



**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 22<sup>nd</sup> April 2022 at the Council Chambers, Northampton commencing at 1.00pm.

Lunch will be served at 12.00pm.

A handwritten signature in blue ink, appearing to be "G. Keeffe", is placed above the typed name.

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**  
14<sup>th</sup> April 2022



# ~ Agenda ~

**22<sup>nd</sup> April 2022**

## **NOTICE OF MEETING**

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 22<sup>nd</sup> April 2022, at

The Council Chambers, Northampton commencing at 1.00pm.

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

**14<sup>th</sup> April 2022**

## 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 14<sup>th</sup> April 2022

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

**AGENDA**  
**ORDINARY MEETING OF COUNCIL**  
**18<sup>th</sup> March 2022**

**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 – 18<sup>th</sup> February 2022

**6. RECEIVAL OF MINUTES**

- 6.1 Annual Bush Fire Advisory Committee Meeting – 6<sup>th</sup> April 2022

**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**

TABLE OF CONTENTS

|        |   |    |
|--------|---|----|
| 3.1    | OPENING   | 3  |
| 3.2    | PRESENT   | 3  |
| 3.2.1  | LEAVE OF ABSENCE  | 3  |
| 3.2.2  | APOLOGIES   | 3  |
| 3.3    | QUESTION TIME   | 3  |
| 3.4    | DISCLOSURE OF INTEREST  | 3  |
| 3.5    | CONFIRMATION OF MINUTES   | 4  |
| 12.5.1 | CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING FRIDAY<br>18 <sup>th</sup> FEBRUARY 2022   | 4  |
| 3.6    | WORKS & ENGINEERING REPORT  | 4  |
| 3.6.1  | INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS<br>PROGRAM (ITEM 7.1.1)  | 4  |
| 3.6.2  | OUTRIGHT SALE – FLEET VEHICLES #1 – 2021/2022 ONE (1) x 2WD<br>SEDAN (KIA OPTIMA) AND ONE (1) x 2WD UTILITY (FORD RANGER  | 4  |
| 3.7    | HEALTH & BUILDING REPORT  | 4  |
| 3.7.1  | BUILDING APPROVALS (ITEM 7.2.1)   | 4  |
| 3.8    | TOWN PLANNING REPORT  | 5  |
| 3.8.1  | PROPOSED CARPORTS AND OUTBUILDINGS FOR EXISTING GROUPED<br>DWELLINGS - R-CODE VARIATIONS - LOT 238 (NO. 15) CARLTON<br>CRESCENT, KALBARRI   | 5  |
| 3.8.2  | PROPOSED CARPORTS AND OUTBUILDINGS FOR EXISTING GROUPED<br>DWELLINGS - R-CODE VARIATIONS - LOT 238 (NO. 15) CARLTON<br>CRESCENT, KALBARRI (ITEM 7.3.1)                            | 7  |
| 3.8.3  | PROPOSED KALBARRI QUADBIKE SAFARIS LICENCE AGREEMENT –<br>RESERVE 12996 (NORTH/SOUTH), UCL, LOTS 1545 & 13 MURCHISON<br>HOUSE STATION, AJANA-KALBARRI ROAD, KALBARRI (ITEM 7.3.2) | 10 |
| 3.8.3  | SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.3)  | 13 |
| 3.9    | FINANCE REPORT  | 13 |
| 3.9.1  | ACCOUNTS FOR PAYMENT (ITEM 7.4.1)   | 13 |
| 3.9.2  | MONTHLY FINANCIAL STATEMENTS –FEBRUARY 2022 (ITEM 7.4.2)  | 14 |
| 3.9.3  | 2021/2022 BUDGET REVIEW (ITEM 7.4.3)  | 14 |
| 3.10   | ADMINISTRATION & CORPORATE REPORT   | 14 |
| 3.10.1 | REQUEST FOR SPONSORSHIP DEFERMENT (ITEM 7.5.1)  | 14 |
| 3.10.2 | RUOK TREE (ITEM 7.5.2)  | 14 |

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**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> March 2022**

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|        |  |    |
|--------|--|----|
| 3.10.3 | RUOK TREE  | 15 |
| 3.10.4 | KALBARRI ELECTRIC VEHICLE CHARGING UNIT (ITEM 7.5.3) | 15 |
| 3.10.4 | LOT 81 KITSON CIRCUIT (ITEM 7.5.4)                   | 15 |
| 3.10.5 | CHILD SAFETY AND WELFARE POLICY (ITEM 7.5.5)         | 16 |
| 3.11   | PRESIDENT'S REPORT                                   | 28 |
| 3.12   | DEPUTY PRESIDENT'S REPORT                            | 28 |
| 3.13   | COUNCILLORS' REPORTS                                 | 28 |
| 3.13.1 | CR PIKE  | 28 |
| 3.13.2 | CR STEWART   | 29 |
| 3.13.3 | CR HAY   | 29 |
| 3.14   | NEW ITEMS OF BUSINESS                                | 29 |
| 3.15   | NEXT MEETING OF COUNCIL                              | 29 |
| 3.16   | CLOSURE  | 29 |

**3.1 OPENING**

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

**3.2 PRESENT**

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

**3.2.1 LEAVE OF ABSENCE**

Nil

**3.2.2 APOLOGIES**

Cr R Burges

Kalbarri Ward

**3.3 QUESTION TIME**

No questions were put to Council

**3.4 DISCLOSURE OF INTEREST**

Cr Sudlow declared an impartiality interest in Item 7.5.1 Request for Sponsorship Deferment to the Isolated Children's Parents' Association as Cr Sudlow is a member of the Association.

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on**  
**Friday 18<sup>th</sup> March 2022**

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**3.5 CONFIRMATION OF MINUTES**

**12.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING  
FRIDAY 18<sup>th</sup> FEBRUARY 2022**

Moved Cr SUCKLING seconded Cr GIBB

That the minutes of the Ordinary Meeting of Council held on the 18<sup>th</sup> February 2022 be confirmed as a true and correct record.

CARRIED 7/0

**3.6 WORKS & ENGINEERING REPORT**

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

Noted.

**3.6.2 OUTRIGHT SALE – FLEET VEHICLES #1 – 2021/2022  
ONE (1) x 2WD SEDAN (KIA OPTIMA) AND ONE (1) x 2WD UTILITY  
(FORD RANGER)**

Moved Cr SUDLOW seconded Cr STEWART

That Council accept the 'Outright Sale' offer for the 2WD utility (P198) from Mr. Len Corlett at the submitted price of \$1,250 (plus GST) and re-advertise the 2WD Kia Sedan (P282) for sale via alternative media sources, ie Gumtree or similar social media platforms.

CARRIED 7/0

Neil Broadhurst left the meeting at 1-18pm.

**3.7 HEALTH & BUILDING REPORT**

**3.7.1 BUILDING APPROVALS (ITEM 7.2.1)**

Noted.



**3.8 TOWN PLANNING REPORT**

**3.8.1 PROPOSED CARPORTS AND OUTBUILDINGS FOR EXISTING  
GROUPED DWELLINGS - R-CODE VARIATIONS - LOT 238 (NO. 15)  
CARLTON CRESCENT, KALBARRI**

Cr Pike and Cr Gibb spoke against the Officer's recommendation as they consider that the applicant had changed their plans to comply in some regard and they had improved the lot following Cyclone Seroja. Each Councillor supported approval for a large storeroom within each car port as presented.

Moved Cr PIKE seconded Cr GIBB

That Council grant development approval for the proposed Carport and Storerooms upon Lot 238 (No. 15) Carlton Crescent, Kalbarri subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated [insert date] and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. A building permit shall be issued by the local government prior to the commencement of any work on site;
4. The applicant is to prepare, submit and adhere to stormwater and drainage plans to the approval of the Local Government, with all costs met by the applicant;
5. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
6. The Applicant shall provide a materials and colour schedule for the carports and storerooms prior to construction of the carports and storerooms, which shall be to the approval of the local government. The colours chosen shall be non-reflective and in keeping with the natural coastal environment;

7. The roof of the dwelling shall be constructed using coated metal sheeting (Colorbond) and the use of Zinalume is not permitted;
8. Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the view from the street/s, to the approval of the local government;
9. Any lighting installed on the building, yard areas or car parking areas shall be located and designed in a manner that ensures:
  - (a) all illumination is confined within the boundaries of the property; and
  - (b) there shall not be any glare nuisance caused to adjoining residents or passing traffic, to the approval of the local government;
10. Installation of crossing places and verge gradients shall be to the standards and specification of the local government (refer to Advice Note 1);
11. All parking of vehicles including boats and trailers to be provided for within the property boundary and the street verge area to be kept free of vehicles.
12. No panelling or screening shall be affixed to the side walls of the carport structure, so that the carport maintains visual permeability at all times to enhance visibility of vehicles entering and exiting the street upon Lot 238 and adjoining lots; and
13. The approved storeroom component is only to be used for general storage purposes to the approval of the local government and shall NOT be used for habitation, commercial or industrial purposes.

Advice Notes:

*Note 1: With regard to Condition No 10, it is advised that the Applicant should liaise with the Shire of Northampton's Manager of Works and Technical Services to determine crossover, verge gradient and additional retaining requirements.*

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

*Note 3: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*

*Note 4: Assessment of the application was based on the use of the dwelling for residential purposes and any changes to this use (eg. for tourist/holiday accommodation) requires further application and development approval for that use.*

*Note 5: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.*

MOTION LOST 2/5

Cr STEWART, Cr SUCKLING, Cr HORSTMAN, Cr HAY and Cr SUDLOW wished for their names to be recorded as voting against the motion.

|   |
|---|
| <p>3.8.2 PROPOSED CARPORTS AND OUTBUILDINGS FOR EXISTING<br/>GROUPED DWELLINGS - R-CODE VARIATIONS - LOT 238 (NO. 15)<br/>CARLTON CRESCENT, KALBARRI (ITEM 7.3.1)</p> |
|---|

Moved Cr STEWART seconded Cr SUCKLING

That Council grant development approval for the proposed Carport and Storerooms upon Lot 238 (No. 15) Carlton Crescent, Kalbarri subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated [insert date] and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;

2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. A building permit shall be issued by the local government prior to the commencement of any work on site;
4. The applicant is to prepare, submit and adhere to stormwater and drainage plans to the approval of the Local Government, with all costs met by the applicant;
5. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
6. The Applicant shall provide a materials and colour schedule for the carports and storerooms prior to construction of the carports and storerooms, which shall be to the approval of the local government. The colours chosen shall be non-reflective and in keeping with the natural coastal environment;
7. The roof of the dwelling shall be constructed using coated metal sheeting (Colorbond) and the use of Zinalume is not permitted;
8. Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the view from the street/s, to the approval of the local government;
9. Any lighting installed on the building, yard areas or car parking areas shall be located and designed in a manner that ensures:
  - (a) all illumination is confined within the boundaries of the property; and
  - (b) there shall not be any glare nuisance caused to adjoining residents or passing traffic, to the approval of the local government;
10. Installation of crossing places and verge gradients shall be to the standards and specification of the local government (refer to Advice Note 1);

11. All parking of vehicles including boats and trailers to be provided for within the property boundary and the street verge area to be kept free of vehicles.
12. No panelling or screening shall be affixed to the side walls of the carport structure, so that the carport maintains visual permeability at all times to enhance visibility of vehicles entering and exiting the street upon Lot 238 and adjoining lots; and
13. The approved storeroom component is only to be used for general storage purposes to the approval of the local government and shall NOT be used for habitation, commercial or industrial purposes.
14. The Applicant/Owner shall reduce the size of the storeroom at the rear of the Unit 1 carport by removing a 3 metre portion located on the south-eastern corner, as marked in 'RED' on the attached approved plan(s) dated [insert date], so as to address the requirements of *Clause 5.2.3 Street Surveillance of the Residential Design Codes (2021)*; and
15. The Applicant/Owner shall reduce the size of the storeroom at the rear of the Unit 2 carport by removing a 3 metre portion located on the south-western corner, as marked in 'RED' on the attached approved plan(s) dated [insert date], so as to address the requirements of *Clause 5.2.3 Street Surveillance of the Residential Design Codes (2021)*.

Advice Notes:

*Note 1: With regard to Condition No 10, it is advised that the Applicant should liaise with the Shire of Northampton's Manager of Works and Technical Services to determine crossover, verge gradient and additional retaining requirements.*

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

*Note 3: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*

*Note 4: Assessment of the application was based on the use of the dwelling for residential purposes and any changes to this use (eg. for tourist/holiday accommodation) requires further application and development approval for that use.*

*Note 5: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.*

CARRIED 5/2

Cr Pike and Cr GIBB wished for their names to be recorded as voting against the motion.

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| <p>3.8.3 PROPOSED KALBARRI QUADBIKE SAFARIS LICENCE AGREEMENT – RESERVE 12996 (NORTH/SOUTH), UCL, LOTS 1545 &amp; 13 MURCHISON HOUSE STATION, AJANA-KALBARRI ROAD, KALBARRI (ITEM 7.3.2)</p> |
|--|

Moved Cr HAY, seconded Cr SUCKLING

That Council:

- 1 Grant Planning Approval for a Commercial Recreational Tourism Activity (Quadbike Tours) over Reserves 12996 (North/South) and Lots 1545 and 13 Ajana-Kalbarri Road, Kalbarri subject to the following conditions:
  - a This Planning 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 approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;
  - b Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
  - c 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*;

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> March 2022**

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- d This Planning Approval shall remain valid whilst the licence agreement referred to in Condition (c) remains current and valid, and on the expiration or in the termination of such licence agreement, this Planning Approval shall cease to be valid.
- e The Applicant shall conduct the tours using existing pathways, roads and tracks only, and shall not negatively impact, degrade or damage the natural amenity or cultural heritage sites within the approved land locations in any way;
- f The Applicant shall maintain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's Local Planning Policy – Commercial Recreational Tourism Activity

Advice Notes:

- i 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; and
  - ii. Where an approval has lapsed, no development/use shall be carried out without the further approval of the local government having first been sought and obtained.
  - iii The Applicant is advised that this development approval does not negate the requirement for any additional approvals which may be required under separate legislation including but not limited to Fish Resources Management Act 1994, Environmental Protections Act 1986, Fire and Emergency Services Act 1998 and Aboriginal Heritage Act 1972. It is the Applicant's responsibility to obtain any additional approvals required before the use lawfully commences.
  - iv 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>.
-

- v. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination
- 2 Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement with any disputes to be referred back to Council for final determination.
- 3 Grant Planning Approval for a Home Business for the storage of quad bikes upon Lot 13 (No. 5618) Ajana-Kalbarri Road subject to the following conditions:
- a The business activity on the property shall be limited to the establishment of a Home Business (Quadbike Storage) and related duties;
  - b The activity is at all times to comply with the definition of "Home Business" under the Local Planning Scheme No. 11;
  - c The home business shall not occupy an area greater than 50m<sup>2</sup>;
  - d The home business shall not involve the retail sale or display of goods of any nature;
  - e This approval is issued only to M Rodger & E Nightingale 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;
  - f The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise;
  - g Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition; and
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**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> March 2022**

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- h This Development Approval shall remain valid whilst the licence agreement with the Shire of Northampton remains current and valid, and on the expiration or in the termination of such licence agreement, this Development Approval shall cease to be valid.

Advice Notes:

- i. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- ii. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination

CARRIED 7/0

**3.8.3 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.3)**

Noted.

**3.9 FINANCE REPORT**

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

Moved Cr HORSTMAN, seconded Cr SUCKLING

That Municipal Fund Cheques 22174 to 22190 inclusive totalling \$87,154.03, Municipal EFT payments numbered EFT23189 to EFT23302 inclusive totalling \$442,444.33, Trust Fund Cheques 2684 to 2686 totalling \$461.65, Direct Debit payments numbered GJ0805 to GJ0811 inclusive totalling \$246,608.42 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**3.9.2 MONTHLY FINANCIAL STATEMENTS –FEBRUARY 2022 (ITEM 7.4.2)**

Moved Cr GIBB, seconded Cr STEWART

That Council adopts the Monthly Financial Report for the period ending 28<sup>th</sup> February 2022.

CARRIED 7/0

**3.9.3 2021/2022 BUDGET REVIEW (ITEM 7.4.3)**

Moved Cr STEWART, seconded Cr HAY

That Council in accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996 adopt the review of the 2021/2022 Budget and note any variances or recommendations.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**3.10 ADMINISTRATION & CORPORATE REPORT**

Cr SUDLOW declared an impartiality interest in Item 7.5.1 as she is a member of the Isolated Children's Parents' Association.

**3.10.1 REQUEST FOR SPONSORSHIP DEFERMENT (ITEM 7.5.1)**

Moved Cr PIKE seconded Cr SUCKLING

That Council defer the \$1,000 sponsorship for the Isolated Children's Parents Association state conference until 2023 and provision for this sponsorship be provided for in the 2022/23 Budget.

CARRIED 6/0

**3.10.2 RUOK TREE (ITEM 7.5.2)**

Cr SUCKLING spoke against the Officer's recommendation as she felt a blue tree at Chinaman's Beach would appropriately draw attention to the suicide prevention charity and as a Kalbarri School project would encourage the younger generation to take notice of the signs of mental health struggles in friends/people.

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on**  
**Friday 18<sup>th</sup> March 2022**

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Moved Cr STEWART, seconded Cr HAY

That Council not approve of a Blue painted RUOK tree on any part of the Kalbarri foreshore parkland areas and advise the proponents to submit alternative sites for further consideration by Council.

MOTION LOST 2/5

Cr SUCKLING, Cr HORSTMAN and Cr SUDLOW wished for their names to be recorded as voting against the motion

|                  |
|------------------|
| 3.10.3 RUOK TREE |
|------------------|

Moved Cr SUCKLING, seconded Cr GIBB

That Council approve of a Blue painted RUOK tree as a Kalbarri School project at Chinaman's Beach on the Kalbarri foreshore as requested.

CARRIED 5/2

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|---|
| 3.10.4 KALBARRI ELECTRIC VEHICLE CHARGING UNIT (ITEM 7.5.3) |
|---|

Moved Cr SUDLOW, seconded Cr GIBB

That Council acknowledges Mr Simkin's objection and advises the chosen location on the river side of the car park located southwest of the IGA car park was selected in conjunction with Synergy as placement in the Allen Centre carpark would interfere with traffic movement in that area.

CARRIED 7/0

|   |
|---|
| 3.10.4 LOT 81 KITSON CIRCUIT (ITEM 7.5.4) |
|---|

Moved Cr HORSTMAN, seconded Cr HAY

That Council:

1. Approve the leasing of Lot 81 initially for a twelve-month period and at completion of that period the lot be offered for sale to John Van Maanen for the purpose of a laydown and storage area for fabrication equipment, machinery, steel supplies and workspace subject and at completion to;

- (a) That the lessee to construct a commercial grade security fence on the boundary of Lot 81 within six months from the commencement of the lease term; and
  - (b) That the lessee to construct a light industrial shed on the lot with the same material and colours as existing sheds in the area within two years from the commencement of the lease.
2. That Council determine that the leasing of Lot 81 has no significant benefit to any other person as the lot has been vacant for many years and no other person/s have shown an interest in either leasing or purchasing the lot and therefore determine it be exempt from advertising requirements as per Section 3.58 of the Local Government Act 1995.

CARRIED 7/0

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|---|
| 3.10.5 CHILD SAFETY AND WELFARE POLICY (ITEM 7.5.5) |
|---|

Moved Cr STEWART, seconded Cr SUCKLING

That Council formally adopt the Child Safety and Welfare Policy as presented follows:

**SHIRE OF NORTHAMPTON – DRAFT CHILD SAFETY & WELFARE POLICY**

**OBJECTIVES**

The Shire of Northampton is committed to creating a culture and environment where the safety and welfare of children is paramount. This shall be achieved through the commitment to implementing the Western Australia Government directives and National Principles for Child Safe Organisations across its operations.

**POLICY STATEMENT**

The Shire supports children safety and welfare in our community, and when accessing our facilities and in the care of our services. All persons undertaking work with children (PWWC) must uphold and promote the protection of children and respond appropriately where concerns are identified.

The Shire is committed to the ongoing education of children, young people and families, staff, volunteers, contractors and key stakeholders about their rights, responsibilities and reporting processes relating to child safety and welfare.

## **POLICY DETAILS**

### **1. Build a Child Safe Culture**

All PWWC have a responsibility to support the Shire's commitment and obligation to create a child safe culture. Such a culture is critical to ensuring the welfare and safety of children under our care, as all children have a right to develop and reach their potential.

### **2. National Redress Scheme Participation**

The Shire's commitment to child safety and welfare was confirmed in May 2020 when Council resolved to participate in the National Redress Scheme. This policy expands on the Shire's established position and provides a clear public commitment to the National Principles for Child Safe Organisations.

### **3. Recognising Abuse or Neglect**

The Shire has a zero tolerance of child abuse, and shall treat all allegations seriously with a commitment to investigate allegations. The Shire shall follow the direction of Police and relevant child safety and welfare agencies in the management of its child safety and welfare responsibilities.

The Shire acknowledges that every child has the right to be heard, protected and to have their concerns managed appropriately. The Shire will use its best endeavours to seek to resolve the concerns of a child in accordance with this policy.

The Shire shall endeavour to recognise when a child within its care is exposed to any form of abuse. Appendix 3 provides definitions of the six main types of abuse which could occur or present.

### **4. Child Safety and Welfare Procedure & Code Of Conduct**

The Shire requires all PWWC to comply with this policy and the related Responding & Reporting Procedure and the Child Safety and Welfare Code of Conduct which are detailed in Appendix 1 and 2.

## **5. Child Safety Officers**

In delivering services to children, the Shire shall ensure the appointment or the use of existing designated employees as Child Safety Officers. This role shall be undertaken by specifically appointed officers or the manager responsible for the service.

## **6. Recruitment**

All PWWC engaged in child-related work as defined in the *Working with Children Act 2004* are required to hold a Working with Children (WWC) Card. In addition the Shire takes responsibility to assess if a person is suitable to work with children and young people in addition to a WWC Card.

For positions that involve engagement with children, recruitment is based on selection criteria which clearly demonstrate the commitment to child safety and wellbeing to ensure the most appropriate PWWC is employed.

## **7. Training & Supervision**

The Shire is committed to ensure that PWWC have access to training to develop and maintain an understanding of child safety and wellbeing. In addition to position specific training requirements, training will be available to all PWWC which shall include how to identify, assess, and minimise risks of child abuse and to detect potential indicators of child abuse.

## **8. Confidentiality**

The Shire shall ensure that all information or details relating to children is maintained in strict confidence. Any and all personal information collected by the Shire in providing services for children shall be restricted to only PWWC with responsibility for the services in compliance with this policy and its associated procedure and code of conduct.

## **CONSEQUENCES**

This policy represents the expected standards of the Shire. Deviations from the standards outlines shall invoke disciplinary action to be taken.

## **KEY TERM DEFINITION**

**Child (and or Children)** in accordance with the section 3 of the *Children and Community Services Act (2004)* defines a Child as a person who is under 18 years of age. In addition reference to **young persons** is read to include any person below the age of 18 years of age.

**Persons Working with Children (PWWC)** relates to all persons undertaking child-related works. This includes but is not limited to the following, Shire staff, volunteers, and students, persons undertaking work experience, contractors, and partnered organisations who are responsible for the provision of children's activities or programs.

## **ROLES AND RESPONSIBILITIES**

**The Council** are responsible for providing leadership for the good governance of Council by acting as a responsible partner in fostering and developing an organisational culture that has zero tolerance for child abuse. Council will advocate in the best interests of children to create and sustain a community in which children are safe and protected from abuse.

**The Chief Executive Officer and Designated Senior Staff** are responsible for driving the culture of zero tolerance for child abuse and ensuring that the organisation has effective controls in place for child safety and welfare. This will be achieved by ensuring:

- The Shire has in place and implements robust child safety and welfare procedures that protect children from child abuse.
- Suspected or alleged instances of child abuse are reported and fully investigated.
- Support is provided to managers, staff, volunteers and contractors in undertaking their child safety and welfare responsibilities.

**Managers, Facility Managers and Child Safety Officers** shall ensure this policy and associated procedures are followed and implemented by:

- Acting as the first point of contact for receiving reports of child safety concerns or allegations of abuse within Council.
- Supporting the notification of child safety concerns or allegations to relevant authorities (Police or Child safety and welfare agencies).

- Assisting alleged victims and their families to access counselling and support services.
- Providing support to affected staff.

**All staff, volunteers and contractors** must familiarise themselves with the relevant laws, the Code of Conduct, and policy and procedures in relation to child safety and welfare, and comply with all requirements, including:

- Participation in staff induction and refresher training.
- Report any suspicion or reasonable belief that a child's safety may be at risk to a designated Child safety and welfare officer.
- Provide an environment that is supportive of all children's emotional and physical safety.

## **APPENDIX 1**

### **CHILD SAFETY AND WELFARE CODE OF CONDUCT**

The Child Safety and Welfare Code of Conduct (the Code) lists behaviours that are acceptable and those that are unacceptable. It provides a high-level statement of professional boundaries, ethical behaviour and acceptable and unacceptable relationships. Above all, a Code helps to protect children from harm.

The Code serves to protect all children and young people (any person under 18 years of age), reduce any opportunities for abuse or neglect to occur, and promote child safety & wellbeing within the Shire. It provides guidance on how to best support children and young people and how to avoid or better manage difficult situations. Where a Persons Working with Children (PWWC) breaches the Code, the Shire may take disciplinary action, including in the case of serious breaches, dismissal and external reporting.

This Code applies to all Shire staff (including contract and temporary), committee members, contractors and sub-contractors, interns, volunteers or any other person or bodies associated with the Shire or any of its staff that engage with children and young people. The Shire acknowledges that protecting children and young people's safety & wellbeing is everyone's business.

The Code is made available to all PWWC, families and participants via the Shire's website.

All PWWC are expected to act in accordance with this Code in their physical and online interactions with children and young people.



**ALL PWWC SHALL**

- Act in accordance with child safety and welfare policy and procedures at all times.
- Behave respectfully, courteously and ethically towards children and young people, their families and towards other staff and volunteers.
- Listen and respond to the views and concerns of children and young people, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- Promote the human rights, safety and wellbeing of all children in the Shire.
- Demonstrate appropriate personal and professional boundaries.
- Respect the cultural and religious practices, individual capability and gender identity/ sexuality of children, young people and families, and understand and respond to any identified special needs.
- Create an environment that promotes and enables children and young people's participation, is welcoming, culturally safe and inclusive for all and their families.
- Involve children and young people in making decisions about activities, policies and procedures that concern them wherever possible.
- Contribute, where appropriate, to Shire policies, discussions, learning and reviews about child safety and wellbeing.
- Identify and mitigate risks to children and young people's safety and wellbeing as required by Shire risk assessment and management policy and/or procedures.
- Respond to any concerns of a child or young person's harm or abuse promptly and in line with Shire policy and procedure for receiving and responding to concerns.
- Report all suspected or disclosed child or young person's abuse or neglect as required by *Children and Community Services Act 2004*.
- Handle all personal information in accordance with Shire's privacy responsibilities.

**ALL PWWC ARE PROHIBITED FROM**

- Engaging in any unlawful activity with or in relation to a child.
- Engaging in any activity that is likely to physically, sexually or emotionally harm a child.
- Engage in any form of sexual relationship with a child or young person.
- Unlawfully discriminate against anyone on the basis of gender identity, culture, race, religion or disability.
- Be alone with a child unnecessarily.
- Travel, or be accommodated, alone with a child or young person before, during or after a Shire program, excursion or camp. Where approved transport is undertaken, a minimum of two adults must be present.
- In the event that a child or young person presents at a Shire staffed facility and there is only a single PWWC in attendance. The PWWC is to immediately report to their line manager the presentation of an unplanned child's or young person attendance. The PWWC in the provision of support to the child or young person must comply with their line managers directions.
- Instigate personal contact, including online contact, with children and young people they are working with for a purpose unrelated to Shire activities.
- Disclose personal or sensitive information about a child, including images of a child, unless the child and their parent or legal guardian consent or unless they are required to do so by Shire policy and procedure on reporting.
- Use inappropriate language in the presence of children or show or provide children with access to inappropriate images or material.
- Ignore or disregard any suspected or disclosed child abuse or neglect.
- Report to work under the influence of or in possession of alcohol or illegal substances.
- Take photos or videos of children on personal cameras or mobile phones/devices. All photos must be authorised and be taken on Shire supplied devices.

- Use personal social media platforms such as Facebook, Instagram, Snapchat etc. to contact or converse with children engaged in Shire programs. Appropriate contact with children for the purpose of delivery of Shire programs must be limited to official Shire accounts/platforms only.
- Give personal gifts to children unless under the banner of a gift from Shire (e.g. gifts from the Shire to each child at Christmas).

## APPENDIX 2

### RESPONDING AND REPORTING PROCEDURE

All Persons Working with Children (PWWC) are required to identify, report and respond immediately (or where reasonably practicable no later than before ending work on that day) any concerns, suspicions or allegations of child abuse.

Where a child safety concern may result from:

- a disclosure from the child or young person,
- a disclosure from a parent or carer,
- disclosure from another child,
- physical or behavioural indicators of abuse, and
- staff and/ or volunteer involvement in the community external to their professional role with Shire.

**IF A CHILD OR YOUNG PERSON IS AT RISK OF HARM OR IN IMMEDIATE DANGER, YOU MUST REPORT THE SITUATION DIRECTLY TO WA POLICE ON 000.**

In the event an allegation of abuse is made against any Shire related PWWC it may potentially constitute a serious breach of the Child safety and welfare policy, this procedure, the Child Safety and Welfare Code of Conduct, and child safety and welfare legislation.

Breaches if substantiated include, but are not limited to:

- sexually assaulted a child or young person who is involved in a Shire program or activity,

- physically assaulted a child or young person who is involved in a Shire program or activity,
- verbal abuse, denigrate or bully a child or young person who is involved in a Shire program or activity,
- sexually harass a child or young person who is involved in a Shire program or activity,
- take, reproduce and/or distribute photos of a child or young person without the consent of their parents/ guardians,
- publish any material containing images of children or young people who are involved in a Shire program or activity that can be used for the sexual gratification of others,
- groom or otherwise interfere with the physical or mental wellbeing of a child or young person.

In accordance with the Child Safety and Welfare Policy this Procedure and the Child Safety and Welfare Code of Conduct, all PWWC or any other party who has identified an issue must immediately report any suspected or alleged incident of abuse as per the procedure below.

### **STEP 1 – REPORT**

If an allegation is made against any PWWC, it must be reported to the CEO.

If the allegation is made against the CEO, the allegation is to be reported to the Shire President.

If an allegation is made by an external stakeholder or partnered organisation, the allegation is to be provided in writing to the CEO who is to investigate the allegation.

If an allegation is made against a third party or where suspected abuse is identified but is unrelated to a Shire activity the Shire shall report the matter to the Department of Child Protection and Family Support.

### **STEP 2 - RECORD**

A written record of observations and/ or any statements (correspondence) disclosed by a child or young person or other person should be factual and detail information such as:

- details about the child/ young person,
  - details of those involved e.g. person who made the allegation,
-

- objective information about what was seen, what was said, and what has happened,
- the immediate risk to the child/ young person,
- whether or not the child/ young person has support, and
- what may need to happen to make the child safe.

This information should then be recorded or where reasonably practicable no later than before ending a shift, and must be treated as highly confidential. General discussions about the matter should not occur. This information could be required at a later stage should legal action arise.

All written record observations and/ or any statements (correspondence) recorded and/or received should only be used to assist in developing a comprehensive report detailing the chronology of events, with a copy of all correspondence to be recorded on Council records.

All documentation used during this reporting process will be filed and stored in a confidential manner. This documentation is not to be given to any other party unless specified by the *Children and Community Services Act 2004*.

### **STEP 3 – ASSESS**

The CEO or their delegate will be required to immediately stand down any PWWC from all programs and activities involving the direct supervision of, and/ or direct contact with children and young people until further notice.

Where the PWWC is employed by the Shire, the CEO will assess all evidence obtained and conduct relevant interviews to collect statements from all those involved. Where the PWWC is employed by a third party organisation, the CEO will engage with that organisation.

The CEO must determine if the allegation is to be reported to the Department of Child Protection and Family Support within 24 hours (or where reasonably practicable).

If the CEO decides not to report the allegation to Department of Child Protection and Family Support and/ or the WA Police, the person who raised the allegation should be given a clear written statement of the reason/s why no further action will be taken. Should the person who raised the allegation still remain concerned about the situation, they are free to consult with or report to the Department of Child Protection and Family Support.

**STEP 4 – REPORT**

If the CEO determines the alleged incident must be reported to the Department of Child Protection and Family Support, it should be reported within 24 hours (or where reasonably practicable). A written report is to be provided using the Child safety and welfare Concern Referral form found online (Department of Child Protection– Reporting your Concern webpage) to the best of their knowledge.

The Department of Child Protection and Family Support will decide what response would be in the best interest of the parties involved. Parents/guardians are not to be informed of any reports made to the Department of Child Protection and Family Support and/or WA Police unless the agencies have instructed to do so.

**APPENDIX 3**

| <b>DEFINITIONS OF ABUSE</b>   |   |
|---|---|
| <p>A child can suffer from one or more of these. Abuse can happen within a family or through a person outside the immediate family. Each type of abuse has a range of indicators, although just one indicator on its own may not suggest abuse. <b>Definitions of Abuse</b></p> |   |
| <b>Physical Abuse</b>   | Physical abuse is when a child or young person is deliberately hurt, or is at serious risk of being physically hurt, by their parents or carers. This can include punching, kicking, shaking or throwing, scalding/burning, strangling or leaving a child alone in a car. It can also be from excessive physical discipline, or by being given drugs including alcohol. These injuries are not treated as accidental. |
| <b>Sexual Abuse</b>   | Sexual abuse is children and young people being exposed to inappropriate sexual activity. This includes being involved in sexual acts (masturbation, fondling, oral sex or penetrative sex); or witnessing sexual activity, either directly or through pornography.   |
| <b>Emotional Abuse</b>  | Emotional abuse is being treated in ways that damages a child or young person's ability to feel and express a range of emotions. This can be caused by behaviours that occur over time, such as verbal abuse and teasing, rejection, physical or social isolation, threats and bullying.  |
| <b>Psychological Abuse</b>  | Psychological abuse is being treated in ways that damages a child or young person's self-esteem,  |

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> March 2022**

|                                    |  |
|------------------------------------|--|
|                                    | <p>personal and moral development and intelligence. This can be caused by behaviours that occur over time, for example, belittling, threatening, isolating and causing the child to feel worthless.</p>  |
| <b>Neglect</b>                     | <p>Neglect is not providing enough care or supervision so that the child or young person is injured, or their development is damaged. It includes lack of food, shelter, affection, supervision, untreated medical problems and abandonment.</p>   |
| <b>Family &amp; Domestic Abuse</b> | <p>Family and domestic violence is strongly associated with child abuse and neglect. It is more likely that a child's basic needs will not be met in a family where there is domestic violence. Witnessing violence between parents, or being involved in a violent act, can seriously affect the emotional health of children and young people. It can affect self-image, response to other people, and the ability to form healthy relationships.</p> <p>These children and young people don't feel safe and secure. They believe that violence is a solution to problems and may develop signs of posttraumatic stress disorder. Family and domestic violence is seen as child abuse when it clearly affects the child or young person's physical, emotional and psychological development.</p> |
| <b>Cyber/online abuse</b>          | <p>Cyber/online abuse is a type of abuse that happens on the internet. It can happen across any device that's connected to the web, like computers, tablets and mobile phones and it can happen anywhere online, including: social media, text messages and messaging apps, emails, online chats, online gaming, live-streaming sites. Cyber/online abuse can take different forms, such as cyber bullying, online grooming, online sexual abuse, and child sexual exploitation. Children can be at risk of online abuse from people they know or from strangers. It might be part of other abuse which is taking place offline, like bullying or grooming or the abuse might only happen online.</p>  |

CARRIED 7/0

**3.11 PRESIDENT'S REPORT**

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

- 22/02/2022 Pro-Choice Zoom meeting with WALGA CEO, Nick Sloan
- 23/02/2022 Local Recovery Workshop, Northampton Community Centre
- 26/02/2022 Farewell Dinner Anthony Farrell (Former Chapman Valley Shire President) and Maurice Battilana (Former Chapman Valley CEO), Geraldton
- 09/03/2022 Farewell Dinner Sandi Stock-Sanden (Former Councillor Shire of Northampton), Horrocks Community Centre
- 10/03/2022 Coastal Sub-Group meeting of Regional Roads Group, Geraldton
- 10/03/2022 Hon. Stephen Dawson MLC, Minister for Emergency Services, Melissa Pexton (WA State Recovery Controller) and Darren Klemm (Commissioner DFES)
- 11/03/2022 Ricky Sah, Liberty Fuel Station, Northampton
- 14/03/2022 Teams meeting Phaeton Energy, Mark Imrie, Brett Endersby and Ron Forlee
- 17/03/2022 Zoom meeting Midwest Covid update

**3.12 DEPUTY PRESIDENT'S REPORT**

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

- 23/02/2022 Local Recovery Workshop, Northampton Community Centre
- 23/02/2022 Operational Area Support Group Meeting (Midwest)
- 03/03/200 Operational Area Support Group Meeting (Midwest)
- 09/03/2022 Farewell Dinner Sandi Stock-Sanden (Former Councillor Shire of Northampton), Horrocks Community Centre
- 10/03/2022 Coastal Sub-Group meeting of Regional Roads Group, Geraldton
- 10/03/2022 Hon. Stephen Dawson MLC, Minister for Emergency Services, Melissa Pexton (WA State Recovery Controller) and Darren Klemm (Commissioner DFES)
- 14/03/2022 Northampton Community Centre Committee Meeting, Northampton
- 14/03/2022 Teams meeting Phaeton Energy, Mark Imrie, Brett Endersby and Ron Forlee
- 11/03/2022 Ricky Sah, Liberty Fuel Station, Northampton

**3.13 COUNCILLORS' REPORTS**

**3.13.1 CR PIKE**

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

- 21/02/2022 Kalbarri Visitor Association meeting, Kalbarri
- 23/02/2022 Local Recovery Workshop, Northampton Community Centre



**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on**  
**Friday 18<sup>th</sup> March 2022**

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**3.13.2 CR STEWART**

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

|            |  |
|------------|--|
| 08/03/2022 | Kalbarri Visitor Centre meeting, Kalbarri  |
| 10/03/2022 | Hon. Stephen Dawson MLC, Minister for Emergency Services, Melissa Pexton (WA State Recovery Controller) and Darren Klemm (Commissioner DFES) |
| 14/03/2022 | Teams meeting Phaeton Energy, Mark Imrie, Brett Endersby and Ron Forlee  |

**3.13.3 CR HAY**

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

|            |   |
|------------|---|
| 09/03/2022 | Farewell Dinner Sandi Stock-Standen (Former Councillor Shire of Northampton), Horrocks Community Centre |
| 14/03/2022 | Teams meeting Phaeton Energy, Mark Imrie, Brett Endersby and Ron Forlee                                 |

**3.14 NEW ITEMS OF BUSINESS**

Nil

**3.15 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday 22<sup>nd</sup> April 2022 commencing at 1.00pm at the Council Chambers, Northampton.

**3.16 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.28pm.

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> March 2022**

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THESE MINUTES CONSISTING OF PAGES 1 TO 14 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 22<sup>nd</sup> APRIL 2022.

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

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

SHIRE OF NORTHAMPTON  
Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton  
Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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1. OPENING - PRESENT

The Chief Fire Control Officer opened the meeting at 3.05pm with the following persons in attendance.

|                 |  |
|-----------------|--|
| Rob McKenzie    | Chief Bush Fire Control Officer - Shire of Northampton |
| Grant Middleton | Deputy CEO - Shire of Northampton                      |
| Jerome Drew     | Admin Officer – Ajana/Binnu BFB                        |
| Len Simmons     | Deputy Chief Bush Fire Control Officer                 |
| Tony Keeping    | AO Midlands DFES                                       |
| Ric Davey       | Ranger – Shire of Northampton                          |
| Stan Sutherland | FCO - Kalbarri VFRS                                    |
| Greg Poett      | Captain - Port Gregory/Yallabatharra BFB               |

2. APOLOGIES

|                 |                                    |
|-----------------|------------------------------------|
| Matt Dadd       | AO Midwest DFES                    |
| Mike Paxman     | Senior Ranger - Parks and Wildlife |
| Lindsay Rowe    | Captain - Horrocks BFB             |
| Greg Teakle     | Captain - Northampton VFRS         |
| Scott Bridgeman | Captain – Sandy Gully/Alma BFB     |
| Kyle Carson     | Captain - Ajana/Binnu BFB          |

3. CONFIRMATION OF MINUTES

Moved – Len Simmons, Seconded – Jerome Drew

That the minutes of the Bush Fire Advisory Committee Meeting held on 31<sup>st</sup> March 2021 be confirmed as a true and accurate record.

CARRIED

4. BUSINESS ARISING FROM MINUTES

Nil

5. BRIGADE REPORTS

5.1 Chief Bush Fire Control Officer

Verbal Report from Rob McKenzie. Generally a moderate fire season but there was extensive pole top fires in January and the Kalbarri tip fire plus numerous smaller events.

SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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5.2 Brigade Reports

Kalbarri VFRS

Report from Len Simmons is attached.

Ajana/Binnu BFB

December – Roadside fire (caused by trailer wheel), February – Pole top fires (49)

5.3 Department of Fire and Emergency Services

Tony Keeping AO Midlands provided a verbal report.

Tony advised that the construction of the new Northampton fire station had commenced and is scheduled for completion later this year providing there are no issue with the supply of building materials.

Tony identified the following potential equipment issues:

- Older drip torches used for back burning etc needed to be removed from service as the tip on older units contained asbestos.
- Isuzu Trucks may have an issue with central locking issues, DFES is arranging for vehicles to be retro fitted where required.
- Remote fuel tanks have an issue when they are filled to capacity so they should only be filled to three quarters capacity until the equipment had been modified.

Guidelines for the operation of private equipment were presented and have been distributed electronically to all brigade contacts.

Ben Clune and Mathias Moerman acting in AO position for next 12 months.

The February Training calendar has been released.

Tony asked for feedback about the phone coverage from towers during power outages and advised that Geraldton DFES regional office had generators that could be deployed if required.

The Tony advised that the Bush Fire Activity Grants Program Round 1 was open and this was a good opportunity to have mitigation works completed. DCEO Grant Middleton added that a significant volume of work had been completed utilising the grant program but to obtain funding all works needed to be part of a treatment identified in BRMS. The Shire didn't have access to BRMS or anyone with the necessary skill set to update the system and they relied on DFES staff to assist in this endeavor. Tony advised that he would follow this issue with DFES.

Action – Tony Keeping - DFES

SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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5.4 Department of Biodiversity, Conservation & Attractions

Report from Mike Paxman is attached.

5.5.1 Deputy Chief Fire Control Officer North

No Report

5.5.2 Deputy Chief Fire Control Officer South

No Report

6. ELECTION OF OFFICERS

6.1 Chief Bush Fire Control Officer

Mr Rob McKenzie is a Council appointment to the CBFCO position.

6.2 Deputy Chief Bush Fire Control Officers

6.2.1 Deputy CBFCO North

Mr McKenzie called for nominations for Deputy Chief Bush Fire Control Officer - North. Rob McKenzie nominated Len Simmons and Len accepted the nomination. There were no further nominations.

Moved – Rob McKenzie, Seconded – Jerome Drew

That the Annual Bush Fire Advisory Committee recommends that Len Simmons be appointed to the position as Deputy Bush Chief Fire Control Officer North.

CARRIED

6.2.2 Deputy CBFCO South

Mr McKenzie called for nominations for Deputy Chief Bush Fire Control Officer - South. Jerome Drew nominated Scott Bridgeman. There were no further nominations.

Moved – Jerome Drew, Seconded – Len Simmons

That the Annual Bush Fire Advisory Committee recommend that Scott Bridgeman be appointed to the position as Deputy Chief Bush Fire Control Officer South subject to Scott Bridgeman accepting the nomination.

CARRIED

SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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6.3 Fire Control Officers

Moved – Roc Davey, Seconded – Stan Sutherland

That the Annual Bush Fire Advisory Committee recommend that the following be appointed as Fire Control Officers

Rob McKenzie - Chief Bush Fire Control Officer/Captain Isseka BFB  
Len Simmons - Deputy Chief Bush Fire Control Officer/Captain Kalbarri VFRS  
Scott Bridgeman - Deputy Chief Bush Fire Control Officer/Captain Sandy Gully/Alma BFB  
Dean (Greg) Teakle - Captain - Northampton VFRS  
Stan Sutherland - Kalbarri VFRS  
Kyle Carson - Captain - Ajana/Binnu BFB  
Greg Poett - Captain - Port Gregory/Yallabatharra BFB  
Lindsay Rowe - Captain - Horrocks BFB  
Matt Johnson - Captain – Ogilvie BFB  
Kyle Carson - Captain - Ajana/Binnu BFB  
Damian Harris – Deputy Captain - Ajana/Binnu BFB  
Glen Reynolds - Lieutenant - Ajana/Binnu BFB  
Jerome Drew – Admin Officer - Ajana/Binnu BFB

CARRIED

6.4 Permit Issuing Officers

Moved – Stan Sutherland , Seconded – Len Simmons

That the Annual Bush Fire Advisory Committee recommend that the following be appointed as Permit Issuing Officers

Garry Keeffe – Chief Executive Officer  
Grant Middleton - Deputy CEO  
Rob McKenzie - Chief Bush Fire Control Officer/Captain Isseka BFB  
Ric Davey – Kalbarri Ranger  
Len Simmons - Deputy Chief Bush Fire Control Officer/Captain Kalbarri VFRS  
Scott Bridgeman - Deputy Chief Bush Fire Control Officer/Captain Sandy Gully/Alma BFB  
Dean (Greg) Teakle - Captain - Northampton VFRS  
Stan Sutherland - Lieutenant - Kalbarri VFRS  
Greg Poett - Captain - Port Gregory/Yallabatharra BFB  
Lindsay Rowe - Captain - Horrocks BFB  
Matt Johnson - Captain – Ogilvie BFB  
Kyle Carson - Captain - Ajana/Binnu BFB  
Damian Harris – Deputy Captain - Ajana/Binnu BFB  
Glen Reynolds - Lieutenant - Ajana/Binnu BFB  
Jerome Drew – Admin Officer - Ajana/Binnu BFB

CARRIED

SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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7. GENERAL BUSINESS

7.1 First and Final Firebreaks Notice

The burning timeframes for 2022/2023 be retained per prior years as agreed for the Shire of Northampton, Shire of Chapman Valley and City of Greater Geraldton.

Moved – Len Simmons, Seconded – Stan Sutherland

That the burning timeframes be recommended to Council as follows:

|                    |                         |
|--------------------|-------------------------|
| Restricted Period  | 1/09/2022 - 14/10/2022  |
| Prohibited Burning | 15/10/2022 - 14/02/2023 |
| Restricted Period  | 15/02/2023 - 7/04/2023  |

CARRIED

7.2 Australian Fire Danger Rating System

The Australian Fire Danger Rating System Update / Fire Weather Districts Review was discussed and the information package distributed to brigade contacts.

7.3 COVID – Vaccination Status

Brigades were provided with a member list and requested to provide vaccination status information and return the list to the Shire. This is the second request for vaccination information.

7.4 Ogilvie Fire Unit

The Business Case for the additional fire unit for Ogilvie was discussed. It was agreed that more emphasis need to be placed on logging attendance at fires to reflect actual attendance which will better support any future requests for additional resources. DCEO Grant Middleton advised that the Business Case would be re-submitted once sufficient data was available to support the request.

7.5 Other Business

Scott Bridgemen requested the issue of slashing along the Port Gregory Road during September be raised as this had resulted in three fires. Scott requested that future works should be undertaken in August as September was getting to late in the season. Rob McKenzie will contact Main Roads and discuss.

Action – Rob McKenzie

## SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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There was lengthy discussion about the Kalbarri tip fire. This fire had the potential to escalate to a Hazmat situation and prevailing winds carry toxic smoke over the Kalbarri townsite. Due to key staff being on leave at the time there were a few issues in relation to resourcing which was resolved by local VFRS, Parks and Wildlife and Shire employees. It was agreed that a debrief would be beneficial and any learnings from the debrief Len Simmons added that messaging (Radio/Text/Facebook) could have been handled better during the incident and any learnings from the debrief would be valuable and could be applied to future multi agency type incidents. Greg Poet added that appliances with fire cannons were the most effective way to combat this fire and one of the main issues was the water truck/s being able to keep up with the appliances. Stan Sutherland asked if the tip site's could be made non smoking and appropriate signage installed.

Len Simmons advised that thermal imaging cameras were available and some sites including Ajana/Binnu and Port Gregory/Yallabatharra may benefit by having the equipment available.

The provision of fire appliances was discussed in light of the request by Ogilvie BFB for a fire unit. Some fire appliances are regularly used whereas other appliances such as the Isseka Fast attack and the Horrocks 1.4 have limited use. It was agreed that a review of the Shires resourcing was required to determine the most appropriate locations for the fire units due to climate changes and changing demographics. DFES do have high season units available.

Action – Rob McKenzie

Len Simmons advised that the messaging (Text) being undertaken by the Shire was working well and could it be used more extensively for other types of events such as Cyclones.

Ric Davey requested if future meeting could combine a Microsoft teams meeting for those that were unable to attend in person. DCEO Grant middleton advised that was possible and would be considered for future meetings.

Len Simmons asked if it was possible to have a pre fire season meeting with CBFCA's and the brigade captains.

Action – Rob McKenzie

### 8. CLOSURE

There being no further business the Chief Fire Control Officer thanked everyone for their attendance and declared the meeting closed at 5.10pm.



**KALBARRI VOLUNTEER FIRE & RESCUE SERVICE**

**NORTHAMPTON SHIRE BFB AGM REPORT 6/4/2022**

On April 11<sup>th</sup> 2021, Northampton, Kalbarri & large areas of farming properties in our region experienced the most wide spread natural emergency response West Australia has ever faced due to cyclone Seroja. Kalbarri VFRS members committed a total of 1,298 hours of response time to the cyclone which did not include the hours of local SES members who did an outstanding job. The whole emergency response was conducted whilst in the grip of a Covid lock down. Although many people were badly affected by loss or damage to property, thankfully there was no loss of life.

Kalbarri was awarded the DFES 2021 Volunteer Fire & Rescue Brigade - Team Achievement Award.

**Kalbarri Brigade attended 20 x 000 jobs since the last AGM.**

Structural Fire related: 3

Scrub Fire: 9

Skip Bin Fire: 1

Rubbish Tip Fire: 1

Road Crash Rescue: 3

Ambulance Assist: 1

Cyclones: 1 - (One cycle = one Job).

Hazmat Response: 1

This job count is down on previous years due to Covid lock downs and less people in the region.

Our mitigation program and training calendar were also seriously affected by Seroja & Covid interruptions. However this year we intend to continue with the 'Tenure Blind' burning program with the Shire, Water Corp, DFES & National Parks during the first week of May.

We have also sourced a BOM connected weather station and located it at the Kalbarri Airport. Information from the site can be obtained from the BOM web site or <https://weather.agric.wa.gov.au/station/BTSC>

This has been one hell of a year and we would like to thank the DFES Regional Office, National Park Rangers & DBCA Regional Office, Shire of Northampton & Staff, Kalbarri SES & Local Police in Kalbarri, Northampton & Geraldton Regional Office.

To all those people who came from multiple agencies to assist, and all those who came to volunteer after the cyclone please accept our very sincere THANK YOU.

*Len Simmons*

Captain, Kalbarri Volunteer Fire & Rescue Service

SHIRE OF NORTHAMPTON

Minutes of the Annual Bush Fire Advisory Committee Meeting held at the Northampton Council Chambers, Northampton on Wednesday 6<sup>th</sup> April 2022.

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Department of Biodiversity,  
Conservation and Attractions



Mike Paxman  
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### **Parks and Wildlife Fire Report – 2021/22 Season**

Northampton Shire Fire Advisory

A.G.M. 6 April 2022

**Bushfires-** the Park has experienced a quiet fire season-with one fire caused by lightning, occurring in the national park near the Z Bend recreation site. This fire was rapidly contained thanks to a quick response from DBCA resources, Kalbarri VFRS and local machine contractor Graham Ralph. Park staff also attended a fire in Wandana Nature Reserve as well as several large fires around the regions including incidents at Karijini, Carnarvon, Denmark, and Collie.

**Prescribed burns-** Burning was constrained due to COVID 19 restrictions, however several significant prescribed burns are planned for this autumn to provide improved protection to the Kalbarri Townsite as well as other critical infrastructure and assets. Most of these burns will be open edge burns and will help complement the fuel reduction strategies, including mulching and burning, which have been implemented previously.

Thanks again to members of the Kalbarri, Binuu/Ajana and Northampton Brigades for their continued support and assistance throughout the year. Particular thanks to the Kalbarri VFRS for providing valuable backup when park staff have been deployed at fires elsewhere within the state.

Mike Paxman  
Senior Ranger  
Kalbarri National Park

5 April 2022

## **WORKS & ENGINEERING REPORT CONTENTS**

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

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

|                           |                                   |
|---------------------------|-----------------------------------|
| <b>REPORTING OFFICER:</b> | <b>Neil Broadhurst - MWTS</b>     |
| <b>DATE OF REPORT:</b>    | <b>13<sup>th</sup> April 2022</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 Reynolds, Box, Ogilvie East, Monnegarry, Horan, Ralph, Chilimony, Trevenson, Ogilvie West, Routledge, Teakle, Isachar, Isachar Back, Balline (Lucky Bay), Little Bay, Bowes River and Yerina Springs Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Isachar, Isachar Back and Teakle Road/s.

**Maintenance Items**

- General – Various signage and road furniture works.
- Northampton – Community Centre – Drainage issue surrounding groundwater or possible reticulation water leakage. Unresolved at this stage.
- Northampton – Stormwater pit clearance works undertaken.
- Northampton and Kalbarri – Pre reseal potholes and preparation works being undertaken.
- Kalbarri – Review and Inspection of foreshore BBQ as a result of Cyclone Seroja. Electrician undertaking inspections for insurance purposes and quotes for repair/replacement being requested.
- Kalbarri – Assistance with placement and install of new toilets including Kalbarri depot site.
- Binu – Maintenance and water supply pipe clearance works.
- Waste Disposal sites – Extensive maintenance and push up works carried out by shire resources due to Contractor unable to attend site and material volumes.

**Other Items (Budget)**

- Northampton – Gwalla Street / Second Avenue works sealed with concrete kerb and backfilling works progressing.
- Northampton – Oval renovation works, and assistance associated with WAFL football game at NCC.
- Horrocks – Fire/Ambulance shed access road sealing works including assistance with Chemical dump point.
- Kalbarri – Replacement of old asphalt dual use pathway with new concrete dual use pathway on river side of Grey Street from Porter Street north.

**Plant Items**

- Northampton Fleet vehicles – Awarded – Sedan received; 3 x Utilities outstanding.

**Staff Items**

- Asbestos Awareness training to selected staff members.

**OFFICERS RECOMMENDATION**

**For Council information.**

# SHIRE OF NORTHAMPTON

## WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2021/2022)

(April 2022)

| 2021/2022 Budget Works   | Job No | Status | Comments                          |
|--|--------|--------|-----------------------------------|
| <b><u>REGIONAL ROAD GROUP PROJECTS - 150300</u></b>                                |        |        |                                   |
| <b>Kalbarri Road</b><br>Reseal works 28.00 - 38.00 slk                             | RR14   |        | To be completed within April 2022 |
| <b>Northampton Nabawa Road</b><br>Reseal works 0.00 - 4.38 slk                     | RR15   |        | To be completed within April 2022 |
| <b><u>ROADS TO RECOVERY - 152100</u></b>   |        |        |                                   |
| <b>Ogilvie East Road</b><br>Reseal works 0.00 - 3.20 slk                           | RT36   |        | To be completed within April 2022 |
| <b>Kalbarri Road</b><br>Reseal 28.00 - 38.00 slk                                   | RT37   |        | To be completed within April 2022 |
| <b>Northampton Nabawa Road</b><br>Reseal works 0.00 - 4.38 slk                     | RT38   |        | To be completed within April 2022 |
| <b>Port Gregory Road</b><br>Reseal works 0.00 - 5.32 slk                           | RT39   |        | To be completed within April 2022 |
| <b><u>MUNICIPAL FUND CONSTRUCTION - 150600</u></b>                                 |        |        |                                   |
| <b>Carried Over from 2019/2020</b>   |        |        |                                   |
| <b><u>Kalbarri</u></b>   |        |        |                                   |
| <b>Karina Mews</b><br>Reseal and replace concrete kerbing 210m                     | R982   |        | Deferred to 2022/2023             |
| <b>Smith Street</b><br>Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk | R990   |        | Deferred to 2022/2023             |
| 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><br>Construct, Seal and Drainage                               | R326          | Commenced     | Culvert/Drainage improvements part carry over to 2022/23 |
| <b>Second Avenue</b><br>Construct, Seal and Drainage                               | R327          | Commenced     | To be completed within April 2022                        |
| <b>Forrest Street</b><br>Reseal 0.42 - 1.37 slk                                    | R328          |               | To be completed within April 2022                        |
| <b>Brook Street</b><br>Reseal 0.00 - 0.?? slk                                      | R329          |               | To be completed within April 2022                        |
| <b>Harney Street</b><br>Reseal 0.00 - 0.?? slk                                     | R331          |               | To be completed within April 2022                        |
| <b><u>Kalbarri</u></b>   |               |               |  |
| <b>Grey Street</b><br>Stage 1 Asphalt reseal                                       | R330          |               |  |
| <b>Richardson Street</b><br>Reseal 0.000 - 0.??slk                                 | R333          |               | To be completed within April 2022                        |
| <b>Daglish Crescent</b><br>Reseal 0.030 - 0.00 - 0.?? Slk                          | R334          |               | To be completed within April 2022                        |
| <b>Grey Street</b><br>Construct parallel parking - Wood street north on west side. | R996          | COMPLETE      |  |
| <b><u>Horrocks</u></b>   |               |               |  |
| <b>Glance Street</b><br>Reseal xx -xx slk  | R223          |               | Deferred to 2022/2023                                    |
| <b>Mitchell Street</b><br>Seal access to dump point                                | 5044          | Commenced     | To be completed within April 2022                        |
| 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><br>Reseal works 0.00 - 5.32 slk                                       | R332          |               | To be completed within April 2022 |
| <b><u>MUNICIPAL FOOTPATHS - 150900</u></b><br><b>Carried Over from 2019/2020</b>               |               |               |                                   |
| <b>Northampton - Stephen Street</b><br>Replace DUP from NWCH to West Street                    | F702          |               | Deferred to 2022/2023             |
| <b>Kalbarri - Grey Street</b><br>Replace DUP at front of Allen Centre                          | F707          |               | Deferred to 2022/2023             |
| <b><u>MUNICIPAL FOOTPATHS - 150900</u></b><br><b>New Projects</b>                              |               |               |                                   |
| <b>Kalbarri - Malaluca Pathway</b><br>Maintenance of existing                                  | 08/T379       |               |                                   |
| <b>Kalbarri -Grey Street</b><br>Replace old asphalt with concrete opposite Allen Centre        | F715          | COMPLETE      |                                   |
| <b><u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u></b>                                     |               |               |                                   |
| <b>Northampton - Oval renovation</b><br>Undertake Verti mowing                                 | F016          | COMPLETE      | October 2021                      |
| <b>Northampton Tip Site</b><br>Turn Contamination site - 2 actions per year                    | 3854/08       |               |                                   |
| <b>Northampton Cemetery Site - Memorial Tree area</b><br>Stage 2 - Shelter and Paving to south | 4422/08       | COMPLETE      |                                   |
| <b>Northampton - Community Centre</b><br>Install drainage pipe                                 | 08/D003       | COMPLETE      |                                   |
| <b>Kalbarri - Oval Renovation</b><br>Undertake Verti Drain                                     | F003          | COMPLETE      | October 2021                      |
| <b>Binnu Tip Site</b><br>Establish new site/trenches<br>Cont.                                  | 3858/08       | COMPLETE      |                                   |
| <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><br>Purchase new - trade/sell existing P252 Loader | 4214/99 |          | Delivered by - Caterpillar.         |
| <b>Northampton - New Maintenance Truck</b><br>Purchase New - trade/sell P234                     | 4214/99 | COMPLETE | Delivered by -Purcher International |
| <b>Northampton - Load Covers 1 x Truck, 1 x Trailer</b><br>Install and fit Load Covers           | 4214/99 | COMPLETE |                                     |
| <b>Horrocks - New Zero Turn Mower</b><br>New mower   | 4214/99 | COMPLETE |                                     |
| <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 | COMPLETE |                                     |
| 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 |          | Ordered                             |
| Kalbarri - Chainsaw small rechargeable   | 7362/02 | COMPLETE |                                     |
| Kalbarri - Ranger Ute storage box  | 7362/02 | COMPLETE |                                     |
| Port Gregory - Borefield/Supply Tank monitoring sytem  |         | COMPLETE |                                     |

## HEALTH AND BUILDING REPORT CONTENTS

|       |   |   |
|-------|---|---|
| 7.2.1 | BUILDING STATISTICS FOR THE MONTH OF MARCH 2022 | 2 |
|-------|---|---|

|              |   |
|--------------|---|
| <b>7.2.1</b> | <b>INFORMATION ITEM: BUILDING STATISTICS</b>                                |
|              | <b>DATE OF REPORT: 14<sup>th</sup> April 2022</b>                           |
|              | <b>RESPONSIBLE OFFICER: Michaela Simpson – Manager of Building Services</b> |

### **1. BUILDING STATISTICS**

Attached for Councils' information are the Building Statistics for March 2022.

#### **OFFICER RECOMMENDATION – ITEM 7.2.1**

**For Council information.**

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2022 |          |                             |  |   |  |               |
|--|----------|-----------------------------|--|---|--|---------------|
| Approval Date  | App. No. | Owner                       | Builder  | Property Address                                    | Type of Building   | Value         |
| 11-03-22   | 1930     | Merv & Irene Miles          | Mervin Miles                                   | 7 (Lot 248) Hamersley St (on Stephen St/ Harvey Rd) | Construct timber frame & Gboard Roof attached to existing pos contact              | \$ 2,000.00   |
| 01-03-22   | 2126     | Paul Taylor                 | WA Country Builders (1422)                     | 15 (Lot 356) Giddon Ave, Kalbari                    | Construct new brick & Colorbond single-storey dwelling                             | \$ 298,319.00 |
| 01-03-22   | 2138     | David Booth                 | Owner Builder                                  | 4 (Lot 519) Chick Place, Kalbari                    | Limestone block retaining wall   | \$ 10,000.00  |
| 14-01-22   | 2140     | Colin Anderson              | Simple Life Projects (14232)                   | 4 (Lot 606) Salamit Place, Kalbari                  | Additions to existing dwelling   | \$ 200,000.00 |
| 28-02-22   | 2142     | DC Brown & IS Caldwell      | Bradley Smith Builders (100390)                | 40 (Lot 16) Mainer Crescent, Kalbari                | Construct new 4-bedroom timber-framed dwelling                                     | \$ 553,850.15 |
| 01-03-22   | 2143     | William Lindsay             | Owner Builder                                  | 46 (Lot 166) Cerrolepis Circuit, Kalbari            | Construct new 1-bedroom timber-framed dwelling with shed                           | \$ 220,000.00 |
| 10-03-22   | 2152     | Anthony & Reanna Minchinton | Kilburn Builders                               | 10 (Lot 10) Ranch Court, Kalbari                    | Construct single storey residential dwelling inclusive of alhesoo, garage and shed | \$ 470,000.00 |
| 01-03-22   | 2153     | Lyn Casley                  | Leonard Richard Casley                         | 50 (Lot 459) John Street, Northampton               | Construct new gable workshop   | \$ 12,000.00  |
| 16-03-22   | 2154     | Zeeka Investments           | Batavia Timber and Salvage                     | 217 (Lot 100) Hampton Road, Northampton             | Removal and replacement of asbestos sheeting on dwelling                           | \$ 18,000.00  |
| 10-03-22   | 22001    | Christopher Graham          | Countrywide House Transporters                 | 161 (Lot 6) Harvey Roadn East Boves                 | Dismantle verandahs and relocate transportable house                               | \$ 8,000.00   |
| 17-03-22   | 22002    | Peter & Lois Gazzard        | Owner Builder                                  | 16 (Lot 880) Pomee Elbow Kalbari                    | Install fibreglass swimming pool   | \$ 13,000.00  |
| 28-03-22   | 22003    | Peter & Leanne Boland       | Kingspan Water & Energy (Thinkwater Geraldton) | 60 (Lot 303) Explorer Avenue Kalbari                | Construct zincalume rainwater tank   | \$ 10,500.00  |
| 22-03-22   | 22004    | William Hose                | Lane Hose                                      | 36 (Lot 2) Gvalla Street, Northampton               | Construct steel framed kit shed  | \$ 40,000.00  |
| 22-03-22   | 22005    | Paul and Joanne Luston      | Owner Builder                                  | 14 Third Avenue, Horrocks                           | Extension to existing patio  | \$ 4,000.00   |
| 22-03-22   | 22006    | John Van Maanen             | Owner Builder                                  | 3 (Lot 1) Isacher Back Road, Boves                  | Construct new shearing shed  | \$ 13,000.00  |
| 22-03-22   | 22007    | Randal Martin               | Owner Builder                                  | 109 (Lot 288) Siles Road, Kalbari                   | Install swimming pool and fence  | \$ 3,000.00   |

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2022 |          |   |  |   |  |                 |
|--|----------|---|--|---|--|-----------------|
| Approval Date  | App. No. | Owner                                     | Builder  | Property Address                              | Type of Building   | Value           |
| 29-03-22   | 22008    | Alan Cragan                               | Owner Builder                                      | 120 (Lot 163) Wannerenooka Road, Northampton  | Construct single storey, two bedroom dwelling                                | \$ 120,000.00   |
| 22-03-22   | 21CS064  | PR & LM Craig                             | PR & LM Craig                                      | 75 (Lot 29) Charlton Loop                     | Repair and rebuild house roof and shed                                       | \$ 200,000.00   |
| 28-02-2022   | 21CS138  | Global Ag Properties II Australia Pty Ltd | Demolition WA (WAD 387)                            | Location 801f, 1434 Chilton Road, Oglivie     | Demolish cottage and clear site  | \$ 19,200.00    |
| 16-03-2022   | 21CS294  | Rhys Carson Rockvale Pty Ltd              | Titanium Services                                  | 8132 North West Coastal Hwy, Oglivie          | Replace farm shed  | \$ 54,400.00    |
| 4-03-2022  | 21CS297  | Gantheaume Bay Villas Strata Plan 2011    | Bay Building Services (BC14536)                    | Units 1-5, 130 (Lot 85) Grey Street Kalbarri  | Repair roof cover due to cyclone damage                                      | \$ 75,423.00    |
| 3-03-2022  | 21CS300  | DC & RR Stieg & BP & CG Harris            | Champion Sheds                                     | 21 (Lot 78) Port Street, Port Gregory         | Construction of new three bay shed   | \$ 35,000.00    |
| 15-03-2022   | 21CS302  | Michael McKeown                           | Owner Builder                                      | 4562 North West Coastal Highway, Bowes        | Construct new steel framed shed  | \$ 66,000.00    |
| 15-02-2022   | 21CS306  | Sunsea Villas Strata Plan 23181           | Bay Building Services (BC14536)                    | Unit 1-10, 38 (Lot 2) Grey Street, Kalbarri   | Replace asbestos roof sheeting and replace existing patio                    | \$ 1,258,542.00 |
| 3-03-2022  | 21CS310  | Antony and Janene Farmer                  | Owner Builder                                      | 56 (Lot 9) Mary Street, Northampton           | Demolish existing dwelling including outside toilet                          | \$ 19,900.00    |
| 25-02-2022   | 21CS318  | Larry and Anna Cripps                     | Inserve Australia T/A Construct Services (BC13655) | 155 (Lot 10) Stephen Street, Northampton      | Repair structural damage to roof, verandah posts and internal remedial works | \$ 241,981.00   |
| 8-03-2022  | 21CS319  | Alta Riva Corporate Body                  | Simple Life Nominees                               | 3 (Lot 184) Glass Street, Kalbarri            | Remove existing ACM fence  | \$ 4,000.00     |
| 28-02-2022   | 21CS321  | Marine Rescue Kalbarri                    | Simple Life Projects                               | 1 Memorial Drive, Kalbarri                    | Internal repairs and besser block repairs due to cyclone damage              | \$ 548,211.00   |
| 8-03-2022  | 22CS325  | Elizabeth and Murray Burnett              | Geraldton Building Services & Cabinets             | 13 (Lot 508) Chick Place, Kalbarri            | Repairs to roof on dwelling and garage, and patio replacement                | \$ 154,185.88   |
| 15-03-2022   | 22CS326  | Ben Cripps                                | CSS Contracting                                    | 1451 Oglivie East Road, Oglivie               | Construct open front machinery shed  | \$ 220,000.00   |
| 14-03-2022   | 22CS327  | Alan Still                                | John Lyng Insurance Building Solutions (WA)        | 9 (Lot 326) Hasleby Street, Kalbarri          | Rebuild rear patio   | \$ 28,061.00    |
| 14-03-2022   | 22CS328  | Shire of Northampton                      | Norwest Building Group                             | 52 (Lot 463) Harvey Road, Northampton         | Construct new steel framed storage shed                                      | \$ 396,000.00   |
| 14-03-2022   | 22CS329  | Les Rush                                  | OCS Building Maintenance (12132)                   | 41 (Lot 20) Seventh Avenue, Northampton       | Construct new shed and carport   | \$ 212,427.71   |
| 17-03-2022   | 22CS330  | Kevin Ralph                               | OCS Building Maintenance (12132)                   | 11 (Lot 160) Smith Street, Kalbarri           | Repair eaves and wall cladding on dwelling, construct new garage             | \$ 44,445.94    |
| 15-03-2022   | 22CS331  | Frederick and Helen Visser                | Owner Builder                                      | 20 (Lot 246) Persoonia Street, Kalbarri       | Construct limestone wall fence   | \$ 20,000.00    |
| 15-03-2022   | 22CS332  | Mary and Kenneth Ashby                    | Barclays Building Services                         | 11 (Lot 363) Stephen Street, Northampton      | Remediation works to roof, carport and pergola                               | \$ 220,867.00   |
| 28-03-2022   | 22CS333  | Shire of Northampton                      | Brad Gillard                                       | Reserve 52436 (Lot 200) Grey Street, Kalbarri | Construct steel framed ablution facility at Kalbarri boat ramp               | \$ 10,000.00    |

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 22<sup>nd</sup> APRIL 2022

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2022 |          |                                |  |   |  |               |
|--|----------|--------------------------------|--|---|--|---------------|
| Approval Date  | App. No. | Owner                          | Builder  | Property Address                              | Type of Building   | Value         |
| 17-03-2022   | 22CS334  | Shire of Northampton           | Brad Gillard                                       | Reserve 52436 (Lot 200) Grey Street, Kalbarri | Demolish brick ablution facility at boat ramp                                  | \$ 5,000.00   |
| 31-03-2022   | 22CS335  | Shire of Northampton           | Brad Gillard                                       | Grey Street, Kalbarri                         | Construct steel framed ablution facility at Sallys Tree                        | \$ 20,000.00  |
| 31-03-2022   | 22CS336  | Shire of Northampton           | Brad Gillard                                       | Grey Street, Kalbarri                         | Construct steel framed ablution facility at Chinaman Beach                     | \$ 10,000.00  |
| 17-03-2022   | 22CS337  | Owners of Chick Court SP8450   | Bay Building Services                              | Units 7-17, 22 Chick Place, Kalbarri          | Remediation repairs, including roof covers due to cyclone damage               | \$ 462,774.00 |
| 16-03-2022   | 22CS338  | CJ&PJ Hasleby                  | Auspan Building Systems                            | 176 Bowes Spring Road, East Bowes             | Construct shearing shed  | \$ 274,551.00 |
| 21-03-2022   | 22CS339  | Ian Gibson - Strata Plan 47528 | Inserve Australia T/A Construct Services (BC13655) | Units 12-18, 35 Glass Street Kalbarri         | Remediation works to roof structure, masonry walls, windows and internal works | \$ 456,937.00 |
| 24-03-2022   | 22CS340  | Ronald Williams                | Johns Lyng Insurance Building Solutions (101004)   | 42 (Lot 2) Drage Street, Northampton          | Remediation works to roof, verandah and carport                                | \$ 144,558.90 |
| 25-03-2022   | 22CS341  | Kerry and Graeme Black         | OCS Building Maintenance (12132)                   | 73 (Lot 271) Explorer Avenue, Kalbarri        | Repairs to tile roof cover   | \$ 250,372.00 |
| 28-03-2022   | 22CS342  | Jacqueline Mei Soo             | Kingston Building Australia                        | 26 (Lot 380) Stephen Street, Northampton      | Remediation repairs to roof and tie downs                                      | \$ 114,020.00 |
| 28-03-2022   | 22CS343  | Vivian Porter                  | Inserve Australia T/A Construct Services (BC13655) | 67 (Lot 315) Gvalla Street, Northampton       | Repairs to house and carport roof  | \$ 46,544.00  |
| 28-03-2022   | 22CS344  | Miriam Canning                 | Stateside Maintenance Pty Ltd                      | 11 (Lot 606) Bateman Street Northampton       | Replace damaged patio and garage   | \$ 18,000.00  |
| 28-03-2022   | 22CS345  | Fiona Griffiths                | Johns Lyng Insurance Building Solutions (101004)   | 136 (Lot 1) Stephen Street Northampton        | Remediation repairs to roof, verandah and outhouse                             | \$ 273,853.00 |

## TOWN PLANNING CONTENTS

|       |   |    |
|-------|---|----|
| 7.3.1 | EXPRESSIONS OF INTEREST – COASTAL AND ESTUARINE RISK MANAGEMENT PROGRAM.....  | 2  |
| 7.3.2 | PROPOSED BBQ PONTOONS AND RENEWAL OF LICENSE AGREEMENT – RESERVES 25307, 26591 AND 12996, MURCHISON RIVER FORESHORE, KALBARRI ..... | 11 |
| 7.3.3 | SUMMARY OF PLANNING INFORMATION ITEMS.....  | 31 |

**7.3.1 EXPRESSIONS OF INTEREST – COASTAL AND ESTUARINE RISK  
MANAGEMENT PROGRAM**

|                             |   |
|-----------------------------|---|
| <b>LOCATION:</b>            | <b>Horrocks Townsite</b>                      |
| <b>FILE REFERENCE:</b>      | <b>10.8.1.2 – 199 HAT/ A3913</b>              |
| <b>DATE OF REPORT:</b>      | <b>8 April 2022</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>                   |   |

**AUTHORITY / DISCRETION:**

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

**SUMMARY:**

Correspondence has been received from the Department of Fire and Emergency Services advising Council of a funding opportunity initiated by the Federal Government for the Coastal and Estuarine Risk Management Program. The program is a \$50 million funding program to drive long term resilience and sustainability by delivering priority projects that mitigate the impact of coastal hazards on communities and economies.

The Horrocks Coastal Hazard Risk Management and Adaptation Plan was completed in September 2020. The adopted plan includes several additional priority projects that will help to inform and plan for the mitigation of coastal hazards, particularly erosion, on the townsite of Horrocks.

It is recommended that Council consider allocating a budget for this additional work and look to seek funding support through programs like the Coastal Estuarine Risk Management Program as well as the State Governments Coastwest grants.



**LOCALITY PLANS:**



## **BACKGROUND:**

The Coastal and Estuarine Risk Mitigation Program is a \$50 million Federal Government funding program to drive long term resilience and sustainability by delivering priority projects that mitigate the impact of coastal hazards on communities and economies.

Areas of focus for the Program include:

- Adaptation and resilience actions, including investment in grey infrastructure and green-blue infrastructure (which includes nature based solutions)
- Planning, including local and regional risk assessments and mapping, business case development, preparation of community focused regional coastal management programs; and
- Investment in monitoring infrastructure and activities to understand the coastal and estuarine zone over time.

The WA Government is seeking Expressions of Interest for potential Local Government projects that could be included in the WA Government's application to the Coastal and Estuarine Mitigation Program - a short Expression of Interest form is attached.

The Department of Fire and Emergency Services will be responsible for compiling the WA State submission and obtaining support from the WA Minister for Emergency Services, Hon Stephen Dawson.

Completing the Expression of Interest form will not commit the Shire to participate but will help the WA Government identify potential projects for inclusion.

Only significant, high value projects will be considered for inclusion i.e. a request of \$500,000 or higher (maximum project cost \$10 million). Projects need to be completed within 3 years.

Potential projects can be submitted to the State Emergency Management Coordinator by 15 April 2022.

## **COMMUNITY & GOVERNMENT CONSULTATION:**

The recommendations proposed by the Horrocks CHRMAP are underpinned by extensive community engagement.

The engagement methodology involved several key activities to identify stakeholders, inform them about the project process, provide opportunities for

comment and document feedback for consideration from the project team. The consultation process was undertaken in three key phases:

- Phase 1: scoping – to engage with key community and stakeholder representatives.
- Phase 2: awareness and values – to inform and educate the community about the CHRMAP project and to obtain feedback related to community and stakeholder values.
- Phase 3: coastal risks and adaptation (formal advertising) – to inform the community of the results of the vulnerability and risk assessment, present the draft adaptation plan and to obtain feedback on the adaptation options proposed.

Phase 3 was met with some limitations due to the commencement of Covid-19 which hampered consultation efforts. However, given the project had incorporated extensive community engagement at the beginning it was less of an issue.

As part of the next stage of implementation it is considered that community engagement will continue to play a role. To ensure that as the project moves forward it is referenced from an up-to-date check of the communities values it is proposed to revisit this with an initial phase of consultation before moving onto the main part of the project.

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

There is currently no budget allocation for the implementation of the recommendation to undertake a Feasibility Study of Interim Adaptation Option.

It is proposed to examine external funding opportunities to assist in the delivery of this project, particularly the Federal Government's Coastal and Estuarine Risk Mitigation Program.

Initial scoping of the projects cost has ranged for \$65,000 to \$104,000.00. Therefore, should Council wish to seek support through the Federal Government program a 25% contribution would be required. The project under this program can apply up to a three-year duration.

Another program available for the Shire to apply for a grant to undertake the project is the Coastwest Grants. This program requires a 50% contribution from the local government. While this is an annual program, projects with permission can be funded over a two-year duration.

Taking into consideration the funding opportunities and the importance of allocating funds for the ongoing implementation of the Horrocks CHRMAP it is proposed to seek a budget allocation between \$30,000-\$50,000 over two years.

**STATUTORY IMPLICATIONS:**

*State: Planning and Development Act 2005*

*Local Government Act 1995*

*State Planning Policy 2.6 - State Coastal Planning Policy*

*Local: Shire of Northampton Local Planning Scheme No. 10 – Northampton District*

Section 1.3(3) of Local Government Act 1995 details the process for local governments for planning for future risks: 1. In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity”.

*Planning and Development Act 2005 – Part 3 – State Planning Policy No. 2.6 – State Coastal Planning Policy details that:*

1. Local and regional planning strategies, structure plans, schemes, subdivisions, strata subdivision, development applications, coastal planning strategies and foreshore management plans, as well as other planning decisions and instruments relating to the coast should comply with the policy measures;
2. A coastal planning strategy or foreshore management plan is developed in consultation with the broad community and relevant public authorities, and achieve the approval of the local land manager and the WAPC if appropriate;
3. Implementation of this Policy will be through related state planning policies, regional strategies, local planning strategies and regional and local planning schemes.

The implementation of the Horrocks CHRMAP is consistent with these Acts.

**POLICY IMPLICATIONS:**

*Local: Horrocks Beach Local Planning Strategy*

*Horrocks Coastal Hazard Risk Management and Adaptation Plan 2020*

### Horrocks Beach Local Planning Strategy

The Shire's *Horrocks Beach Local Planning Strategy* was approved in October 2015 with the purpose of guiding future growth and development. The strategy seeks to establish an overall pattern of development that respects the key physical, environmental and social issues together with the reasonable expectations of the community and facilitates economic provision of services and infrastructure of Horrocks Townsite and the broader expansion area.

The strategy supports the application of SPP2.6 and therefore the development of the Horrocks CHRMAP and its further implementation through the proposed projects.

The strategy proposes that the lower portions of the coastal region in Horrocks (Lot 20 (Cell 3) be identified as a Coastal Investigation Area, however this is outside of the area covered by this CHRMAP.

### Horrocks CHRMAP

The *Horrocks Beach Coastal Hazard Risk Management Adaptation Plan (2020)* (CHRMAP) was granted final adoption by Council in September 2020. The CHRMAP makes a number of recommendations for additional studies and monitoring measures, these include:

- Additional feasibility assessments to confirm the financial viability of the preferred adaptation option;
- Review of shoreline movement data approximately every 5 years;
- Installation of nearshore hydrodynamic instrumentation to collect wave and water level conditions at locations where interim protection is planned to be implemented;
- Photo monitoring of the beach; and
- Lidar survey and aerial photography of the entire Horrocks coastline, repeated on a regular basis (5-10 years).

### **STRATEGIC IMPLICATIONS:**

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

Supporting strategies from the Shire of Northampton Community Strategic Plan are:

*Provide environmental leadership throughout the Shire  
Better protection of coastal Precincts/areas*

### **COMMENT:**

The CHRMAP was developed to provide a long term view of the potential future coastal erosion impacts to the town and provide potential strategies to adapt to the changing oceanic and coastal conditions.

To proceed with a key recommendation of the CHRMAP, it is proposed that the Shire of Northampton examines funding options to undertake a Feasibility Study of Interim Adaptation Options. It is intended that this study would be developed in accordance with State Planning Policy 2.6 and will be informed by the Horrocks CHRMAP. The table below table provides an outline of the intended scope of the project.

| Stage  | Task   | Deliverables   |
|--|--|--|
| 1. Coastal Values                            | Briefly review and expand on coastal values (social, environmental and economic) identified within the CHRMAP  | <ul style="list-style-type: none"> <li>● Review of Stakeholder and Community Engagement Plan</li> <li>● Foreshore Monitoring Brief</li> <li>● Cost-Benefit Analysis</li> <li>● Benefit Distribution Analysis</li> <li>● Final Report and Implementation Framework</li> </ul> |
| 2. Foreshore Monitoring                      | Recommend a Foreshore Monitoring Program including: <ul style="list-style-type: none"> <li>– Options for engaging the community</li> <li>– Consideration of the coastal values identified in Stage 1</li> <li>– Establishing appropriate photo-monitoring locations (GPS)</li> <li>– Additional methodologies that can be implemented by Shire staff and/or consultants</li> <li>– Options/methodology for storage, analysis and sharing</li> </ul> The recommended Program should be a relatively simple, low cost monitoring program that engages the community and can be implemented by the Shire on an ongoing basis. |  |
| 3. Feasibility of Interim Adaptation Options | Cost-benefit analysis of interim adaptation options for Horrocks Beach. Assessment of impact of adaptation options on coastal values identified in Stage 1. Consult with the community on potential interim adaptation options. Develop implementation framework including adaptation pathways and triggers for preferred adaptation approach.   |  |
| 4. Benefit Distribution Analysis             | Benefit distribution analysis to assess the distribution of benefits between stakeholders which would result from implementing the identified coastal adaptation actions. Recommend funding arrangements that reflect the benefits derived from such actions, minimise subsidies, and avoid additional burden on local ratepayers should be identified.  |  |
| 5. Final Report                              | Submit Final Report that includes outcomes of all stages and provides an implementation framework that guides future action by the Shire.  |  |

The proposed project scope is considered to meet the criterion outlined by the Coastal and Estuarine Risk Mitigation Program.

This is further underpinned by the Australian Government's priority concerning coastal and estuarine hazards.

*“Coastal and estuarine hazards, such as inundation, storm surges and erosion threaten a diverse set of social, natural and cultural assets, including public and private property and valued recreational and tourist areas, with flow-on social, environmental and economic impacts. These coastal and estuarine hazards become disasters when they interact with communities that are exposed and/or vulnerable:*

- *50 per cent of Australia's population live within seven kilometres of the coast, with the number of people living in exposed areas expected to grow as Australia's population increases, under existing land-use planning. Within the next 80 years, more than \$226 billion of public and private assets will be potentially exposed to coastal hazards.*
- *Sea levels have and continue to rise due to climate change. The frequency and intensity, and location of coastal and estuarine hazards, including extreme weather events are also changing, affecting people historically unaffected.*

*The Royal Commission noted that Australia's population is ageing, building standards are progressively becoming outdated, and insurance is becoming increasingly unaffordable and inaccessible, increasing the vulnerability of the Australian population.<sup>3</sup>*

*The Government recognises management of coastal and estuarine hazards is a cross-cutting issue, and that there is a shortfall between the costs of coastal management and planning, and the available funds across governments.”*

In conclusion, the implementation of the key recommendations of the Horrocks CHRMAP is considered to be a high priority from a planning perspective. In addition to the Federal Government funding program there is also the State Government's Coastwest Grants which is an annual program, with the funding round closing at the beginning of April. It is recommended that Council consider including a budget allocation within the 2022/23 Financial Year for the commencement of this project. Even with the absence of full funding, the project can still be undertaken on a staged basis, however, it would be beneficial to seek assistance through a grant program.

**VOTING REQUIREMENT:**

*Absolute Majority Required:*

|  |            |                |
|--|------------|----------------|
| <b>OFFICER RECOMMENDATION – ITEM 7.3.1<br/>consideration</b> | <b>For</b> | <b>Council</b> |
|--|------------|----------------|



**7.3.2 PROPOSED BBQ PONTOONS AND RENEWAL OF LICENSE AGREEMENT – RESERVES 25307, 26591 AND 12996, MURCHISON RIVER FORESHORE, KALBARRI**

|                             |  |
|-----------------------------|--|
| <b>LOCATION:</b>            | <b>Reserves 25307/26591/12996</b>                      |
| <b>FILE REFERENCE:</b>      | <b>10.6.1.3 / 10.6.7</b>                               |
| <b>APPLICANT:</b>           | <b>Daniel Van Den Bosch</b>                            |
| <b>OWNER:</b>               | <b>State of Western Australia/Shire of Northampton</b> |
| <b>DATE OF REPORT:</b>      | <b>13 April 2022</b>                                   |
| <b>REPORTING OFFICER:</b>   | <b>Michelle Allen – Planning Officer</b>               |
| <b>RESPONSIBLE OFFICER:</b> | <b>Garry Keeffe, Chief Executive Officer</b>           |
| <b>APPENDICES:</b>          |  |
| 1.                          | <b>Written information provided by Applicant</b>       |
| 2.                          | <b>Schedule of submissions</b>                         |

**AUTHORITY / DISCRETION:**

**Quasi-Judicial**      *when Council determines an application within a clearly defined statutory framework, abiding by the principles of natural justice, acting only with discretion afforded it under law, and giving full consideration to Council policies and strategies relevant to the matter at hand. These decisions are reviewable by the State Administrative Tribunal.*

**SUMMARY:**

Council is in receipt of an Application for Development Approval for the renewal of an existing BBQ Pontoon Hire business to utilise Reserves 25307, 26591 and 12996 along the Murchison River foreshore. The Pontoon Hire business currently provides (for hire) one motorised pontoon within the Murchison River estuary. The proposal. The application proposes to increase the number of BBQ pontoons from one (1) to two (2) pontoons for hire. Reserves 25307, 26591 and 12996 are vested in the Shire of Northampton, and therefore a new three year License Agreement is also being sought for the use of land to operate the pontoons from Council-controlled land.

This Application for Development Approval has been referred to Council as the proposal seeks to use reserved land vested in the Shire of Northampton.

This report recommends conditional approval of the application.

**LOCALITY PLAN:**

**Figure 1. Proposed Launch sites upon Reserves 25307 and 26591, Kalbarri**



**Figure 2 – Proposed area of operation within Murchison River**



### **BACKGROUND:**

An application has been received from Daniel Van Den Bosch for the renewal of his BBQ Pontoon Hire business. The business currently provides for hire and use, of one trailered BBQ Pontoon vessel which is deployed into the Murchison River and removed from the water at the end of a hire period. This application seeks to increase the number of pontoons from one (1) pontoon to two (2) pontoons.

It is noted that as part of the previous application to Council in July 2019, the application to operate two motorised pontoons was granted. However, due to the impacts of Covid 19 and Cyclone Seroja, purchase of the second pontoon was postponed. Plans to purchase the second pontoon vessel within the following three year license period are planned and dependent upon sustained recovery from Cyclone Seroja and the Covid 19 pandemic

As part of the current application to Council the Applicant has provided:

- Completed Form of Application for Development Approval for a BBQ Pontoon Hire business (offering for hire two pontoons);
- Detailed information regarding the business operations including location boundaries of operation, hours of operation, experience of staff, operating procedures, navigational and safety information, a list of safety equipment to be used, and example hire forms;
- Public Liability Insurance for \$20 million.

A copy of the key information provided by the Applicant has been included in **Appendix 1** of this report. Full copies of all information received in relation to this proposal can be provided to Councillors upon request.

### **The Proposal:**

The proposal involves the operation of a motorised BBQ Pontoon Hire business, for the hire of two (2) pontoons for use upon the Murchison River. The existing vessel (and proposed second vessel) are licensed for up to 12 people each, and have BBQ facilities, seating, shade, chemical toilets, and swimming and fishing platforms. A photograph of the current pontoon is shown in **Figure 3** and the second pontoon is expected to be of similar appearance.

The operation of the pontoon will be strictly within the Murchison River only as shown by the boundaries identified in **Figure 2**, so as to comply with the AMSA Vessel Class 4E (Hire and Drive Vessel/Sheltered Waters, Smooth Waters and Inland Waters). The distance allowed to traverse up the Murchison River will be governed by tidal conditions, and determined by the operator on each individual hire, however the furthest allowable point upstream will be the area known as ‘Go Bang’, so as not to interfere with the current Canoe Safari lease.

**Figure 3. Existing BBQ pontoon**



Launching and retrieval of the vessels will be via the public boat ramp, adjacent to the VMR building on Reserve 25307 (depicted as Launch site 1 in **Figure 1**), with embarking and disembarking to occur from the floating finger jetty. An alternative launch and retrieval site has also been identified (depicted on **Figure 1** as launch site 2) at the northern public boat ramp upon Reserve 26591.

The motorised pontoon vessels are surveyed under the Australian Maritime Safety Authority Policy. The pontoons will be available for hire every day during daytime hours (7am to 7pm), and hires will be available on a half day and full day basis. The Applicant has demonstrated a high level of experience operating vessels upon the Murchison River and is familiar and experienced with the river’s changing wind, weather and tidal conditions, having been involved in operating this business and other similar businesses for the past eighteen years.

Hirers are given a safety briefing prior to use of the vessel, and any hirers intending on fishing will be made aware of the current Department of Fisheries rules and regulations in respect to correct fish identification, size and bag limits,

and will be required to hold a current Recreational Fishing from a Boat License. The vessels are strictly for hire only and skippers are not provided.

The Applicant does not require use of Council Reserves to store any equipment, trailers or vehicles during the hire period but will use the Reserve for the purposes of launching and retrieving the vessel only. Storage of the vessels and trailers when not in use will be at Lot 562 (No. 25) Sutherland Street in the General Industry area, with the storage of those items being a permitted use under the *Shire of Northampton Local Planning Scheme No. 11 (Kalbarri)* within that industrial zone.

No signage has been applied for within this Application for Development Approval.

### **COMMUNITY CONSULTATION:**

The proposed use was advertised in accordance with Schedule 2 - Deemed Provisions, Part 8, cl 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 21 days, commencing on the 3 March 2022 and closing on the 25 March 2022. A range of advertising was undertaken, including:

- A newspaper advert published in the Geraldton Guardian;
- Notices displayed at both the Northampton and Kalbarri Offices;
- Notice made available on the Northampton website;
- Letters sent to stakeholders and government agencies, including:
  - Department of Water and Environmental Regulation
  - Department of Fisheries
  - Department of Primary Industries and Regional Development
  - Department of Transport
  - Department of Biodiversity, Conservation and Attractions
  - Department of Planning, Lands and Heritage
  - Nanda Aboriginal Corporation
  - Yamatji Marlpa Aboriginal Corporation

During the advertising period, three (3) submissions were received, with the three submissions citing no objection to the proposed use and the proposed increase in pontoon vessels from one to two vessels. A Schedule of Submissions is included as **Appendix 2** to this report.

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

The Applicant has paid a development application fee of \$447.00 under the Shire's 'Commercial Recreational Tourism Activity' Local Planning Policy.

Should Council grant formal development approval of this application and enter into a Licence Agreement for a period of three (3) years, the Applicant will be required to pay in advance an annual Reserve User Fee of \$500.00 as per Council Policy 9.2 (a total of \$1500.00) as well as a \$150 fee for the preparation of the License Agreement.

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

**STATUTORY IMPLICATIONS:**

*Local: Shire of Northampton's Local Planning Scheme No. 11*

Shire of Northampton Local Planning Scheme No. 11 (Kalbarri)

Reserves 26591, 25307 and 12996 are reserved as 'Public Open Space' under *Local Planning Scheme No. 11 (Kalbarri)* and are vested with the Shire of Northampton for the purposes of "Parklands" and "Parkland and Recreation".

The objectives of the 'Public Open Space' reserve under Scheme No. 11 are:

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

**POLICY IMPLICATIONS:**

*Local: Shire of Northampton Kalbarri Townsite Local Planning Strategy*

*Shire of Northampton Kalbarri Coastal Management Strategy*

*Shire of Northampton Local Planning Policy – Commercial Recreational Tourism Activity*

Shire of Northampton Kalbarri Townsite Local Planning Strategy

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

*“It is considered that Kalbarri’s long term security of visitors lies heavily in expanding and promoting the Intrastate family tourist market and, in particular, heightening the range of experiences and services available to families. This requires not only the provision of accommodation, attractions, and entertainment but, more importantly, the “packaging” of these into a “whole of family” (eg Club Med) experience where the parents have the opportunity to enjoy their holiday as much as the children.”*

The Kalbarri Townsite Strategy also emphasises that the proper management and use of the Murchison River estuary is a priority, stating:

*“The mouth of the River and the waters adjacent to the Townsite are subject to intense competition for use by recreational swimmers and boaters, recreational and commercial fishing vessels accessing the ocean and tourism activities which is continuing to increase. As a consequence, existing conflicts and issues can be expected to intensify including:*

- *Ensuring the safety of swimmers from boating traffic and the need to ensure clear demarcation of boating channels for swimmers;*
- *Conflicts between swimmers and other recreational users of non-powered craft, including commercially hired craft;*

#### Shire of Northampton Kalbarri Coastal Management Strategy

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

- *“Protect and enhance the attraction of Kalbarri as a tourist destination- To ensure that Kalbarri can continue to support a local tourist economy and to enhance Kalbarri’s position as a premier holiday destination within Western Australia;*
- *Protect and maintain facilities and access for commercial and recreational use- To facilitate ongoing, sustainable public access and recreational use of the area for current and future generations. Ensure the facilities are adequate to meet the current needs of the community, visitors and local industry; and*
- *Manage public safety and protect infrastructure- To ensure public safety and the protection of infrastructure from damage by coastal and fluvial forces.”*

Commercial Recreational Tourism Activity - Local Planning Policy (2018)

The application has been lodged under Council's 'Commercial Recreational Tourism Activity' Local Planning Policy. The objectives of the Policy are as follows:

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

Section 3.3.3 of the Policy states the following in relation to water-based activities:

- 3.3.3.1 *Permission will be given to the use of the beach area for guided tours/hiring of water based equipment, provided the applicant is prepared to comply with the terms of any licence of the relevant authority of the water body.*
- 3.3.3.2 *The activities are not to dominate the main informal water-based activity, conflict with the designated water based activity or create a public danger.*
- 3.3.3.3 *All activities must be located adjacent to constructed public carpark areas and public conveniences.*
- 3.3.3.4 *The activity is not to damage, or lead to the degradation of, the coastal or marine environment.*
- 3.3.3.5 *All activities are not to create a public nuisance to nearby residents, or affect residential amenity and is not to create public nuisance to other regular water-based activities.*



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

Furthermore Section 3.4.2 of the Policy states:

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

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

| <b>Location</b>   | <b>Restriction</b>  |
|---|---|
| Reserve 12996,<br>25307 &<br>26591<br>“Murchison<br>River<br>Foreshore”<br>Kalbarri | <p>Jet Skis &amp; Houseboats are NOT PERMITTED.</p> <p>No further approvals will be issued other than for the following:</p> <ul style="list-style-type: none"> <li>• BBQ Pontoon Hire – 1 Agreement (maximum of 1 pontoon for 12 month trial period then possibility for 2 pontoons); and</li> <li>• River Boat Cruise – maximum of 2 boats;</li> <li>• Coffee Van - 1x Itinerant Food Van (restricted times)</li> </ul> |

It is noted that within this *Local Planning Policy* there exists a provision for one (1) BBQ Pontoon Hire, and the opportunity for a second pontoon after a twelve month trial period. The current operator has now operated the first BBQ pontoon for a period of six years.

In assessing and determining an application, Council will be guided by the following selection criteria, as per section 3.5.2:

- (a) *“Previous relevant experience of the applicant(s);*
- (b) *Full details of type of service to be operated;*
- (c) *Preferred location of operation (with alternatives);*

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

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

#### **STRATEGIC IMPLICATIONS:**

The Shire of Northampton is well positioned to take advantage of the increasing demand from visitors for this kind of water-based tourism experience. Tourism, especially within Kalbarri, is a major contributor to the Shire's economy and the area's local fishing, beaches and environs are attractive tourist features.

It is therefore applicable for Council to consider the strategic importance of tourism operations such as the BBQ Pontoon Hire and the additional tourism value that it contributes to Kalbarri.

#### **COMMENT:**

The proposed renewal of the BBQ Pontoon Hire business and the increase in the number of vessels from one (1) to two (2) is considered to accord with the *Shire of Northampton Local Planning Scheme No. 11 – Kalbarri Townsite*, the *Shire of Northampton Kalbarri Townsite Local Planning Strategy*, the *Shire of Northampton Kalbarri Coastal Management Strategy* and the *Shire of Northampton Local Planning Policy - Commercial Recreational Tourism Activity*.

Further, there are specific allowances within *Local Planning Policy – Commercial Recreational and Tourism Activity* for the provision of the BBQ Pontoon Hire commercial activity to utilise Reserves 25307, 26591 and 12996.

During the advertising period, three (3) submissions were received, with no objections to the proposal or the increase in the number of vessels for hire.

Should Council grant approval to this application, a new License Agreement will need to be entered into with the Applicant for use of Reserves 25307 and 26591, with the agreement requiring the approval of the Minister of Lands. The License Agreement contains all those requirements and conditions considered essential for the operations of the business and to ensure ecologically sustainable use and protection of Reserves for the benefit and enjoyment of future generations.

**VOTING REQUIREMENT:**

Simple Majority Required.

**CONCLUSION:**

Having taking into consideration the requirements of the Shire's *Local Planning Scheme No. 11 (Kalbarri Townsite), Local Planning Strategies, Kalbarri Coastal Management Strategy and Local Planning Policy 'Commercial Recreational Tourism Activity'* and the submissions received in relation to the BBQ Pontoon Hire proposal, it is recommended that approval be issued to the Applicant, Daniel Van Den Bosch, for the use of Reserves 25307, 26591 and 12996, subject to the conditions detailed below.

| <b>OFFICER RECOMMENDATION – ITEM 7.3.1</b>  | <b>APPROVAL</b> |
|---|-----------------|
| <b>That Council:</b>  |                 |
| <p><b>1. Grant Development Approval for the experiential use (BBQ Pontoon Hire) of Reserves 25307, 26591 and 12996 Murchison River Foreshore Kalbarri, with the following conditions:</b></p> <p><b>a. This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's <i>Local Planning Scheme No. 11 – Kalbarri</i> and the <i>Planning and Development Act (2005)</i> 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 reserve within which the use is proposed to be located;</b></p> |                 |

- b. The Pontoon Hire shall be limited to two (2) motorised pontoons with trailers;**
- c. The Applicant shall contact the Shire of Northampton’s Environmental Health Officer to ensure compliance with all environmental health regulations;**
- d. The Applicant shall obtain any appropriate approvals for commercial vessel safety with the Australian Maritime Safety Authority, and use approved vessels only, for the two BBQ Pontoons;**
- e. The Applicant shall maintain 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*;**
- f. 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 License Agreement being entered into by the Applicant and the Shire in accordance with Council’s *Local Planning Policy – Commercial Recreational Tourism Activity*;**
- g. This Development Approval shall remain valid whilst the License Agreement referred to above remains current and valid, and on the expiration or in the termination of such Licence Agreement, this Development Approval shall cease to be valid;**
- 2. Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement as per the above, with any disputes to be referred back to Council for final determination; and**
- 3. Refer the License Agreement to the Department of Planning, Lands and Heritage for Ministerial consent.**

**Advice Notes**

- 1. *The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.***

- 2. *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be made within 28 days from the date of this notice.***

## APPENDIX 1. INFORMATION SUBMITTED BY APPLICANT

Mr D Van Den Bosch  
PO Box 356  
Kalbarri  
WA  
6536

23rd February 2022

Michelle Allen  
Planning Officer  
Shire of Northampton  
PO Box 61  
Northampton  
WA  
6535

**Re: Application to renew Licence Agreement 2019-004, BBQ Pontoon Hire (2 Motorised Pontoons), Reserves 25307, 26591, and 12996, Murchison River and Foreshore, Kalbarri**

Dear Michelle,

I submit to you my planning application and all supporting documents to renew and amend my current Licence Agreement for yours and Councils consideration.

Kalbarri Party Pontoon has been successfully operating for the past 6 years, currently under Licence Agreement 2019-004 dated 24<sup>th</sup> July, 2019. I formally submit my application for renewal of said licence.

Separate applications to the Department of Lands for renewal of use of reserve R25307 or R26591 during launch and retrieval of the vessel will be made if deemed necessary by Council.

The Murchison River is a great attraction to our town, it provides both visitors and locals many avenues of recreation including fishing, crabbing, swimming and sight seeing. The Kalbarri Party Pontoon provides an alternative way to experience the river. Having been involved in tourism in Kalbarri for the past 18 years I believe such an attraction will continue to be an asset to the town, providing the public with another avenue to enjoy our beautiful waterway.

In support of the application I submit :

**a) Previous relevant experience of the applicant:**

I have been successfully running this operation for the past 6 years and have received nothing other than positive feedback from customers.

I have extensive knowledge of the river and its changing conditions including wind, weather and tidal changes. This knowledge is vital when deciding whether the conditions allow for safe operation.

I am fully aware of all the governing regulations involved, including Shire Policies and Australian Maritime Safety Authority Policies, National Standards for Commercial Vessels, Certification of Operation, Certification of Survey and Safety Management Systems.

I hold all the relevant qualifications for this type of operation including HLTF311A Apply First Aid, WA Government Working with Children Check, MROCP (Marine Radio), Western Australian RST (117602) and WA Police Clearance.

**b) Full details of the type of service to be operated:**

I intend to continue to provide for hire and use, a trailerised BBQ Pontoon style boat which will be deployed into the river just prior to the hire period, then removed from the water at the end of the hire period.

The current vessel in use is surveyed (Scheme NS) under the Australian Maritime Safety Authority Policy and is operated with a Certificate of Operation under the Marine Safety (Domestic Commercial Vessel) National Law Act 2012 (The National Law Act). Adequate safety management systems under the National Law Act 2012 have been implemented. All supporting documents are included in appendix 1.

The vessel is licenced for up to 12 people, therefore the hire provides the opportunity for 2 or 3 families to enjoy a day on the river together.

The vessel has a BBQ facility, seating, shade and swimming and fishing platforms in order to ensure an enjoyable experience.

The vessel is for both locals and tourists to utilise.

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

The operation of the pontoon will continue to be strictly in the Murchison River only, so as to comply with the AMSA Vessel Class 4E (Hire and Drive Vessel / Sheltered Waters, Smooth Waters and Inland Waters) [see appendix 1]

The distance allowed to traverse up the Murchison River is solely governed by tidal conditions, and determined by the operator on each individual hire. A maximum limit upstream is limited to the area known as "Go Bang" so as not to interfere with the current Canoe Safari lease operating on the river.  
[see appendix 2]

The preferred site for launch and retrieval of the vessel is at the public boat ramp located adjacent to the VMR Building on Shire Reserve R25307 with embarking and disembarking from the floating finger jetty. An alternative launch and retrieval site is the Northern public boat ramp located at the marina on Shire Reserve R26591.  
[see appendix 3]

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

Diagram of service when in operation is shown in appendix 2 as per section c) above. Location of equipment and trailers is outlined in section j) of this application. Signs and operators tables etc. are not applicable.

**e) Hours and dates of operation**

Hires are available every day, unless weather and tide conditions dictate that boating activities are not suitable.

Hires are available in daylight hours only, 7am to 7pm inclusive.

**f) Method of operation, eg. hourly hire, 15 minute rides, day trips, and proposed charges to clients**

Hires are currently available on a half day (5 hour, am or pm) or full day (8 hour) basis.

Half day hires are charged at \$280 inclusive of fuel and safety equipment.

Full day hires are charged \$380 inclusive.

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

The business currently operates with a Suntracker Party Barge 21, with a length less than 7.5m and a governed Mercury 4 Stroke motor which fully complies with Australian Marine Safety Authority Regulations.

The vessel is well maintained and in excellent condition.

The vessel is licenced to carry up to 12 persons.

The vessel has adequate seating, swim platform, BBQ facility, shade canopy and chemical toilet provided.

Given the uncertainty of the last 2 years in regard to Covid19 and cyclone Seroja, the purchase of a second appropriate trailerised vessel was postponed until such time as things become more stable. As previously advised, all aspects of comfort, reliability and most importantly safety will be considered when purchasing the second vessel.



**h) All of the intended safety measure, i.e. marker buoys, rescue boats, signs etc.**

Safety, as always, is imperative. All adequate safety equipment is provided with the vessel for each and every hire. The safety equipment used is that which is outlined in the Guidance Notice shown in appendix 1, such as life saving equipment including PFD's, anchor and cable, communications equipment, navigation lights and compliant first aid kit.

At the commencement of each hire the hirer is required to undergo a full briefing to familiarise them with the vessel, and all safety procedures. A Hire Form accepting full responsibility and a Safety Brief Form is signed and dated. [see appendix 4]

The hirer is provided and briefed with a detailed map of the Murchison River, which indicates all allowable and restricted areas and appropriate land marks for easy position identification.

Currently there are marker buoys in place near the river mouth set by the Department of Transport and marker buoys further up river set by other operators. These marker buoys are utilised to aid navigation and the operator assists with the upkeep and maintenance of the buoys up river.

In case of an emergency or breakdown the hirer of the vessel has mobile phone access to the operator. The vessel is also fitted with Marine VHF Radio which can be utilised to contact Kalbarri VMR 673 if required. Full instructions are given.

Should the need arise a rescue dinghy is available for any assistance.

**i) A cover note or similar statement from an Insurance company indicating willingness to promote insurance coverage (minimum \$20 million Public Liability coverage required)**

The current Public Liability Insurance Schedule of Cover is attached.  
[see appendix 5]

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

No on site storage requirements are required on Shire Reserves R25307 and R26591 for this application.

When not in use, the vessel is stored in the Kalbarri Light Industrial Area in the secure yard at 25 Sutherland Street. When the vessel is on hire the empty trailer is parked in the boat trailer car park at the rear of the VMR Building.

**k) Intended signage (may require Councils additional separate approval)**

No signage is required for this operation at this point in time. If, however, signage would be seen as an advantage in the future, the appropriate applications will be made to Council at that time.

**I) Any additional information specific to the individual service to be provided.**

All bookings are taken direct via mobile phone, through membership of the Kalbarri Visitors Centre, or online via our website

All paperwork is completed prior to the hire on board the vessel during the safety briefing. All advertising is through brochures and website.

All hirers intending on fishing are made fully aware of current Department of Fisheries rules and regulations in respect to correct fish identification, size and bag limits and ensure they hold a current Recreational Fishing From A Boat License.

I also note that the vessel is strictly for HIRE ONLY. Under no circumstances is it guided with a qualified Skipper, so as not interfere with any other current operations running in the area.

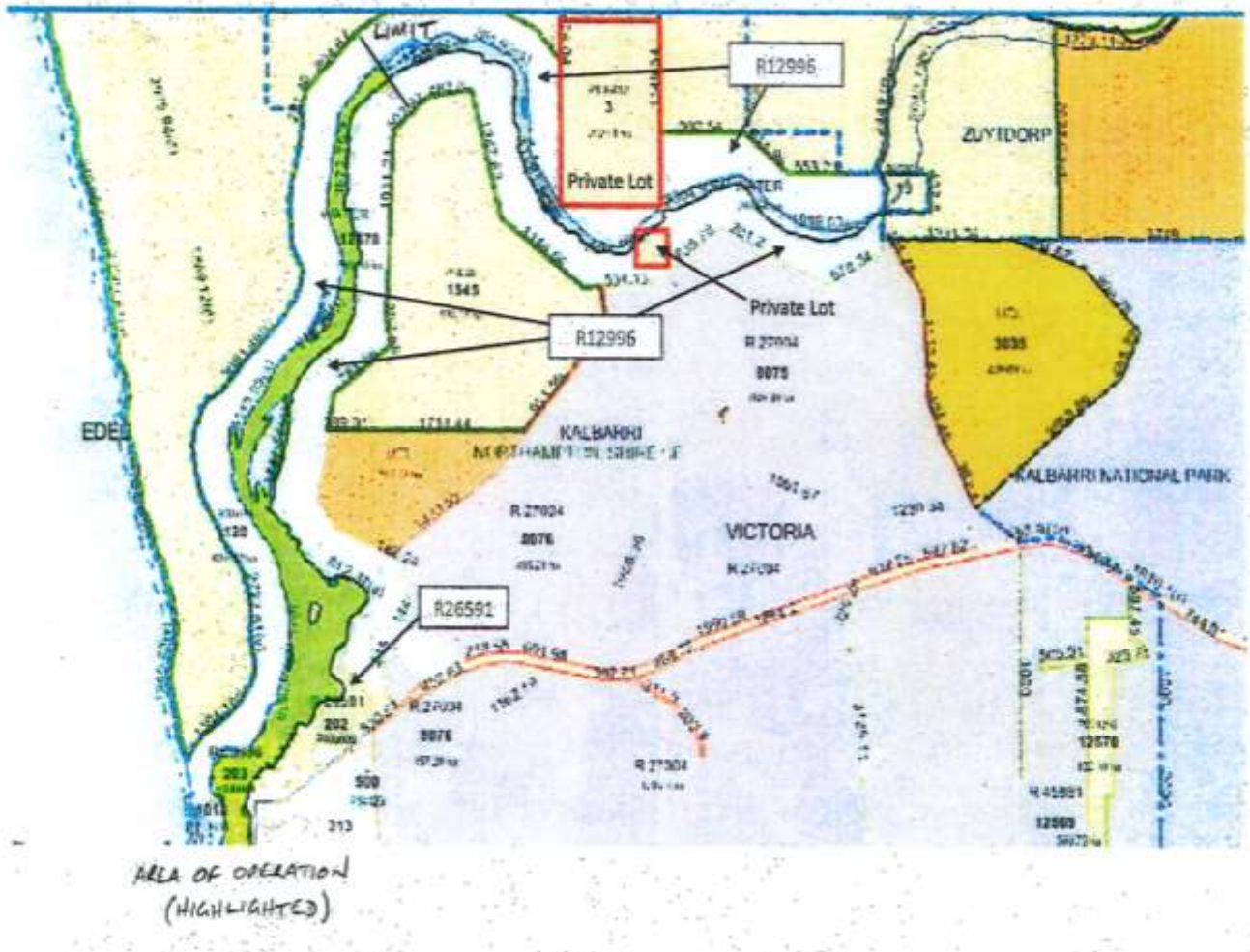
Thank you in advance of your attention.

Kind Regards,

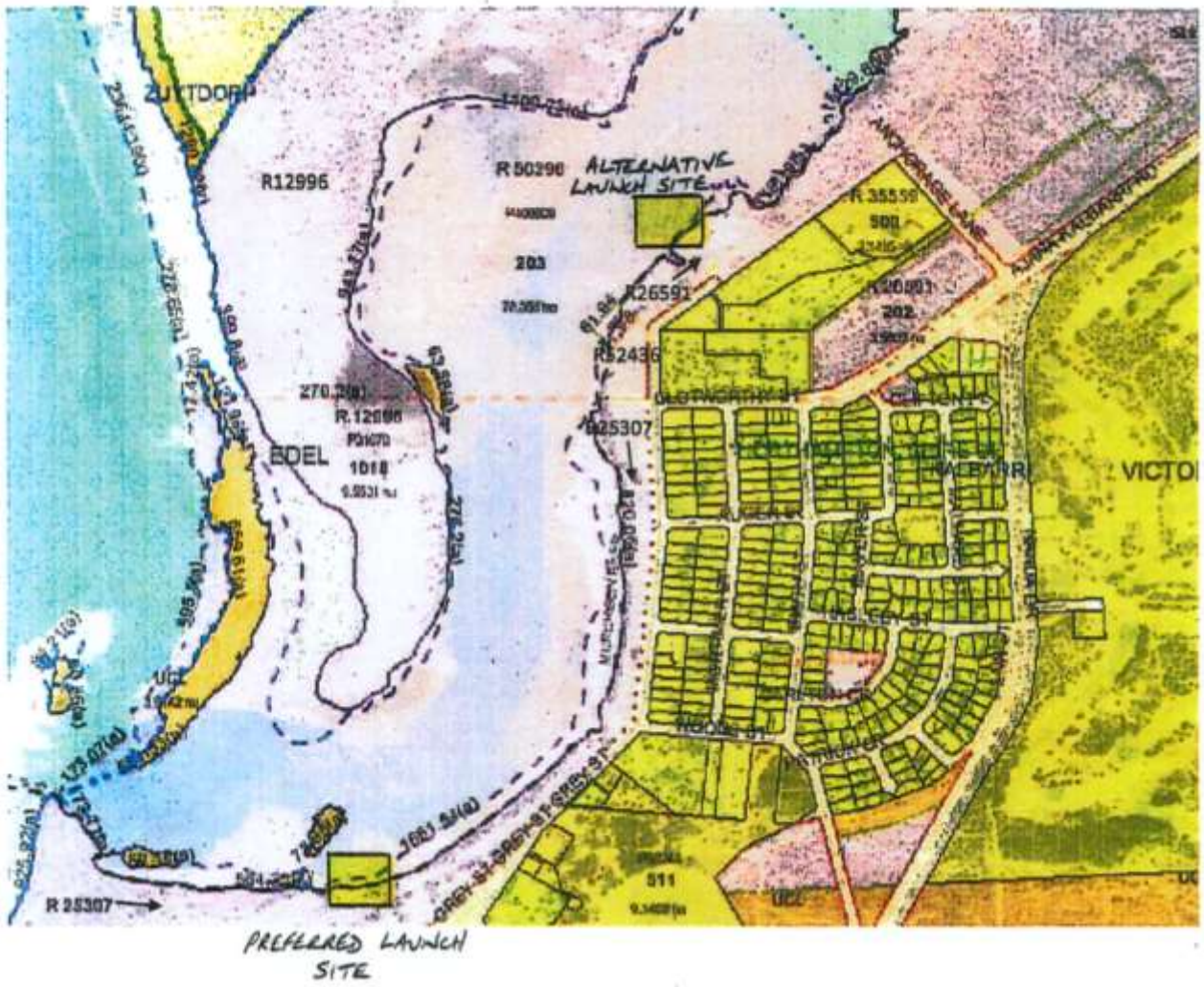


Daniel Van Den Bosh  
0417 908928  
kalbarripartypontoon@outlook.com

**MAP OF RIVER INDICATION AREA OF OPERATION**



**MAP OF TOWNSITE SHOWING LAUNCH AND RETRIEVAL SITE**



**7.3.3 SUMMARY OF PLANNING INFORMATION ITEMS**

**DATE OF REPORT:** 14 April 2022  
**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                           |
|----------------------------|--------------------------|---|--|--------------------------------|
| 018                        | L Crickmay               | LOT 10 (NO. 19) FOURTH AVENUE, NORTHAMPTON        | ADDITIONS TO HERITAGE LISTED RESIDENCE PLACE NO. 122       | 15 March 2022                  |
| Exemption Application E018 | JL Loffler               | LOT 180 (NO. 11) GLASS STREET, KALBARRI           | TEMPORARY ACCOMMODATION ANCILLARY – TO 31 JULY 2022        | 15 March 2022                  |
| 019                        | RG Borschmann            | LOT 41 (NO. 8) GREY STREET, KALBARRI              | CARPORT – R-CODE VARIATION                                 | 17 March 2022                  |
| 020                        | Fox Transportables       | LOT 192 (NO. 7) CASSIA CLOSE, KALBARRI            | SINGLE DWELLING – R-CODE VARIATION                         | 17 March 2022                  |
| 021                        | M Rodger & E Nightingale | RESERVE 12996 MURCHISON RIVER FORESHORE, KALBARRI | KALBARRI QUADBIKE SAFARI TOURS – GUIDED 4 WHEEL BIKE TOURS | 18 March 2022 Ordinary Meeting |
| 022                        | M Rodger & E Nightingale | LOT 13 (NO. 5618) AJANA-KALBARRI ROAD, KALBARRI   | HOME BUSINESS RENEWAL                                      | 18 March 2022 Ordinary Meeting |
| 023                        | JA Booth & IJ Bursnell   | LOT 238 (NO. 15) CARLTON CRESCENT, KALBARRI       | ADDITIONS TO TWO GROUPED DWELLINGS (CARPORTS &             | 18 March 2022 Ordinary Meeting |

|     |                        |  |  |               |
|-----|------------------------|--|--|---------------|
|     |                        |  | STOREROOMS) – R-CODE VARIATION                                   |               |
| 024 | Fox Transportables     | LOT 270 (NO. 5) ASH PLACE, KALBARRI            | SINGLE DWELLING – R-CODE VARIATION                               | 29 March 2022 |
| 025 | S Gorman               | LOT 9 (NO. 31) GLASS STREET, KALBARRI          | GROUPED DWELLING – RETAINING & BOUNDARY WALLS (R-CODE VARIATION) | 30 March 2022 |
| 026 | Bradley Smith Builders | UNIT 1, LOT 781 (NO. 6) KELSAR GREEN, KALBARRI | EXTENSION TO GROUPED DWELLING – R-CODE VARIATION                 | 5 April 2022  |
| 027 | TR & SJ Hay            | LOT 111 (NO. 7) LYNTON AVENUE, KALBARRI        | RETAINING WALLS – R-CODE VARIATION                               | 5 April 2022  |
|     |                        |  |  |               |

**OFFICER RECOMMENDATION – ITEM 7.3.3**

**For Council Information**

|  |
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|       |   |    |
|-------|---|----|
| 7.4.1 | ACCOUNTS FOR PAYMENT                      | 2  |
| 7.4.2 | MONTHLY FINANCIAL STATEMENTS – MARCH 2022 | 11 |

**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> April 2022</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 22<sup>nd</sup> April 2022, 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 22191 to 22203 inclusive totalling \$42,811.62, Municipal EFT payments numbered EFT23303 to EFT23407 inclusive totalling \$683,298.75, Trust Fund Cheques 2687 to 2700 totalling \$13,732.27, Direct Debit payments numbered GJ0910 to GJ0918 inclusive totalling \$364,152.29 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>      |
|--------------|-------------|--------------------------------------|-------------------------------------|--------------------|
| 22191        | 02-03-2022  | CITY OF GREATER GERALDTON            | REFUSE DISPOSAL - MERU              | 2902.60            |
| 22192        | 02-03-2022  | GERALDTON MOWER & REPAIR SPECIALISTS | PLANT REPAIRS                       | 571.80             |
| 22193        | 09-03-2022  | SYNERGY                              | ELECTRICITY CHARGES                 | 5123.52            |
| 22194        | 16-03-2022  | AUSTRALIA POST                       | POSTAGE                             | 672.23             |
| 22195        | 16-03-2022  | SHIRE OF CHAPMAN VALLEY              | WHS ADVERTISING                     | 587.08             |
| 22196        | 16-03-2022  | COLLEEN DRAGE                        | REFUND DOG REGISTRATION             | 25.00              |
| 22197        | 16-03-2022  | GERALDTON MOWER & REPAIR SPECIALISTS | CHAINSAW BARS                       | 150.00             |
| 22198        | 16-03-2022  | KALBARRI GAS                         | GAS                                 | 223.00             |
| 22199        | 16-03-2022  | MCLEODS BARRISTERS & SOLICITORS      | LEGAL FEES RECOVERY OF UNPAID RATES | 332.96             |
| 22200        | 16-03-2022  | SHIRE OF NORTHAMPTON                 | NCCA OPERATING GRANT 21/22          | 2000.00            |
| 22201        | 22-03-2022  | SHIRE OF NORTHAMPTON                 | BOAT RAMP ABLUTIONS DEM APP         | 110.00             |
| 22202        | 22-03-2022  | SHIRE OF NORTHAMPTON                 | KALB BOAT RAMP ABLUTION BUILD APP   | 330.00             |
| 22203        | 23-03-2022  | SYNERGY                              | ELECTRICITY CHARGES                 | 29783.43           |
|              |             |                                      |                                     | <b>\$42,811.62</b> |

**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

| EFT #    | Date       | Name   | Description                             | Amount   |
|----------|------------|--|---|----------|
| EFT23303 | 02-03-2022 | AMAZZINI & SON                                 | PATHWAY PAVERS                          | 1480.40  |
| EFT23304 | 02-03-2022 | ANGIES CAFE                                    | REFRESHMENTS                            | 300.00   |
| EFT23305 | 02-03-2022 | BLACKWOODS                                     | TRAFFIC CONES                           | 385.97   |
| EFT23306 | 02-03-2022 | BLACKTOP CONSULTING ENGINEERING                | CYCLONE ALLEN CTR STRUCTURAL<br>INSPECT | 2926.00  |
| EFT23307 | 02-03-2022 | BRIDGESTONE SERVICE CENTRE                     | VEHICLE WHEEL ALIGNMENT                 | 79.00    |
| EFT23308 | 02-03-2022 | BRUCE ROCK ENGINEERING                         | TRUCK TARP FITTING                      | 27225.04 |
| EFT23309 | 02-03-2022 | CENTRAL WEST PEST CONTROL                      | NCCA PEST CONTROL                       | 120.00   |
| EFT23310 | 02-03-2022 | CENTRAL WEST PUMP SERVICE                      | SERVICE PUMP                            | 649.00   |
| EFT23311 | 02-03-2022 | CLEANAWAY OPERATIONS PTY LTD                   | RES/COMM REFUSE COLLECTION              | 36254.89 |
| EFT23312 | 02-03-2022 | WINC AUSTRALIA PTY LTD                         | P/COPIER MTCE                           | 1515.03  |
| EFT23313 | 02-03-2022 | CORSIGN WA PTY LTD                             | HARDWARE                                | 377.30   |
| EFT23314 | 02-03-2022 | TOLL TRANSPORT PTY LTD                         | FREIGHT                                 | 41.05    |
| EFT23315 | 02-03-2022 | HAYLEY R WILLIAMS DEVISE URBAN<br>PLANNING     | PLANNING SERVICES                       | 4290.00  |
| EFT23316 | 02-03-2022 | SIMON DRAGE                                    | NCC REPLACE KITCHEN DOOR                | 1386.00  |
| EFT23317 | 02-03-2022 | GARY DUNGATE                                   | NTN CEMETERY GAZEBO PAVERS              | 4365.90  |
| EFT23318 | 02-03-2022 | CENTRAL REGIONAL TAFE                          | STAFF TRAINING TRAFFIC MANAGEMENT       | 134.46   |
| EFT23319 | 02-03-2022 | ECO-FLORA CRANE, TRUCK & EXCAVATOR<br>SERVICES | KAL RUBBISH TRUCK REPAIRS               | 2300.00  |
| EFT23320 | 02-03-2022 | ATOM GERALDTON                                 | RETRACTABLE BARRIER                     | 251.33   |
| EFT23321 | 02-03-2022 | GREAT NORTHERN RURAL SERVICES                  | PG WATER LINE PARTS                     | 586.26   |
| EFT23322 | 02-03-2022 | GOODYEAR & DUNLOP TYRES (AUST) PTY<br>LTD      | GENERATOR TYRE                          | 68.77    |
| EFT23323 | 02-03-2022 | C + J HANSON PLUMBING CONTRACTORS              | ANNUAL VALVE TESTING                    | 994.97   |
| EFT23324 | 02-03-2022 | TANYA HENKEL                                   | HERITAGE ADVISORY SERVICES              | 2535.87  |
| EFT23325 | 02-03-2022 | HERSEY'S SAFETY PTY LTD                        | PPE                                     | 475.14   |
| EFT23326 | 02-03-2022 | INCITE SECURITY PTY LTD                        | NTON/KALB CCTV SYSTEM                   | 5394.25  |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 22 APRIL 2022

| EFT #    | Date       | Name   | Description                           | Amount    |
|----------|------------|--|---------------------------------------|-----------|
| EFT23327 | 02-03-2022 | JOHNS LYNG GROUP - INSURANCE BUILDING SOLUTIONS (WA) PTY LTD | CYCLONE KAL CAMP PROGRESS CLAIM       | 101025.36 |
| EFT23328 | 02-03-2022 | KALBARRI AUTO CENTRE   | PLANT SERVICES                        | 3267.00   |
| EFT23329 | 02-03-2022 | KALBARRI EXPRESS FREIGHT                                     | FREIGHT                               | 25.41     |
| EFT23330 | 02-03-2022 | KALBARRI REFRIG AND AIRCON SERVICE                           | SERVICE AIRCONS                       | 1760.00   |
| EFT23331 | 02-03-2022 | KALBARRI GRAVEL & SAND SUPPLIES                              | CYCLONE FORESHORE REPAIRS             | 13662.00  |
| EFT23332 | 02-03-2022 | KALBARRI CONSTRUCTION  | SALLYS TREE & CHINAMANS TOILET BLOCKS | 1815.00   |
| EFT23333 | 02-03-2022 | LAKELINE RESOURCES PTY LTD                                   | PG WATER REPAIRS                      | 1920.16   |
| EFT23334 | 02-03-2022 | MANDURAH JETTY CONSTRUCTION                                  | CYCLONE KAL JETTY REPAIRS             | 49183.20  |
| EFT23335 | 02-03-2022 | LGRCEU   | PAYROLL DEDUCTIONS                    | 82.00     |
| EFT23336 | 02-03-2022 | MIDWEST TURF SUPPLIES  | NTON OVAL REDEVELOPMENT WAFL GAME     | 61328.00  |
| EFT23337 | 02-03-2022 | MIDWEST AERO MEDICAL AIR AMBULANCE                           | MEDICAL                               | 873.60    |
| EFT23338 | 02-03-2022 | NOVUS WINDSCREENS GERALDTON                                  | REPAIR WINDSCREEN                     | 110.00    |
| EFT23339 | 02-03-2022 | GERALDTON CLEANPAK TOTAL SOLUTIONS                           | CLEANING GOODS                        | 597.30    |
| EFT23340 | 02-03-2022 | GERALDTON PCYC   | RAZZAMATAZZ 2022 ANNUAL CONTRIBUTION  | 300.00    |
| EFT23341 | 02-03-2022 | PLATINUM ELECTRICIANS MIDWEST                                | NTON OVAL GENSET CONNECT/SCISSOR LIFT | 3666.49   |
| EFT23342 | 02-03-2022 | PURCHER INTERNATIONAL  | PLANT SERVICE                         | 3620.44   |
| EFT23343 | 02-03-2022 | QUANTUM SURVEYS  | LITTLE BAY CAMP GROUND SURVEY         | 4235.00   |
| EFT23344 | 02-03-2022 | REECE PTY LTD  | PIPE JOINERS                          | 60.84     |
| EFT23345 | 02-03-2022 | SUN CITY PRINT & DESIGN                                      | BUSINESS CARDS                        | 386.00    |
| EFT23346 | 02-03-2022 | 2V NET IT SOLUTIONS  | COMPTER MTCE                          | 574.00    |
| EFT23347 | 02-03-2022 | DATATRAX PTY LTD   | KVC TOUCHSCREEN                       | 395.00    |
| EFT23348 | 02-03-2022 | LANDGATE   | VALUATION EXPENSES                    | 41.30     |
| EFT23349 | 02-03-2022 | WILSONS SIGN SOLUTIONS                                       | HONOUR BOARD NAME PLATES              | 224.40    |
| EFT23350 | 03-03-2022 | MANDY REILLY   | NCCA REIMBS GOODS                     | 171.31    |
| EFT23351 | 08-03-2022 | LANDGATE   | TRANSFER OF LAND                      | 388.05    |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 22 APRIL 2022

| EFT #    | Date       | Name   | Description                        | Amount   |
|----------|------------|--|------------------------------------|----------|
| EFT23352 | 09-03-2022 | TELSTRA  | TELEPHONE CHARGES                  | 4330.01  |
| EFT23353 | 16-03-2022 | AW CRAGAN & ALLCAPRI PTY LTD                       | VARIOUS PLANT HIRE                 | 2054.80  |
| EFT23354 | 16-03-2022 | BUNNINGS (GERALDTON WAREHOUSE)                     | POLY CARBONATE SHEET               | 41.52    |
| EFT23355 | 16-03-2022 | COATES HIRE OPERATIONS PTY LTD                     | PG GENERATOR HIRE                  | 422.86   |
| EFT23356 | 16-03-2022 | BOC GASES AUSTRALIA                                | INDUSTRY GASES                     | 63.98    |
| EFT23357 | 16-03-2022 | TOLL TRANSPORT PTY LTD                             | FREIGHT                            | 107.22   |
| EFT23358 | 16-03-2022 | HAYLEY R WILLIAMS DEVISE URBAN PLANNING            | PLANNING SERVICES                  | 4862.00  |
| EFT23359 | 16-03-2022 | GARY DUNGATE                                       | HAMPTON RD PAVING                  | 7035.00  |
| EFT23360 | 16-03-2022 | ENGIN  | ENGIN CHARGES                      | 352.85   |
| EFT23361 | 16-03-2022 | GERALDTON & MIDWEST SECURITY SERVICES              | SECURITY SYSTEM - QUARTER          | 780.00   |
| EFT23362 | 16-03-2022 | GERALDTON FUEL COMPANY PTY LTD                     | FUEL CARD PURCHASES                | 711.07   |
| EFT23363 | 16-03-2022 | GREAT NORTHERN RURAL SERVICES                      | HARDWARE                           | 774.40   |
| EFT23364 | 16-03-2022 | GREAT SOUTHERN FUEL SUPPLY                         | DEPOT FUEL/FUEL CARDS              | 29115.36 |
| EFT23365 | 16-03-2022 | HASLEBYS HARDWARE SUPPLIES                         | SPRINKLERS, UTE TOOLS BOXES, HWARE | 7250.02  |
| EFT23366 | 16-03-2022 | C + J HANSON PLUMBING CONTRACTORS                  | HKS TOILETS REPAIR SHOWERS         | 314.97   |
| EFT23367 | 16-03-2022 | HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD | PARTS                              | 244.68   |
| EFT23368 | 16-03-2022 | INSTANT RACKING & SHELVING                         | PPE/SHELVING                       | 420.00   |
| EFT23369 | 16-03-2022 | JCB CONSTRUCTION EQUIPMENT AUST (CFC, CEA, JCB)    | PARTS                              | 96.51    |
| EFT23370 | 16-03-2022 | HALLINAN REFRIG & AIRCON                           | SERVICE AIRCON                     | 1442.62  |
| EFT23371 | 16-03-2022 | SCOTT ALEXANDER JONES                              | PT GREGORY MOWING/GARDENING        | 840.00   |
| EFT23372 | 16-03-2022 | KALBARRI AUTO CENTRE                               | FLEET SERVICE                      | 297.00   |
| EFT23373 | 16-03-2022 | KALBARRI WAREHOUSE                                 | NPK, WETTASOIL                     | 234.30   |
| EFT23374 | 16-03-2022 | KALBARRI CARRIERS                                  | CYCLONE TRANSPORT FLOATING JETTY   | 94.88    |
| EFT23375 | 16-03-2022 | KALBARRI NEWSAGENCY                                | STATIONERY                         | 31.75    |
| EFT23376 | 16-03-2022 | KALBARRI REFRIG AND AIRCON SERVICE                 | SERVICE AIRCONS                    | 448.87   |
| EFT23377 | 16-03-2022 | KIMBERLEY QUARRY PTY LTD                           | NTON NABAWA/PT GREG RDS 10MM SEAL  | 26075.87 |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 22 APRIL 2022

| EFT #    | Date       | Name                                  | Description                         | Amount   |
|----------|------------|---------------------------------------|-------------------------------------|----------|
| EFT23378 | 16-03-2022 | KALBARRI OCCASIONAL CHILD CARE CENTRE | KCC OPERATING GRANT 21/22           | 2000.00  |
| EFT23379 | 16-03-2022 | KOMATSU AUSTRALIA PTY LTD             | PLANT SERVICE                       | 1925.19  |
| EFT23380 | 16-03-2022 | LAKELINE RESOURCES PTY LTD            | PG WATER PIPE RE ALIGN              | 3049.23  |
| EFT23381 | 16-03-2022 | MACH ONE AUTO ONE                     | GRADER LIGHT BOARDS                 | 292.20   |
| EFT23382 | 16-03-2022 | LGRCEU                                | PAYROLL DEDUCTIONS                  | 82.00    |
| EFT23383 | 16-03-2022 | GERALDTON TOYOTA                      | NEW CAMRY 2022 161NR                | 33180.53 |
| EFT23384 | 16-03-2022 | MIDWEST FINANCIAL                     | REVISED BAS JAN 22 ASSIST           | 330.00   |
| EFT23385 | 16-03-2022 | MODERN TEACHING AIDS PTY LTD          | NCCA HAND WASH                      | 62.54    |
| EFT23386 | 16-03-2022 | MOORE                                 | BUDGET WORKSHOP DCEO                | 1045.00  |
| EFT23387 | 16-03-2022 | NORTHAMPTON IGA                       | GOODS/REFRESH                       | 855.61   |
| EFT23388 | 16-03-2022 | NORTHAMPTON AUTO ELECTRICS            | PLANT ELECTRICAL MTCE               | 3257.30  |
| EFT23389 | 16-03-2022 | NOVUS WINDSCREENS GERALDTON           | ISUZU WINDSCREEN                    | 322.00   |
| EFT23390 | 16-03-2022 | GERALDTON CLEANPAK TOTAL SOLUTIONS    | CLEANING PRODUCTS                   | 2012.26  |
| EFT23391 | 16-03-2022 | PLATINUM ELECTRICIANS MIDWEST         | CYCLONE ALMA SCHOOL RECON POWER     | 1204.28  |
| EFT23392 | 16-03-2022 | LEANNE ROWE                           | REIMB UNIVERSITY UNIT FEES          | 1563.95  |
| EFT23393 | 16-03-2022 | SEAVIEW FARMING COMPNAY               | LITTLE BAY ROAD RESERVE             | 27500.00 |
| EFT23394 | 16-03-2022 | THE SHEARING SHED CAFE                | REFRESHMENTS                        | 1442.00  |
| EFT23395 | 16-03-2022 | STAR TRACK EXPRESS                    | FREIGHT PARTS                       | 141.38   |
| EFT23396 | 16-03-2022 | THE SEWING FAIRY                      | UNIFORM EMBROIDERY                  | 40.00    |
| EFT23397 | 16-03-2022 | TOTAL TOILETS                         | CYCLONE KAL FSHORE PORTABLE TOILETS | 9517.81  |
| EFT23398 | 16-03-2022 | TRUCKLINE                             | SIGNS                               | 88.02    |
| EFT23399 | 16-03-2022 | WEIRDO'S CARPENTRY & MAINTENANCE      | CYCLONE KAL CEMETERY FENCE REPAIRS  | 15091.00 |
| EFT23400 | 16-03-2022 | WESTRAC EQUIPMENT PTY LTD             | 12M GRADER INJECTORS/PUMP           | 13226.00 |
| EFT23401 | 16-03-2022 | WEST AUSTRALIAN NEWSPAPERS LTD        | ADVERTISING                         | 1201.19  |
| EFT23402 | 16-03-2022 | TELSTRA                               | TELEPHONE CHARGES                   | 545.23   |
| EFT23403 | 17-03-2022 | RIC DAVEY                             | REIMB GLASSES                       | 300.00   |
| EFT23404 | 17-03-2022 | AUSTRALIAN TAXATION OFFICE            | BAS FEBRUARY 2022                   | 22647.00 |



SHIRE OF NORTHAMPTON  
FINANCE REPORT – 22 APRIL 2022

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| <b>EFT #</b> | <b>Date</b> | <b>Name</b>                                | <b>Description</b>         | <b>Amount</b>              |
|--------------|-------------|--|----------------------------|----------------------------|
| EFT23405     | 21-03-2022  | P MARKHAM AND M A WILSON (WILSON COMPLETE) | CYCLONE OLD SCHOOL REPAIRS | 103565.00                  |
| EFT23406     | 31-03-2022  | HAYLEY R WILLIAMS DEVISE URBAN PLANNING    | PLANNING SERVICES          | 4433.00                    |
| EFT23407     | 31-03-2022  | MANDY REILLY                               | NCCA REIMB GOODS           | 88.00                      |
|              |             |  |                            | <u><b>\$683,298.75</b></u> |

**TRUST FUND CHEQUES**

| Chq # | Date       | Name  | Description                          | Amount             |
|-------|------------|---|--------------------------------------|--------------------|
| 2687  |            | CANCELLED   |                                      |                    |
| 2688  | 01-03-2022 | LEANNE RANDALL                                    | REFUND RSL HALL BOND                 | 230.00             |
| 2689  |            | CANCELLED   |                                      |                    |
| 2690  |            | CANCELLED   |                                      |                    |
| 2691  | 03-03-2022 | DEPT OF MINES INDUSTRY, REG & SAFETY              | BRB JANUARY 2022                     | 1761.75            |
| 2692  | 03-03-2022 | SHIRE OF NORTHAMPTON                              | BRB COMMISSION JANUARY 2022          | 30.00              |
| 2693  | 16-03-2022 | DEPARTMENT OF TRANSPORT                           | SPECIAL SERIES PLATE 137NR           | 200.00             |
| 2694  | 18-03-2022 | SHIRE OF NORTHAMPTON                              | BCITF COMMISSION JANUARY 2022        | 74.25              |
| 2695  | 18-03-2022 | BUILDING & CONSTRUCTION INDUSTRY                  | BCITF JANUARY 2022                   | 4632.88            |
| 2696  | 23-02-2022 | DEPARTMENT OF TRANSPORT                           | SPECIAL SERIES PLATES 525NR          | 200.00             |
| 2697  | 29-03-2022 | DEPARTMENT OF TRANSPORT                           | SPECIAL SERIES PLATES 043NR          | 200.00             |
| 2698  | 31-03-2022 | BUILDING & CONSTRUCTION INDUSTRY<br>TRAINING FUND | BCITF FEBRUARY 2022                  | 4946.47            |
| 2699  | 31-03-2022 | DEPT OF MINES INDUSTRY, REG & SAFETY              | BRB FEBRUARY 2022                    | 1350.92            |
| 2700  | 31-03-2022 | SHIRE OF NORTHAMPTON                              | BRB & BCITF COMMISSION FEBRUARY 2022 | 106.00             |
|       |            |   |                                      | <b>\$13,732.27</b> |

SHIRE OF NORTHAMPTON  
FINANCE REPORT – 22 APRIL 2022

**DIRECT DEBITS**

| Jnl #         | Date       | Name                    | Description                     | Amount                     |
|---------------|------------|-------------------------|---------------------------------|----------------------------|
|               | 03-03-2022 | PAYROLL                 | FN/E 2/03/2022                  | 91181.00                   |
|               | 03-03-2022 | SUPERCHOICE             | SUPERANNUATION FN/E 02/03/2022  | 22209.68                   |
|               | 17-03-2022 | PAYROLL                 | FN/E 16/03/2022                 | 91230.00                   |
|               | 17-03-2022 | SUPERCHOICE             | SUPERANNUATION 16/03/2022       | 21817.05                   |
|               | 31-03-2022 | PAYROLL                 | FN/E 30/03/2022                 | 94252.00                   |
|               | 31-03-2022 | SUPERCHOICE             | SUPERANNUATION 30/03/2022       | 22334.68                   |
| <b>GJ0910</b> | 31-03-2022 | NATIONAL AUSTRALIA BANK | BANK FEES                       | 131.23                     |
| <b>GJ0911</b> | 31-03-2022 | NATIONAL AUSTRALIA BANK | BANK MERCHANT FEES              | 303.56                     |
| <b>GJ0912</b> | 31-03-2022 | COMMONWEALTH BANK       | BPOINT FEES                     | 113.76                     |
| <b>GJ0913</b> | 31-03-2022 | NATIONAL AUSTRALIA BANK | BPAY                            |                            |
| <b>GJ0915</b> | 31-03-2022 | NAB CEO CORPORATE CARD  | BANK CHARGES                    | 9.00                       |
|               |            |                         | MEMBER EXP GIFT                 | <u>568.50</u>              |
|               |            |                         |                                 | 577.50                     |
| <b>GJ0916</b> | 31-03-2022 | NAB DCEO CORPORATE CARD | BANK CHARGES                    | 9.00                       |
|               |            |                         | NCCA IINET                      | 82.33                      |
|               |            |                         | KAL CHILD CARE IINET            | 79.99                      |
|               |            |                         | COMPUTER EXPS 2VNET/ADOBE       | 1,187.53                   |
|               |            |                         | MITCHELL/BROWN OFFICE OVEN      | 617.50                     |
|               |            |                         | KMART FRAMES                    | 23.00                      |
|               |            |                         | MEDICAL                         | 825.00                     |
|               |            |                         | WHS EXPS                        | <u>98.05</u>               |
|               |            |                         |                                 | 2,922.40                   |
| <b>GJ0917</b> | 31-03-2022 | NATIONAL AUSTRALIA BANK | LOAN 152 PRINCIPAL 8 March 2022 | 10,118.63                  |
| <b>GJ0918</b> | 31-03-2022 | NATIONAL AUSTRALIA BANK | LOAN 152 INTEREST 8 March 2022  | 6,960.80                   |
|               |            |                         |                                 | <u><b>\$364,152.29</b></u> |



**7.4.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2022**

|                                |   |
|--------------------------------|---|
| <b>FILE REFERENCE:</b>         | 1.1.1                                   |
| <b>DATE OF REPORT:</b>         | 10 <sup>th</sup> April 2022             |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                                     |
| <b>REPORTING OFFICER:</b>      | Grant Middleton                         |
| <b>APPENDICES:</b>             | Monthly Financial Report for March 2022 |

**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 March 2022 are detailed from page 1 to page 30 per the attached Monthly Financial Report.

**FINANCIAL & BUDGET IMPLICATIONS:**

The 31<sup>st</sup> March 2022 financial position is comprised of the following:

Total operating revenue has a surplus position of \$3,067,545 and operating expenditure has a deficit position of \$1,180,861 to the end of March 2022.

The surplus revenue position is predominately due to the \$2,750,000 insurance payment from LGIS received during August and December 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.

**STATUTORY IMPLICATIONS:**

Local Government (Financial Management) Regulation 34 1996  
Local Government Act 1995 Section 6.4

**POLICY IMPLICATIONS:**

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. The current Council Policy sets the material variance at \$5,000.

**VOTING REQUIREMENT:**

Simple Majority Required:

**OFFICER RECOMMENDATION – ITEM 7.4.2**

**That Council adopts the Monthly Financial Report for the period ending 31 March 2022.**

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 March 2022**

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

**TABLE OF CONTENTS**

|  |    |
|--|----|
| Monthly Summary Information                        | 2  |
| Statement of Financial Activity by Program         | 5  |
| Statement of Financial Activity by Nature or Type  | 7  |
| Note 1 Statement of Financial Activity Information | 8  |
| Note 2 Cash and Financial Assets                   | 9  |
| Note 3 Receivables                                 | 10 |
| Note 4 Other assets                                | 11 |
| Note 5 Payables                                    | 12 |
| Note 6 Rate Revenue                                | 13 |
| Note 7 Disposal of Assets                          | 15 |
| Note 8 Capital Acquisitions                        | 16 |
| Note 9 Borrowings                                  | 18 |
| Note 10 Cash Reserves                              | 20 |
| Note 11 Other Liabilities                          | 22 |
| Note 12 Operating grants and contributions         | 23 |
| Note 13 Non operating grants and contributions     | 24 |
| Note 14 Trust Fund                                 | 25 |
| Note 15 Budget Amendments                          | 26 |
| Note 16 Variance                                   | 30 |

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 MARCH 2022**

**SUMMARY INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 March 2022

**BASIS OF PREPARATION**

**REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

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

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

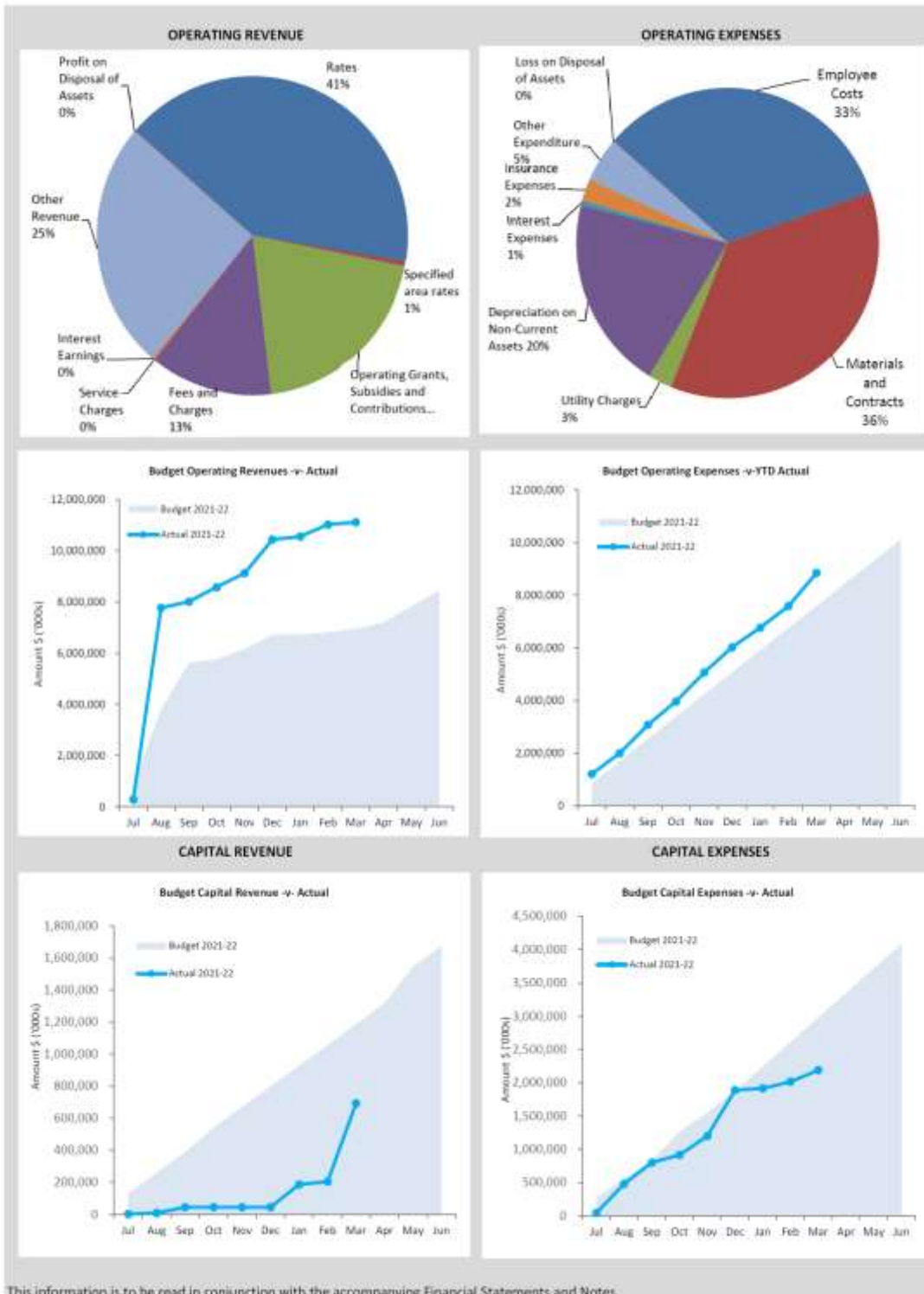
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 31 MARCH 2022

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 MARCH 2022**

**STATUTORY REPORTING PROGRAMS**

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

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

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

STATUTORY REPORTING PROGRAMS

|   | Ref<br>Note | Adopted<br>Budget   | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(a) | Var. |
|---|-------------|---------------------|----------------------|----------------------|--------------------|-----------------------|------|
|   |             | \$                  | \$                   | \$                   | \$                 | %                     |      |
| <b>Opening funding surplus / (deficit)</b>                      | 1(c)        | 1,846,346           | 1,846,346            | <b>1,548,264</b>     | (298,082)          | (16.14%)              |      |
| <b>Revenue from operating activities</b>                        |             |                     |                      |                      |                    |                       |      |
| Governance  |             | 55,530              | 41,634               | <b>72,426</b>        | 30,792             | 73.96%                | ▲    |
| General purpose funding   | 6           | 5,481,789           | 5,249,229            | <b>5,682,998</b>     | 433,769            | 8.26%                 | ▲    |
| Law, order and public safety                                    |             | 91,166              | 68,346               | <b>85,506</b>        | 17,160             | 25.11%                | ▲    |
| Health  |             | 33,112              | 25,812               | <b>17,065</b>        | (8,747)            | (33.89%)              | ▼    |
| Education and welfare   |             | 199,723             | 149,778              | <b>202,041</b>       | 52,263             | 34.89%                | ▲    |
| Housing   |             | 76,240              | 57,168               | <b>40,264</b>        | (16,904)           | (29.57%)              | ▼    |
| Community amenities   |             | 1,278,003           | 1,140,748            | <b>1,043,379</b>     | (97,369)           | (8.54%)               | ▼    |
| Recreation and culture  |             | 612,449             | 459,297              | <b>75,278</b>        | (384,019)          | (83.61%)              | ▼    |
| Transport   |             | 206,300             | 204,534              | <b>202,567</b>       | (1,967)            | (0.96%)               |      |
| Economic services   |             | 231,555             | 203,166              | <b>301,959</b>       | 98,793             | 48.63%                | ▲    |
| Other property and services                                     |             | 586,104             | 439,551              | <b>3,383,323</b>     | 2,943,772          | 669.72%               | ▲    |
|   |             | <b>8,851,971</b>    | <b>8,039,263</b>     | <b>11,106,808</b>    | 3,067,545          |                       | ▲    |
| <b>Expenditure from operating activities</b>                    |             |                     |                      |                      |                    |                       |      |
| Governance  |             | (917,940)           | (704,638)            | <b>(702,114)</b>     | 2,524              | 0.36%                 |      |
| General purpose funding   |             | (281,435)           | (212,476)            | <b>(185,284)</b>     | 27,192             | 12.80%                | ▲    |
| Law, order and public safety                                    |             | (371,591)           | (284,948)            | <b>(348,624)</b>     | (63,676)           | (22.35%)              | ▼    |
| Health  |             | (221,420)           | (167,085)            | <b>(166,216)</b>     | 869                | 0.52%                 |      |
| Education and welfare   |             | (247,577)           | (186,703)            | <b>(226,295)</b>     | (39,592)           | (21.21%)              | ▼    |
| Housing   |             | (80,882)            | (62,326)             | <b>(67,825)</b>      | (5,499)            | (8.82%)               | ▼    |
| Community amenities   |             | (1,611,155)         | (1,210,780)          | <b>(1,276,269)</b>   | (65,489)           | (5.41%)               | ▼    |
| Recreation and culture  |             | (1,898,598)         | (1,437,654)          | <b>(1,252,724)</b>   | 184,930            | 12.86%                | ▲    |
| Transport   |             | (3,842,840)         | (2,883,632)          | <b>(2,455,707)</b>   | 427,925            | 14.84%                | ▲    |
| Economic services   |             | (428,844)           | (322,161)            | <b>(289,510)</b>     | 32,651             | 10.14%                | ▲    |
| Other property and services                                     |             | (208,349)           | (190,474)            | <b>(1,873,170)</b>   | (1,682,696)        | (883.43%)             | ▼    |
|   |             | <b>(10,110,631)</b> | <b>(7,662,877)</b>   | <b>(8,843,738)</b>   | (1,180,861)        |                       | ▼    |
| Non-cash amounts excluded from operating activities             | 1(a)        | 2,337,800           | 1,749,417            | <b>1,784,397</b>     | 34,980             | 2.00%                 | ▲    |
| <b>Amount attributable to operating activities</b>              |             | <b>1,079,140</b>    | <b>2,125,803</b>     | <b>4,047,467</b>     | 1,921,664          |                       | ▲    |
| <b>Investing Activities</b>                                     |             |                     |                      |                      |                    |                       |      |
| Proceeds from non-operating grants, subsidies and contributions | 13          | 981,656             | 736,611              | <b>552,651</b>       | (183,960)          | (24.97%)              | ▼    |
| Proceeds from disposal of assets                                | 7           | 157,000             | 156,996              | <b>115,000</b>       | (41,996)           | (26.75%)              | ▼    |
| Proceeds from self supporting loans                             | 9           | 35,626              | 26,712               | <b>25,508</b>        | (1,204)            | (4.51%)               | ▼    |
| Purchase of property, plant and equipment                       | 8           | (3,886,400)         | (2,830,857)          | <b>(2,051,605)</b>   | 779,252            | 27.53%                | ▲    |
| <b>Amount attributable to investing activities</b>              |             | <b>(2,712,118)</b>  | <b>(1,910,538)</b>   | <b>(1,358,445)</b>   | 552,093            |                       | ▲    |
| <b>Financing Activities</b>                                     |             |                     |                      |                      |                    |                       |      |
| Proceeds from new debentures                                    | 9           | 100,000             | 0                    | <b>0</b>             | 0                  | 0.00%                 |      |
| Transfer from reserves  | 10          | 0                   | 0                    | <b>16,790</b>        | 16,790             | 0.00%                 |      |
| Repayment of debentures   | 9           | (196,293)           | (147,220)            | <b>(137,895)</b>     | 9,325              | 6.35%                 | ▲    |
| Transfer to reserves  | 10          | (117,075)           | (87,806)             | <b>(158,394)</b>     | (70,587)           | (80.39%)              | ▼    |
| <b>Amount attributable to financing activities</b>              |             | <b>(213,368)</b>    | <b>(235,026)</b>     | <b>(279,499)</b>     | (44,473)           |                       | ▼    |
| <b>Closing funding surplus / (deficit)</b>                      | 1(c)        | <b>0</b>            | <b>1,826,585</b>     | <b>3,957,787</b>     |                    |                       |      |

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 16 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 31 MARCH 2022**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**GRANT REVENUE**

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

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

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**EXPENSES**

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**PROFIT ON ASSET DISPOSAL**

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

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

BY NATURE OR TYPE

|   | Ref Note | Adopted Budget      | YTD Budget (a)     | YTD Actual (b)     | Var. \$ (b)-(a)    | Var. % (b)-(a)/(a) | Var. |
|---|----------|---------------------|--------------------|--------------------|--------------------|--------------------|------|
|   |          | \$                  | \$                 | \$                 | \$                 | %                  |      |
| Opening funding surplus / (deficit)                             | 1(c)     | 1,846,346           | 1,846,346          | 1,548,264          | (298,082)          | (16.14%)           | ▼    |
| <b>Revenue from operating activities</b>                        |          |                     |                    |                    |                    |                    |      |
| Rates   | 6        | 4,595,218           | 4,595,218          | 4,580,683          | (14,535)           | (0.32%)            | ▼    |
| Specified area rates  | 6        | 51,000              | 51,000             | 50,174             | (826)              | (1.62%)            |      |
| Operating grants, subsidies and contributions                   | 12       | 2,883,980           | 2,193,531          | 2,224,840          | 31,309             | 1.43%              | ▲    |
| Fees and charges  |          | 1,254,773           | 1,140,022          | 1,421,066          | 281,044            | 24.65%             | ▲    |
| Interest earnings   |          | 51,500              | 44,000             | 27,500             | (16,500)           | (37.50%)           | ▼    |
| Other revenue   |          | 0                   | 0                  | 2,794,729          | 2,794,729          | 0.00%              |      |
| Profit on disposal of assets                                    | 7        | 15,500              | 15,492             | 14,501             | (991)              | (6.40%)            |      |
|   |          | <b>8,851,971</b>    | <b>8,039,263</b>   | <b>11,113,493</b>  | <b>3,074,230</b>   |                    | ▲    |
| <b>Expenditure from operating activities</b>                    |          |                     |                    |                    |                    |                    |      |
| Employee costs  |          | (3,837,409)         | (2,900,083)        | (2,944,531)        | (44,448)           | (1.53%)            | ▼    |
| Materials and contracts   |          | (2,809,898)         | (2,107,981)        | (3,226,316)        | (1,118,335)        | (53.05%)           | ▼    |
| Utility charges   |          | (326,395)           | (244,602)          | (225,845)          | 18,757             | 7.67%              | ▲    |
| Depreciation on non-current assets                              |          | (2,353,300)         | (1,764,909)        | (1,792,213)        | (27,304)           | (1.55%)            | ▼    |
| Interest expenses   |          | (61,171)            | (45,864)           | (45,930)           | (66)               | (0.14%)            |      |
| Insurance expenses  |          | (211,641)           | (211,596)          | (200,543)          | 11,053             | 5.22%              | ▲    |
| Other expenditure   |          | (510,817)           | (387,842)          | (408,360)          | (20,518)           | (5.29%)            | ▼    |
| Loss on disposal of assets                                      | 7        | 0                   | 0                  | (6,685)            | (6,685)            | 0.00%              |      |
|   |          | <b>(10,110,631)</b> | <b>(7,662,877)</b> | <b>(8,850,423)</b> | <b>(1,187,546)</b> |                    | ▼    |
| Non-cash amounts excluded from operating activities             | 1(a)     | 2,337,800           | 1,749,417          | 1,784,397          | 34,980             | 2.00%              | ▲    |
| <b>Amount attributable to operating activities</b>              |          | <b>1,079,140</b>    | <b>2,125,803</b>   | <b>4,047,467</b>   | <b>1,921,664</b>   |                    | ▲    |
| <b>Investing activities</b>                                     |          |                     |                    |                    |                    |                    |      |
| Proceeds from non-operating grants, subsidies and contributions | 13       | 981,656             | 736,611            | 552,651            | (183,960)          | (24.97%)           | ▼    |
| Proceeds from disposal of assets                                | 7        | 157,000             | 156,996            | 115,000            | (41,996)           | (26.75%)           | ▼    |
| Proceeds from self-supporting loans                             | 9        | 35,626              | 26,712             | 25,508             | (1,204)            | (4.51%)            |      |
| Payments for property, plant and equipment                      | 8        | (3,886,400)         | (2,830,857)        | (2,051,605)        | 779,252            | (27.53%)           | ▲    |
| <b>Amount attributable to investing activities</b>              |          | <b>(2,712,118)</b>  | <b>(1,910,538)</b> | <b>(1,358,445)</b> | <b>552,093</b>     |                    | ▲    |
| <b>Financing Activities</b>                                     |          |                     |                    |                    |                    |                    |      |
| Proceeds from new debentures                                    | 9        | 100,000             | 0                  | 0                  | 0                  | 0.00%              |      |
| Transfer from reserves  | 10       | 0                   | 0                  | 16,790             | 16,790             | 0.00%              |      |
| Repayment of debentures   | 9        | (196,293)           | (147,220)          | (137,895)          | 9,325              | 6.33%              | ▲    |
| Transfer to reserves  | 10       | (117,075)           | (87,806)           | (158,394)          | (70,587)           | (80.39%)           | ▼    |
| <b>Amount attributable to financing activities</b>              |          | <b>(213,368)</b>    | <b>(235,026)</b>   | <b>(279,499)</b>   | <b>(44,473)</b>    |                    |      |
| Closing funding surplus / (deficit)                             | 1(c)     | 0                   | 1,826,585          | 3,957,787          |                    |                    |      |

KEY INFORMATION

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 7

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

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 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)         | (15,492)         | (7,816)          |
| Add: Depreciation on assets                                    |       | 2,353,300        | 1,764,909        | 1,792,213        |
| <b>Total non-cash items excluded from operating activities</b> |       | <b>2,337,800</b> | <b>1,749,417</b> | <b>1,784,397</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 30-06-2021 | This Year Opening 1 July 2021 | Year to Date 31 March 2022 |
|--|----|------------------------------|-------------------------------|----------------------------|
| <b>Adjustments to net current assets</b>                           |    |                              |                               |                            |
| Less: Reserves - restricted cash                                   | 10 | (839,610)                    | (839,610)                     | (981,214)                  |
| Less: - Financial assets at amortised cost - self supporting loans | 4  | (35,627)                     | (34,126)                      | (25,508)                   |
| Less: Land Held for Resale   |    | (235,000)                    | (235,000)                     | (235,000)                  |
| Add/Less: Adjustments  |    |                              |                               | 39,892                     |
| Add: Borrowings  | 9  | 196,293                      | 196,293                       | 137,895                    |
| Add: Provisions - Employee   | 11 | 757,961                      | 757,960                       | 718,085                    |
| <b>Total adjustments to net current assets</b>                     |    | <b>(155,983)</b>             | <b>(154,483)</b>              | <b>(345,850)</b>           |

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

|  |      |                  |                  |                  |
|--|------|------------------|------------------|------------------|
| <b>Current assets</b>                                |      |                  |                  |                  |
| Cash and cash equivalents                            | 2    | 2,558,150        | 2,524,567        | 4,756,909        |
| Financial assets at amortised cost                   | 2    | 0                | 34,126           | 25,508           |
| Rates receivables                                    | 3    | 253,928          | 179,502          | 230,222          |
| Receivables  | 3    | 423,158          | 408,171          | 247,605          |
| Other current assets                                 | 4    | 240,791          | 240,791          | 306,043          |
| <b>Less: Current liabilities</b>                     |      |                  |                  |                  |
| Payables   | 5    | (490,296)        | (569,592)        | (408,670)        |
| Borrowings   | 9    | (196,293)        | (196,293)        | (137,895)        |
| Contract liabilities                                 | 11   | 0                | (200,441)        | 0                |
| Provisions   | 11   | (787,109)        | (718,084)        | (718,085)        |
| <b>Less: Total adjustments to net current assets</b> | 1(b) | <b>(155,983)</b> | <b>(154,483)</b> | <b>(345,850)</b> |
| <b>Closing funding surplus / (deficit)</b>           |      | <b>1,846,346</b> | <b>1,548,264</b> | <b>3,957,787</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 PERFORMANCE  
FOR THE PERIOD ENDED 31 MARCH 2022

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      | 1,771,964        |                  | 1,771,964        |                | NAB         |               | At call       |
| Petty Cash                | Cash on Hand   | 1,250            |                  | 1,250            |                |             |               |               |
| Investment                | Reserves       | 0                | 981,214          | 981,214          |                | NAB         | 0.55%         | 30/06/2022    |
| Cash Deposits             | Trust          | 0                | 144,078          | 144,078          | 144,078        | NAB         |               | At Call       |
| Investment                | Term Deposit   | 500,510          |                  | 500,510          |                | NAB         | 0.20%         | 2/05/2022     |
| Investment                | Term Deposit   | 500,745          |                  | 500,745          |                | NAB         | 0.10%         | 29/04/2022    |
| Investment                | Term Deposit   | 1,001,226        |                  | 1,001,226        |                | NAB         | 0.70%         | 30/06/2022    |
| <b>Total</b>              |                | <b>3,775,695</b> | <b>1,125,292</b> | <b>4,900,987</b> | <b>144,078</b> |             |               |               |
| <b>Comprising</b>         |                |                  |                  |                  |                |             |               |               |
| Cash and cash equivalents |                | 3,775,695        | 1,125,292        | 4,900,987        | 144,078        |             |               |               |
|                           |                | <b>3,775,695</b> | <b>1,125,292</b> | <b>4,900,987</b> | <b>144,078</b> |             |               |               |

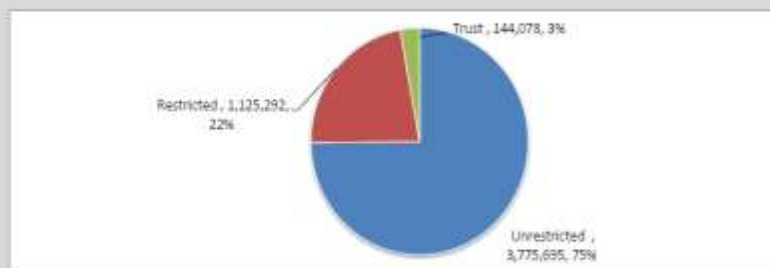
**KEY INFORMATION**

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.



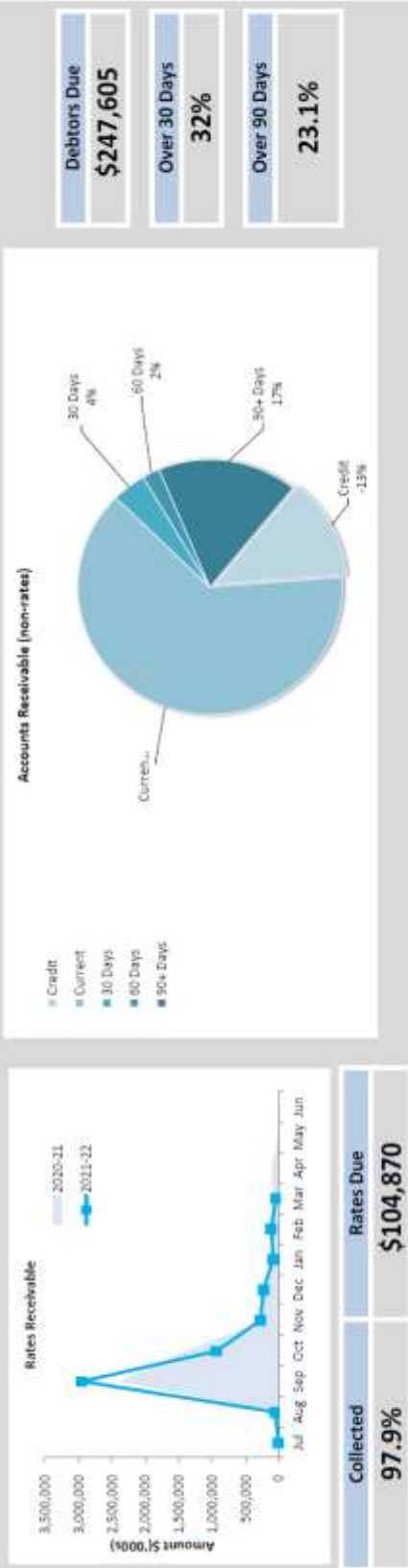
| Total Cash     | Unrestricted    |
|----------------|-----------------|
| <b>\$4.9 M</b> | <b>\$3.78 M</b> |

OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES

| Receivables - general                        | Credit      | Current   | 30 Days  | 60 Days  | 90+ Days  | Total          |
|--|-------------|-----------|----------|----------|-----------|----------------|
| Receivables - general                        | \$ (14,821) | \$ 73,015 | \$ 4,844 | \$ 2,436 | \$ 19,656 | \$ 85,129      |
| Percentage                                   | (17.4%)     | 85.8%     | 5.7%     | 2.9%     | 23.1%     |                |
| <b>Balance per trial balance</b>             |             |           |          |          |           |                |
| Sundry receivable                            | (14,821)    | 73,015    | 4,844    | 2,436    | 19,656    | 85,129         |
| GST receivable                               |             | 80,024    |          |          |           | 80,024         |
| Rubbish Receivables                          |             | 28,639    |          |          |           | 28,639         |
| Accrued Income                               |             | (8,656)   |          |          |           | (8,656)        |
| Emergency Services Levy                      |             | 62,469    |          |          |           | 62,469         |
| <b>Total receivables general outstanding</b> |             |           |          |          |           | <b>247,605</b> |

Amounts shown above include GST (where applicable)

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

|                                | 31-Mar-22      | 30 June 2021   |
|--------------------------------|----------------|----------------|
| Rates receivable               | \$ 104,870     | \$ 211,013     |
| Opening arrears previous years | 4,630,857      | 4,709,139      |
| Levied this year               | (4,505,506)    | (4,815,282)    |
| Less - collections to date     | <b>230,222</b> | <b>104,870</b> |
| Equals current outstanding     |                |                |
| <b>Net rates collectable</b>   | <b>230,222</b> | <b>104,870</b> |
| % Collected                    | 95.1%          | 97.9%          |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

**OPERATING ACTIVITIES**  
**NOTE 4**  
**OTHER CURRENT ASSETS**

|   | Opening<br>Balance<br>1 July 2021 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>31 March 2022 |
|---|-----------------------------------|-------------------|--------------------|-------------------------------------|
| <b>Other current assets</b>                               | \$                                | \$                | \$                 | \$                                  |
| <b>Inventory</b>  |                                   |                   |                    |                                     |
| Fuel & Materials  | 5,791                             | 0                 | 67,253             | 73,043                              |
| Land Held for Resale                                      | 235,000                           | 0                 | 0                  | 235,000                             |
| <b>Total other current assets</b>                         |                                   |                   |                    | <b>308,043</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 31 MARCH 2022

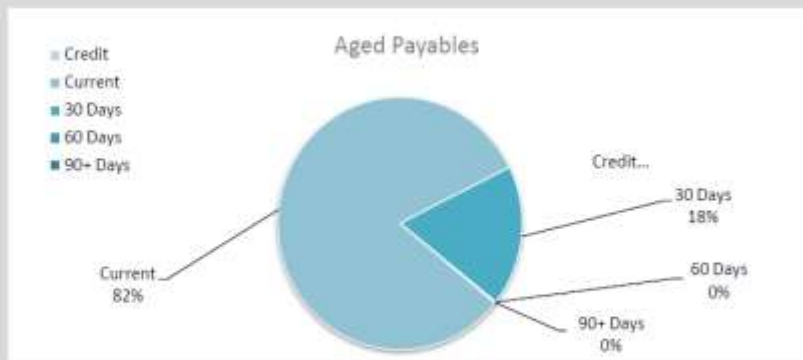
OPERATING ACTIVITIES  
NOTE 5  
Payables

| Payables - general                        | Credit   | Current        | 30 Days       | 60 Days     | 90+ Days   | Total          |
|---|----------|----------------|---------------|-------------|------------|----------------|
|   | \$       | \$             | \$            | \$          | \$         | \$             |
| Payables - general                        | 0        | 230,010        | 50,716        | (25)        | 412        | 281,113        |
| Percentage                                | 0%       | 81.8%          | 18%           | 0%          | 0.1%       |                |
| <b>Balance per trial balance</b>          |          |                |               |             |            |                |
| Sundry creditors                          | 0        | 230,010        | 50,716        | (25)        | 412        | 281,113        |
| Sundry/Payroll Deductions                 |          | (40)           |               |             |            | (40)           |
| Tax Payable                               |          | 94,239         |               |             |            | 94,239         |
| Accrued salaries and wages                |          | 1,551          |               |             |            | 1,551          |
| Bonds and Deposits                        |          | 31,807         |               |             |            | 31,807         |
| <b>Total payables general outstanding</b> | <b>0</b> | <b>357,567</b> | <b>50,716</b> | <b>(25)</b> | <b>412</b> | <b>408,670</b> |

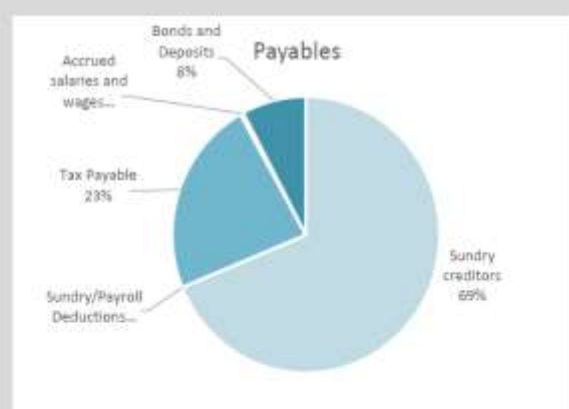
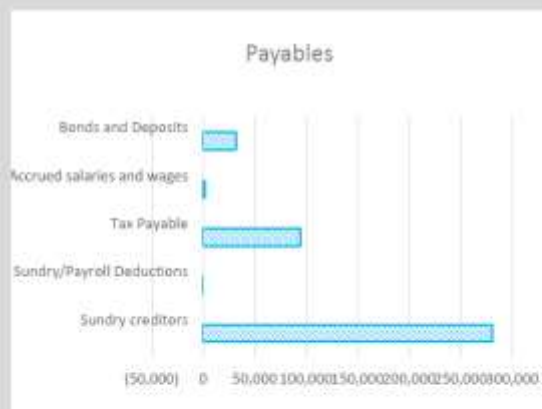
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



|                      |
|----------------------|
| <b>Creditors Due</b> |
| <b>\$408,670</b>     |
| <b>Over 30 Days</b>  |
| <b>18%</b>           |
| <b>Over 90 Days</b>  |
| <b>0.1%</b>          |



OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

| General rate revenue              | Rate in<br>\$ (cents) | Number of<br>Properties | Budget             |                  |                 | YTD Actual   |                  |                  | Total<br>Revenue |                |                  |
|-----------------------------------|-----------------------|-------------------------|--------------------|------------------|-----------------|--------------|------------------|------------------|------------------|----------------|------------------|
|                                   |                       |                         | Rateable<br>Value  | Rate<br>Revenue  | Interim<br>Rate | Back<br>Rate | Rate<br>Revenue  | Interim<br>Rates |                  | Back<br>Rates  |                  |
| <b>General rate revenue</b>       |                       |                         |                    |                  |                 |              |                  |                  |                  |                |                  |
| Gross rental value                |                       |                         |                    |                  |                 |              |                  |                  |                  |                |                  |
| General GRV                       | 0.079956              | 1,459                   | 20,058,557         | 1,591,761        | 0               | 0            | 1,591,761        | 1,603,612        | (22,680)         | (7,329)        | 1,571,603        |
| Unimproved value                  |                       |                         |                    |                  |                 |              |                  |                  |                  |                |                  |
| General UV                        | 0.011983              | 428                     | 203,434,031        | 2,338,452        | 0               | 0            | 2,338,452        | 2,338,747        | 2,683            | 80             | 2,341,510        |
| <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>3,942,359</b> | <b>(19,997)</b>  | <b>(7,249)</b> | <b>3,915,113</b> |
| <b>Minimum payment</b>            |                       |                         |                    |                  |                 |              |                  |                  |                  |                |                  |
| General GRV                       | 565                   | 1,116                   | 3,390,741          | 630,540          | 0               | 0            | 630,540          | 636,755          |                  |                | 636,755          |
| Unimproved value                  | 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>4,580,683</b> |
| <b>Specified area rates</b>       |                       |                         |                    |                  |                 |              |                  |                  |                  |                |                  |
| Kalbarri Tourism                  | 0.001821              |                         | 16,484,984         | 30,000           | 0               | 0            | 30,000           | 30,076           | (902)            | 0              | 29,174           |
| 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>51,076</b>    | <b>(902)</b>     | <b>0</b>       | <b>50,174</b>    |
| <b>Total</b>                      |                       |                         |                    |                  |                 |              | <b>4,646,218</b> |                  |                  |                | <b>4,630,857</b> |

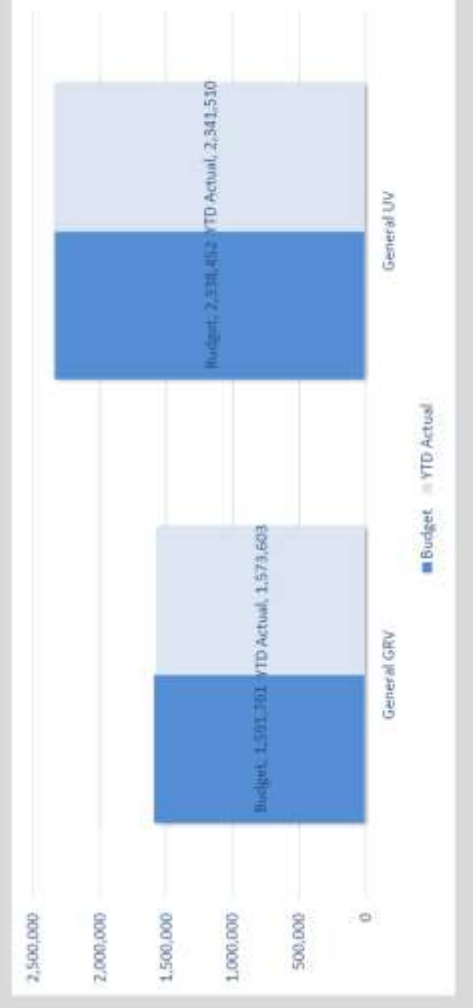
Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

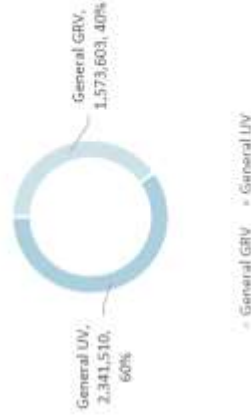
OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

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.



| General Rates |            |        |
|---------------|------------|--------|
| Budget        | YTD Actual | %      |
| \$4.6 M       | \$4.58 M   | 99.68% |



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 14

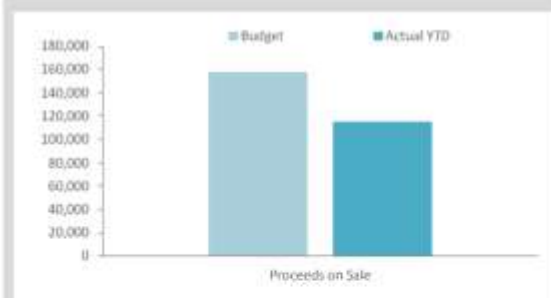


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

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      | P196 - Ute Mtce Grader Op       | 2,500          | 2,000          | 0             | (500)           |                |                | 0             | 0              |
| 41736      | P252 - Heavy Loader N'hpton     | 90,000         | 85,000         | 0             | (5,000)         | 86,685         | 80,000         | 0             | (6,685)        |
| 41715      | P234 - Mtce 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>107,184</b> | <b>115,000</b> | <b>14,501</b> | <b>(6,685)</b> |

KEY INFORMATION



| Proceeds on sale |                  |            |
|------------------|------------------|------------|
| Annual Budget    | YTD Actual       | %          |
| <b>\$157,000</b> | <b>\$115,000</b> | <b>73%</b> |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

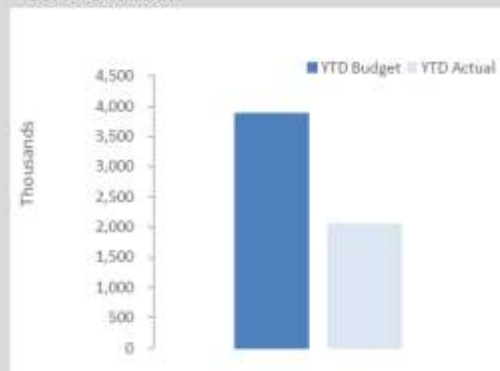
INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS

| Capital acquisitions                   | Adopted          |                  | YTD Actual       | YTD Actual Variance |
|--|------------------|------------------|------------------|---------------------|
|  | Budget           | YTD Budget       |                  |                     |
|  | \$               | \$               | \$               | \$                  |
| Buildings                              | 866,500          | 538,368          | 1,119,150        | 580,782             |
| Furniture and equipment                | 10,000           | 7,497            | 24,404           | 16,907              |
| Plant and equipment                    | 759,015          | 625,749          | 294,054          | (331,695)           |
| Infrastructure - Roads                 | 1,718,625        | 1,288,917        | 183,443          | (1,105,474)         |
| Infrastructure - Footpaths & Carparks  | 274,684          | 177,168          | 135,222          | (41,946)            |
| Infrastructure - Parks & Ovals         | 252,076          | 189,036          | 288,715          | 99,679              |
| Infrastructure - Other                 | 5,500            | 4,122            | 6,617            | 2,495               |
| <b>Capital Expenditure Totals</b>      | <b>3,886,400</b> | <b>2,830,857</b> | <b>2,051,605</b> | <b>(779,252)</b>    |
| <b>Capital Acquisitions Funded By:</b> |                  |                  |                  |                     |
|  | \$               | \$               | \$               | \$                  |
| Capital grants and contributions       | 981,656          | 736,611          | 552,651          | (183,960)           |
| Borrowings                             | 100,000          | 0                | 0                | 0                   |
| Other (disposals & C/Fwd)              | 157,000          | 156,996          | 115,000          | (41,996)            |
| Cash backed reserves                   |                  |                  |                  |                     |
| Leave Reserve                          | 237,014          | 237,014          | 236,219          | (795)               |
| Roadworks Reserve                      | 29,640           | 29,640           | 29,320           | (320)               |
| Kalbarri Airport Reserve               | 205,573          | 205,573          | 205,508          | (65)                |
| Building/Housing Reserve               | 131,864          | 131,864          | 114,574          | (17,290)            |
| Kalbarri Tourism Rate Reserve          | 6,975            | 6,975            | 6,975            | 0                   |
| Computer and Office Equipment Reserve  | 33,948           | 33,948           | 33,793           | (155)               |
| Land Development Reserve               | 311,671          | 311,671          | 354,825          | 43,154              |
| Contribution - operations              | 1,691,059        | 980,565          | 402,740          | (577,825)           |
| <b>Capital funding total</b>           | <b>3,886,400</b> | <b>2,830,857</b> | <b>2,051,605</b> | <b>(779,252)</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



|                      |                      |                   |                   |
|----------------------|----------------------|-------------------|-------------------|
| <b>Acquisitions</b>  | <b>Annual Budget</b> | <b>YTD Actual</b> | <b>% Spent</b>    |
|                      | <b>\$3.89 M</b>      | <b>\$2.05 M</b>   | <b>53%</b>        |
| <b>Capital Grant</b> | <b>Annual Budget</b> | <b>YTD Actual</b> | <b>% Received</b> |
|                      | <b>\$.98 M</b>       | <b>\$.55 M</b>    | <b>56%</b>        |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total  
Level of completion indicators

0%  
20%  
40%  
60%  
80%  
100%  
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

| % | Account Description                                     | Current Budget   | Year to Date Budget | Year to Date Actual | Variance (Under)/Over |
|---|---|------------------|---------------------|---------------------|-----------------------|
|   | <b>Governance</b>                                       |                  |                     |                     |                       |
|   | Office Generator  | 0                | 0                   | 19,627              | (19,627)              |
|   | Photocopier & Fuji Screen N'pton Office, LED Footings   | 10,000           | 7,497               | 24,404              | (14,404)              |
|   | <b>Governance Total</b>                                 | <b>10,000</b>    | <b>7,497</b>        | <b>44,031</b>       | <b>(34,031)</b>       |
|   | St John's Building Port Gregory                         | 0                | 0                   | 129,460             | (129,460)             |
|   | <b>Education and Welfare Total</b>                      | <b>0</b>         | <b>0</b>            | <b>129,460</b>      | <b>(129,460)</b>      |
|   | <b>Health</b>   |                  |                     |                     |                       |
|   | EHD Vehicle   | 34,000           | 33,996              | 30,206              | 3,794                 |
|   | <b>Education and Welfare Total</b>                      | <b>34,000</b>    | <b>33,996</b>       | <b>30,206</b>       | <b>3,794</b>          |
|   | Purchase of Lot 72 Seventh Avenue Northampton           | 0                | 0                   | 323,515             | (323,515)             |
|   | <b>Communities Amenities</b>                            |                  |                     |                     |                       |
|   | Marina Ablutions  | 156,000          | 78,000              | 120,555             | 35,445                |
|   | Sallys Tree ablutions                                   | 160,000          | 80,000              | 108,185             | 51,815                |
|   | Chinamans Ablutions                                     | 130,000          | 65,000              | 82,723              | 47,277                |
|   | Memorial Tree (LR&I Funding)                            | 17,100           | 12,825              | 24,249              | (7,149)               |
|   | Install Dump Point Horrocks                             | 5,000            | 3,744               | 9,574               | (4,574)               |
|   | Seal Access Road to Horrocks Dump Point                 | 24,825           | 18,594              | 17,012              | 7,813                 |
|   | <b>Communities Amenities Total</b>                      | <b>492,925</b>   | <b>258,162</b>      | <b>362,298</b>      | <b>130,627</b>        |
|   | <b>Recreation And Culture</b>                           |                  |                     |                     |                       |
|   | Horrocks Playground Equipment                           | 5,720            | 4,284               | 8,737               | (3,017)               |
|   | Pump Tracks Horrocks & Northampton                      | 120,000          | 89,991              | 141,872             | (21,872)              |
|   | Marina Playground                                       | 104,256          | 78,192              | 104,283             | (27)                  |
|   | Allen Centre - Tourist Bus Carpark                      | 117,064          | 58,971              | 131,207             | (14,143)              |
|   | Kalbarri Community Camp Kitchen                         | 400,000          | 299,997             | 171,339             | 228,661               |
|   | Northampton Bowling Club Fence (Funded by the Club)     | 0                | 0                   | 19,773              | (19,773)              |
|   | Stud Breeders Shed - Northampton                        | 0                | 0                   | 150,000             | (150,000)             |
|   | <b>Recreation And Culture Total</b>                     | <b>747,040</b>   | <b>531,435</b>      | <b>727,211</b>      | <b>19,829</b>         |
|   | <b>Transport</b>  |                  |                     |                     |                       |
|   | Road Construction                                       | 1,693,800        | 1,270,323           | 166,431             | 1,527,369             |
|   | Footpath/Carpark Construction                           | 157,620          | 118,197             | 4,035               | 153,605               |
|   | Maintenance Truck C/Over                                | 167,515          | 125,634             | 192,839             | (25,324)              |
|   | Truck & Trailer Tarpaulins                              | 25,000           | 18,750              | 0                   | 25,000                |
|   | Heavy Loader - Northampton                              | 330,000          | 247,495             | 0                   | 330,000               |
|   | Zero Turn Mower - Horrocks                              | 10,500           | 7,875               | 10,135              | 365                   |
|   | 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           | 15,372              | 13,600              | 6,900                 |
|   | <b>Transport Total</b>                                  | <b>2,551,935</b> | <b>1,950,645</b>    | <b>387,020</b>      | <b>2,164,915</b>      |
|   | <b>Economic &amp; Other Property and Services</b>       |                  |                     |                     |                       |
|   | Purchase Vehicle Building Surveyor                      | 45,000           | 45,000              | 41,247              | 3,753                 |
|   | Monitoring system - Port Gregory Water Supply           | 5,500            | 4,122               | 6,617               | (1,117)               |
|   | <b>Economic &amp; Other Property and Services Total</b> | <b>50,500</b>    | <b>49,122</b>       | <b>47,864</b>       | <b>2,636</b>          |
|   | <b>Capital Expenditure by Program Total</b>             | <b>3,886,400</b> | <b>2,830,857</b>    | <b>2,051,605</b>    | <b>1,834,795</b>      |

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SHIRE OF NORTHAMPTON | 17

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

Repayments - borrowings

| Particulars                        | New Loans   |         | Principal Repayments |         | Principal Outstanding |           | Interest Repayments |        |
|------------------------------------|-------------|---------|----------------------|---------|-----------------------|-----------|---------------------|--------|
|                                    | 1 July 2021 | Budget  | Actual               | Budget  | Actual                | Budget    | Actual              | Budget |
| <b>Information on borrowings</b>   |             |         |                      |         |                       |           |                     |        |
| <b>Housing</b>                     |             |         |                      |         |                       |           |                     |        |
| Loan 154 - Staff Housing           | 189,159     | 0       | 18,145               | 36,586  | 171,014               | 152,573   | 3,066               | 5,773  |
| <b>Recreation and culture</b>      |             |         |                      |         |                       |           |                     |        |
| Loan 156 - RSL Hall Extensions     | 454,484     | 0       | 23,589               | 47,420  | 430,895               | 407,064   | 5,634               | 10,920 |
| <b>Transport</b>                   |             |         |                      |         |                       |           |                     |        |
| Loan 153 - Plant Purchases         | 133,684     | 0       | 44,538               | 44,538  | 89,146                | 89,146    | 3,535               | 3,787  |
| Loan 157 - Plant Purchases         | 340,000     | 0       | 15,997               | 32,122  | 324,003               | 307,878   | 3,532               | 6,864  |
| Loan 158 - Plant Purchases         | 0           | 100,000 | 0                    | 0       | 0                     | 100,000   | 0                   | 0      |
|                                    | 1,117,327   | 0       | 102,268              | 160,666 | 1,015,059             | 1,056,661 | 15,767              | 27,344 |
| <b>Self supporting loans</b>       |             |         |                      |         |                       |           |                     |        |
| <b>Education and welfare</b>       |             |         |                      |         |                       |           |                     |        |
| Loan 155 - Pioneer Lodge           | 358,026     | 0       | 15,726               | 15,726  | 342,300               | 342,300   | 14,580              | 15,723 |
| <b>Recreation and culture</b>      |             |         |                      |         |                       |           |                     |        |
| Loan 151 - Kalbarri Bowling Club   | 0           | 0       | 0                    | 0       | 0                     | 0         | 0                   | 0      |
| <b>Other property and services</b> |             |         |                      |         |                       |           |                     |        |
| Loan 152 - Staff Housing (CEO)     | 293,742     | 0       | 19,901               | 19,901  | 302,907               | 273,841   | 15,582              | 18,104 |
|                                    | 651,768     | 0       | 35,627               | 35,627  | 645,308               | 616,141   | 30,163              | 33,827 |
| <b>Total</b>                       | 1,769,095   | 0       | 137,895              | 196,293 | 1,660,267             | 1,672,802 | 45,930              | 61,171 |
| Current borrowings                 | 196,293     |         | 137,895              |         | 137,895               |           |                     |        |
| Non-current borrowings             | 1,572,802   |         | 1,522,371            |         | 1,522,371             |           |                     |        |
|                                    | 1,769,095   |         | 1,660,267            |         | 1,660,267             |           |                     |        |

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

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

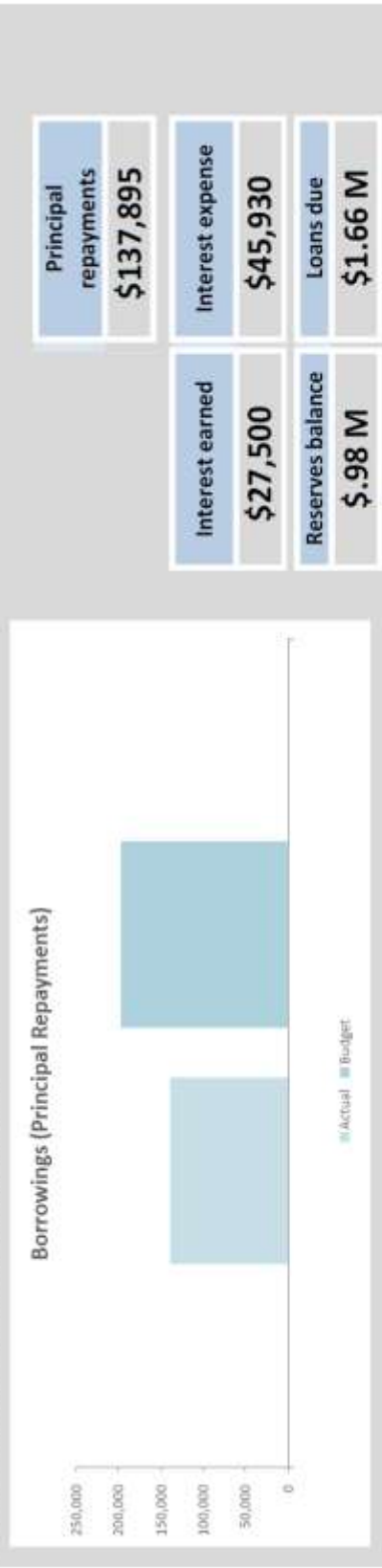
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

New borrowings 2021-22

| 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               | 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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES

Cash backed reserve

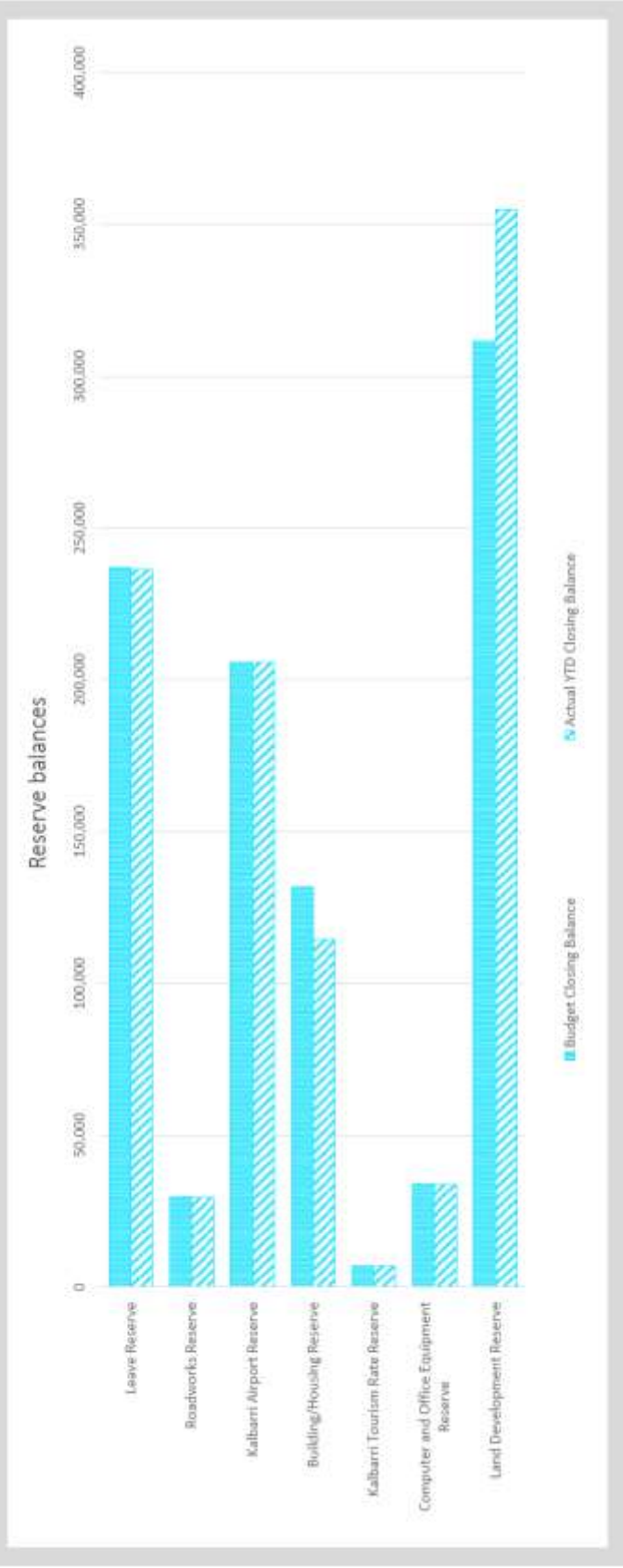
| Reserve name                          | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|---------------------------------------|-----------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| Leave Reserve                         | \$ 230,764      | \$ 1,250               | \$ 455                 | \$ 5,000                | \$ 5,000                | \$ 0                     | \$ 0                     | \$ 237,014             | \$ 236,219                 |
| Roadworks Reserve                     | 29,140          | 500                    | 180                    | 0                       | 0                       | 0                        | 0                        | 29,640                 | 29,320                     |
| Kalbarri Airport Reserve              | 105,473         | 100                    | 35                     | 100,000                 | 100,000                 | 0                        | 0                        | 205,573                | 205,508                    |
| Building/Housing Reserve              | 131,364         | 500                    | 0                      | 0                       | 0                       | 0                        | (16,790)                 | 131,864                | 114,574                    |
| 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                    | 95                     | 0                       | 0                       | 0                        | 0                        | 33,948                 | 33,793                     |
| Land Development Reserve              | 309,171         | 2,500                  | 924                    | 0                       | 44,729                  | 0                        | 0                        | 311,671                | 354,825                    |
|                                       | <b>839,610</b>  | <b>5,100</b>           | <b>1,689</b>           | <b>111,975</b>          | <b>156,704</b>          | <b>0</b>                 | <b>(16,790)</b>          | <b>956,685</b>         | <b>981,214</b>             |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES

| Other current liabilities         | Note | Opening<br>Balance<br>1 July 2021 | Liability<br>Increase | Liability<br>Reduction | Closing<br>Balance<br>31 March 2022 |
|-----------------------------------|------|-----------------------------------|-----------------------|------------------------|-------------------------------------|
|                                   |      | \$                                | \$                    | \$                     | \$                                  |
| <b>Provisions</b>                 |      |                                   |                       |                        |                                     |
| Annual leave                      |      | 258,553                           |                       |                        | 258,553                             |
| Long service leave                |      | 459,531                           |                       |                        | 459,531                             |
| <b>Total Provisions</b>           |      | <b>718,085</b>                    | 0                     | 0                      | <b>718,085</b>                      |
| <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 31 MARCH 2022

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Unspent operating grant, subsidies and contributions liability

| Description/Provider  | Unspent operating grant, subsidies and contributions liability |  |                                       | Operating grants, subsidies and contributions revenue |                           |                |                       |
|---|--|--|---------------------------------------|---|---------------------------|----------------|-----------------------|
|   | Liability<br>1 Jul 2020  | Increase<br>in Liability<br>(As revenue) | Liability<br>Reduction<br>31 Mar 2022 | Current<br>Liability<br>31 Mar 2022                   | Adopted Budget<br>Revenue | YTD<br>Budget  | YTD Revenue<br>Actual |
|   | \$   | \$                                       | \$                                    | \$  | \$                        | \$             | \$                    |
| <b>Operating grants and subsidies</b>                                       |  |  |                                       |   |                           |                |                       |
| General purpose funding   |  |  |                                       |   |                           |                |                       |
| Grants Commission - General/<br>LRCH Phase 1 & 2 unspent revenue from 20/21 | 0  | 0  | 0                                     | 0   | 426,350                   | 319,761        | 587,228               |
| Grants Commission - Roads/<br>Law, order, public safety                     | 0  | 0  | 0                                     | 0   | 0                         | 0              | 200,441               |
| Emergency Services Levy - BFB   | 0  | 0  | 0                                     | 0   | 357,000                   | 267,750        | 281,250               |
| Emergency Services Levy - SES   | 0  | 0  | 0                                     | 0   | 44,445                    | 33,331         | 26,572                |
| Education and welfare   | 0  | 0  | 0                                     | 0   | 31,221                    | 23,414         | 18,666                |
| NCCA Operational Grant/Fundraising  | 0  | 0  | 0                                     | 0   | 72,000                    | 54,000         | 70,000                |
| Transport   |  |  |                                       |   |                           |                |                       |
| MRD - Maintenance   | 0  | 0  | 0                                     | 0   | 187,809                   | 187,809        | 187,809               |
|   | 0  | 0  | 0                                     | 0   | 1,118,825                 | 886,065        | 1,371,965             |
| <b>Operating contributions</b>  |  |  |                                       |   |                           |                |                       |
| Recreation and culture  |  |  |                                       |   |                           |                |                       |
| NCC Toilet Upgrade (Womens Football)  | 0  | 0  | 0                                     | 0   | 0                         | 0              | 10,000                |
|   | 0  | 0  | 0                                     | 0   | 0                         | 0              | 10,000                |
| <b>TOTALS</b>   | <b>0</b>   | <b>0</b>                                 | <b>0</b>                              | <b>0</b>  | <b>1,118,825</b>          | <b>886,065</b> | <b>1,381,965</b>      |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

**NOTE 13**  
**NON-OPERATING GRANTS AND CONTRIBUTIONS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2022**

| Description/Provider                      | Unspent non operating grants, subsidies and contributions liability |                             |  | Non operating grants, subsidies and contributions revenue |                                     |                |                |                              |
|---|---|-----------------------------|--|---|-------------------------------------|----------------|----------------|------------------------------|
|   | Liability<br>1 Jul 2020   | Increase<br>in<br>Liability | Liability<br>Reduction<br>(As revenue) | Liability<br>31 Mar 2022                                  | Current<br>Liability<br>31 Mar 2022 | YTD<br>Revenue | YTD<br>Budget  | YTD Revenue<br>Actual<br>(b) |
|   | \$  | \$                          | \$                                     | \$  | \$                                  | \$             | \$             | \$                           |
| <b>Non-operating grants and subsidies</b> |   |                             |  |   |                                     |                |                |                              |
| <b>Recreation and culture</b>             |   |                             |  |   |                                     |                |                |                              |
| Pump Tracks (LRCI Grant)                  | 0   |                             |  | 0   | 0                                   | 86,544         | 64,908         | 0                            |
| Backyard Cricket Grant (Library)          |   |                             |  | 0   | 0                                   | 1,500          | 1,500          | 1,500                        |
| Marina Ablutions (Kalbarri)               |   |                             |  | 0   | 0                                   | 83,461         | 62,595         | 0                            |
| <b>Transport</b>                          |   |                             |  |   |                                     |                |                |                              |
| Regional Road Group Funding               |   |                             |  | 0   | 0                                   | 356,667        | 267,498        | 142,667                      |
| Roads to Recovery Funding                 |   |                             |  | 0   | 0                                   | 453,484        | 340,110        | 408,484                      |
|   | <b>0</b>  | <b>0</b>                    | <b>0</b>                               | <b>0</b>  | <b>0</b>                            | <b>981,656</b> | <b>736,611</b> | <b>552,651</b>               |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022**

**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<br>1 July 2021 | Amount<br>Received | Amount<br>Paid   | Closing Balance<br>31 Mar 2022 |
|------------------------------------|--------------------------------|--------------------|------------------|--------------------------------|
|                                    | \$                             | \$                 | \$               | \$                             |
| Building Levies (BCITF & BRB)      | 7,920                          | 66,334             | (64,905)         | 9,348                          |
| Community Bus Bond                 | 5,600                          | 1,000              | (1,200)          | 5,400                          |
| Unclaimed Monies - Rates           | 5,179                          | 0                  | 0                | 5,179                          |
| BROC - Management Funds            | 1                              | 0                  | 0                | 1                              |
| RSL Hall Key Bond                  | 430                            | 460                | (230)            | 660                            |
| Special Series Plates              | 1,540                          | 5,270              | (3,400)          | 3,410                          |
| Northampton Child Care Association | 12,797                         | 11,667             | (150)            | 24,313                         |
| Horrocks Memorial Wall             | 204                            | 750                | (291)            | 663                            |
| One Life                           | 940                            | 0                  | 0                | 940                            |
| Rubbish Tip Key Bond               | 1,400                          | 400                | 0                | 1,800                          |
| Horrocks - Skatepark               | 1,050                          | 0                  | (1,050)          | 0                              |
| RSL - Kalbarri Memorial            | 16,130                         | 0                  | 0                | 16,130                         |
| DOT - Department of Transport      | 0                              | 215,430            | (215,430)        | 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                | (640)            | 160                            |
| Housing Bonds                      | 0                              | 760                | (760)            | 0                              |
| Miscellaneous Deposits             | 0                              | 55                 | 0                | 55                             |
|                                    | <b>76,409</b>                  | <b>487,969</b>     | <b>(420,298)</b> | <b>144,079</b>                 |

**NOTE 15  
BUDGET AMENDMENTS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022**

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

| GL Code   | Description   | Council Resolution | Classification           | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-----------|---|--------------------|--------------------------|---------------------|----------------------------|----------------------------|--------------------------------|
|           |   |                    |                          | \$                  | \$                         | \$                         | \$                             |
|           | Opening Budget Surplus Adjustment C/FWD @ 30/06/2021                                |                    | Opening Surplus(Deficit) | (298,082)           |                            |                            | 0                              |
|           | <b>EXPENDITURE</b>  |                    |                          |                     |                            |                            |                                |
|           | <b>Schedule 3 - General Purpose Income</b>  |                    |                          |                     |                            |                            |                                |
| 4082      | Rates - Reduced legal expenses associated with rates recovery                       |                    |                          |                     | 15,000                     |                            | (283,082)                      |
|           | <b>Schedule 4 - Members &amp; Administration</b>                                    |                    |                          |                     |                            |                            |                                |
| 0372/4772 | CCTV Security - Approved by Council (Northampton & Kalbarri Offices)                |                    |                          |                     |                            | (4,900)                    | (287,982)                      |
| 0452      | Office Expenses - Additional Printing Costs   |                    |                          |                     |                            | (4,000)                    | (291,982)                      |
| 0342      | Training Costs - Due to COVID restrictions savings depicted                         |                    |                          | 6,000               |                            |                            | (285,982)                      |
| 0692      | Legal Costs - Based on current expenditure trend, expect saving                     |                    |                          | 3,000               |                            |                            | (282,982)                      |
| 0920      | CEO Performance Review - Consultant to assist in review not budgeted for            |                    |                          |                     |                            | (4,800)                    | (287,782)                      |
| 0164      | Generator Purchase & Installation - Approved by Council                             |                    |                          |                     |                            | (27,500)                   | (315,282)                      |
| 0134      | Photocopier - Cost less than budget provision                                       |                    |                          |                     | 1,804                      |                            | (313,478)                      |
| 0134      | LED Screen Footing - Account received after 30 June                                 |                    |                          |                     |                            | (6,062)                    | (319,540)                      |
| 0134      | Video Conferencing System - Approved by Council                                     |                    |                          |                     |                            | (9,955)                    | (329,495)                      |
|           | <b>Schedule 5 - Law &amp; Order</b>   |                    |                          |                     |                            |                            |                                |
| 1062      | Fire Control - Purchase of bulk PPE (Ogilvie BFB) ESL Grant related                 |                    |                          |                     |                            | (23,106)                   | (352,601)                      |
|           | <b>Schedule 6 - Education &amp; Welfare</b>   |                    |                          |                     |                            |                            |                                |
| 1312      | Edna Bandy Centre - Repair walls brickwork  |                    |                          |                     |                            | (1,500)                    | (354,101)                      |
|           | <b>Schedule 9 - Housing</b>   |                    |                          |                     |                            |                            |                                |
| 3212      | Fitzgerald St Residence - Replace eaves (approved by Council)                       |                    |                          |                     |                            | (9,440)                    | (363,541)                      |
| 3492      | Lot 14 Callion Way - Rebuild Reticulation - additional cost incurred                |                    |                          |                     |                            | (3,052)                    | (366,593)                      |
|           | <b>Schedule 10 - Community Amenities</b>  |                    |                          |                     |                            |                            |                                |
|           | <b>Refuse Control</b>   |                    |                          |                     |                            |                            |                                |
| 3860      | Port Gregory Refuse Site - Illegally Dumped asbestos removal                        |                    |                          |                     |                            | (4,750)                    | (371,343)                      |
| 3860      | Port Gregory Refuse Site - Tip area clean up - dozer hire                           |                    |                          |                     |                            | (4,400)                    | (375,743)                      |
| 3858      | Binnu Refuse Site - Redevelop new tip area - cost less than estimated               |                    |                          | 7,900               |                            |                            | (367,843)                      |
|           | <b>Town Planning &amp; Regional Development</b>                                     |                    |                          |                     |                            |                            |                                |
| 4372      | Local Planning Strategy - Cost incurred not budgeted for                            |                    |                          |                     |                            | (5,000)                    | (372,843)                      |
| 4282      | Consultants Expenses - Additional costs due to extra planning submissions/enquiries |                    |                          |                     |                            | (8,000)                    | (380,843)                      |

Please refer to the compilation report

**NOTE 15**  
**BUDGET AMENDMENTS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2022**

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

| GI Code | Description  | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|---------|--|--------------------|----------------|---------------------|----------------------------|----------------------------|--------------------------------|
|         |  |                    |                | \$                  | \$                         | \$                         | \$                             |
|         | <u>Other Community Amenities</u>   |                    |                |                     |                            |                            |                                |
| 4442    | Hampton Gardens ablutions - Additional septic pump outs due to wet weather                           |                    |                |                     |                            | (17,525)                   | (398,368)                      |
| 4732    | Horrocks Ablutions - Replace cisterns  |                    |                |                     |                            | (3,482)                    | (401,850)                      |
| 3354    | Northampton Cemetery Shelter - Additional costs for brick paving not budgeted for                    |                    |                |                     |                            | (6,930)                    | (408,780)                      |
|         | <u>Schedule 11 - Recreation &amp; Culture</u>  |                    |                |                     |                            |                            |                                |
| 4702    | RSL Hall - Security Installation   |                    |                |                     |                            | (2,400)                    | (411,180)                      |
| 4772    | Allen Centre Car Park - Additional line marking costs  |                    |                |                     |                            | (5,698)                    | (416,878)                      |
| 4952    | Kalbarri foreshore Parkland - Replace pump (Allen Centre bore)                                       |                    |                |                     |                            | (3,800)                    | (420,678)                      |
| 5072    | Northampton Community Centre - Additional costs to rectify rising damp issue                         |                    |                |                     |                            | (5,840)                    | (426,518)                      |
| 5072    | Northampton Community Centre - Additional costs associated with changeroom upgrades                  |                    |                |                     |                            | (2,000)                    | (428,518)                      |
| 5072    | Northampton Community Centre - Reduced Sports Admin contribution due to vacancy                      |                    |                | 3,000               |                            |                            | (425,518)                      |
| 5122    | Northampton Oval Upgrade - additional ground works plus generator hire                               |                    |                |                     |                            | (44,000)                   | (469,518)                      |
| 3670    | Northampton Pump Track - additional costs due to restriction of works                                |                    |                |                     |                            | (17,530)                   | (487,048)                      |
| 4972    | Horrocks foreshore - Replace BBQ (Approved at February Meeting)                                      |                    |                |                     |                            | (6,920)                    | (493,968)                      |
| 5522    | Old Police Station/Courthouse - Additional septic tank pump out costs - wet weather                  |                    |                |                     |                            | (5,550)                    | (499,518)                      |
|         | <u>Schedule 12 - Transport</u>   |                    |                |                     |                            |                            |                                |
|         | <u>Roadworks Own Resources</u>   |                    |                |                     |                            |                            |                                |
| 5060    | Coolcalalaya Road - Survey to rectify road reserve and road alignment                                |                    |                |                     |                            | (35,000)                   | (534,518)                      |
| 5060    | Karina Mews - Reseal & replace kerb - defer to 22/23   |                    |                | 30,000              |                            |                            | (504,518)                      |
| 5060    | Smith Street (Asphalt Seal) - Cant get contractor until June, will go into 2022/23                   |                    |                | 87,000              |                            |                            | (417,518)                      |
| 5060    | Grey St Kalbarri (Asphalt Seal) - Cant get contractor until June, will go into 2022/23               |                    |                | 295,000             |                            |                            | (122,518)                      |
|         | <u>Footpath Construction</u>   |                    |                |                     |                            |                            |                                |
| 5090    | Stephen Street, Northampton - Unable to secure contractors to undertake works be deferred to 2022/23 |                    |                | 47,400              |                            |                            | (75,118)                       |
| 5090    | Grey Street, Kalbarri - Unable to secure contractors to undertake works be deferred to 2022/23       |                    |                | 40,800              |                            |                            | (34,318)                       |
|         | <u>Schedule 13 - Economic Services</u>   |                    |                |                     |                            |                            |                                |
|         | <u>Building Control</u>  |                    |                |                     |                            |                            |                                |
| 6412    | Contract Building Surveyor - Due to employing of Building Surveyor, less cost for contract           |                    |                | 12,000              |                            |                            | (22,318)                       |
| 6412    | Casual B/S Employee - Casual Building Surveyor not employed  |                    |                | 24,500              |                            |                            | 2,182                          |
| 5124    | Building Surveyor Vehicle - Savings on purchase  |                    |                | 3,750               |                            |                            | 5,932                          |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 27

**NOTE 15**  
**BUDGET AMENDMENTS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2022**

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

| GL Code   | Description   | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-----------|---|--------------------|----------------|---------------------|----------------------------|----------------------------|--------------------------------|
|           |   |                    |                | \$                  | \$                         | \$                         | \$                             |
|           | <b>Tourism &amp; Area Promotion</b>   |                    |                |                     |                            |                            |                                |
| 6352      | Little Bay - Camp grounds handed over, reduced wages  |                    |                |                     | 10,000                     |                            | 15,932                         |
|           | <b>Building Control</b>   |                    |                |                     |                            |                            |                                |
| 6442      | Contract Building Surveyor - Savings due to employing a Building Surveyor   |                    |                |                     | 12,435                     |                            | 28,367                         |
|           | <b>Schedule 14 - Public Works Overheads</b>   |                    |                |                     |                            |                            |                                |
| 7582/7572 | Occupational & Safety Officer - New employee approved by Council (estimate cost shown)  |                    |                |                     |                            | (40,000)                   | (11,633)                       |
|           | <b>INCOME</b>   |                    |                |                     |                            |                            |                                |
|           | <b>Schedule 3 - General Purpose Income</b>  |                    |                |                     |                            |                            |                                |
| 4501      | Rates - less rates levied due to value e changes re Seroja  |                    |                |                     |                            | (7,290)                    | (18,923)                       |
| 4541      | Rates - Back rates levied   |                    |                |                     | 7,250                      |                            | (11,673)                       |
| 4611      | Financial Assistance Grant - Additional Grant Allocated   |                    |                |                     | 374,620                    |                            | 362,947                        |
| 4511/4591 | Penalty/instalment Interest - Reduced Interest  |                    |                |                     |                            | (10,000)                   | 352,947                        |
|           | <b>Schedule 4 - Members &amp; Administration</b>  |                    |                |                     |                            |                            |                                |
| 0153      | Rebates & Commissions - Extra payment for good driving behaviour  |                    |                |                     | 4,200                      |                            | 357,147                        |
| 0253      | Info Search Fee - Additional Rates account Enquiries  |                    |                |                     | 6,800                      |                            | 363,947                        |
|           | <b>Schedule 7 - Law, Order, Public Safety</b>   |                    |                |                     |                            |                            |                                |
| 0843      | Illegal Camping Fines - Additional fines issued   |                    |                |                     | 1,690                      |                            | 365,637                        |
|           | <b>Schedule 9 - Housing</b>   |                    |                |                     |                            |                            |                                |
| 2843      | Residential Rental - Reduced income for Salamit Place (employee housing)  |                    |                |                     |                            | (10,000)                   | 355,637                        |
|           | <b>Schedule 10 - Community Amenities</b>  |                    |                |                     |                            |                            |                                |
| 3343      | Refuse Charges Residential - Less income due to large number of properties cancelling refuse removal due to cyclone damaged buildings |                    |                |                     |                            | (26,016)                   | 329,621                        |
| 3383      | Refuse Charges - Business - Less income due to closure fo some businesses   |                    |                |                     |                            | (5,496)                    | 324,125                        |
| 3323      | Refuae Sites Charges - Additional income as a result of debris from Seroja  |                    |                |                     | 52,520                     |                            | 376,645                        |
| 3363      | Contributions - Sale of Scrap Metal   |                    |                |                     | 110,530                    |                            | 487,175                        |
|           | <b>Schedule 11 - Recreation and Culture</b>   |                    |                |                     |                            |                            |                                |
| 4453      | Reimbursements - Correction of GST revenue treatment associated with the synthetic bowling green contributions                        |                    |                |                     | 15,325                     |                            | 502,500                        |
|           | <b>Schedule 13 - Economic Services</b>  |                    |                |                     |                            |                            |                                |
| 5613      | Little Bay Camping - Camp Ground handed over  |                    |                |                     |                            | (3,120)                    | 499,380                        |
| 5653      | Building Permits - Additional building permit revenue to date, expect additional revenue  |                    |                |                     | 51,240                     |                            | 550,620                        |
| 5993      | Port Gregory Water Supply - BASF charge for water consumption not included in budget  |                    |                |                     | 5,000                      |                            | 555,620                        |

SHIRE OF NORTHAMPTON | 28

Please refer to the compilation report

**NOTE 15**  
**BUDGET AMENDMENTS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MARCH 2022**

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

| GL Code | Description  | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|---------|--|--------------------|----------------|---------------------|----------------------------|----------------------------|--------------------------------|
|         |  |                    |                | \$                  | \$                         | \$                         | \$                             |
|         | <b>Schedule 14 - Other Property and Services</b>                           |                    |                |                     |                            |                            |                                |
| 6623    | Contributions - Seroja Disaster Relief Claim, additional income received   |                    |                |                     | 12,000                     |                            | 567,620                        |
|         | <b>Current Liability</b>   |                    |                |                     |                            |                            |                                |
|         | LRCI Grant funding - Reversal of Journalunspent grant funds from 2020/2021 |                    | Non Cash Item  | 200,441             |                            |                            | 768,061                        |
|         |  |                    |                | \$                  | \$                         | \$                         | \$                             |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 29

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2022

**NOTE 16**  
**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  | 30,792      | 73.96%    | ▲ Permanent       | Var due to reimb of lease costs, ATO refund & additional agents fees                                |
| General purpose funding                           | 433,769     | 8.26%     | ▲ Permanent       | Variance due to LRCI funding & additional FAG's General Grant                                       |
| Law, order and public safety                      | 17,160      | 25.11%    | ▲ Permanent       | Var due to (DFES Funded) SES outboard motor purchase.   |
| Health  | (8,747)     | (33.89%)  | ▼ Timing          | Lag withraising EHO billings  |
| Education and welfare                             | 52,263      | 34.89%    | ▲ Timing          | Var associated with NCCA operational grant budget profile and Workers Compensation Recoup           |
| Housing   | (16,904)    | (29.57%)  | ▼ Permanent       | Var due to reduced residential rental income  |
| Community amenities                               | (97,369)    | (8.54%)   | ▼ Timing          | Var associated with insurance reimbursement allocation for replacement of buildings (Ablutions)     |
| Recreation and culture                            | (384,019)   | (83.61%)  | ▼ Timing          | Var associated with insurance reimbursement allocation for replacement of buildings (Kalbarri Camp) |
| Economic services                                 | 98,793      | 48.63%    | ▲ Permanent       | Var due to additional building permit revenue   |
| Other property and services                       | 2,943,772   | 669.72%   | ▲ Permanent       | Var due to recioval of LGIS insurance pre-payments and DRFAWA reimbursement                         |
| <b>Expenditure from operating activities</b>      |             |           |                   |   |
| General purpose funding                           | 27,192      | 12.80%    | ▲ Timing          | Minor short term variance   |
| Law, order and public safety                      | (63,676)    | (22.35%)  | ▼ Permanent       | Var due to Kalbarri SES outboard motor purchase and large BFB PPE purchase (Ogilvie)                |
| Education and welfare                             | (39,592)    | (21.21%)  | ▼ Timing          | Var due to increased NCCA payroll costs (inc workers compensation employee payments)                |
| Housing   | (5,499)     | (8.82%)   | ▼ Permanent       | Var due to insurance repairs post Seroja  |
| Community amenities                               | (65,489)    | (5.41%)   | ▼ Permanent       | Var due to additional refuse site works   |
| Recreation and culture                            | 184,930     | 12.86%    | ▲ Timing          | Variance will reconcile once building works/ repairs are completed (Cyclone Seroja)                 |
| Transport   | 427,925     | 14.84%    | ▲ Timing          | Variance due to muni roads underspend, actuals and budget should reconcile as year progresses       |
| Economic services                                 | 32,651      | 10.14%    | ▲ Timing          | Budget profile issue only   |
| Other property and services                       | (1,682,696) | (883.43%) | ▼ Permanent       | Var due to the costs associated with cyclone Seroja insurance and recovery works                    |
| <b>Investing activities</b>                       |             |           |                   |   |
| Non-operating grants, subsidies and contributions | (183,960)   | (24.97%)  | ▼ Timing          | Temporary short term variance   |
| Capital acquisitions                              | 779,252     | 27.53%    | ▲ Timing          | Further Plant purchases to be completed in second half of the year                                  |
| <b>Financing activities</b>                       |             |           |                   |   |
| Repayment of debentures                           | 9,325       | 6.33%     | ▲ Timing          | Will reconcile, budget timing situation only  |
| Transfer to reserves                              | (70,587)    | (80.39%)  | ▼ Permanent       | Transfers processed October 21 & January 22   |



## ADMINISTRATION & CORPORATE REPORT

|       |  |    |
|-------|--|----|
| 7.5.1 | NORTHAMPTON RECREATION GROUND ABLUTIONS.....                                 | 2  |
| 7.5.2 | OUTDOOR SHOWERS .....  | 14 |
| 7.5.3 | LITTLE BAY ROAD – ABORIGINAL HERITAGE SURVEY .....                           | 22 |
| 7.5.4 | LEASE – NORTHAMPTON CHILD CARE CENTRE.....                                   | 27 |
| 7.5.5 | AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – NATIONAL GENERAL<br>ASSEMBLY ..... | 31 |
| 7.5.6 | CEO VEHICLE CHANGEOVER.....  | 38 |
| 7.5.7 | CHANGE OF RESERVE PURPOSE – RESERVE 30953 .....                              | 40 |

**7.5.1 NORTHAMPTON RECREATION GROUND ABLUTIONS**

|                           |                                      |
|---------------------------|--------------------------------------|
| <b>LOCATION:</b>          | <b>Northampton Recreation Ground</b> |
| <b>FILE REFERENCE:</b>    | <b>4.2.15 &amp; 11.1.8</b>           |
| <b>DATE OF REPORT:</b>    | <b>25 March 2022</b>                 |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                  |
| <b>APPENDICES:</b>        | <b>1. Quote &amp; Design Details</b> |

**SUMMARY:**

Council to determine quoted received for construction of new ablutions at the Northampton Recreation Oval.

**LOCALITY PLANS:**



**BACKGROUND:**

As part of the Local Roads and Community Infrastructure Programme, Council nominated the replacement of the existing public ablutions at the Northampton Recreation Oval which has been approved for funding through the LRCIP. A grant of \$140,000 has been approved.

**COMMENT:**

To progress the project, quotes from two WA Local Government Association approved preferred suppliers for the supply and construction of the ablutions were requested and have been received.

Apart from the supply and construction of the ablutions, the use of a privacy screen depicting various sporting activities as per below draft design has also been included and will be in the form aluminum perforated mesh. Similar to the privacy screens now placed on the Kalbarri foreshore ablutions.



Quotes received are:

|   |                            |
|---|----------------------------|
| Landmark                                      | \$110,085 exclusive of GST |
| Installation                                  | \$ 37,595                  |
| Modus   | \$ 86,770 exclusive of GST |
| They were unable to provide installation cost |                            |

The quotes for each supplier are at Appendices 1.

A quote has also been obtained from a locally based registered builder, Wilson Complete, to construct the building, quote \$14,780. Wilson Complete constructed the Kings Park Ablutions so are familiar with this type of kit structure. Wilson Complete arrange for cement slab and all other needs for the construction of the ablution including electrical and plumbing requirements.

Quotes do not allow for any plumbing or electrical works which will come at an additional cost of approximately \$15,000 based on recent installations. Demolition of the existing building can be undertaken by Council staff and plant and will be at minimal cost.

Therefore the overall cost excluding Council staff and machinery for the project for each supplier using a local builder to erect the facility is:

|                         |                  |
|-------------------------|------------------|
| Landmark abluion        | \$110,085        |
| Erection                | \$ 14,780        |
| Electrical and Plumbing | <u>\$ 15,000</u> |
| Total                   | \$139,865        |
| Round to                | \$140,000        |
|                         |                  |
| Modus abluion           | \$ 97,281        |
| Erection                | \$ 14,780        |
| Electrical and Plumbing | <u>\$ 15,000</u> |
| Total                   | \$127,061        |
| Round to                | \$128,000        |

Either design can be accommodated however for this location it is considered that a service duct is preferred for this abluion as being in an isolated area the pipework and cisterns etc are protected from possible tampering or vandalism.

Both suppliers have been used by Council previously with the provision of abluions and shelters. The Modus abluions are what are currently being constructed on the Kalbarri foreshore. In recent years Council has not actually purchased a Landmark abluion however a majority of shelters in the various parks and gardens are Landmark products.

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

As stated, the grant received for the project is \$140,000. From the quotes to supply and construct and depending on no unforeseen expenditure the project will be accommodated with the grant received requiring no to little funding from Council.

#### **STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Tenders Provision*

As the two suppliers are WA Local Government Association approved preferred suppliers and as the value of the buildings are not in excess of the current \$250,000 threshold, tenders are not required to be invited for the abluion.

#### **VOTING REQUIREMENT:**

*Simple Majority Required:*

---

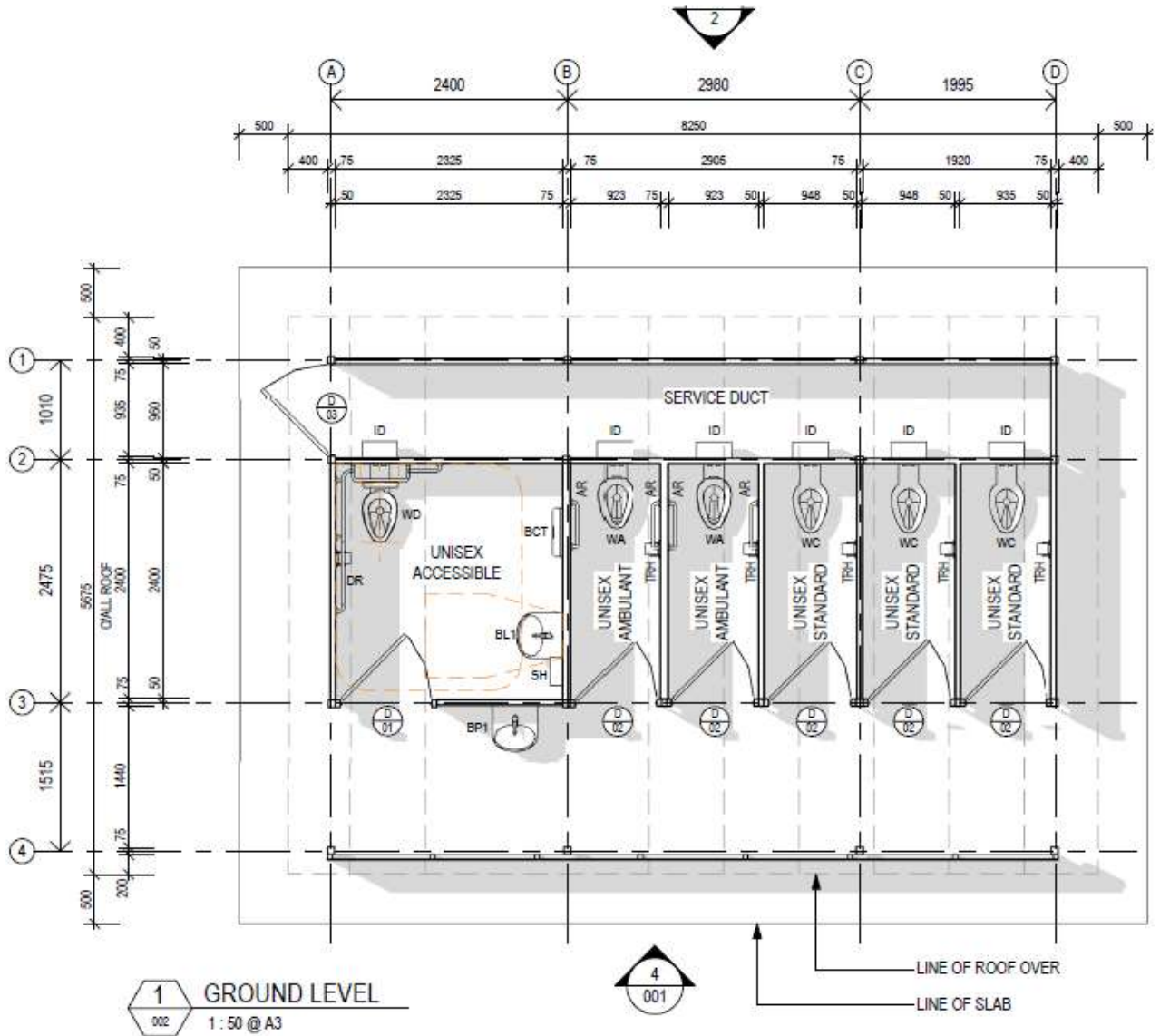
**OFFICER RECOMMENDATION – ITEM 7.5.1**

**That Council:**

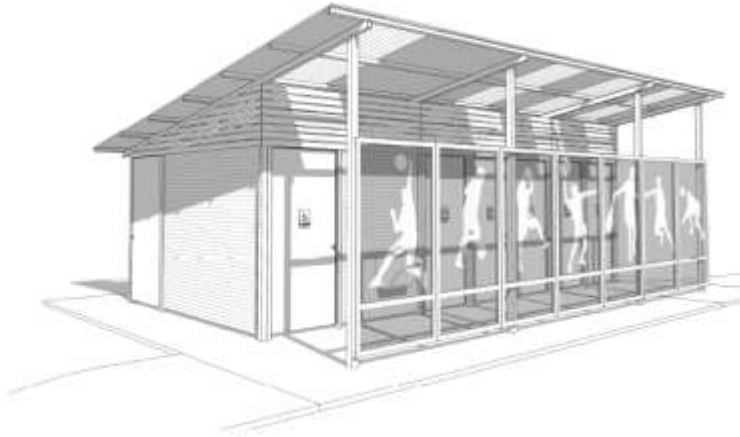
- 1. Selects (ablution manufacturer) for the supply of a five cubicle ablution building at a cost of \$ (insert amount)**
- 2. Accepts the quote from Wilson Complete to construct the ablution.**

**APPENDICES 1 – Quotes & Designs**

**Landmark Quote & Design**



**EXHIBIT DRAWING ONLY**  
 ALL DIMENSIONS REPRESENTED ARE APPROXIMATE AND CONCEPT ONLY. THIS  
 IS NOT AN OFFICIAL DRAWING AND SHOULD NOT BE USED FOR CONSTRUCTION. ALL DIMENSIONS  
 AND MATERIALS SHALL BE AS SPECIFIED IN THE CONTRACT DOCUMENTS. THE  
 SHIRE OF NORTHAMPTON TAKES NO RESPONSIBILITY FOR THE ACCURACY OF THIS DRAWING FOR THE PURPOSES  
 OF ANY CONTRACT. SHIRE OF NORTHAMPTON © 2022

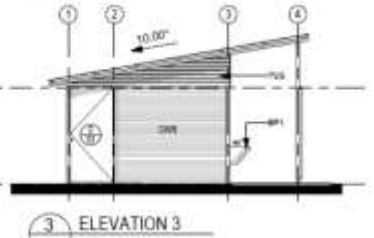
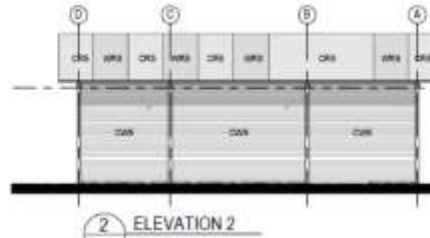
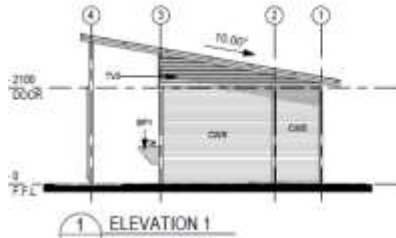
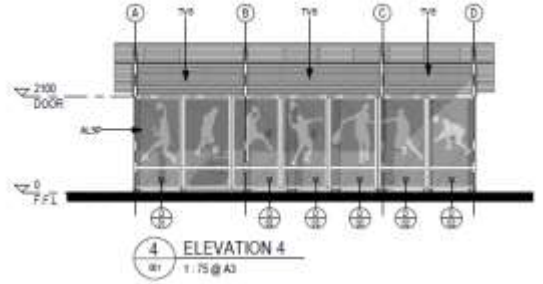


**LEGEND**

- ALSP ALUMINIUM PROFERF SCREEN (IMAGES SHOWN AS EXAMPLE ONLY)
- BP1 STAINLESS STEEL BASIN C/W BUTTON ACTION TAP AND COLORBOND SHROUD
- CRS COLORBOND ROOF SHEETING
- CWS COLORBOND WALL SHEETING
- TVS TIMBER VENTILATION SCREEN
- WRS WEBGLAS ROOF SHEETING

**DOOR SCHEDULE**

| NO. | HEIGHT | WIDTH | DESCRIPTION                       |
|-----|--------|-------|-----------------------------------|
| 01  | 2048   | 820   | COLORBOND CLAD - HOLLOW CORE DOOR |
| 02  | 2048   | 820   | COLORBOND CLAD - HOLLOW CORE DOOR |
| 03  | 2048   | 820   | COLORBOND CLAD - HOLLOW CORE DOOR |



**Proposal 47004R1**  
Friday, 25 February 2022



ENGINEERED FOR AUSTRALIAN COMMUNITIES

A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Pty Ltd via the email address listed below.

|   |  |
|---|--|
| <b>Customer:</b> Shire of Northampton   | <b>Consultant:</b> Adel Young                  |
| <b>Contact:</b> Garry Keeffe            | <b>Estimator:</b> CHRSHA                       |
| <b>Phone:</b> 0427 341 202              | <b>Project:</b> Northampton Oval Public Toilet |
| <b>Email:</b> ceo@northampton.wa.gov.au | <b>LGA:</b> WALGA PSP010                       |
| <b>Location:</b> Northampton, WA 6535   |  |

Unless noted otherwise - All structures are designed to N3 (W41) wind classification.

Supply of a modified K9500 "Caretaker" restroom with a skillion roof with (1) unisex disabled cubicle, (2) unisex ambulant cubicles and (3) unisex standard cubicles including timber ventilation screens and designed to AS1428.1-2009 code. Modifications include front modesty screen frame and panels with perforated image fixed to the front posts which are moved forward to allow for increased access corridor.

|                         |             |
|-------------------------|-------------|
| <b>Quantity:</b>        | 1           |
| <b>Unit Price:</b>      | \$87,985.00 |
| <b>Discount %:</b>      | 8.62%       |
| <b>Disc Unit Price:</b> | \$80,400.00 |
| <b>Total Price:</b>     | \$80,400.00 |

All prices are excluding GST



- \* Pre-cut Colorbond, custom orb roof sheeting - 'XRW' grade (Colour TBC).
- \* Heavy duty opal Webglass roof sheeting for natural lighting.
- \* Hot dipped galvanised and powder coated steel roof frame, posts and modesty screen frame (Colour TBC).
- \* Seven (7) Perforated and powder coated aluminium panels to front of modesty screen (Colour TBC)
- \* LOSP treated, factory stained pine timber screen frames.
- \* Factory stained, hardwood screen battens.
- \* Galvanised steel wall frames.
- \* 'XRW' grade Colorbond, horizontal Maxirib internal and external wall cladding (Colour TBC).
- \* 'XRW' grade Colorbond steel clad hollow core cubicle doors (Colour TBC).
- \* Cubicle doors have standard door closers, push/pull handles and indicator locks only.
- \* 'XRW' grade Colorbond steel clad hollow core service duct door (Colour TBC) with a dead lock.
- \* Landmark products stainless steel anti vandal fastening system.
- \* All remaining fixings are galvanised.
- \* Footing design and setout plan.
- \* Engineers certification and building application drawings.
- \* Installation instructions.
- \* Packed flat packed - delivery not included.

**Notes.**

- \* No allowance for fitout items, disabled handrails, standard Landmark toilet roll holders or plumbing fixtures ( see additional quote ).
- \* No allowance for a gutter & downpipe.
- \* Concrete slab & footing design is subject to the results of a soil report ( conducted by others ).

Lines: 1

Supply of the following fitout items to suit a K9500 "Caretaker" restroom with (1) unisex disabled cubicle, (2) unisex ambulant cubicles and (3) unisex standard cubicles:

|                     |             |
|---------------------|-------------|
| <b>Quantity:</b>    | 1           |
| <b>Unit Price:</b>  | \$18,600.00 |
| <b>Total Price:</b> | \$18,600.00 |

All prices are excluding GST

- \* ( 1 ) GR304 Stainless steel disabled pans, each with a Back rest, disabled handrails, plastic cistern and stainless steel pan flush button flashing. (with Blue seat supplied loose for future installation if required)
- \* ( 2 ) GR304 Stainless steel ambulant pans, each with ambulant handrails, plastic cistern and stainless steel pan flush button flashing.
- \* ( 3 ) GR304 Stainless steel standard pan with plastic cistern and stainless steel pan flush button flashing.
- \* ( 6 ) Standard Landmark toilet roll holders.
- \* ( 6 ) Chrome plated coat and hat hooks with rubber caps.
- \* ( 1 ) GR316 Stainless steel shelves.
- \* ( 1 ) Vertical polyethylene baby change table.
- \* ( 1 ) GR304 Stainless steel basins, each with a self closing lever action cold water tap and Colorbond shroud.
- \* ( 1 ) GR304 Stainless steel basin with a spring closing cam or button action cold water tap and Colorbond shroud.
- \* ( 1 ) Brass vandal proof keyed tap with hose mount.

**Note:**

- \* If seat is to be supplied in a different colour please advise.

Lines: 2

Prices are Valid Until Tuesday, 25 April 2022

\* All photos are indicative only, Some images may contain products not included on this quotation.

**Landmark Products Pty Ltd**  
ABN: 99112000843  
Web: www.landmarkpro.com.au  
Web: www.furphyfoundry.com.au

3 / 342 Albany Hwy  
Victoria Park, WA 6100

Phone: 1300 768 230  
Email: salesWA@landmarkpro.com.au



**INSURANCES FOR YOUR PROTECTION: \$20 Million Public and Product Liability Cover. \$10 Million Professional Indemnity Cover**

**WARRANTY:** up to 20 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

**QUOTE TERMS AND TRADING TERMS:** Account Customers Only: As per Landmark Products Quotation and Trading Terms (clause 5.1 Invoicing and Payment) we will invoice for product supply on completion of manufacture (regardless if the product is shipped or not) and payment is due 30 Days Net. We will invoice for installation services on the completion of the install and payment is due 30 Days Net. Acceptance of this quote confirms your acceptance of this Payment Condition. Full Quotation and Trading Terms available on our website www.landmarkpro.com.au

Page 3 of 7



**Proposal 47004R1**

Friday, 25 February 2022



A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Pty Ltd via the email address listed below.

|   |                                   |
|---|-----------------------------------|
| <b>Delivery to :-</b>   | <b>Freight Price:</b> \$10,590.00 |
| Northampton, WA 6535  | All prices are excluding GST      |
| * Unloading not included.<br>* A variation will occur if unloading is required.   |                                   |
| <i>Line: 3</i>  |                                   |
| <b>Certificate of Design compliance.</b>  | <b>Install Price:</b> \$495.00    |
|   | All prices are excluding GST      |
| <i>Line: 4</i>  |                                   |
| <b>Building Permit and CTF related costs.</b>   | <b>Install Price:</b> \$795.00    |
|   | All prices are excluding GST      |
| <i>Line: 5</i>  |                                   |
| <b>Site mobilisation and de-mobilisation.<br/>Accommodation duration of the project.</b>  | <b>Install Price:</b> \$3,850.00  |
|   | All prices are excluding GST      |
| <i>Line: 6</i>  |                                   |
| <b>Installation of above quoted restroom with a new concrete slab 500mm past the dripline includes:</b>   | <b>Install Price:</b> \$32,950.00 |
| * Construction Fence hire duration of the project.<br>* Erect construction fence and safety signs.<br>* Unloading of kit at site.<br>* Hire of excavator - excavate footings.<br>* Prepare footing formwork.<br>* Hire of concrete truck - pour concrete footings.<br>* Installation of the restroom frame and roof (including assembly for the of the veranda frame and roof sheets).<br>* Pre-lay plumbing.<br>* Excavate toilet slab and prepare formwork.<br>* Install 32mpa concrete slab 500mm past drip line including RL 72 steel mesh reinforcement.<br>* Complete internal and external wall cladding installation and the fitting of the restroom doors.<br>* Handover.<br>* Practical Completion Certification.<br>* Issue of warranties and maintenance documents. | All prices are excluding GST      |
| <b>'Timing of installation to be co-ordinated with client contact'.</b>   |                                   |
| <i>Line: 7</i>  |                                   |
|   | <b>Quote Total:</b> \$147,680.00  |
|   | <b>+GST:</b> \$14,768.00          |
|   | <b>Grand Total:</b> \$162,448.00  |

Prices are Valid Until Tuesday, 25 April 2022

\* All photos are indicative only. Some images may contain products not included on this quotation.

**Landmark Products Pty Ltd** 3 / 342 Albany Hwy  
ABN: 99112000843 Victoria Park, WA 6100  
Web: www.landmarkpro.com.au  
Web: www.furphyfoundry.com.au

Phone: 1300 768 230  
Email: salesWA@landmarkpro.com.au



**INSURANCES FOR YOUR PROTECTION: \$20 Million Public and Product Liability Cover. \$10 Million Professional Indemnity Cover**

**WARRANTY:** up to 10 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

**QUOTE TERMS AND TRADING TERMS:** Account Customers Only: As per Landmark Products Quotation and Trading Terms (clause 5.1 Invoicing and Payment) we will invoice for product supply on completion of manufacture (regardless if the product is shipped or not) and payment is due 30 Days Net. We will invoice for installation services on the completion of the install and payment is due 30 Days Net. Acceptance of this quote confirms your acceptance of this Payment Condition. Full Quotation and Trading Terms available on our website www.landmarkpro.com.au

**Modus Quote & Design**

## INVESTMENT VALUE

### YARRA-5 CUSTOM TOILET BUILDING

| ITEM   | QUANTITY     | VALUE                     |
|--|--------------|---------------------------|
| <b>Yarra-5 Custom Toilet Building</b><br>Including Scope and Fixtures as noted | 1            | \$ 90,743.00              |
| <b>Delivery to Northampton WA 6535</b>   | 1            | \$ 6,538.00               |
|  | <b>TOTAL</b> | <b>\$ 97,281.00 + GST</b> |

#### NOTES

- Delivery allows for items delivered on pallets, mechanical off-loading (forklift) to be provided by client unless specifically allowed for in above pricing

Please note this proposal is provided on a 'commercial in confidence' basis. Publishing in part or full of this proposal in tender documents or the like, without prior approval by Modus, will be considered a breach. If you would like to include specific parts of this in tender documents, please let us know and we will be more than happy to discuss and approve if warranted.

Thank you for the opportunity to provide a proposal on our solution for your needs, if you have any questions please get in touch with me on the details below. We look forward to assisting you further soon.

Best regards,



**Jon Cook**  
Senior Project Consultant

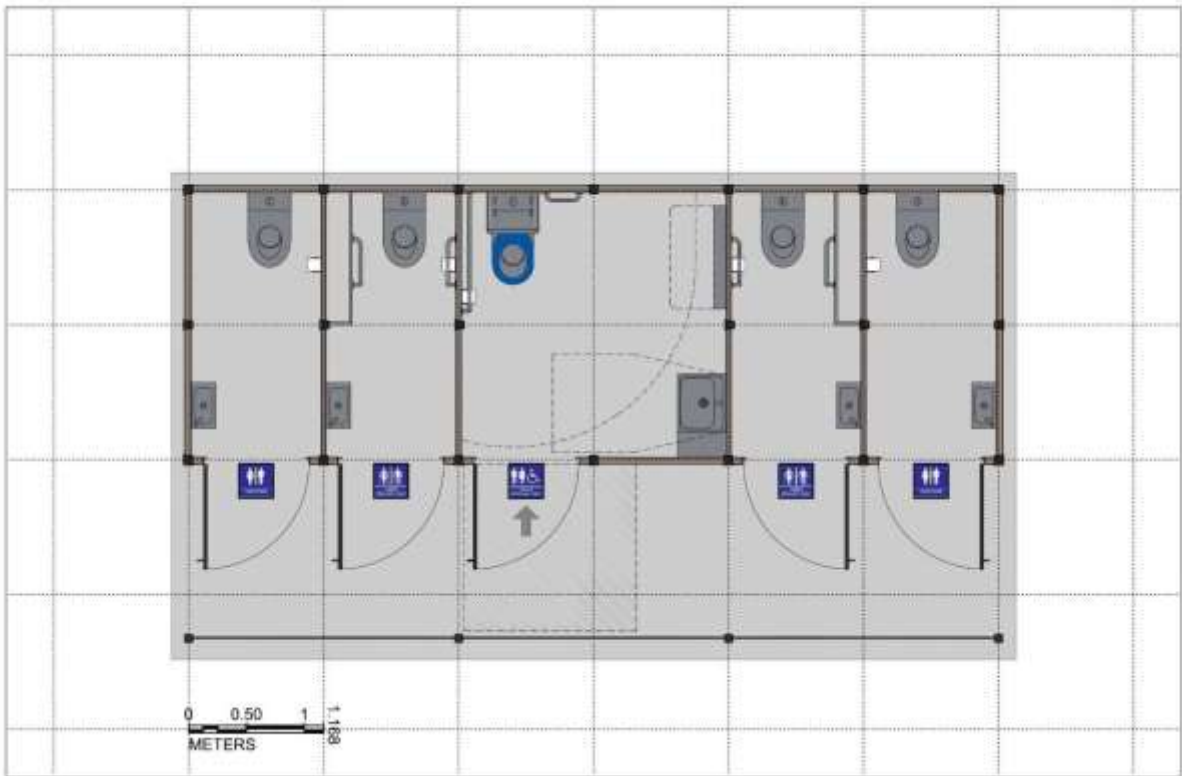
M 0439 902 180  
P 1300 945 930  
E jon@modusaustralia.com.au

PREFERRED SUPPLIER APPOINTMENTS AND ASSOCIATIONS

## BUILDING FIXTURES

### YARRA-5 CUSTOM TOILET BUILDING

| ITEM  | QUANTITY |
|---|----------|
| Stainless Steel Toilet Pan & Cistern  | 5        |
| Large Stainless Steel Wash Hand Basin with Knee Operated Time Flow Tap  | 1        |
| Small Stainless Steel Wash Hand Basin with Time Flow Tap  | 4        |
| Set of Stainless Steel Grab Rails   | 2        |
| Stainless Steel Single Toilet Roll Dispenser  | 5        |
| Stainless Steel Shelf for Universal Cubicle   | 1        |
| Distribution Enclosure with Main Switch and MCB/RCD   | 1        |
| LED Batten Light with day/night switch  | 8        |
| Picper Privacy Screens (Per Panel   Pricing based on standard complexity and requires design provided by the Shire) | 3        |





**7.5.2 OUTDOOR SHOWERS**

|                           |  |
|---------------------------|--|
| <b>LOCATION:</b>          | <b>Kalbarri and Horrocks Foreshores</b>    |
| <b>FILE REFERENCE:</b>    | <b>11.1.4</b>                              |
| <b>DATE OF REPORT:</b>    | <b>29 March 2021</b>                       |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                        |
| <b>APPENDICES:</b>        | <b>1. Outdoor Shower Types &amp; Costs</b> |

**SUMMARY:**

Council to consider the purchasing of outdoor showers for locations in Horrocks and Kalbarri.

**BACKGROUND:**

A recent inquiry was received from a parent using the main beach at Horrocks on the issue of outdoor showers to wash children down were too far away, being located at the ablutions, and they recommended that a closer shower to the actual beach access from the car park would be more advantageous, especially when have more than one child, especially toddlers.

It was pointed out that to walk to the ablutions and then return to their car in the main foreshore car park created concerns with the control of children and having to walk through grassed areas with wet feet, grass and sand sticks to the children's feet and defeats the purpose of rinsing them down before entering their car.

In addition the new ablutions at Chinaman's, Sally's Tree and the Mariner do not have any outdoor showers. The priority here was to have the ablutions constructed in a timely manner to allow use and then allow for the portable toilets to be returned. Plumbing to cater for outdoor showers has been installed as part of the new ablutions build.

**COMMENT:**

It is recommended that Council give due consideration to installing outdoor showers with feet washers at Horrocks and the new ablutions in Kalbarri.

For the Horrocks shower it is suggested that it be placed near the access ramp to the main beach area as per below. This area will provide easy drainage however will require a water source to the site from a supply within the foreshore park.



In addition the new ablutions at Chinaman's, Sally's Tree and the Mariner do not have any outdoor showers. The priority here was to have the ablutions constructed in a timely manner to allow use and then allow for the portable toilets to be returned. Plumbing to cater for outdoor showers has been installed as part of the new ablutions build.

No location for the new showers has been determined at this stage.

When outdoor showers were previously provided on the Kalbarri ablutions, they were attached to verandah poles and drainage and wetness of verandah areas was always an issue. In addition tap ware and shower roses were subject to vandalism and breakdowns.

It is considered that the best option is to have standalone showers of robust design. With the standalone showers they can be placed away from the ablutions and allow for easier drainage etc.

Quotes have been obtained from several suppliers of such outdoor showers and range from \$2,000 to \$8,800 to purchase only plus plumbing and provision of water supply to sites, details at Appendices 1

With the Aquafil design, the Council may have its own plate design or can select standard designs from the company itself.

It is recommended that for Kalbarri two showers be provided for at Sally's Tree and Chinaman's and one at the Marina ablution. With the Horrocks shower this will require the purchase of six showers total.

**FINANCIAL & BUDGET IMPLICATIONS:**

Unfortunately the cost of plumbing is not known at this stage, however for this situation have allowed \$1,000 per shower. Also a concrete slab for each shower (with the exception for the Horrocks shower) has been provided for. For the Horrocks shower a small landing to be made from recycled plastic decking is proposed to allow the water to simply drain into the existing dune system.

Based on the above the estimated cost for the beach showers using the products within the \$2,000 to \$4,500 range is \$7,000:

|   |                 |
|---|-----------------|
| 6 x outdoor showers \$4,500 each            | \$27,000        |
| Freight based on the \$1,000 per unit       | \$ 6,000        |
| Plumbing & Installation                     | \$ 6,000        |
| Concrete pads 1m x 1m @ \$90/m <sup>2</sup> | \$ 450          |
| Horrocks Landing                            | \$ 1,000        |
| Miscellaneous Provisions                    | <u>\$ 1,000</u> |
| Estimated Cost                              | \$41,450        |
| Round to                                    | \$42,000        |

Council is to consider the installation of the showers within the 2022/23 Budget.

**STRATEGIC IMPLICATIONS:**

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

| 3. Our People  |  |   |  |
|--|--|---|--|
| 3.1 To support our local communities in a place management approach to services, facilities, and lifestyle enhancement |  |   |  |
|  | Key Outcomes   | Objectives  | Success Measures   |
| 3.1  | Providing community and recreation facilities within budget constraints  | Asset development and management plans in place                                     | Community satisfaction and level of facility use                   |
| 3.2  | Support community action groups wherever practicable to achieve positive outcomes in their locality to enhance lifestyle | Each community has a progress or community association that is supported by Council | Level of activity or number of community projects in each locality |
| 3.3  | Advocate for services or facilities the Shire cannot provide   | Increased services or facilities  | Reduction of the gaps in services or facilities                    |



**VOTING REQUIREMENT:**

*Simple Majority Required:*

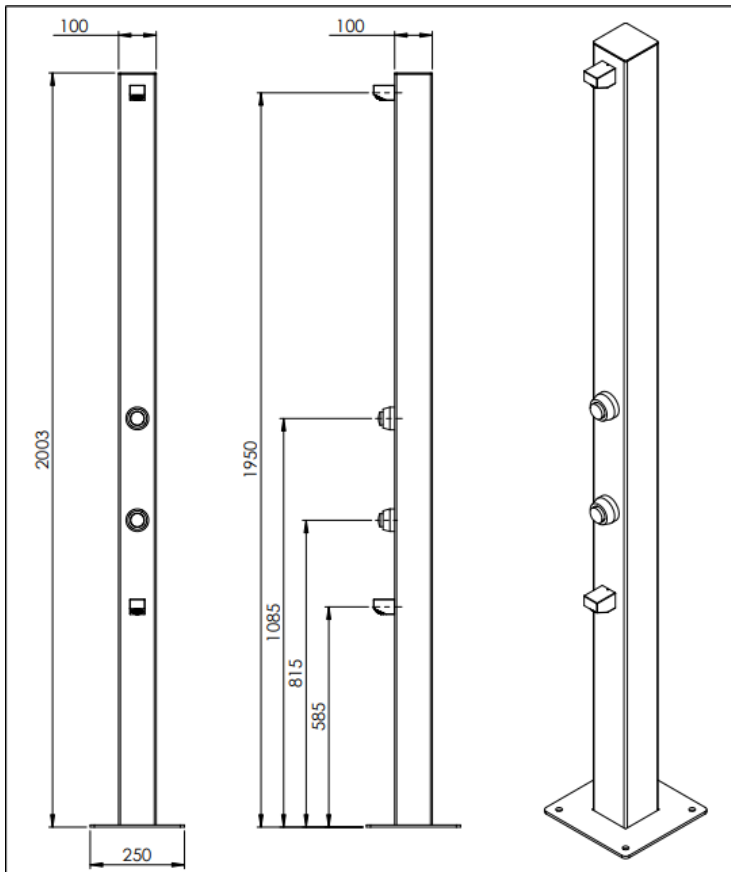
**OFFICER RECOMMENDATION – ITEM 7.5.2**

**That Council list for consideration a provision of \$42,000 for the installation of six outdoor showers with foot washes, five at Kalbarri to be located at Chinaman's ablutions (2), Sally's Tree ablutions (2) and the Marina ablutions (1) and one at Horrocks Beach and Council select which type of shower is to be purchased.**

**APPENDICES 1 – Beach Shower Types**

**Beach Solo**

Single Shower and Foot wash \$4,444



**Aquafil**

\$4,500 for single shower & foot wash



Single shower & foot washer

**Encat Australia**

\$8,789 exclusive of GST delivery and packaging \$1,700



Single shower & foot washer

**Bondi - Hydra**



**7.5.3 LITTLE BAY ROAD – ABORIGINAL HERITAGE SURVEY**

|                           |                                  |
|---------------------------|----------------------------------|
| <b>LOCATION:</b>          | <b>Horrocks, Little Bay Road</b> |
| <b>FILE REFERENCE:</b>    | <b>12.1.1</b>                    |
| <b>DATE OF REPORT:</b>    | <b>29 March 2021</b>             |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>              |
| <b>APPENDICES:</b>        | <b>1. Plan of Midden Sites</b>   |

**SUMMARY:**

Council to approved expenditure for an Aboriginal Heritage Site survey of Midden site on the Little Bay Road Reserve.

**LOCALITY PLANS:**

See Appendices 1.

**BACKGROUND:**

The CEO has progressed the purchasing and securing of land from private property and unallocated crown land for the creation of a road reserve for the construction of Little Bay Road from the existing road through to Little Bay itself.

The subdivision process is complete and processes to construct the road can commence, however during the process, Aboriginal Heritage sites have been identified, being midden sites.

A midden site is a distinct concentration of shell, bone, botanical remains, ash and charcoal - evidence of past Aboriginal hunting, gathering and food processing activities within a particular area. The discarded shells and other materials may be the remains of a single meal or the result of repeated use of a particular location over thousands of years. Midden sites can range in size from small, discrete scatters to extensive deposits that run along a coastline for hundreds of metres. They are often associated with dark, ashy soil and can also be visible in eroded or collapsed sections of dunes where they may appear as a dark, ashy band with layers of shell throughout.

Following the submission of an Activity Notice sent to the Yamatji Southern Regional Council, to progress the development of the road a “Site Identification Survey” is to be conducted. The survey should be sufficient to undertake any regulatory applications that may be necessary under the *Aboriginal Heritage Act 1972* (AHA).

At Appendices 1 the location of the midden sites is shown, and site number 18433 is the one of concern as is located where the proposed road reserve is to traverse.

**COMMENT:**

As part of the survey process there also may be a requirement in the later stages to have an Aboriginal Survey undertaken on the remaining section of the new road reserve however this will not be known until after the above midden site survey has been undertaken and if the YSRC require a further survey of the new road reserve.

If the site is found to be of significant cultural heritage and approval is not provided to allow the road reserve to traverse through the area, then an alternative route within the area will need to be identified which is going to be extremely difficult giving the terrain at this location.

**FINANCIAL & BUDGET IMPLICATIONS:**

Quotes from consultants experienced in this field of work have been obtained (two only responded), being Sticks and Stones Cultural Resources Management (SandS CRM) \$21,166 GST exclusive and Trace Archaeologists \$13,508 GST exclusive. The reason for the difference in the costs is that SandS CRM involve YSRC consultants and heritage Services Provider whereas Trace Archeologists do not. Their reasoning is that from their experience, the Native Title Holders have started to be engaged directly through the shire, mining proponent or PBC, so that they actually earn superannuation, which has been highly positive. This has not ben the case with the Shire of Northampton in this matter.

Additionally, they do not onboard the Native Title Holders because they then have to undergo all of their internal inductions, Occupational Health and Safety training, screenings etc in order to comply with their policies to undertake fieldwork. As they are not employed by Trace Archaeologists they are not covered by their insurances, which means that the Shire will be liable for any injury or accident during the heritage survey.

Additionally, if they were the ones to engage the Native Title Holders directly, the Shire would be required to cover costs for the onboarding and payments by means of 50 % of their total fee inclusive of the NTH costs upfront to cover the expense (as payment is expected the same day after work is completed).

The cost provided by SandsS CRM for the above is \$2,500, vehicle hire and fuel \$2,500, total \$5,000.

It is considered that it would be in the Shire's best interest to ensure this road is constructed that local YSRC representatives are involved in the survey.

The YSCR officer who the CEO has been dealing with on this matter recommended SandS CRM in their advice.

There is no provision for the above expenditure in the 2021/22 Budget however due to a number of road projects now not to progress resulting in surplus funds (as reported at the February meeting) costs for the identification survey can be accommodated. The survey is urgent to allow for progression of lodging a clearing permit application for the construction of the new road.

Council therefore is requested to approve expenditure of \$22,000 as authorised expenditure.

**STATUTORY IMPLICATIONS:**

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

**VOTING REQUIREMENT:**

*Absolute Majority Required:* - As there is no provision for this expenditure within the 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 7.5.3**

**That Council engage the services of Stones Cultural Resources Management to undertake an Aboriginal Site Identification Survey for Midden Site 18433 on the Little Bay Road Reserve at estimated cost of \$22,000 and this be declared authorised expenditure.**



**APPENDICES 1 – Midden Site Location**





**7.5.4 LEASE – NORTHAMPTON CHILD CARE CENTRE**

|                           |   |
|---------------------------|---|
| <b>LOCATION:</b>          | <b>Lot 483, Stephen Street, Northampton</b>           |
| <b>FILE REFERENCE:</b>    | <b>8.1.2 &amp; 9.1.3</b>                              |
| <b>CORRESPONDENT:</b>     | <b>Regional Early Education &amp; Development Inc</b> |
| <b>DATE OF REPORT:</b>    | <b>29 March 2022</b>                                  |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                                   |

**SUMMARY:**

Council to approve the leasing of the Northampton Child Care Centre located at Lot 483 Stephen Street, Northampton to Regional Early Education and Development referred to as REED.

**LOCALITY PLANS:**



**BACKGROUND:**

For some time, the sustainability of Early Childhood Education and Care (ECEC) services in regional Western Australia has been challenging in a changing and complex environment.

Work commenced in 2015 as part of the Wheatbelt Early Childhood Education and Care (ECEC) Sustainability Project looked at ways to ensure that ECEC services:

- continue to be provided across the Wheatbelt Region for the benefit of children and their families, communities and the economy,
- are sustainable and deliver high quality programs which contribute to children's development in their critical early years.

The outcome of that project was the agreement that a single regionally based ECEC organisation be established, recognised for its professionalism, sound governance and financial management, together with the quality of the services it provides for children. This organisation, established in 2018, is REED Inc (Regional Early Education and Development Inc).

REED has its early origins as the Narrogin Regional Child Care Services which, as well as providing ECEC services in Narrogin, supported the Pingelly and Wickopin communities through its mobile services. In the past three years, a further 15 regionally based services have merged to join REED, making it a significant ECEC provider throughout regional Western Australia.

Over the past two years, REED has been in contact with the Northampton Child Care Association, as the current approved provider of ECEC services in Northampton, looking at possible merger opportunities. While the REED Board was supportive to merge, the geographical location of Northampton compared to existing REED services meant that the REED Board needed to have sufficient interest from other mid-west services to make establishing a new mid-west cluster viable.

REED has now secured with services at Perenjori and Mingenew joining with Northampton to form a cluster. As such REED has been working in close consultation with the Northampton Childcare Association Committee towards a merger taking place in mid-2022.

The process of merger involves both Associations lodging a formal application with the Early Childhood Regulatory Unit (ECRU) to transfer the approved provider status to REED, thereby ensuring that Northampton Childcare Centre continues to operate.

**COMMENT:**

For the transfer to progress, REED will require a long term lease of the premises and have requested a ten year term. REED has provided a draft lease agreement which is the same as other leases that this Council has with similar non sporting organisations and is same that REED has with other local governments.

Also REED are requesting that a \$1 peppercorn rent apply and for Council to continue with the maintenance of the lawns and gardens as it currently does.

The biggest change with REED taking over is that Council will no longer undertake the financial management of the centre. This includes employees of the centre no longer being through our payroll system. This will now be REED's responsibility.

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

Only financial implications will be costs for the lease, however these are considered minimal with REED undertaking the process and not Council as is normally the case.

Ongoing budget provision for the maintenance of the gardens at the centre will be part of the normal budget process.

#### **STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995 – Section 3.58*

(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.

This section does not apply if:

- the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;
- the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature

With this lease renewal the exempt provisions apply.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.4**

**That Council approve the leasing of Lot 483 Stephen Street, Northampton, being the Northampton Child Care Centre, for a term of ten years at a peppercorn rent of \$1 per annum and Council continue to maintain the lawns and gardens at the Centre.**

**7.5.5 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – NATIONAL GENERAL ASSEMBLY**

|                           |  |
|---------------------------|--|
| <b>LOCATION:</b>          | <b>Canberra</b>                                |
| <b>FILE REFERENCE:</b>    | <b>4.1.10</b>                                  |
| <b>CORRESPONDENT:</b>     | <b>Australian Local Government Association</b> |
| <b>DATE OF REPORT:</b>    | <b>4 April 2022</b>                            |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                            |
| <b>APPENDICES:</b>        | <b>1. National General Assembly Program</b>    |

**SUMMARY:**

Advice of CEO attending the ALGA National General Assembly, held in Canberra, to provide a presentation and a discussion panel on natural disasters (Cyclone Seroja) and endorse the Shire President and Deputy President to attend the Assembly.

**BACKGROUND:**

The CEO has been invited by the Australian Local Government Association to provide a presentation and be part of a discussion panel at a Regional Forum being part of the National General Assembly programme. The Regional Forum is being held on Sunday 19 June and the General Assembly is from Monday 20 June to Wednesday 22 June 2022.

Upon the invite from the Deputy Chairperson, Karen Chappel (President of Shire of Moora and president of the WA Local Government Association) she also recommended that our Shire President and Deputy President attend the forum as considered it would be of benefit.

**COMMENT:**

It is indeed an honor to be invited to provide the above presentation at a National Level. Since the CEO will be there, he will attend the National General Assembly.

**FINANCIAL & BUDGET IMPLICATIONS:**

Although the CEO will be providing a presentation, costs for flights and accommodation are not met by ALGA and will need to be paid by Council.

The estimated cost to attend the General Assembly including flights, and depending on what type of accommodation booked is between \$3,000 and \$3,650 per attendee. The CEO is not required to pay for the Regional Forum due to being invited.

The above costs will be covered by the Members and Administration conference budgets. The Members conference provision budget does have limited funds (\$2,000 balance in budget provision), however due to significant budget savings as a result of works not being undertaken this financial year, there are adequate funds available for the President and Deputy President to attend the General Assembly.

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.5**

**That Council**

- 1. Note the attendance of the CEO to the Australian Local Government Association National General Assembly and he making a presentation at the Regional Forum Section of the Assembly.**
- 2. Approve of the Shire President and Deputy President to attend the Regional Forum and the Australian Local Government Association National General Assembly.**



**APPENDICES 1 – National General Assembly Program**



# Provisional Program

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**SUNDAY 19 JUNE**

---

|                    |  |
|--------------------|--|
| 9.00am             | Registrations Open   |
| 9.30am -<br>5.00pm | <b>Regional Forum</b><br><i>(Additional registration required)</i> |
| 5.00pm -<br>7.00pm | Welcome Reception &<br>Exhibition Opening                          |

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**MONDAY 20 JUNE**

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|                     |   |
|---------------------|---|
| 8.00am              | Registrations Open  |
| 9.00am              | <b>Opening Ceremony</b><br>Welcome to Country   |
| 9.20am              | ALGA President Opens the Assembly   |
| 9.30am              | <b>Prime Minister Address</b> <i>(invited)</i>  |
| 10.00am             | <b>ALGA President's Address</b><br>Cr Linda Scott, ALGA President   |
| 10.30am             | <b>MORNING TEA</b>  |
| 11.00am             | <b>Keynote Address: Thinking Differently for a New Future of Local Government in Australia</b><br>Alicia McKay, Strategic Leadership Expert, NZ |
| 11.45am             | <b>Panel: What is Progress?</b><br>Panelists TBC  |
| 12.30pm             | <b>LUNCH</b>  |
| 1.30pm              | <b>Debate on Motions</b>  |
| 3.30pm              | <b>AFTERNOON TEA</b>  |
| 4.00pm              | <b>Keynote Address: Economic Recovery</b><br>Jennifer Westacott AO, Business Council of Australia   |
| 4.30pm              | <b>Minister for Local Government Address</b> <i>(invited)</i>   |
| 5.00pm              | Closing Remarks   |
| 7.00pm -<br>11.00pm | <b>Networking Dinner</b><br>National Museum   |

**TUESDAY 21 JUNE**

9.00am **Panel: Building Stronger Communities**  
Panelists TBC

9.45am **Panel: Federation Reborn**  
Paul Tilley, Author  
Graham Jarvis, AEC Group  
Additional Panelists TBC

10.45am **MORNING TEA**

11.15am **Keynote Address: Global Democracy**  
Presenter TBC

12.00pm **LUNCH**

1.00pm **Debate on Motions**

2.00pm **Panel: Workforce Skills and Housing**  
Panelists TBC

3.00pm **AFTERNOON TEA**

3.30pm **Concurrent Sessions**

- Strategic Community Leadership with Alicia McKay
- Disaster Management and Recovery
- Climate Change
- Update from Department of Infrastructure, Transport, Regional Development and Communications

5.00pm **Closing Remarks**

7.00pm - 11.00pm **General Assembly Dinner**  
Exhibition Park in Canberra (EPIC)

**WEDNESDAY 22 JUNE**

9.00am **Opposition Leader Address** (*invited*)

9.30am **Keynote Address: The New Political Landscape**  
Presenter TBC

10.00am **Keynote Address: Local Government - A Global View**  
Jonathan Carr-West, CEO, Local Government Information Unit

10.30am **MORNING TEA**

11.00am **Panel: Future of Local Government**  
Mayors and Councillors TBC

12.00pm **Keynote Address**  
Val Dempsey, 2022 Senior Australian of the Year

12.30pm **Closing Session**  
ALGA President Closing Address

1.00pm **LUNCH**

**Alicia McKay Leadership Masterclass**

Join Alicia McKay, our keynote and MC, for an exclusive introductory masterclass to strategic community leadership.

Get a live taste of her newly launched program designed exclusively for local government leaders and enjoy a special offer for delegate enrolments.

Spaces are limited to just 50 places so be sure to pre register online <https://engage.aliciamckay.co.nz/scl-nga>

## PROVISIONAL PROGRAM

|         |   |
|---------|---|
| 9.00AM  | Registrations Open  |
| 9.30AM  | Welcome to Country  |
| 9.40AM  | ALGA President Opening<br>Cr Linda Scott, ALGA President  |
| 9.50AM  | Minister for Local Government Address<br>(Invited)  |
| 10.15AM | Facilitated Q&A   |
| 10.30AM | Panel: Regional Tourism Post-Pandemic<br>Coralie Bell, Australian Regional Tourism<br>James Goodwin, Australian Airports<br>Association<br>Additional Panelists TBC |
| 11.00AM | <b>MORNING TEA</b>  |
| 11.30AM | Keynote Address: Leadership During an<br>Uncertain Climate<br>Presenter TBC   |
| 12.00PM | Keynote Address and Panel: Regional<br>Leadership<br>Matt Linnegar, Australian Rural<br>Leadership Foundation   |
| 1.00PM  | <b>LUNCH</b>  |
| 2.00PM  | Keynote Address: Increasing Our<br>Resilience to Fires and Floods<br>Adrian Turner, Minderoo Foundation<br>Fire and Flood Resilience Initiative                     |
| 2.30PM  | Panel: Regional Housing and Population<br>Challenges<br>Liz Ritchie, Regional Australia Institute<br>Professor Andrew Beer, University of<br>South Australia        |
| 3.30PM  | <b>AFTERNOON TEA</b>  |
| 4.00PM  | Department of Infrastructure,<br>Transport, Regional Development and<br>Communications<br>Presenter TBC   |
| 4.30PM  | Shadow Minister for Local Government<br>Address (invited)   |
| 5.00PM  | Closing Remarks   |

## GENERAL INFORMATION

### REGISTRATION FEES

Forum Only Registration  
\$425

NGA Delegate Discount  
Registration  
\$225

Register Online Now:  
[regionalforum.com.au](http://regionalforum.com.au)

Dress Code: Smart Casual



# Registration Information

Registration form available at [nga22.com.au](http://nga22.com.au)

| GENERAL ASSEMBLY REGISTRATION FEES   |            | INCLUSIONS  |
|--|------------|---|
| Registration Fees — Early Bird<br>Payment received by Friday 20 May 2022                         | \$989.00   | <ul style="list-style-type: none"> <li>— Attendance at all General Assembly sessions</li> <li>— Morning tea, lunch and afternoon tea as per the General Assembly program</li> <li>— One ticket to the Welcome Drinks, Sunday</li> <li>— General Assembly satchel and materials</li> </ul> |
| Registration Fees — Late<br>Payment received after Friday 20 May 2022                            | \$1,099.00 |   |
| VIRTUAL REGISTRATION FEES  |            | INCLUSIONS  |
| Full Virtual Registration  | \$689.00   | <ul style="list-style-type: none"> <li>— Virtual access to all General Assembly sessions for day(s) selected</li> <li>— Meeting hub to connect with other virtual attendees</li> </ul>  |
| Virtual Day Registration (Monday or Tuesday)   | \$489.00   |   |
| DAY REGISTRATION FEES  |            | INCLUSIONS  |
| Monday 20 June 2022  | \$529.00   | <ul style="list-style-type: none"> <li>— Attendance at all General Assembly sessions on the day of registration</li> <li>— Morning tea, lunch and afternoon tea as per the General Assembly program on that day</li> <li>— General Assembly satchel and materials</li> </ul>              |
| Tuesday 21 June 2022   | \$529.00   |   |
| Wednesday 22 June 2022   | \$280.00   |   |
| SUNDAY REGIONAL FORUM REGISTRATION FEES  |            |   |
| Forum Only<br>Sunday 19 June 2022  | \$425.00   |   |
| NGA Delegate<br>Delegates attending the Regional Forum and the NGA are entitled to this discount | \$225.00   |   |
| ACCOMPANYING PARTNERS REGISTRATION FEES  |            | INCLUSIONS  |
| Accompanying Partners Registration Fee   | \$280.00   | <ul style="list-style-type: none"> <li>— 1 ticket to the Welcome Reception, Sunday 19 June</li> <li>— Day tour Monday 20 June</li> <li>— Day tour Tuesday 21 June</li> <li>— Lunch with General Assembly Delegates on Wednesday 22 June</li> </ul>  |

*All amounts include GST*

# Accommodation

## A by Adina

\*New Property\*

1 Constitution Avenue, Canberra

A by Adina Canberra is the newest hotel to Canberra which is located on Constitution Avenue only a 5-minute walk from the National Convention Centre.

The hotel combines spacious apartment living with 24-hour reception, room service, service provided by knowledgeable concierges and a well-equipped gym.

A new dining district is also newly constructed in the immediate area.

All rooms have a king bed and the studios offer a twin option of two singles beds.

Studio Rooms: \$209 per night  
— Single/twin/double

1 Bedroom Apartments: \$239 per night  
— Single/double

## Avenue Hotel

80 Northbourne Avenue, Canberra

The Avenue Hotel is one of the only 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre.

The apartments have a fully functioning kitchen. Twin option at the hotel consists of two king singles.

Superior King Rooms \$285 per night  
— Single/twin/double

1 Bedroom Apartments \$335 per night  
— Single/double

## Crowne Plaza

1 Binara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district.

Twin option at the hotel consists of two double beds.

Superior Room \$345 per night  
— Single/twin/double

Deluxe Room \$390 per night  
— Single/twin/double

## Nesuto Apartments (previously the Waldorf)

2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Nesuto Apartments is only a five-minute walk from the National Convention Centre. The one-bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than 2 guests are within the one room.

Studio Apartment \$219 per night  
— Single/twin/double

1 Bedroom Apartments \$239 per night  
— Single/twin/double

## Qt Hotel

1 London Circuit, Canberra

The Qt Hotel is a modern hotel with boutique style furnishings, central to the city and a 10-minute walk to the National Convention Centre.

Twin option at the hotel consists of two single beds.

Standard Room \$229 per night  
— Single/twin/double

## The Sebel Canberra Civic

197 London Circuit, Canberra

The Sebel Canberra Civic is one of Canberra's newest hotels which opened in June 2019 and is just a 7-minute walk from the National Convention Centre.

This property offers free WiFi throughout the hotel, a fully equipped gym, and an onsite restaurant and bar lounge.

All rooms come with a fully equipped kitchenette with Nespresso machine and dining table. Every bathroom is accessibility friendly with walk in showers.

Superior rooms come with a queen bed, Executives are fitted with king beds.

Superior Room \$190 per night  
— Single/double

Executive Room \$240 per night  
— Single/double

**7.5.6 CEO VEHICLE CHANGEOVER**

|                           |                     |
|---------------------------|---------------------|
| <b>FILE REFERENCE:</b>    | <b>14.2.2</b>       |
| <b>DATE OF REPORT:</b>    | <b>6 April 2022</b> |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b> |

**SUMMARY:**

Council to determine the ordering of the replacement vehicle for the CEO prior to 2022/23 Budget adoption due to delays in new cars being delivered.

**COMMENT:**

The CEO's vehicle, as are a number of other small fleet vehicles, is due for replacement in 2022/23 financial year. The issue with replacing vehicles is the time for new vehicle delivery, in this case 6 plus months.

**FINANCIAL & BUDGET IMPLICATIONS:**

One quote has been obtained to replace the vehicle with the same, being a Toyota Prado which has been the case now for a number of years. Purchase price is \$59,505 (exclusive of GST) with a trade of \$52,200 (GST exclusive), net cost \$7,305.

A condition of the trade in vehicle value is that its valuation will need to be determined at the time of trade but don't expect that value to differ greatly.

With the minimal cost for changeover and due to the delay in delivery of a new vehicle, it is recommended that Council commit now to the changing over of the CEO vehicle and this purchase be committed in the 2022/23 Budget.

**STATUTORY IMPLICATIONS:**

*State: Local Government Act 1995*

**STRATEGIC IMPLICATIONS:**

Corporate Business Plan – changeover of the vehicle is included within the CBP for 2022/23.

**VOTING REQUIREMENT:**

*Absolute Majority Required:*

Due to the 2022/23 Budget not yet adopted, the purchase of the new vehicle must be declared as authorised expenditure.

**OFFICER RECOMMENDATION – ITEM 7.5.6**

**Council commits to the changing over of the CEO vehicle and sale of the current Toyota Prado and this purchase and sale be committed in the 2022/23 Budget.**

**7.5.7 CHANGE OF RESERVE PURPOSE – RESERVE 30953**

|                           |  |
|---------------------------|--|
| <b>LOCATION:</b>          | <b>Reserve 30953, Nanda Drive, Kalbarri</b>        |
| <b>FILE REFERENCE:</b>    | <b>9.1.4</b>                                       |
| <b>CORRESPONDENT:</b>     | <b>Department of Planning Lands &amp; Heritage</b> |
| <b>DATE OF REPORT:</b>    | <b>6 April 2022</b>                                |
| <b>REPORTING OFFICER:</b> | <b>Garry Keeffe</b>                                |

**SUMMARY:**

Council to approve the purpose of Reserve 30953 to allow for the placement of facility to house the Kalbarri Men’s Shed.

**LOCALITY PLANS:**







**BACKGROUND:**

In 2016, Council CEO has been in discussion with the Kalbarri Men's Shed in an attempt to secure land to allow them to construct a building for their purpose. An area of recreation Reserve 30953 was identified as a suitable site being the old netball/basketball courts and/or the old tennis courts area.

This proposal was referred to the Kalbarri Golf and Bowling Club Inc for their comment and they at the time indicated they wished to retain the old tennis court area for future storage sheds site.

The proposal did not progress due to mainly the Kalbarri Men's Shed being unsuccessful in securing required funding to develop their premises.

In addition this site was recommended to DPLH of the future business workers accommodation which was not approved by DPLH so remains available for the Kalbarri Men's Shed.

**COMMENT:**

The Kalbarri Men's Shed have now made a recent request to commit to the leasing of the area of the netball/tennis courts to allow them to progress with grant applications etc to progress their building project.

The reserve is part of the Kalbarri Golf and Bowling Club lease and therefore a change is required to amend the reserve purpose from “recreation” to recreation and community purposes”. This amendment will easily then allow Council, subject to the Minister for Lands approval, to lease a section to the Kalbarri Men’s Shed and other community groups requiring land for their facilities. Such leases are to ensure that the golf or bowling clubs use are not hindered or impeded in any manner.

Council is therefore requested to approve the changing of the reserve purpose.

**FINANCIAL & BUDGET IMPLICATIONS:**

There are no financial implications for Council to undertake this process.

**STATUTORY IMPLICATIONS:**

*State: Land Administration Act*

**STRATEGIC IMPLICATIONS:**

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

| 3. Our People  |  |   |  |                   |
|--|--|---|--|-------------------|
| 3.1 To support our local communities in a place management approach to services, facilities, and lifestyle enhancement |  |   |  |                   |
|  | Key Outcomes   | Objectives  | Success Measures   | Timelines         |
| 3.1  | Providing community and recreation facilities within budget constraints  | Asset development and management plans in place                                     | Community satisfaction and level of facility use                   | Ongoing           |
| 3.2  | Support community action groups wherever practicable to achieve positive outcomes in their locality to enhance lifestyle | Each community has a progress or community association that is supported by Council | Level of activity or number of community projects in each locality | Annually reviewed |
| 3.3  | Advocate for services or facilities the Shire cannot provide   | Increased services or facilities  | Reduction of the gaps in services or facilities                    | Review 2-yearly   |

**VOTING REQUIREMENT:**

*Simple Majority Required:*

**OFFICER RECOMMENDATION – ITEM 7.5.7**

**That Council approve and request the Department of Planning Lands and Heritage to amend the purpose of Reserve 30953 from “recreation” to “recreation and community purposes”.**