TOILET PUMP OUT	1463.00
EFT22935	24-11-2021	GANTHEAUME BAY ELECTRICAL	EXCAVATOR HIRE KAL FSHORE	302.50
EFT22936	24-11-2021	GERALDTON LOCK & KEY SPECIALISTS	KEYS	324.50
EFT22937	24-11-2021	TREVOR GRAEME GIBB	CR REIMB TRAVEL/ACCOMM	1592.63
EFT22938	24-11-2021	GNC QUALITY PRECAST GERALDTON	NCC DRAINAGE PIT LID	249.70
EFT22939	24-11-2021	HASLEBYS HARDWARE SUPPLIES	PLANTS, HARDWARE,	4266.55
EFT22940	24-11-2021	HEARING & AUDIOLOGY	STAFF HEARING TEST	270.00
EFT22941	24-11-2021	HERSEY'S SAFETY PTY LTD	PPE	782.12
EFT22942	24-11-2021	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PARTS	468.44
EFT22943	24-11-2021	ROBERT HORSTMAN	CR REIMB ACCOMM/TAXI	328.34
EFT22944	24-11-2021	JOHNS LYNG GROUP - INSURANCE BUILDING SOLUTIONS (WA) PTY LTD	CYCLONE KAL FSHORE TOILETS DEMOLITION	38209.60
EFT22945	24-11-2021	KALBARRI STATE EMERGENCY SERVICE	ESL REIMBURSEMENT	1783.00
EFT22946	24-11-2021	KALBARRI BP ROADHOUSE & HARDWARE	HARDWARE	2122.42
EFT22947	24-11-2021	KALBARRI WAREHOUSE	RETIC	77.60
EFT22948	24-11-2021	KOMATSU AUSTRALIA PTY LTD	TOOTH ROCK PENETRATOR	1867.40
EFT22949	24-11-2021	KOORI KIDS	NAIDOC SCHOOL INITIATIVES 2022	500.00

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 17 DECEMBER 2021

EFT #	Date	Name	Description	Amount
EFT22950	24-11-2021	SHANE KRAKOUER	COUNCILLOR FEES	2539.61
EFT22951	24-11-2021	KALBARRI SITEWORKS	KCC ROCKBREAKER WORKS	132.00
EFT22952	24-11-2021	MARKETFORCE	ADVERTISING	1558.03
EFT22953	24-11-2021	MAVER CONTRACTING	NPTN SLASHING	605.00
EFT22954	24-11-2021	MCCLINTOCK PLUMBING	PG TOILET MAINTENANCE	790.00
EFT22955	24-11-2021	MITCHELL & BROWN COMMUNICATIONS	REPLACE ELECTRIC OVEN	800.00
EFT22956	24-11-2021	NORTHAMPTON IGA	REFRESHMENTS, GOODS	495.42
EFT22957	24-11-2021	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	650.00
EFT22958	24-11-2021	NORTHAMPTON LIONS CLUB	DRUM MUSTER	371.56
EFT22959	24-11-2021	NORTHAMPTON TOURIST ASSOCIATION INC.	NTA OPERATIONAL GRANT 2021/2022	35000.00
EFT22960	24-11-2021	NOVUS WINDSCREENS GERALDTON	PLANT WINDSCREEN	347.00
EFT22961	24-11-2021	OPTEON PROPERTY GROUP PTY LTD	RENTAL VALUATION	1650.00
EFT22962	24-11-2021	PORT GREGORY CARAVAN PARK	PT GREG FIRE TRUCK FUEL	126.50
EFT22963	24-11-2021	MIDWEST SWEEPING CONTRACTORS	KAL STREET SWEEPING	2244.00
EFT22964	24-11-2021	SEEK LIMITED	NCCA ADVERTISING	198.00
EFT22965	24-11-2021	SEQUEL CONSULTING ENGINEERS	CYCLONE STRUCTURAL ENGINEER INSPECT	29095.44
EFT22966	24-11-2021	THE SHEARING SHED CAFE	FIRE REFRESHMENTS	300.00
EFT22967	24-11-2021	CRAIG SIMKIN	COUNCILLOR FEES	3292.08
EFT22968	24-11-2021	STEWART SMITH	COUNCILLOR FEES	1000.00
EFT22969	24-11-2021	STEVE'S TRANSPORTABLES GROUP PTY LTD	KAL DEPOT TOILET BLOCK	14960.00
EFT22970	24-11-2021	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	NCCA TRAINING	49.00
EFT22971	24-11-2021	THE SEWING FAIRY	UNIFORM EMBROIDERY	40.00
EFT22972	24-11-2021	TRUCKLINE	PLANT SEAT ASSEMBLY	2091.91
EFT22973	24-11-2021	WEIRDO'S CARPENTRY & MAINTENANCE	CYCLONE JAKES/MARINA WATER PUMP CONCRETE SLAB	6453.44
EFT22974	24-11-2021	WA TREASURY CORPORATION	LOAN 154	20658.33

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 17 DECEMBER 2021

EFT #	Date	Name	Description	Amount
EFT22975	24-11-2021	WESTLINE CONTRACTING	LINE MARKING	3058.00
EFT22976	24-11-2021	NORTHAMPTON TYRES	SUPPLY AND FIT 7 TYRES	2340.00
EFT22977	24-11-2021	WIDEGlide CONSTRUCTIONS	RED BLUFF BACKFILL DUP	8415.00
EFT22978	24-11-2021	WILLIAMS & HUGHES	LEGAL ADVICE	509.74
EFT22979	24-11-2021	WOODLANDS DISTRIBUTORS PTY LTD	DEGRADABLE DOGGIE BAGS	1445.40
EFT22980	24-11-2021	CT & L WOODCOCK & SON PTY LTD	RETIC, HARDWARE	2219.15
EFT22981	25-11-2021	NEIL BROADHURST	REIMB PHONE COVER	20.00
EFT22982	25-11-2021	RIC DAVEY	REIMB TIMER	53.74
EFT22983	25-11-2021	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4862.00
EFT22984	25-11-2021	LEE ANTHONY JOHNSON	RATE REFUND	918.04
EFT22985	25-11-2021	ROBERT MCKENZIE	ANIMAL EUTHANASIA	880.00
EFT22986	25-11-2021	LEO RYAN	ANIMAL EUTHANASIA	80.00
EFT22987	25-11-2021	TELSTRA	TELEPHONE CHARGES	1962.78
				<b>\$996,080.05</b>

**TRUST FUND CHEQUES**

<b>Chq #</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
2656	29-10-2021	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 39NR	200.00
2657	03-11-2021	SHIRE OF NORTHAMPTON	BCTF COMMISSION OCTOBER 2021	156.75
2658	03-11-2021	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCTF OCTOBER 2021	9996.40
2659	03-11-2021	DEPT OF MINES INDUSTRY REG & SAFETY BUILDING & ENERGY	BRB OCTOBER 2021	2383.42
2660	03-11-2021	SHIRE OF NORTHAMPTON	BRB COMMISSION OCTOBER 2021	65.00
2661	23-11-2021	PETER STEWART	REFUND COUNCIL NOMINATION DEPOSIT	80.00
2662	23-11-2021	TREVOR GIBB	REFUND COUNCIL NOMINATION DEPOSIT	80.00
2663	23-11-2021	JESSICA BOOTH	REFUND COUNCIL NOMINATION DEPOSIT	80.00
2664	23-11-2021	TIM HAY	REFUND COUNCIL NOMINATION DEPOSIT	80.00
2665	23-11-2021	BOND ADMINISTRATOR	LODGEMENT OF SECURITY BOND	760.00
2666	16-11-2021	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 1975NR	200.00
2667	25-11-2021	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	FEBRUARY 2021 BCTF	729.25
				<b>\$14,810.82</b>

**DIRECT DEBITS**

Jnl #	Date	Name	Description	Amount
	11-11-2021	PAYROLL	FN/E 10/11/2021	96421.00
	15-11-2021	SUPERCHOICE	SUPERANNUATION FN/E 10/11/2021	23742.89
	25-11-2021	PAYROLL	FN/E 24/11/2021	91866.00
	25-11-2021	SUPERCHOICE	SUPERANNUATION FN/E 24/11/2021	23608.10
GJ0504	30-11-2021	NATIONAL AUSTRALIA BANK	BANK FEES	185.25
GJ0505	30-11-2021	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	390.48
GJ0506	30-11-2021	COMMONWEALTH BANK	BPOINT FEES	718.20
GJ0507	30-11-2021	NATIONAL AUSTRALIA BANK	BPAY	225.28
GJ0509	30-11-2021	NAB CEO CORPORATE CARD	BANK CHARGES	9.00
			CR GIFT/FRAMES	850.00
			CR FLIGHTS/ACCOMM	1,542.43
			REFRESHMENTS	1,619.50
			ACCOMM	146.45
				4167.38
GJ0510	30-11-2021	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	83.82
			NCCA WAIVER	112.00
			KAL CHILD CARE IINET	80.29
			COMPUTER EXPS 2VNET/ADOBE/CABLE	1,152.13
			COMPUTER EXPS & IPADS	3,685.79
			CR SHIRT EMBROIDERY	22.00
				5145.03
				<u>\$246,469.61</u>

**7.4.2 MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2021**

<b>FILE REFERENCE:</b>	<b>1.1.1</b>
<b>DATE OF REPORT:</b>	<b>10<sup>th</sup> December 2021</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>REPORTING OFFICER:</b>	<b>Grant Middleton</b>
<b>APPENDICES:</b>	<b>Monthly Financial Report for November 2021</b>

**SUMMARY**

Council to adopt the monthly financial reports as presented.

**BACKGROUND:**

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

The Monthly Statements of Financial Activity for the period ending 31 October 2021 are detailed from page 1 to page 26 per the attached Monthly Financial Report.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 30<sup>th</sup> November 2021 financial position is comprised of the following:

Total operating revenue has a surplus position of \$2,070,776 and operating expenditure has a deficit position of \$654,076 to the end of November 2021.

The surplus revenue position is predominately due to the \$1,750,000 insurance payment from LGIS received during August and additional FAG's General Grant Revenue. The additional expenditure compared to budget relates predominately to Cyclone Seroja insurance repairs which will be offset by insurance revenue.

Investing and Financing variances will reconcile as the year progresses and it is anticipated there will be no significant budget variations.

Further explanations of material variations are detailed by reporting program in Note 15 of the Monthly Financial Report.

Cyclone Seroja

DFRAWA - Cyclone Seroja clean-up works and other costs during 2021/2022 has had less impact on our financial position compared to 2019/2020. To the end of November we have spent \$144,143. DFES are currently accessing our reimbursement of relief payroll costs associated with our building

permit/application process. Staff will review other expense amounts to ascertain if any further costs can be claimed.

Insurance (LGIS) – Repairs to building and infrastructure is ongoing and progressing. It is anticipated that building repairs and works will be funded by our insurance payout.

**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 November 2021.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 November 2021**

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

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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**SUMMARY INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 30 November 2021

**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 in-consistent 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 14.

**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 NOVEMBER 2021

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**STATUTORY REPORTING PROGRAMS**

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

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

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

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)	1,846,346	1,846,346	1,846,346	0	0.00%	
<b>Revenue from operating activities</b>							
Governance		55,530	23,130	48,517	25,387	109.76%	▲
General purpose funding	6	5,481,789	5,031,892	5,181,105	149,213	2.97%	▲
Law, order and public safety		91,166	37,970	58,687	20,717	54.56%	▲
Health		33,112	15,450	12,019	(3,431)	(22.21%)	▼
Education and welfare		199,723	83,210	93,560	10,350	12.44%	▲
Housing		76,240	31,760	24,014	(7,746)	(24.39%)	▼
Community amenities		1,278,003	957,812	824,281	(133,531)	(13.94%)	▼
Recreation and culture		612,449	255,165	39,660	(215,505)	(84.46%)	▼
Transport		206,300	200,294	205,545	5,251	2.62%	▲
Economic services		231,555	165,390	233,109	67,719	40.94%	▲
Other property and services		586,104	244,195	2,396,548	2,152,353	881.41%	▲
		<b>8,851,971</b>	<b>7,046,268</b>	<b>9,117,044</b>	<b>2,070,776</b>		▲
<b>Expenditure from operating activities</b>							
Governance		(917,940)	(419,059)	(381,600)	37,459	8.94%	▲
General purpose funding		(281,435)	(120,580)	(110,206)	10,374	8.60%	▲
Law, order and public safety		(371,591)	(172,395)	(230,775)	(58,380)	(33.86%)	▼
Health		(221,420)	(94,721)	(93,892)	829	0.87%	▲
Education and welfare		(247,577)	(105,651)	(126,435)	(20,784)	(19.67%)	▼
Housing		(80,882)	(37,758)	(46,294)	(8,536)	(22.61%)	▼
Community amenities		(1,611,155)	(677,732)	(660,208)	17,524	2.59%	▲
Recreation and culture		(1,898,598)	(824,126)	(653,915)	170,211	20.65%	▲
Transport		(3,842,840)	(1,604,888)	(1,381,592)	223,296	13.91%	▲
Economic services		(428,844)	(180,117)	(188,289)	(8,172)	(4.54%)	▼
Other property and services		(208,349)	(166,834)	(1,184,732)	(1,017,898)	(610.13%)	▼
		<b>(10,110,631)</b>	<b>(4,403,861)</b>	<b>(5,057,937)</b>	<b>(654,076)</b>		▼
Non-cash amounts excluded from operating activities	1(a)	2,337,800	967,595	981,923	14,328	1.48%	▲
Amount attributable to operating activities		<b>1,079,140</b>	<b>3,610,002</b>	<b>5,041,030</b>	<b>1,431,028</b>		▲
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	981,656	409,895	1,500	(408,395)	(99.63%)	▼
Proceeds from disposal of assets	7	157,000	130,830	35,000	(95,830)	(73.25%)	▼
Proceeds from self supporting loans	9	35,626	14,840	7,786	(7,054)	(47.53%)	▼
Purchase of property, plant and equipment	8	(3,886,400)	(1,466,560)	(1,127,828)	338,732	23.10%	▲
Amount attributable to investing activities		<b>(2,712,118)</b>	<b>(910,995)</b>	<b>(1,083,542)</b>	<b>(172,547)</b>		▼
<b>Financing Activities</b>							
Proceeds from new debentures	9	100,000	0	0	0	0.00%	
Repayment of debentures	9	(196,293)	(81,789)	(73,758)	8,031	9.82%	▲
Transfer to reserves	10	(117,075)	(48,781)	(112,555)	(63,774)	(130.73%)	▼
Amount attributable to financing activities		<b>(213,368)</b>	<b>(130,570)</b>	<b>(186,313)</b>	<b>(55,743)</b>		▼
Closing funding surplus / (deficit)	1(c)	0	4,414,783	5,617,521			

KEY INFORMATION

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

The material variance adopted by Council for the 2021-22 year is \$5,000 or 0.00% whichever is the greater.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 5

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**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 NOVEMBER 2021

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	1,846,346	1,846,346	<b>1,846,346</b>	0	0.00%	
<b>Revenue from operating activities</b>							
Rates	6	4,595,218	4,595,218	<b>4,575,770</b>	(19,448)	(0.42%)	▼
Specified area rates	6	51,000	51,000	<b>50,070</b>	(930)	(1.82%)	
Operating grants, subsidies and contributions	12	2,883,980	1,367,378	<b>1,468,379</b>	101,001	7.39%	▲
Fees and charges		1,254,773	987,262	<b>1,237,870</b>	250,608	25.38%	▲
Interest earnings		51,500	32,500	<b>20,455</b>	(12,046)	(37.06%)	▼
Other revenue		0	0	<b>1,750,000</b>	1,750,000	0.00%	
Profit on disposal of assets	7	15,500	12,910	<b>14,501</b>	1,591	12.32%	
		<b>8,851,971</b>	<b>7,046,268</b>	<b>9,117,044</b>	2,070,776		▲
<b>Expenditure from operating activities</b>							
Employee costs		(3,837,409)	(1,651,367)	<b>(1,679,566)</b>	(28,199)	(1.71%)	▼
Materials and contracts		(2,809,898)	(1,173,545)	<b>(1,801,818)</b>	(628,273)	(53.54%)	▼
Utility charges		(326,395)	(135,890)	<b>(77,815)</b>	58,075	42.74%	▲
Depreciation on non-current assets		(2,353,300)	(980,505)	<b>(996,424)</b>	(15,919)	(1.62%)	▼
Interest expenses		(61,171)	(25,480)	<b>(22,201)</b>	3,279	12.87%	
Insurance expenses		(211,641)	(211,596)	<b>(200,543)</b>	11,053	5.22%	▲
Other expenditure		(510,817)	(225,478)	<b>(279,571)</b>	(54,093)	(23.99%)	▼
		<b>(10,110,631)</b>	<b>(4,403,861)</b>	<b>(5,057,937)</b>	(654,076)		▼
Non-cash amounts excluded from operating activities	1(a)	2,337,800	967,595	<b>981,923</b>	14,328	1.48%	▲
<b>Amount attributable to operating activities</b>		<b>1,079,140</b>	<b>3,610,002</b>	<b>5,041,030</b>	1,431,028		▲
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	981,656	409,895	<b>1,500</b>	(408,395)	(99.63%)	▼
Proceeds from disposal of assets	7	157,000	130,830	<b>35,000</b>	(95,830)	(73.25%)	▼
Proceeds from self-supporting loans	9	35,626	14,840	<b>7,786</b>	(7,054)	(47.53%)	▼
Payments for property, plant and equipment	8	(3,886,400)	(1,466,560)	<b>(1,127,828)</b>	338,732	(23.10%)	▲
<b>Amount attributable to investing activities</b>		<b>(2,712,118)</b>	<b>(910,995)</b>	<b>(1,083,542)</b>	(172,547)		▼
<b>Financing Activities</b>							
Proceeds from new debentures	9	100,000	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(196,293)	(81,789)	<b>(73,758)</b>	8,031	9.82%	▲
Transfer to reserves	10	(117,075)	(48,781)	<b>(112,555)</b>	(63,774)	(130.73%)	▼
<b>Amount attributable to financing activities</b>		<b>(213,368)</b>	<b>(130,570)</b>	<b>(186,313)</b>	(55,743)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>4,414,783</b>	<b>5,617,521</b>			

KEY INFORMATION

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

Refer to Note 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 NOVEMBER 2021

NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>			
		\$	\$
<b>Adjustments to operating activities</b>			
Add/Deduct: Profit/Loss on asset disposals	7	(15,500)	(14,501)
Add: Depreciation on assets		2,353,300	996,424
<b>Total non-cash items excluded from operating activities</b>		<b>2,337,800</b>	<b>981,923</b>

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

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

		Last Year Closing 30 June 2021	Year to Date 30 November 2021
<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	10	(839,610)	(952,165)
Less: - Financial assets at amortised cost - self supporting loans	4	(35,627)	(7,786)
Less: Land Held for Resale		(235,000)	(235,000)
Add/Less: Adjustments			304,441
Add: Borrowings	9	196,293	73,758
Add: Provisions - Employee	11	757,961	718,085
<b>Total adjustments to net current assets</b>		<b>(155,983)</b>	<b>(98,668)</b>

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

<b>Current assets</b>			
Cash and cash equivalents	2	2,558,150	5,335,952
Rates receivables	3	253,928	721,337
Receivables	3	423,158	248,857
Other current assets	4	240,791	334,984
<b>Less: Current liabilities</b>			
Payables	5	(490,296)	(133,100)
Borrowings	9	(196,293)	(73,758)
Provisions	11	(787,109)	(718,085)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(155,983)</b>	<b>(98,668)</b>
<b>Closing funding surplus / (deficit)</b>		<b>1,846,346</b>	<b>5,617,521</b>

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Cash Deposits	Municipal	1,382,168		1,382,168		NAB		At call
Petty Cash	Cash on Hand	1,450		1,450				
Investment	Reserves	0	952,165	952,165		NAB	0.28%	28/09/2021
Cash Deposits	Trust	0	138,766	138,766	138,766	NAB		At Call
Investment	Term Deposit	500,021		500,021		NAB		28/02/2022
Investment	Term Deposit	500,148		500,148		NAB		30/11/2021
Investment	Term Deposit	1,000,000		1,000,000		NAB		30/12/2021
Investment	Term Deposit	1,000,000		1,000,000		NAB		31/01/2022
<b>Total</b>		<b>4,383,787</b>	<b>1,090,931</b>	<b>5,474,718</b>	<b>138,766</b>			
<b>Comprising</b>								
Cash and cash equivalents		4,383,787	1,090,931	5,474,718	138,766			
		<b>4,383,787</b>	<b>1,090,931</b>	<b>5,474,718</b>	<b>138,766</b>			

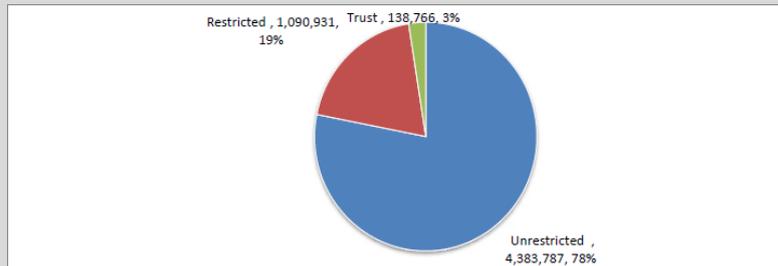
**KEY INFORMATION**

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

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

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

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



Total Cash	Unrestricted
<b>\$5.47 M</b>	<b>\$4.38 M</b>

OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES

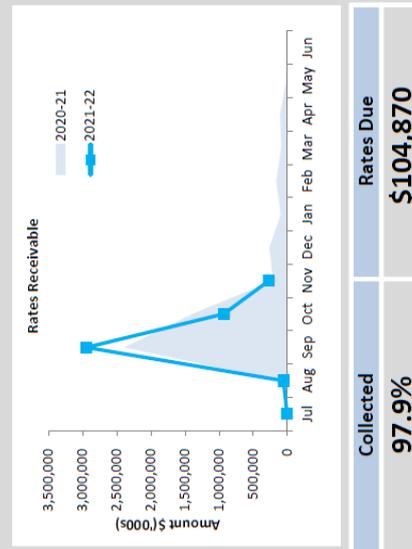
Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	(22,700)	23,803	2,259	4,812	10,143	18,316
Percentage	(123.9%)	130%	12.3%	26.3%	55.4%	
<b>Balance per trial balance</b>	(22,700)	23,803	2,259	4,812	10,143	18,316
Sundry receivable		83,966				83,966
GST receivable		63,756				63,756
Rubbish Receivables		(8,656)				(8,656)
Accrued Income		91,475				91,475
Emergency Services Levy						
<b>Total receivables general outstanding</b>						<b>248,857</b>

Amounts shown above include GST (where applicable)

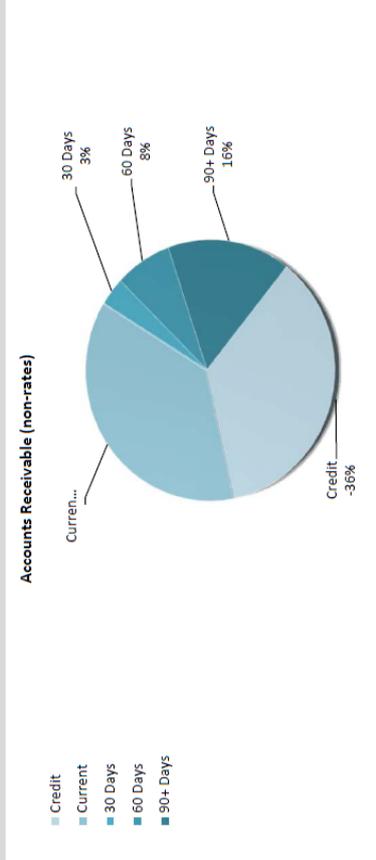
Rates receivable	30-Nov-21	30 Jun 2021
Opening arrears previous years	104,870	211,013
Levied this year	4,625,840	4,709,139
Less - collections to date	(4,009,373)	(4,815,282)
<b>Equals current outstanding</b>	<b>721,337</b>	<b>104,870</b>
<b>Net rates collectable</b>	<b>721,337</b>	<b>104,870</b>
% Collected	84.8%	97.9%

KEY INFORMATION

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



Collected **97.9%**  
Rates Due **\$104,870**



Debtors Due **\$248,857**  
Over 30 Days **94%**  
Over 90 Days **55.4%**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS

	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 November 2021
	\$	\$	\$	\$
<b>Other current assets</b>				
<b>Inventory</b>				
Fuel & Materials	5,791	0	94,194	99,984
Land Held for Resale	235,000	0	0	235,000
<b>Total other current assets</b>				<b>334,984</b>
<b>Amounts shown above include GST (where applicable)</b>				

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 NOVEMBER 2021

OPERATING ACTIVITIES

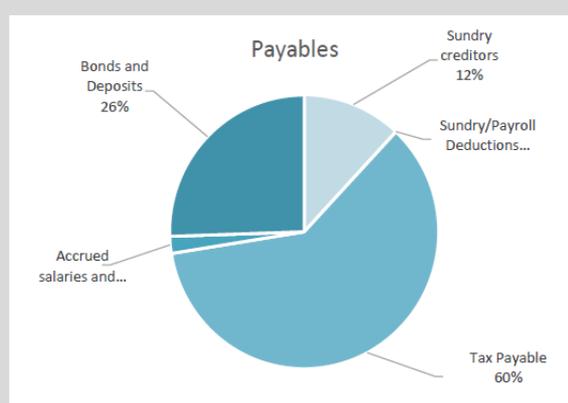
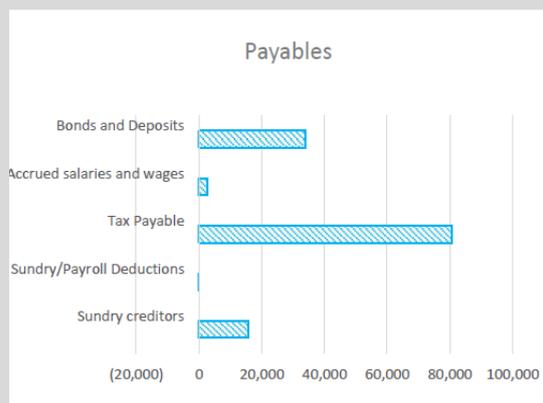
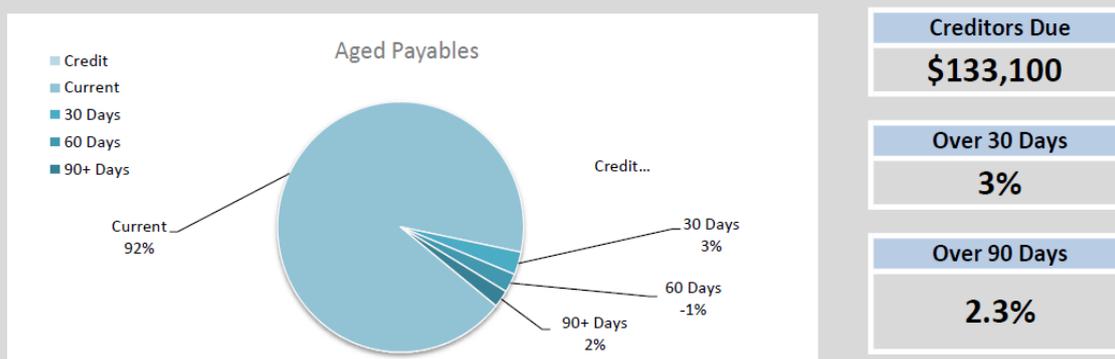
NOTE 5  
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	15,448	490	(413)	367	15,892
Percentage	0%	97.2%	3.1%	-2.6%	2.3%	
<b>Balance per trial balance</b>						
Sundry creditors	0	15,448	490	(413)	367	15,892
Sundry/Payroll Deductions		(40)				(40)
Tax Payable		80,587				80,587
Accrued salaries and wages		2,669				2,669
Bonds and Deposits		33,992				33,992
<b>Total payables general outstanding</b>	<b>0</b>	<b>132,655</b>	<b>490</b>	<b>(413)</b>	<b>367</b>	<b>133,100</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

General rate revenue	RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual			Total Revenue		
				Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Interim Rates		Back Rates	
Gross rental value												
General GRV		0.079956	1,459	20,058,557	1,591,761	0	0	1,591,761	1,603,614	(26,649)	(7,219)	1,569,746
Unimproved value												
General UV		0.011983	428	203,434,031	2,338,452	0	0	2,338,452	2,338,747	1,627	80	2,340,454
<b>Sub-Total</b>			<b>1,887</b>	<b>223,492,588</b>	<b>3,930,213</b>	<b>0</b>	<b>0</b>	<b>3,930,213</b>	<b>3,942,361</b>	<b>(25,022)</b>	<b>(7,139)</b>	<b>3,910,200</b>
Minimum payment												
Gross rental value												
General GRV		565	1,116	3,390,741	630,540	0	0	630,540	636,755			636,755
Unimproved value												
General UV		565	61	789,227	34,465			34,465	28,815			28,815
<b>Sub-total</b>			<b>1,177</b>	<b>4,179,968</b>	<b>665,005</b>	<b>0</b>	<b>0</b>	<b>665,005</b>	<b>665,570</b>	<b>0</b>	<b>0</b>	<b>665,570</b>
<b>Total general rates</b>								<b>4,595,218</b>				<b>4,575,770</b>
Specified area rates												
Kalbarri Tourism		0.001821		16,484,984	30,000	0	0	30,000	29,070	0	0	29,070
Port Gregory Water Supply		0.037394		561,586	21,000	0	0	21,000	21,000	0	0	21,000
<b>Total specified area rates</b>				<b>17,046,570</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>51,000</b>	<b>50,070</b>	<b>0</b>	<b>0</b>	<b>50,070</b>
<b>Total</b>								<b>4,646,218</b>				<b>4,625,840</b>

Please refer to the compilation report

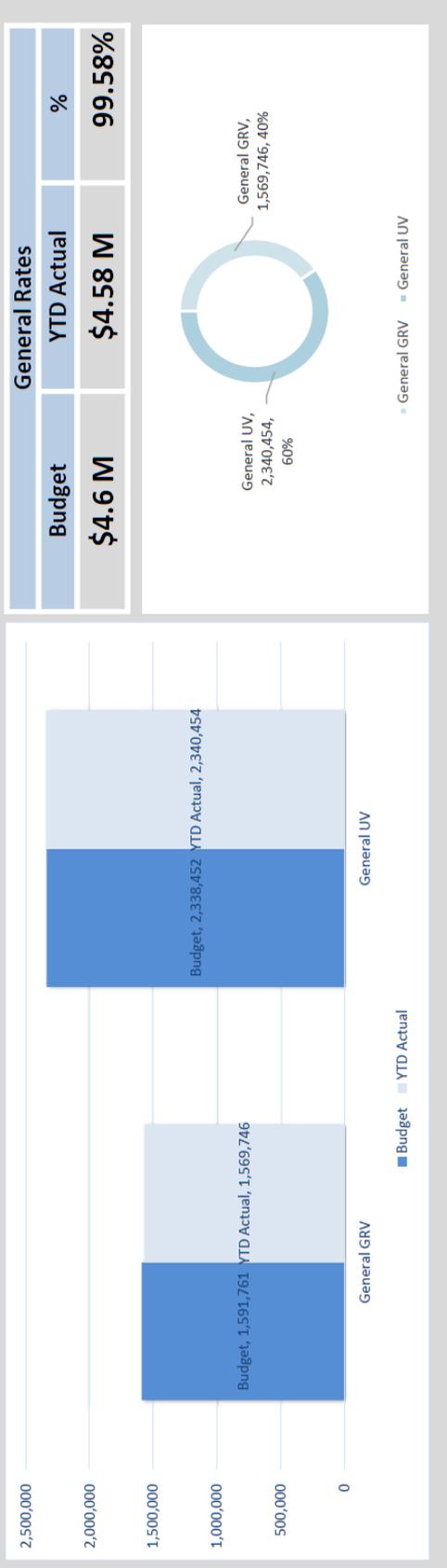
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

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. From 1 July 2019 prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

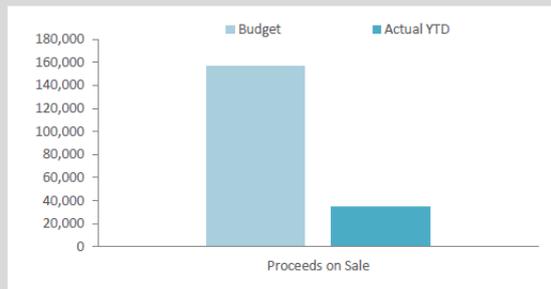
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Health</b>								
41768	P282 - Kia Optima - EHO	11,000	15,000	4,000	0			0	0
	<b>Transport</b>								
41770	P284 - Ute LH Main't N'hpton	15,000	10,000	0	(5,000)			0	0
41758	P271 - Ute LH Road Construction	2,000	10,000	8,000	0			0	0
41676	P198 - Ute M'tce Grader Op	2,500	2,000	0	(500)			0	0
41736	P252 - Heavy Loader N'hpton	90,000	85,000	0	(5,000)			0	0
41715	P234 - M'tce Truck N'hpton	21,000	35,000	14,000	0	20,499	35,000	14,501	0
		<b>141,500</b>	<b>157,000</b>	<b>26,000</b>	<b>(10,500)</b>	<b>20,499</b>	<b>35,000</b>	<b>14,501</b>	<b>0</b>

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
<b>\$157,000</b>	<b>\$35,000</b>	<b>22%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

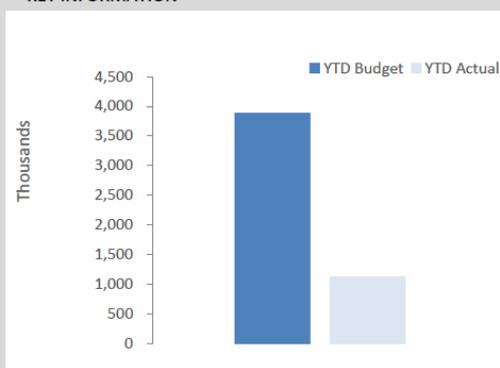
INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	866,500	175,205	562,773	387,568
Furniture and equipment	10,000	4,165	8,196	4,031
Plant and equipment	759,015	397,415	210,516	(186,899)
Infrastructure - Roads	1,718,625	716,065	33,158	(682,907)
Infrastructure - Footpaths & Carparks	274,684	66,400	125,683	59,283
Infrastructure - Parks & Ovals	252,076	105,020	187,501	82,481
Infrastructure - Other	5,500	2,290	0	(2,290)
<b>Capital Expenditure Totals</b>	<b>3,886,400</b>	<b>1,466,560</b>	<b>1,127,828</b>	<b>(338,732)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	981,656	409,895	1,500	(408,395)
Borrowings	100,000	0	0	0
Other (disposals & C/Fwd)	157,000	130,830	35,000	(95,830)
Cash backed reserves				
Leave Reserve	237,014	237,014	235,904	(1,110)
Roadworks Reserve	29,640	29,640	29,195	(445)
Kalbarri Airport Reserve	205,573	205,573	205,483	(90)
Building/Housing Reserve	131,864	131,864	131,419	(445)
Kalbarri Tourism Rate Reserve	6,975	6,975	6,975	0
Computer and Office Equipment Reserve	33,948	33,948	33,728	(220)
Land Development Reserve	311,671	311,671	309,461	(2,210)
Contribution - operations	1,691,059	(30,850)	139,163	170,013
<b>Capital funding total</b>	<b>3,886,400</b>	<b>1,466,560</b>	<b>1,127,828</b>	<b>(338,732)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



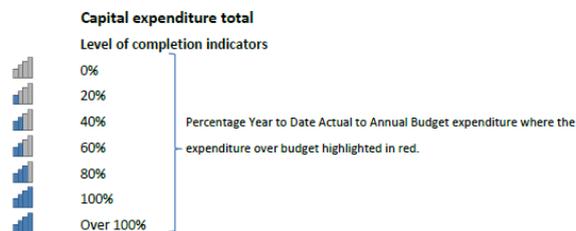
Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$3.89 M</b>	<b>\$1.13 M</b>	<b>29%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$.98 M</b>	<b>\$. M</b>	<b>0%</b>

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 16

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS (CONTINUED)



%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
	<b>Governance</b>				
	Photocopier Northampton Office	10,000	4,165	8,196	1,804
	<b>Governance Total</b>	<b>10,000</b>	<b>4,165</b>	<b>8,196</b>	<b>1,804</b>
	<b>Health</b>				
	EHO Vehicle	34,000	28,330	0	34,000
	<b>Education and Welfare Total</b>	<b>34,000</b>	<b>28,330</b>	<b>0</b>	<b>34,000</b>
	Purchase of Lot 72 Seventh Avenue Northampton	0	0	323,515	(323,515)
	<b>Communities Amenities</b>				
	Marina Ablutions	156,000	0	30,000	126,000
	Sallys Tree ablutions	160,000	0	0	160,000
	Chinamans Ablutions	130,000	0	0	130,000
	Memorial Tree (LR&I Funding)	17,100	7,125	0	17,100
	Install Dump Point Horrocks	5,000	2,080	0	5,000
	Seal Access Road to Horrocks Dump Point	24,825	10,330	0	24,825
	<b>Communities Amenities Total</b>	<b>492,925</b>	<b>19,535</b>	<b>30,000</b>	<b>462,925</b>
	<b>Recreation And Culture</b>				
	Horrocks Playground Equipment	5,720	2,380	8,737	(3,017)
	Pump Tracks Horrocks & Northampton	120,000	49,995	74,482	45,518
	Marina Playground	104,256	43,440	104,283	(27)
	Allen Centre - Tourist Bus Carpark	117,064	735	125,683	(8,619)
	Kalbarri Community Camp Kitchen	400,000	166,665	171,339	228,661
	Northampton Bowling Club Fence (Funded by the Club)	0	0	19,773	(19,773)
	Stud Breeders Shed - Northampton	0	0	4,545	(4,545)
	<b>Recreation And Culture Total</b>	<b>747,040</b>	<b>263,215</b>	<b>508,842</b>	<b>238,198</b>
	<b>Transport</b>				
	Road Construction	1,693,800	705,735	33,158	1,660,642
	Footpath/Carpark Construction	157,620	65,665	0	157,620
	Maintenance Truck C/Over	167,515	69,796	169,269	(1,754)
	Truck & Trailer Tarpaulins	25,000	10,416	0	25,000
	Heavy Loader - Northampton	330,000	137,497	0	330,000
	Zero Turn Mower - Horrocks	10,500	4,375	0	10,500
	Ute Leading Hand Maintenance	52,000	37,000	0	52,000
	Ute Road Construction	55,000	55,000	0	55,000
	Ute Maintenance Grader	40,000	55,000	0	40,000
	Kalbarri Depot Ablution	20,500	8,540	13,600	6,900
	<b>Transport Total</b>	<b>2,551,935</b>	<b>1,149,025</b>	<b>216,027</b>	<b>2,335,908</b>
	<b>Economic &amp; Other Property and Services</b>				
	Purchase Vehicle Building Surveyor	45,000	0	41,247	3,753
	Monitoring system - Port Gregory Water Supply	5,500	2,290	0	5,500
	<b>Economic &amp; Other Property and Services Total</b>	<b>50,500</b>	<b>2,290</b>	<b>41,247</b>	<b>9,253</b>
	<b>Capital Expenditure by Program Total</b>	<b>3,886,400</b>	<b>1,466,560</b>	<b>1,127,828</b>	<b>2,758,572</b>

Please refer to the compilation report

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

Repayments - borrowings

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
	1 July 2021	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Housing</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$
Loan 154 - Staff Housing	189,159	0	0	18,145	36,586	171,014	152,573	2,514	5,773
<b>Recreation and culture</b>									
Loan 156 - RSL Hall Extensions	454,484	0	0	47,420	407,064	454,484	407,064		10,920
<b>Transport</b>									
Loan 153 - Plant Purchases	133,684	0	0	22,047	44,538	111,637	89,146	1,827	3,787
Loan 157 - Plant Purchases	340,000	0	0	15,997	32,122	324,003	307,878	2,467	6,864
Loan 158 - Plant Purchases	0	100,000	100,000	0	0	0	100,000	0	0
	1,117,327	0	100,000	56,189	160,666	1,061,138	1,056,661	6,808	27,344
<b>Self supporting loans</b>									
<b>Education and welfare</b>									
Loan 155 - Pioneer Lodge	358,026	0	0	7,786	15,726	350,240	342,300	6,772	15,723
<b>Recreation and culture</b>									
Loan 151 - Kalbarri Bowling Club	0	0	0	0	0	0	0	0	0
<b>Other property and services</b>									
Loan 152 - Staff Housing (CEO)	293,742	0	0	9,783	19,901	302,907	273,841	8,621	18,104
	651,768	0	0	17,569	35,627	653,147	616,141	15,394	33,827
<b>Total</b>	1,769,095	0	100,000	73,758	196,293	1,714,285	1,672,802	22,202	61,171
Current borrowings	196,293					73,758			
Non-current borrowings	1,572,802					1,640,528			
	1,769,095					1,714,285			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

New borrowings 2021-22

FINANCING ACTIVITIES

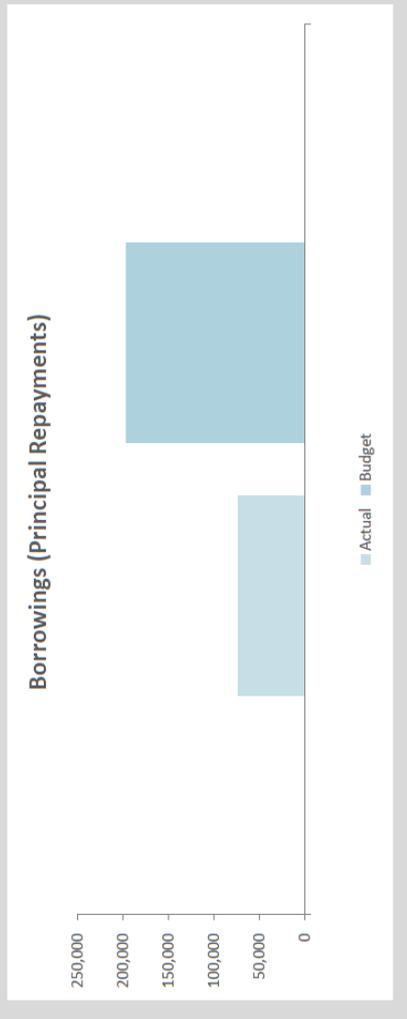
NOTE 9

BORROWINGS

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 158 - Plant Purchases	\$ 100,000	\$ 100,000	WATC	Fixed	10	\$ 7,392	1.25%	\$ 0	\$ 0	\$ 0
	0	100,000				7,392		0	0	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.



Please refer to the compilation report

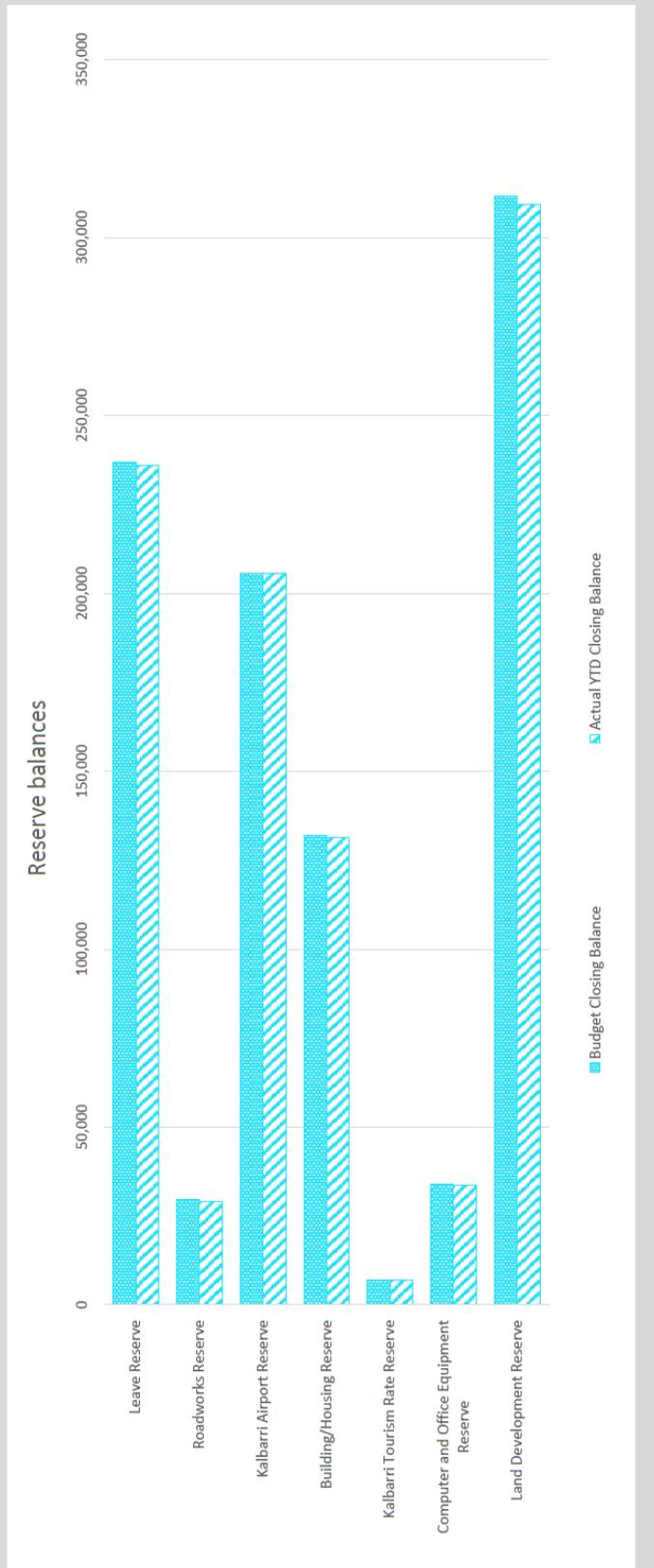
OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

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
Cash backed reserve									
Leave Reserve	230,764	1,250	140	5,000	5,000	0	0	237,014	235,904
Roadworks Reserve	29,140	500	55	0	0	0	0	29,640	29,195
Kalbarri Airport Reserve	105,473	100	10	100,000	100,000	0	0	205,573	205,483
Building/Housing Reserve	131,364	500	55	0	0	0	0	131,864	131,419
Kalbarri Tourism Rate Reserve	0	0	0	6,975	6,975	0	0	6,975	6,975
Computer and Office Equipment Reserve	33,698	250	30	0	0	0	0	33,948	33,728
Land Development Reserve	309,171	2,500	290	0	0	0	0	311,671	309,461
	<b>839,610</b>	<b>5,100</b>	<b>580</b>	<b>111,975</b>	<b>111,975</b>	<b>0</b>	<b>0</b>	<b>956,685</b>	<b>952,165</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 30 November 2021
		\$	\$	\$	\$
<b>Provisions</b>					
Annual leave		258,553			258,553
Long service leave		459,531			459,531
<b>Total Provisions</b>		718,085	0	0	718,085
<b>Total other current assets</b>		<b>718,085</b>			<b>718,085</b>
Amounts shown above include GST (where applicable)					

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee benefits**

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent operating grant, subsidies and contributions liability			Operating grants, subsidies and contributions revenue				
	Liability 1 Jul 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2021	Current Liability 30 Nov 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
General purpose funding								
Grants Commission - General/	0	0	0	0	0	426,350	213,174	391,485
Grants Commission - Roads/	0	0	0	0	0	357,000	178,500	187,500
Law, order, public safety								
Emergency Services Levy - BFB	0	0	0	0	0	44,445	18,517	13,810
Emergency Services Levy - SES	0	0	0	0	0	31,221	13,008	9,701
Education and welfare								
NCCA Operational Grant/Fundraising	0	0	0	0	0	72,000	30,000	35,000
Transport								
MRD - Maintenance	0	0	0	0	0	187,809	187,809	187,809
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,118,825</b>	<b>641,008</b>	<b>825,304</b>

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

NOTE 13  
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 2020	Increase in Liability	Current Liability 30 Nov 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	(b) \$
<b>Non-operating grants and subsidies</b>						
<b>Recreation and culture</b>						
Pump Tracks (LRCl Grant)	0	0	0	86,544	36,060	0
Backyard Cricket Grant (Library)				1,500	1,500	1,500
Marina Ablutions (Kalbarri)				83,461	34,775	0
<b>Transport</b>						
Regional Road Group Funding				356,667	148,610	0
Roads to Recovery Funding				453,484	188,950	0
	0	0	0	981,656	409,895	1,500

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 24

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**NOTE 14  
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 2021	Received	Paid	30 Nov 2021
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	7,920	38,925	(40,880)	5,965
Community Bus Bond	5,600	400	(800)	5,200
Unclaimed Monies - Rates	5,179	0	0	5,179
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	430	0	0	430
Special Series Plates	1,540	3,410	(2,200)	2,750
Northampton Child Care Association	12,797	10,432	0	23,229
Horrocks Memorial Wall	204	500	(150)	554
One Life	940	0	0	940
Rubbish Tip Key Bond	1,400	200	0	1,600
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	16,130	0	0	16,130
DOT - Department of Transport	0	128,600	(128,600)	0
Cyclone Seroja Donations	23,219	34,540	(12,500)	45,259
Sale of Land	0	150,503	(119,742)	30,761
Nomination Deposits	0	800	(320)	480
Housing Bonds	0	0	(760)	(760)
	<b>76,409</b>	<b>368,311</b>	<b>(305,952)</b>	<b>138,767</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

**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 2021-22 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Governance	25,387	109.76%	▲ Permanent	Var due to reimb of lease costs, ATO refund & additional agents fees
General purpose funding	149,213	2.97%	▲ Permanent	Variance due to additional FAG's General Grant
Law, order and public safety	20,717	54.56%	▲ Timing	Var due to (DFES Funded) SES outboard motor purchase.
Education and welfare	10,350	12.44%	▲ Timing	Var associated with NCCA operational grant payment
Housing	(7,746)	(24.39%)	▼ Permanent	Var due to reduced residential rental income
Community amenities	(133,531)	(13.94%)	▼ Permanent	Var associated with insurance reimbursement allocation for replacement of buildings (Ablutions)
Recreation and culture	(215,505)	(84.46%)	▼ Permanent	Var associated with insurance reimbursement allocation for replacement of buildings (Kalbarri Camp)
Transport	5,251	2.62%	▲ Timing	Minor variance
Economic services	67,719	40.94%	▲ Timing	Var due to additional building permit revenue
Other property and services	2,152,353	881.41%	▲ Timing	Var due to recieval of LGIS Insurance pre-payments and DRFAWA reimbursement
<b>Expenditure from operating activities</b>				
Governance	37,459	8.94%	▲ Timing	Positive short term and will reconcile as the year progresses
General purpose funding	10,374	8.60%	▲ Timing	Minor short term variance
Law, order and public safety	(58,380)	(33.86%)	▼ Permanent	Var due to Kalbarri SES outboard motor purchase and BFB PPE bulk purchase
Education and welfare	(20,784)	(19.67%)	▼ Timing	Var due to increased NCCA payroll costs (inc workers compensation employee payments)
Housing	(8,536)	(22.61%)	▼ Timing	Var due to insurance repairs post Seroja
Community amenities	17,524	2.59%	▲ Timing	Var due to lag in refuse collection payments
Recreation and culture	170,211	20.65%	▲ Timing	Minor variance across multiple accounts, actuals and budget will converge
Transport	223,296	13.91%	▲ Timing	Variance due to muni roads underspend, actuals and budget should reconcile as year progresses
Economic services	(8,172)	(4.54%)	▼ Timing	Budget profile issue only
Other property and services	(1,017,898)	(610.13%)	▼ Permanent	Var due to the costs associated with cyclone Seroja insurance and recovery works
<b>Investing activities</b>				
Non-operating grants, subsidies and contributions	(408,395)	(99.63%)	▼ Timing	Temporary short term variance
Self-supporting loan principal	(7,054)	(47.53%)	▼ Timing	Will reconcile, budget timing situation only
Capital acquisitions	338,732	23.10%	▲ Timing	Further Plant purchases to be completed in second half of the year
<b>Financing activities</b>				
Repayment of debentures	8,031	9.82%	▲ Timing	Will reconcile, budget timing situation only
Transfer to reserves	(63,774)	(130.73%)	▼ Timing	Transfers processed October 2021

Please refer to the compilation report

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**ADMINISTRATION & CORPORATE REPORT**

7.5.1	2022 COUNCIL MEETING DATES.....	2
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7.5.7	LITTLE BAY ROAD EXTENSION & LEASE OF LITTLE BAY CAMPING GROUND .....	35

**7.5.1 2022 COUNCIL MEETING DATES**

<b>FILE REFERENCE:</b>	<b>4.1.1</b>
<b>DATE OF REPORT:</b>	<b>29 November 2021</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to formally resolve/determine meeting dates for the 2022 calendar year to allow advertising of the dates and times.

**BACKGROUND:**

As per the provisions of Section 5.25(g) Regulation 12 of the Local Government Act 1995, Council must at least once each year give local public notice of the dates and the time and place at which ordinary Council meetings are to be held within the next 12 months. Currently all Council meetings are held on the third Friday of each month. The only exception to the above is the April meeting where the third Friday is Good Friday, therefore this meeting is recommended to be held on the fourth Friday being the 22<sup>nd</sup>.

The following dates would apply for Friday meetings in 2022:

No meeting January	July 15 <sup>th</sup>
February 18 <sup>th</sup>	August 19 <sup>th</sup>
March 18 <sup>th</sup>	September 16 <sup>th</sup>
April 22 <sup>nd</sup>	October 21 <sup>st</sup>
May 20 <sup>th</sup>	November 18 <sup>th</sup>
June 17 <sup>th</sup>	December 16 <sup>th</sup>

Place of meetings are also to be advised within the notice and Council must resolve venues for each meeting. It is recommended that the status quo remain.

**STATUTORY IMPLICATIONS:**

*State:* Local Government Act 1995 - Section 5.25(g) Regulation 12 of the Local Government Act 1995. Council must at least once each year give local public notice of the dates and the time and place at which ordinary Council meetings are to be held within the next 12 months.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.1**

1. That Council holds their ordinary meetings on the following dates for 2022:

**February 18<sup>th</sup>**  
**March 18<sup>th</sup>**  
**April 22<sup>nd</sup>**  
**May 20<sup>th</sup>**  
**June 17<sup>th</sup>**

**July 15<sup>th</sup>**  
**August 19<sup>th</sup>**  
**September 16<sup>th</sup>**  
**October 21<sup>st</sup>**  
**November 18<sup>th</sup>**  
**December 16<sup>th</sup>**

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

**7.5.2 LOCAL GOVERNMENT REFORM**

<b>FILE REFERENCE:</b>	<b>4.2.8</b>
<b>CORRESPONDENT:</b>	<b>WA Local Government Association</b>
<b>DATE OF REPORT:</b>	<b>29 November 2021</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. WALGA Positions &amp; Recommendations (provided under separate cover)</b>

**SUMMARY:**

Council to consider the consultation paper on the Local Government Act reforms.

**BACKGROUND:**

Provided separate to the Agenda is the WA Local Government Associations consultation paper on the Local Government legislative reform initiatives announced by the Minister for Local Government on 10 November 2021.

This paper includes advice on the sectors current positions that are covered in the reform proposals together with recommendations on new positions required on matters not previously canvassed. Feedback from Council is requested by 5pm on Wednesday 12 January 2022.

Given the consultation timeframes, WALGA intend to convene a Special Meeting of State Council to finalise a sector position prior to the 4 February 2022 deadline. Local Governments are encouraged to provide a submission to WALGA and also provide a submission directly to the Department of Local Government, Sport & Cultural Industries.

**COMMENT:**

As stated above the consultation paper has WALGA recommendations for each of the reform proposals. In addition I have also provided comment on each proposal which are my personal comments only and are to generate Council discussion and assist with the decision on each reform proposal.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995*

**STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Community Strategic Plan 2016-2026*

Corporate Business Plan – 2021 – 2024

Should a number of the reforms be implemented there is the possibility that it will affect the existing Strategic Plan and Corporate Business Plan.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.2**

**That Council determine each proposed reform and provide comment to the WA Local Government Association as per the following or as amended by Council:**

**1.1 Early Intervention Powers**

**That Council support the proposed reforms as they align with the sectors position on external oversight and support**

**That the Minister for Local Government be requested to explore alternative mechanisms for resolving local level complaints**

**That Council advises WALGA that when the local government is responsible to deal with a minor incident is being transitioned to the Inspectorate is clearly detailed.**

**1.2 Local Government Monitors**

**That Council support the proposed reforms and make comment that it will be important for the situation of when the Local Government's responsibility to deal with a minor behavioral complaint being transitioned to the Inspectorate is clearly detailed**

**1.3 Conduct Panel**

**That Council support the proposed reforms and advise WALGA that It would be beneficial for the pool of monitors include people located in the regions and not be just metropolitan based only.**

**Also that cost will be a factor and request the Department of Local Government if it intends to cap the individual local government costs for monitor engagement, or the State cover costs for certain types of issues as it will reduce future costs.**

**And will local governments be encouraged to proactively engage the inspector and monitors instead of expensive consultants, or will it lead to further intensive scrutiny in other areas?**

#### **1.4 Review of Penalties**

**That Council support the proposed reforms however make comment that the change should be accompanied by an automatic adjustments to quorum and Absolute Majority quorum and Absolute Majority requirement to accommodate the reduction in elected members.**

#### **1.5 Rapid Red Card Resolutions**

**That Council support the proposed reforms however make the following comments:**

- (a) As per 1.4 should be accompanied by an automatic adjustments to quorum and Absolute Majority requirements to accommodate the reduction in Elected Members periods.**
- (b) “Red Card” proposal to empower Presiding Members to enforce behavioral standards. Clarification is required on management of poor Presiding Member behaviour. For example, does the Deputy Presiding Member have powers if a complaint is made against the Presiding Member? Could a “vote of no confidence” mechanism be introduced to allow Councillors to censure Presiding Members who behave poorly or do not exercise their responsibilities?**
- (c) The Standardisation of Standing Orders is tentatively supported, providing that the new Orders do not place an increased administrative burden on small local governments.**

#### **1.6 Vexatious Complaint Referrals**

**That Council support the proposed reforms.**

**1.7 Minor Other Reforms**

**That Council support the proposed reforms.**

**2.1 Resource Sharing**

**That Council support the proposed reforms.**

**2.2 Standardisation of Crossovers**

**That Council support the proposed reforms however reiterate that although the proposed amendment is supported, a *One-Size-Fits-All* approach may not be appropriate as the crossover requirement in a city or large Regional Centre may not be appropriate in a small townsite in a regional remote LGA. Will need to be somewhat a bit flexible in rural and remote areas.**

**2.3 Introduce Innovation Provisions**

**That Council support the proposed reforms.**

**2.4 Streamline Local Laws Process**

**That Council support the proposed reforms.**

**2.5 Simplifying Approvals for Small Business and Community Events**

**That Council support the proposed reforms.**

**2.6 Standardise Meeting Procedures, including Public Question Time**

**That Council support the proposed reforms.**

**2.7 Regional Subsidiaries**

**That Council support the proposed reforms.**

**3.1 Recording and Livestream of all Council Meetings**

**That Council not support the reforms at this stage and WALGA be requested to seek clarification if band 3 or 4 Local Government Authorities have to store and archive the audio recordings of meetings? If so, how long are these recordings required to be held by the LGA?**

**Is the intention for all video & audio records of meetings to be stored & archived by the DLGSC or is this only the confidential items?**

### **3.2 Recording all Votes at Council Meetings**

**That Council support the proposed reforms**

### **3.3 Clearer Guidance for Meeting Items that may be Confidential**

**That Council support the proposed reforms however make comment that:**

- (a) what happens in situations where the Council resolves to nominate or support a person for a particular award, ie Australia of the Year Awards etc. Therefore further clarification on those types of decisions needs to be provided.**
- (b) Sending files to DLGSC seems unnecessary and will require resources and internet that may be lacking in smaller LGs.**
- (c) Reform proposal needs to be clear around commercial in confidence information .**

### **3.4 Additional Online Registers**

**That Council not support the proposed reform changes as for smaller local authorities it is another compliance to be undertaken. The ever-increasing number and types of Registers is becoming an issue. Specifically the internal administrative resources required to ensure these Registers are maintained and updated.**

**That Council recommend that Annual publication of these registers, rather than quarterly, would be far more achievable for smaller LGs.**

**That Council recommend that it would also be appropriate for the DLGSC to put out a list and templates on the currently (and future) Register required under the LG Act**

### **3.5 Chief Executive Office – Key Performance Indicators be Published**

**That Council:**

- (a) Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature;**
- (b) Not support the results of performance reviews being published.**

### **4.1 Community and Stakeholder Engagement Charters**

**That Council Support will only be provided upon receipt of the detail in the Model Charter and a process where this should not be an administrative burden, adding to the already excessive red tape Local Government Authorities are required to work under.**

**That Council also make comment that the Council is also elected by the people to govern and make decision on behalf of the residents, is this process the beginning of taking away the key role of elected members?**

**Should this reform be approved that this be optional for Tier 3 & 4 Local Governments.**

### **4.2 Ratepayer Satisfaction Surveys**

**Although this reform only relates to Tier 1 and 2 Local Governments, Council recommends that this requirement should not become mandatory for Tier 3 and 4 Local Governments.**

### **4.3 Introduction of Preferential Voting**

**For Council determination.**

### **4.4 Public Vote to Elect Mayor or President**

**For Council determination however it does not affect this Council.**

#### **4.5 Tiered Limits on Number of Councillors**

**That Council not support the proposed reform that all local governments with a population under 5,000 to only have a maximum of 5 Councillors and should have the option of having five to seven Councillors as this will assist with the difficulties in establishing quorums and achieving absolute majority votes when required in situations where Councillors are absent, especially during seasonal commitments.**

**Council also suggested that the ability to attend meetings via technology be expanded to ensure quorums if maximum members are introduced.**

#### **4.6 No Wards from Small Councils – Tiers 3 and 4**

**For Council determination.**

**The main issue with this recommended change is for local governments that have vast areas and numerous towns/areas that are basically very different to the remainder of the shire will not have the capacity to have wards.**

#### **4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility**

**That Council support the proposed reforms**

#### **4.8 Reform of Candidate Profiles**

**That Council support the proposed reforms**

#### **4.9 Minor Other Electoral Reforms**

**That Council support the proposed reforms**

#### **5.1 Introduce Principles in the Local Government Act**

**That Council support the proposed reforms**

#### **5.2 Greater Role Clarity**

**That Council support the proposed reforms**

### **5.3 Council Communications Agreement**

**That Council support the reform in part and recommend that the change be that the communication arrangements be in the form of a Council Policy and not a formal agreement and the process needs to ensure it does not become and administrative burden requiring more resources to administer.**

### **5.4 Superannuation Payments to Elected Members**

**That Council reiterates its previous decision that it does not support the payment of superannuation to elected members.**

### **5.5 Local Government May Establish Education Allowances**

**That Council support the proposed reform.**

### **5.6 Standard Election Caretaker Period**

**That Council not support the reform proposals as is currently written for the following reasons:**

- (a) State Government election cycles are every four years, whereas Local Government elections are every two years. This will result in there being a caretaker periods in LG every two years.**
- (b) The proposed reform does not take into consideration on when the caretaker period is to commence and end. If this is to commence at the time Nominations are called (first week of September) and conclude when new (or returning) Elected Members are sworn in (e.g. late October) this could create a logistical issue with the LG's decision making process.**
- (c) There is uncertainty whether the proposed caretaker period also includes Extraordinary Elections, which occur more regularly immediately after the biennial LG Ordinary Election process.**
- (b) How does the caretaker period interact with decisions that may have statutory timeframes associated with them?**
- (e) The reform proposed has the potential to place a large decision-making burden on a newly elected incoming Council (before they have completed mandatory training).**

**5.7 Remove WALGA from the Local Government Act**

**That Council support the proposed reform.**

**5.8 CEO Recruitment**

**That Council support the proposed reform however recommend that it would be appropriate for the panel members to include people located in the regions and not be metropolitan based only.**

**Cost to engage independent person also needs to be taken into consideration.**

**6.1 Model Financial Statements and Tiered Financial Reporting**

**That Council fully support this proposal however reiterates the need to ensure that the result does achieve what the change in legislation intends, that is to make it easier for the general resident to understand.**

**6.2 Simplify Strategic and Financial Planning**

**That Council support the proposed reforms.**

**6.3 Rates and Revenue Policy**

**That Council supports the proposed reform however questions its relevance as it is considered that such a policy is already covered under the Long Term Financial Plan and part of the existing Rate Setting Budget financial statement? The Rate Setting Budget actually balances the Local Governments Annual Budget (excluding Non-Cash items).**

**6.4 Monthly Reporting of Credit Cards**

**That Council support the proposed reform as already undertakes this reporting on a monthly basis.**

**6.5 Amended Financial Ratios**

**That Council support the proposed reforms.**

**6.6 Audit Committees – Independent Chairperson & Membership**

**That Council:**

- (a) not support majority independent members of the Audit Committee, nor that the chairperson is to be an independent person.**
- (b) Supports Audit Committees of Local Governments with an Elected Member majority including independent members, and to consider proactive risk management issues.**

**6.7 Building Upgrade Finance**

**That Council support the proposed reform.**

**6.8 Cost of Waste Services to be Specified on Rates Notices**

**That Council support the proposed reform.**

**7.5.3 REQUEST FOR SPONSORSHIP**

<b>LOCATION:</b>	<b>Kalbarri</b>
<b>FILE REFERENCE:</b>	<b>11.1.7</b>
<b>CORRESPONDENT:</b>	<b>Canoe &amp; Cray Carnival Inc</b>
<b>DATE OF REPORT:</b>	<b>30 November 2021</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>

**SUMMARY:**

Council to determine a request for financial assistance for the Kalbarri Community Australia Day activities.

**BACKGROUND:**

The Canoe and Cray Carnival Inc have taken on the role of organising the 2022 Australia Day Carnival and are seeking sponsorship to assist with the cost of running the event, which includes fireworks.

In the past local businesses have provided financial assistance for the event however this year the organisers have indicated that to help release the pressure on Kalbarri businesses they are seeking funding from Council.

No amount has been specified however they have provided what costs they will incur. They have also applied for grants to the value of \$20,000 to assist with the event.

Costs for event

Fireworks	\$ 7,000
Band (Hells Bells Tribute to AC/DC	\$10,000
Stage	\$ 1,000 (estimate)
PA & Lighting Hire	\$ 2,500

**COMMENT:**

The Council has not previously provided funding for the Kalbarri Australia Day event. Council does provide a \$500 contribution for the Northampton Australia Day breakfast which is the only event held in Northampton.

It is considered that this year following the devastation cyclone Seroja has had on our communities that consideration be given to a contribution, however this contribution to come from funds that have been donated by various persons/organisations to the Shire to help residents with recovery from cyclone Seroja.

The donations come with requests on what the donator would like the funds to go to, but no actual criteria on selection, refer to the following:

\$ 5,000	to be used for people in need in Northampton
\$ 1,015	to be used for people in need in Northampton
\$ 840	to be used for people in need in Northampton
\$ 8,000	to be used for rebuild of Kalbarri
\$ 100	to be used for child related needs
\$13,000	to be used on white goods, tarps or something that people couldn't afford to replace post the cyclone.
\$17,303	total amount of donations received with no stipulations

The current balance of the donated funds is \$45,258.

Apart from the above, there is no criteria for how these funds are to be spent, other than assist the communities, it is considered that a large event such as this, and others that may occur, does warrant some funds from the donated funds Council holds as is deemed to cover the whole community and not an individual community or other group.

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

There are no financial implications for Council if the officers recommendation is adopted. If not then there will be a financial impost as will be expenditure from Councils own resources.

#### **VOTING REQUIREMENT:**

*Simple Majority Required:*

#### **OFFICER RECOMMENDATION – ITEM 7.5.3**

**That Council allocate \$ (amount to be inserted) from the Cyclone Seroja donated funds held in trust to assist with the Kalbarri Australia Day festivities.**

**7.5.4 WATER WHEELCHAIR STORAGE SHED**

<b>LOCATION:</b>	<b>Kalbarri Foreshore</b>
<b>FILE REFERENCE:</b>	<b>11.1.4</b>
<b>DATE OF REPORT:</b>	<b>1 December 2022</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Picture of Storage Shed</b>

**SUMMARY:**

That due to the placement of previously approved site for the Water Wheelchair Storage shed no longer applicable due to cyclone Seroja damage, Council to approve of recommended new location.

**LOCALITY PLANS:**



**BACKGROUND:**

This matter is following on from general discussion at the November 2021 Council meeting in relation to the status of the water wheelchair shed erection and location.

Council resolved at the ordinary meeting held 18 December 2020 to:

*That Council authorise the change of the design of the water wheelchair and the purchase of the Keter 2160 x 2180 x 2260mm Artisan Shed from Bunnings and install the shed at a suitable location adjoining the Volunteer Marine Rescue building on the Kalbarri Foreshore.*

As per the above plans were put in place to have the shed erected prior to cyclone Seroja which did not occur (thankfully). The area where the shed was to be placed is now in a damaged state and therefore placing the shed at that location is now not achievable.

**COMMENT:**

As per the CEO's email advise to all Councillors 30<sup>th</sup> November 2021, negotiations with Kalbarri Boat Hire have provided support the location of the storage shed near their site (be on the angle of the new wall) and they will also administer the key to gain access to the shed on Council's behalf.

**FINANCIAL & BUDGET IMPLICATIONS:**

Unfortunately due to the issues surrounding cyclone Seroja, no provision has been made in the 2021/22 Budget for the erection of the new shed nor the required concrete flooring and apron. At this stage these costs are not known as waiting on advice from builders if these works can be undertaken as soon as possible.

**STATUTORY IMPLICATIONS:**

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

*Local Government (Administration) Regulations 1996 – Regulation 10 – Revoking or Changing Decisions*

Regulation (1) states that if a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —

- (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
- (b) in any other case, by at least  $\frac{1}{3}$  of the number of offices (whether vacant or not) of members of the council or committee,

inclusive of the mover.

Regulation (2) states that if a decision is made at a council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.

However Regulation (3) states that this regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

It is considered that the changed location for the shed is not substantially different than the original intent of the motion, to place a storage shed on the Kalbarri foreshore at a convenient location.

In addition damage to the proposed position by cyclone Seroja has now forced a change on Council for a new location and therefore it is considered that Council does not need to rescind the previous decision on this matter in accordance with Regulation 10 of the *Local Government (Administration) Regulations 1996*.

**VOTING REQUIREMENT:**

*Absolute Majority Required:* - As there is no provision for the erection expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

**OFFICER RECOMMENDATION – ITEM 7.5.4**

**That Council approve of the location of the disabled water wheelchair storage shed on the Kalbarri foreshore near Kalbarri Boat Hire operations abutting the recently angled section of the new retaining wall near the foreshore access road.**

**APPENDICES 1 – Proposed Storage Shed photos if design**



**7.5.5 BUSHFIRE ASSESSMENT LEVEL – AGREEMENT FOR MAINTENANCE WORKS**

<b>FILE REFERENCE:</b>	<b>13.3.2</b>
<b>DATE OF REPORT:</b>	<b>2 December 2021</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Agreement for Maintenance Works</b>

**SUMMARY:**

Council to approve instigation of agreements to ensure vegetation control on Council controlled/managed land complies with BAL assessment for the neighbouring development.

**BACKGROUND:**

Areas within Western Australia have been designated as 'bushfire prone' by orders that were gazetted in December 2015 and now form the State Government's bushfire planning reforms.

The *Map of Bushfire Prone Areas* identifies parts of the State that are designated as bushfire prone and Development (Planning) applications in designated bushfire prone areas are required to be accompanied by a BAL assessment. A 'Bushfire Attack Level' (BAL) assessment is a means of measuring the severity of a building's potential exposure to ember attack, radiant heat and direct flame contact. A BAL is the basis for establishing the requirements for construction (under the Australian Standard AS 3959-2018 *Construction of Buildings in Bushfire Prone Areas*) to improve protection of building elements from bushfire attack). Once assessed by a Bushfire Practitioner, the site/property/asset will be defined with one of six BAL ratings with increasing construction requirements ranging from ember protection at the low levels (BAL-12.5) to fire-rated construction at the highest (BAL-FZ [Flame Zone]).

With any development, housing etc, the applicant must comply with the BAL assessment, and this can be in the form of reducing fire hazards on their property or amending their building plans and other possibilities to reduce the risk.

One area that has now arisen on two occasions is requests from applicants seeking to mulch vegetation on Council controlled land to allow the BAL assessment to be lowered which subsequently forgoes the need to dramatically change their designs which can come at a large cost.

**COMMENT:**

Once approval is granted to a neighbouring landowner to mulch the vegetation on undeveloped Council controlled land, ensuring compliance with their BAL rating over the longer term is paramount. Another request has now been received and it is considered that more similar requests will be lodged in the future.

Granting approval to undertake the above measures to protect assets from fire risk can occur, however what happens if that landowner does not continue maintaining the vegetation to a low threat state to maintain compliance. The best option is for a formal agreement to be entered into which also includes placing a caveat on the Certificate of Title to ensure maintenance of the asset protection zone is upheld on Council controlled land in perpetuity by being transferred to new owners should the property in question sell.

Attached is an agreement prepared by Council’s legal advisors for Council consideration and adoption.

**FINANCIAL & BUDGET IMPLICATIONS:**

Costs have been incurred for the development of the draft agreement however will be covered by current budget provision for legal costs.

With the placement and removal of caveats this will be at the landowners cost as per the agreement.

**VOTING REQUIREMENT:**

*Absolute Majority Required – delegated authority being approved.*

**OFFICER RECOMMENDATION – ITEM 7.5.5**

**That Council:**

- 1. Adopt the “Agreement for Maintenance Works” as presented and this to be used to enter into agreements with property owners who are required to maintain vegetation on land under the control and management of Council that is neighbouring their property to comply with their Bushfire Risk Assessment Level.**
- 2. That the Chief Executive Officer be given delegated power to approve and enter into “Agreements for Maintenance Works”.**

**APPENDICES 1 - “Agreement for Maintenance Works”**

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## Details

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### Parties

**[Insert Owner's Name]**

of **[insert address]**  
(Owner)

#### **Shire of Northampton**

of 199 Hampton Road, Northampton, Western Australia  
(Shire)

### Background

- A The Owner is the registered proprietor of the Owner's Land.
- B The Shire's Land is adjacent to the Owner's Land.
- C The Owner's Land is located in a bushfire prone area.
- D In order to mitigate bushfire risk to the Owner's Land the Owner is required to maintain the adjoining Shire's Land in compliance with the Bushfire Management Requirements.
- E The Owner enters into this Agreement at the request of the Shire in relation to the maintenance works required to be carried out by the Owner on the Shire's Land in satisfaction of the Bushfire Management Requirements.

## Agreed Terms

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### 1. Defined terms and interpretation

#### 1.1 Defined terms

In this Agreement, unless otherwise required by the context or subject matter the following words have these meanings:

**Agreement** means this agreement as supplemented, amended or varied from time to time;

**Bushfire Management Requirements** means the requirements described in **Item 3** of the Schedule.

**Business Day** means a day other than a Saturday, Sunday or public holiday in Perth, Western Australia;

**Maintenance Works** shall include all those works that are required to maintain the portion of the Shire's Land in satisfaction of the Bushfire Management Requirements as described in **Item 4** of the Schedule.

**Owner's Land** means the land described in **Item 1** of the Schedule.

**Shire's Land** means the portion of land described in **Item 2** of the Schedule;

#### 1.2 Interpretation

In this Agreement:

- (a) headings have been inserted for guidance only and shall be deemed not to form part of the text;
- (b) words importing the singular include the plural and vice versa;
- (c) words importing a gender include any gender;
- (d) an expression importing a natural person includes any company, partnership, joint venture, association, corporation or other body corporate;
- (e) references to parts, clauses, parties, annexures, exhibits and schedules are references to parts and clauses of, and parties, annexures, exhibits and schedules to, this Agreement;
- (f) a reference to any statute, regulation, proclamation, ordinance or local law includes all statutes, regulations, proclamations, ordinances or local law varying, consolidating or replacing them, and a reference to a statute includes all regulations, proclamations, ordinances and local laws issued under that statute;
- (g) no rule of construction shall apply to the disadvantage of a party on the basis that that party was responsible for the preparation of this Deed or any part of it; and
- (h) a reference to anything (including any real property) or any amount is a reference to the whole and each part of it;
- (i) where a reference to a party includes more than one person the rights and obligations of those persons shall be joint and several;

- (j) reference to the parties includes their personal representatives, successors and lawful assigns; and
- (k) the Schedule and Annexures (if any) form part of the Agreement.

## 2. Owner to undertake Maintenance Works

The Owner covenants and agrees with the Shire that the Owner will at its own expense undertake and complete the Maintenance Works on the Shire's Land in accordance with the Bushfire Management Requirements to the satisfaction of the Shire acting reasonably.

## 3. Default

If the Maintenance Works are not undertaken or completed to the reasonable satisfaction of the Shire in accordance with clause 2 and that default is not remedied within thirty (30) business days after written notice being given to the Owner from the Shire, the Shire may:

- (a) undertake or complete the Maintenance Works; and
- (b) recover the cost of undertaking or completing the Maintenance Works from the Owner, and the parties agree that such costs, including but not limited to any legal costs reasonably incurred by the Shire, shall be a liquidated debt recoverable in a court of competent jurisdiction.

## 4. Indemnity

In the event of default by the Owner in the completion of the Maintenance Works in accordance with clause 2 and the Shire undertaking or completing the Maintenance Works in accordance with clause 3, the Owner hereby covenants and agrees to indemnify and keep indemnified the Shire and any employees, contractors or agents authorised by the Shire to carry out any of the Maintenance Works required by the Shire in respect of all claims, demands, suits, actions or legal proceedings of whatsoever nature and howsoever arising in respect of any act done or attempted to be done in connection with the undertaking or completion of the Maintenance Works except where any claim, demand or liability arises as a result of negligence or default of the Shire, its servants, agents, contractors or consultants.

## 5. Charge and Caveat

The Owner hereby charges its interest in the Owner's Land in favour of the Shire with the performance of its obligations undertaken hereunder and for the purpose of securing the due and punctual observance and performance by the Owner of all the covenant conditions and stipulations herein contained authorises the Shire to lodge an absolute Caveat at Landgate against the Certificate of Title to the Owner's Land or any part thereof in order to protect the rights and interests of the Shire under this Agreement.

## 6. No Disposal without Shire's Consent

The Owner shall not sell, transfer, mortgage, charge, assign or otherwise dispose of or encumber its interest in the Owner's Land without the prior written consent of the Shire, which consent the Shire will not withhold if the Owner is not in default of any of its obligations under this Agreement and the person to whom any such right or interest is to be granted, enters into an Agreement with the Shire, whereby such person covenants to observe and perform the covenants on the part of the Owner herein contained to ensure that any successor observes such obligations, and such Agreement be prepared by the Shire's solicitors at the expense of the Owner.

## 7. Withdrawal of Shire's Caveat

Subject to there being no subsisting or unremedied breach of any provision of this Agreement and subject to:

- (a) the Owner having complied with **clause 2** of this Agreement, the Shire shall provide to the Owner on receipt of a written request from the Owner and at the Owner's cost a withdrawal of any Caveat lodged by the Shire pursuant to this Agreement and the provisions of this Agreement shall then be of no further force and effect except in respect of any pre-existing unremedied breach; or
- (b) the Owner complying with **clause 6** of this Agreement, the Shire will at the request of the Owner and at the Owner's cost provide to the Owner a withdrawal of the Shire's Caveat lodged pursuant to **clause 5** to enable the registration of any transfer, assignment, mortgage or charge of the Owner's Land on receipt of a written request from the Owner, provided that the Shire is entitled to relodge its absolute caveat following the registration of such transfer, assignment, mortgage or charge.

## 8. Outstanding Amounts

The Shire and the Owner covenant and agree that if any amount payable by the Owner to the Shire pursuant to the terms of this Agreement is unpaid for 14 days after becoming due, such amount shall be a liquidated debt recoverable by the party owed the amount in a court of competent jurisdiction.

## 9. No Fetter

Notwithstanding any other provision of this Agreement, the Owner acknowledges that the Shire is a local government established by the *Local Government Act 1995*, and in that capacity, the Shire will be obliged to comply with statutory obligations imposed by law and the Shire will not be taken to be in default under this Agreement by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Agreement fetter the Shire in performing its statutory obligations or exercising any discretion under any law.

## 10. Costs

The Owner shall pay the costs of and incidental to:

- (a) the preparation (including all preliminary drafts), execution and stamping of this Agreement, and all duties payable in respect of the Agreement; and
- (b) the preparation and lodgement of any caveat over the Owner's Land and any withdrawal and replacement thereof.

## 11. Notices

Any communication under or in connection with this Agreement

- (a) must be in writing;
- (b) must be addressed to the parties at their addresses stated in Parties;
- (c) must be signed by the party making the communication or on its behalf by the solicitor for, or by any attorney, director, secretary, or authorised agent or officer of, any party;

- (d) must be delivered or posted by prepaid post to the address stated in Parties in accordance with clause 11(b) of this Agreement; and
- (e) will be deemed to be given or made:
  - (i) if by personal delivery, when delivered;
  - (ii) if by leaving the Notice at an address specified in clause 11(b) of this Agreement, when left at that address unless the time of leaving the Notice is not on a Business Day or after 5pm on a Business Day, in which case it will be deemed to be given or made on the next following Business Day;
  - (iii) if by post, on the fourth Business Day following the date of posting of the Notice to an address specified in clause 11(b) of this Agreement.

## 12. Variation

A variation to this Agreement must be in writing and signed by the parties.

## 13. Severance

If any part of this Agreement is, or becomes, void or unenforceable that part is or will be, severed from this Agreement to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

## 14. Waiver

The parties mutually COVENANT AND AGREE that:

- (a) no right under this Agreement is waived or deemed to be waived except by notice in writing signed by the party waiving the right;
- (b) a waiver by one party under clause 14(a) of this Agreement does not prejudice its rights in respect of any subsequent breach of this Agreement by the other party; and
- (c) a party does not waive its rights under this Agreement because it grants an extension or forbearance to the other party.

## 15. Applicable Law

This Agreement shall be governed by the laws of the State of Western Australia, and where applicable the Commonwealth of Australia.

## Schedule

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Item 1 Owner's Land

[insert description of Owner's Land]

Item 2 Shire's Land

[insert description of Shire's Land]

Item 3 Bushfire Management Requirements

[insert relevant condition of approval or other statutory instrument requiring bushfire management works]

Item 4 Maintenance Works

Maintenance of that portion of the Shire's Land as depicted in the plan annexed hereto as **Annexure 1** in the following manner:

[insert detailed description of maintenance works required to satisfy condition]

## Signing page

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EXECUTED

2021

**SIGNED** by the said **[insert Owner's name]**  
in the presence of:

Witness sign:

Witness name:

Address:

Occupation:

**THE COMMON SEAL** of the **SHIRE OF NORTHAMPTON** was hereunto affixed  
in the presence of:

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
Print Full Name of President

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Print Full Name of Chief Executive Officer

<b>7.5.6</b>	<b>CYCLONE SEROJA – INSURANCE CLAIM PROGRESS</b>	
	<b>FILE REFERENCE:</b>	<b>5.1.8</b>
	<b>DATE OF REPORT:</b>	<b>3 December 2021</b>
	<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
	<b>APPENDICES:</b>	<b>1. Spreadsheet of current position of insurance Claims on Council owned infrastructure</b>

**SUMMARY:**

For Council information.

**COMMENT:**

The repair and insurance claims to Council buildings and infrastructure damaged from Cyclone Seroja is still progressing, although some are being delayed for various reasons.

At Appendices 1 is a spreadsheet that provides a summary of where each repair approved by Local Government Insurance Services is at. As can be seen as of 30 November 2021, the Council has had total losses to the insurance value of \$2,742,745 and damaged claims to the value \$1,361,689, total \$4,104,434.

One of the main issues now being experienced is trying to secure builders to undertake heritage works to the four premises that are damaged, being Chiverton House, Old Police Station & Courthouse, Alma Hall and the Old Railway Station in Northampton. The CEO invited several Perth based heritage builders to provide a quote and so far, two have responded advising they do not wish to quote and have received no response from others.

Approaches have now been made to building companies in Geraldton and hopefully at least one or two may be able to assist. If not, it will be a long time until the repairs have been undertaken.

There are also a number of minor repairs to be undertaken and these will be proposed when builders become available.

In addition to the list provided, LGIS have also been requested to consider providing insurance under the Councils miscellaneous policy for the recovery, replacement and repairs to the various bores, foreshore access stairs and radio repeater equipment. Costs incurred to date is \$20,022.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.6**

**For Council information.**

**APPENDICES 1 – List of Cyclone Damaged Claims**

**Tropical Cyclone Seroja Damage Claim - Shire of Northampton**

Location	Description	Insurable Value	Assessed Claim	Destroyed Payout	Repairs Claimed	Costs unable to be claimed	Comment
<b>Ajana</b>							
Ajana	Public Hall/Toilet Block	\$ 323,141	\$ 387,769	\$ 387,769	\$ 38,600		Claim completed
<b>Binnu</b>							
Binnu	Public Hall including toilets	\$ 575,703	\$ 3,920		\$ 3,920		Claim completed
<b>Alma</b>							
Alma	Alma Hall	\$ 146,281	\$ 8,257		\$ 13,427		Waiting on quotes
<b>Horrocks Beach</b>							
Horrocks Beach	Matt Burrell Pavilion & Kitchen	\$ 223,141					Waiting on builder to undertake repairs
Horrocks Beach	Recreational Jetty	\$ 225,000			\$ 73,463		Claim Completed
<b>Port Gregory</b>							
Port Gregory	Public Hall	\$ 407,438	\$ 192,705		\$ 100,000		Works near completion
Port Gregory	Port Gregory Fire Shed/Ambulance	\$ 56,116	\$ 56,116		\$ 56,116	\$ 123,344	Claim Completed
Port Gregory	Water Supply		\$ 1,350		\$ 1,350		Claim Completed
<b>Kalbarri</b>							
Kalbarri	Community News/Arts & Crafts Building	\$ 330,579	\$ 4,268		\$ 4,268		Works complete waiting on invoice
Kalbarri	Toilets Foreshore (Sally's Tree)	\$ 276,860	\$ 180,669	\$ 179,000	\$ 23,160		Claim Completed
Kalbarri	Toilets Chinamans Beach	\$ 214,876	\$ 138,669	\$ 137,000	\$ 21,047		Claim Completed
Kalbarri	Doctors Surgery - Buildings	\$ 523,141	\$ 20,241		\$ 21,271		Car Port still to be replaced
Kalbarri	Toilets Blue Holes	\$ 40,000			\$ 1,527		Claim Completed
Kalbarri	Works Depot	\$ 288,099			\$ 981		Repairs being arranged
Kalbarri	Allen Community Centre	\$ 1,669,422	\$ 5,380		\$ 13,406		Repairs being arranged
Kalbarri	Kalbarri Recreation Centre	\$ 1,227,355	\$ 36,000		\$ 36,910		Claim Completed

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Kalbarri	Floating Finger Jetty	\$ 80,000	\$ 2,370		\$ 2,370	Jetty is to be replaced 29th November
Kalbarri	Child Care Centre	\$ 261,157	\$ 2,287		\$ 19,297	Claim Completed
Kalbarri	Gymnastics Hall/Camp School	\$ 384,298	\$ 461,158	\$ 461,158		Claim Completed
Kalbarri	Dining Hall/Camp School	\$ 323,141	\$ 387,768	\$ 387,768	\$ 54,269	Claim Completed
Kalbarri	Disabled toilet building		\$ 1,412		\$ 1,412	Claim Completed
Kalbarri	Accommodation Dormitories	\$ 185,124	\$ 89,381		\$ 93,612	Waiting on repairs completion
Kalbarri	Ex St Johns Building	\$ 330,579			\$ 15,025	Rear boundary fence to be done
Kalbarri	Tennis/Netball/Basketball Courts	\$ 425,000	\$ 22,128		\$ 22,128	Southern side fence currently being replaced
Kalbarri	Golf & Bowling Club	\$ 2,495,868				Works have commenced clubhouse only
Kalbarri	2 Salomit Place	\$ 423,141			\$ 14,168	Claim Complete
Kalbarri	14 Callion Way	\$ 323,141	\$ 3,194		\$ 6,010	Repairs being arranged
Kalbarri	Disabled Fishing Platform		\$ 200		\$ 200	Replacement structure to be costed
Kalbarri	Cemetery - Not listed or valued					Waiting on works to commence
Kalbarri	Blue Holes					No action at this stage - be reviewed
Kalbarri	Chinaman's Beach					No action at this stage - be reviewed
Kalbarri	Red Bluff					Claim Complete
Kalbarri	Kalbarri Boat Hire limestone and stone wall				\$ 52,280	Claim Complete
Kalbarri	Bore overhead sub mains		\$ 5,356		\$ 11,223	
Kalbarri	Toilet Hire		\$ 18,003		\$ 69,019	Ongoing

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Northampton	7, Bateman Street	\$ 300,000	\$ 6,323		\$ 6,598		Claim Completed
Northampton	78, Robinson Street	\$ 169,422	\$ 20,303		\$ 24,924		
Northampton	Oval Reserve House	\$ 338,017	\$ 5,946		\$ 5,946		Claim Completed
Northampton	21 Fitzgerald Street	\$ 315,703	\$ 18,402		\$ 19,177		Claim Completed
Northampton	3, Rake Place	\$ 452,893	\$ 15,355		\$ 15,930		Claim Completed
Northampton	Lot 74 Seventh Avenue	\$ 230,579	\$ 190,545	\$ 190,545	\$ 26,850		Claim Completed
Northampton	Hampton Gardens						Waiting on solar light to be fitted
Northampton	Northampton Oval		\$ 8,487		\$ 8,487		Claim Completed
Northampton			\$ 15,030		\$ 15,030		Claim Completed
Northampton	Lions Park Ablutions		\$ 680		\$ 680		Claim Completed
Northampton	Street and Road Signs		\$ 3,853		\$ 4,238		Ongoing
			\$ 3,736,899	\$ 2,742,745	\$ 1,361,689	\$ 123,344	

**7.5.7 LITTLE BAY ROAD EXTENSION & LEASE OF LITTLE BAY CAMPING GROUND**

<b>LOCATION:</b>	<b>Reserve 49842</b>
<b>FILE REFERENCE:</b>	<b>12.1.1 &amp; 9.1.4</b>
<b>DATE OF REPORT:</b>	<b>3 December 2021</b>
<b>REPORTING OFFICER:</b>	<b>Garry Keeffe</b>
<b>APPENDICES:</b>	<b>1. Proposed Lease Area Plan</b> <b>2. Concept Plan of Additional camping nodes</b> <b>3. Draft Lease Agreement</b> <b>(forwarded separate to the agenda)</b>

**SUMMARY:**

Information provided on road creation and approval for entering into lease for the Little Bay Camping Area.

**BACKGROUND:**

A report was presented at the August 2020 Council meeting advising Council that during negotiations with the landowners of Lot 116 for the creation of two road reserves, one for a road to Little Bay itself and one for the Little Bay Lookout, Mr Reg Reynolds requested if consideration could be given by Council to lease the Little Bay camping area to him to incorporate that camping area into a proposed new camping area on Lot 116.

Council resolved to;

*Approve “in-principle” support for the issuing of a Management Licence to Reg Reynolds to allow him to manage the Council controlled camping area on Crown Reserve 49842 known as Little Bay Camping Grounds, as proposed and that he be advised that formal approval will only be considered upon the receipt and approval of a formal development application of his proposed camping area.*

The process in the creation of the road reserve, by subdivision, has now been finalised with Order for Dealings being issued by the Department for Planning Lands and Heritage which now allows the Council to obtain and amend existing Certificate to Titles for the road reserve and balance of Lot 116, now to be titled Lot 204.

## STATUTORY IMPLICATIONS:

*State: Local Government Act 1995 – Section 3.58 – Disposing of Property*

As per the provisions of Section 3.58 of the Local Government Act 1995, the following applies:

### 3.58. Disposing of property

- (1) In this section — **dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not; **property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
  - (a) the highest bidder at public auction; or
  - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
  - (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned; and
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

There are exemptions to the above however it is considered that none of those apply in this case. The Regulations for exemption state the following:

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- (2) A disposition of land is an exempt disposition if —
- (a) the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —
    - (i) its market value is less than \$5 000; and
    - (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;or
  - (b) the land is disposed of to a body, whether incorporated or not —
    - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
    - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

With the DPLH stipulating that the lease cannot be at commercial value and only at cost recovery the lease annual or rent will be under \$5,000. Therefore a request for clarification was made to the Department of Local Government that as DPLH have made the rent to be based on cost recovery only does the Council have to advertise the proposal. The Department of Local Government did not provide any advice and stated that:

*“the Department only provides information of a general nature that does not constitute a legal opinion. The Department is unable to provide an interpretation of the application of legislation in individual circumstances. Should the Shire require further clarification, you are strongly encouraged to seek independent legal advice.”*

On this advice a request was then forwarded to Councils legal advisors McLeods to provide advice on which direction the Council is to take in relation to compliance to Section 3.58 of the Local Government Act.

McLeods advice is that the best option for Council is not to enter into a lease for the area of land required but by way of a Management Licence.

Granting of a management licence in respect to the campground on the Reserve would grant permission to the adjoining landowner to operate the camping ground on the Reserve on terms and conditions agreed by the Shire, but would not grant exclusive possession of land or otherwise constitute the disposal of an interest in property.

If the Shire structured the transaction in this manner, then it would not be required to comply with section 3.58 as it would not be disposing of property. It would instead only be giving permission to the adjoining landowner to enter upon and manage the camp site on agreed terms and conditions, which would make it clear the landowner was not granted any interest in land or exclusive possession of the reserve. However, it would be important for the Shire to ensure that the licence was drafted in terms that made it very clear no interest in land was being granted, so as to avoid any suggestion that section 3.58 could apply.

Upon this advice the DPLH provided further advice that they would only grant a Management Licence for a term of 5 years, this is not suitable to the proponents and therefore a lease is now the only option which will be for a term of 10 years.

In addition as the amount of rent as indicated is to be cost recovery basis only, it will be less than \$5,000 and relates to land adjoining a landowner, then this transaction is considered exempt under the above regulations and no advertising of the proposal is required.

**COMMENT:**

There is no question that when the formal type road is constructed the popularity of Little Bay will increase and the camping at the area will also increase and will need controlling. The concept of the existing area being part of an overall camping area as proposed by the landowners is feasible and from a management perspective supported.

The approval of a lease over the area will require the complete management of the current camp site including the operational and maintenance costs for the two existing ablutions and refuse removal.

The proposal for a third party to manage the camping node will not affect normal usage or access of the Little Bay foreshore/beach area as this will be excluded from the lease area.

The proposed lease area is shown at Appendices 1 (area hatched in black) and is a line along the reserve boundary and incorporates existing campsites with the western boundary to be on the east side of the existing access track to camp sites. Lease area will not cover any beach access tracks.

A detailed survey plan is currently being prepared however was not available at the time of compiling this report and will be tabled at the meeting.

Council's original in principal support also required a concept plan of future camping nodes to be established on Lot 204. These nodes are shown at Appendices 2.

Note that for these nodes to be constructed, Mr Reynolds must submit a formal planning application to allow this area to be developed.

These additional nodes will no doubt assist in the ever increasing popularity of the area.

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

Costs will be incurred for the lease agreement preparation and survey however these costs are to be reimbursed to Council by the proponent.

The current costs for Council to operate Little Bay averages at \$14,000 per annum, prior to 2019-20 due to closure for COVID-19. Camping Fees for the similar period averaged \$14,000 therefore on average the operations of Little Bay are at no cost to Council.

2020/21 was an exception to previous trends with total income earned \$25,678 and total costs \$31,301. The more popular the more costs to service as fees are not covering those costs.

In respect to the annual lease fee, as reported above it must be only at cost recovery basis. The costs to maintain a reserve with no improvements is minimal and therefore it is recommended that the annual rent be set the same as other tourism operators that operate from Council controlled reserves being \$500 per annum.

**STRATEGIC IMPLICATIONS:**

*Local: Shire of Northampton Community Strategic Plan 2016-2026*

**Economic Strategy** - Increased support of tourism across the region

Provide for a range of short term and long term affordable accommodation types for tourists and professionals in regional centres.

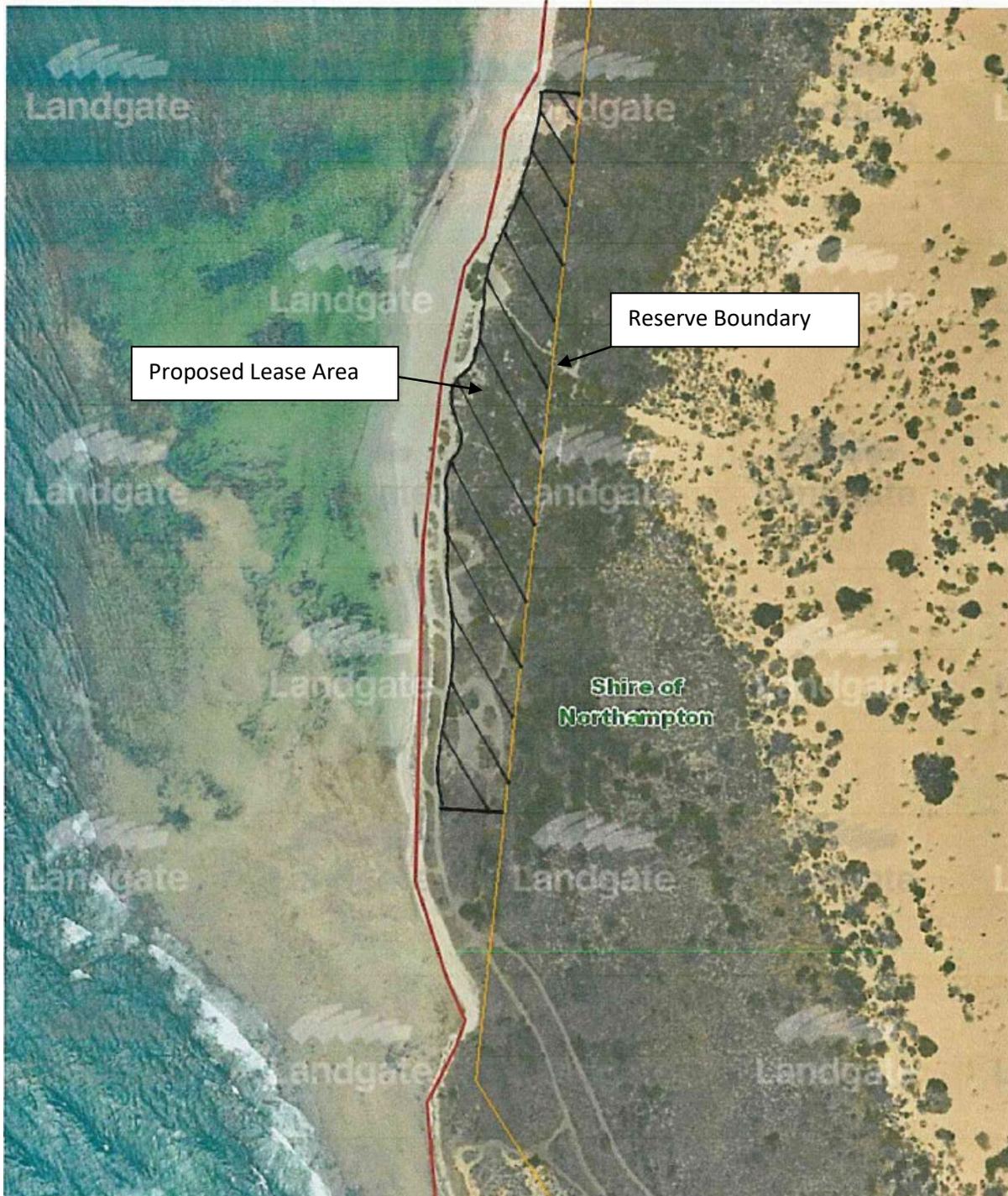
**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.2**

**That Council approve the entering into a lease of part of Reserve 49842 for the management of the Little Bay Camping area for a term of 10 years, with an annual rent of \$500, subject to the approval of the Minister for Planning Lands and Heritage.**

**APPENDICES 1 – Area of Crown Reserve to be leased**



**APPENDICES 2 – Plan of Additional Camping Nodes on Lot 204**

