

SHIRE OF NORTHAMPTON
2022/2023 BUDGET MEETING AGENDA – 29th JULY 2022

AGENDA

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1. DISCUSSION OF 2022/2023 DRAFT MUNICIPAL BUDGET

The draft budget is presented with a deficit of \$688,846. This is indicative only and staff are continuing to check the budget to ensure all is correct. Any changes will be provided at the meeting.

The budget has also been prepared to include a 3% rate increase, and refuse charges per service being increased from \$335 per service (bin) to \$400 per service in an attempt to cover some of the large increase likely to occur for the refuse collection and disposal costs.

The opening operating surplus as at 1st July 2022 at the time of preparing the draft budget was an overall accrued surplus of \$3,011,814.

Within the surplus there are restricted cash funds and prepaid amounts totalling \$2,384,410 as per the following which need to be deducted from the overall accrued surplus because these are funds that are committed.

Prepaid Financial Assistance Grant	\$1,884,110
Unspent Local Roads & Community Infrastructure Grant	\$ 490,300
Unspent Sports Federation Grant – NCC Ablutions upgrade	<u>\$ 10,000</u>
	\$2,384,410

Taking the above into consideration the actual surplus as at 30 June 2022 was \$627,404.

As per the requirements of the Local Government Act 1995 and associated regulations, Council is required to adopt the budget in a statutory compliant format. Therefore Council is not requested to actually *adopt* the 2022/2023 budget, merely to amend and then adopt the attached management document.

Staff will then prepare statutory compliant statements based on the management document and present them to the August ordinary meeting of Council for formal adoption.

This will not delay the raising of rates as all notices will be printed based on Council's decision and issued following the adoption of the budget.

No loans are proposed to be raised in the budget. A loan was to be raised for plant purchases in 2021/22 however this did not proceed due to funds being available from additional financial assistance grants and road projects that did not commence. The Council does have the capacity to borrow as has limited borrowings and may wish to consider a loan for the proposed plant purchases for 2022/23.

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2 CORPORATE BUSINESS PLAN & ASSET MANAGEMENT PLANS

All items within the Corporate Business Plan and Strategic Plan that also includes Asset Management Plans have been included in the draft budget.

3 SPECIFIC ITEMS

The following are budget items that have arisen and have not previously been considered by Council throughout 2022/23.

3.1 CYCLONE SEROJA INSURANCE CLAIM

As at 30 June 2022 Council has incurred \$2,314,551 in damages and has received \$2,742,744 in insurance for destroyed buildings. The total insurance received as at 30 June 2022 is \$3,250,000 plus a further \$1,000,000 received 15 July 2022, total received to date \$4,250,000. A further claim of \$659,077 (which forms part of the total costs incurred to 30 June 2022) has been submitted for assessment and approval. This claim is accounted for in the 2022/23 as income to be received however should there be an amendment in the claim this change will be reflected in further claims that will occur throughout 2022/23.

From the above with the insurance payouts for demolished buildings, replacement costs for some of the buildings as at 30 June 2022 is as follows. In addition costs that will be incurred in 2022/23 are also shown:

Payout for demolished buildings	\$2,742,744	
	<u>2021/22</u>	<u>2022/23</u>
Chinaman's Ablution (works complete)	\$ 145,718	
Sally's Tree Ablution (works complete)	\$ 197,108	
Purchase of Lot 74 Seventh Avenue	\$ 323,515	
Stud Breeders Shed	\$ 154,545	\$227,600
Kalbarri Camp Mess/Dining Room	\$ 379,198	\$ 23,000
Total	\$1,200,084	\$250,600

The above reveals that a total estimated amount of \$1,451,092 will be expended from the payouts which will result in an estimated \$1,291,652 balance.

For the draft Budget the opening balance for the insurance surplus will be \$938,438, this is calculated as per below:

Insurance Claims received	\$4,250,000
Insurance works cost to 30 June	\$2,314,551
Replacement Building Costs to 30 June	\$1,200,084
Balance	\$ 735,365

For the draft Budget the opening balance for the insurance claim to date will have a deficit of \$264,635, however with the \$1.0 million received on 15 July 2022, the overall claims and construction of new facilities will be \$735,365.

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With \$250,600 estimated to be expended in 2022/23 the balance of \$484,765 is to be transferred to the Building Reserve Fund and this transfer is accounted for in Schedule 15 Fund Transfers.

As reported previously to Council the following claims are still to commence or be completed.

Location	Description	Description of Damage	Estimated Claim	Comment
Horrocks Beach				
Horrocks Beach	Matt Burrell Pavilion & Kitchen	Guttering and Fascia, Blinds, end capping sheets	2,000.00	Waiting on builder to undertake repairs
Kalbarri				
Kalbarri	Allen Community Centre		9,000.00	Repair rear patio
Kalbarri	Disabled Fishing Platform	Missing structure	60,000.00	Replacement structure to be costed
Kalbarri	Salamit Place	Replace rear patio	7,600.00	
Northampton				
Northampton	Chiverton House/Museum	Partial loss of roof sheeting to the rear courtyard Ridge capping missing		Waiting on quotes
Northampton	Chiverton House Machinery Sheds	Roofing to the courtyard outbuildings damaged Timber roof structure over exhibits collapsed	25,455.00	Waiting on quotes Works in progress
Northampton	Old Police Station & Courthouse	Structural engineering report and scope of repair Repairs as scoped by the engineer		Waiting on quotes
Northampton	Railway Buildings	Impact damage to station building by falling tree Ladies waiting room total loss of roof sheeting	128,890.00	Quote being assessed
Northampton	Doctors Surgery	Extensive roof tile damage - repairs undertaken	2,000.00	Waiting on production of tiles to complete
Northampton	Hampton Gardens	Solar light damaged	17,610.00	Quote approved

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3.2 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROJECTS

For 2022/23 the total amount of LRCI grant to be received is \$980,602 of which \$490,300 has been received in advance. Council has previously resolved that the following projects are to be either fully funded or part funded by the LRCI

- Kalbarri Aerodrome reseal – total revised cost \$630,000, LRCI \$200,00, Reserve funds \$205,000 with the Council to fund the balance of \$225,000
- Little Bay Road – estimated cost \$550,000, fully funded by LRCI grant
- Northampton Rec Ground Ablutions - \$140,000 fully funded by LRCI
- Porter Street Car Park (area at skate park) - \$125,000, LRCI \$90,602 with Council to fund the balance of \$34,398.

Due to the increasing prices in bitumen products due to rising oil prices, it is recommended to Council that to assist with reducing the budget deficit that the LRCI grants be amended (which can be done under the terms of the agreement subject to the approval of the funding authority) by deleting the Porter Street car park works and allocate those funds to the resealing of the Kalbarri aerodrome.

The cash cost to Council for the car park is \$93,600 therefore if the officers recommendation is adopted then this will result in a budget savings of \$93,600.

OFFICERS RECOMMENDATION – ITEM 3.2

That Council amend the LRCI programme by deleting the Porter Street Car Park and allocate these funds to the re-sealing of the Kalbarri Aerodrome runway and apron areas.

3.3 HORROCKS JETTY

Following the repairs to the Horrocks Jetty from cyclone Seroja, the contractor also observed other deficiencies in other parts of the jetty structure as per their following report.

The deficiencies are having a tilting effect on the level of the actual length of the jetty and are related to pylons 3 and 4, which will require replacement, and the stiffening of the contact between the bearers and Pylons by installing angle bracing to each Pylon.

The quote provided to undertake these works is \$20,000 for the pylon replacement and \$9,000 for the bracing.

A provision of \$30,000 has been included in the draft budget.

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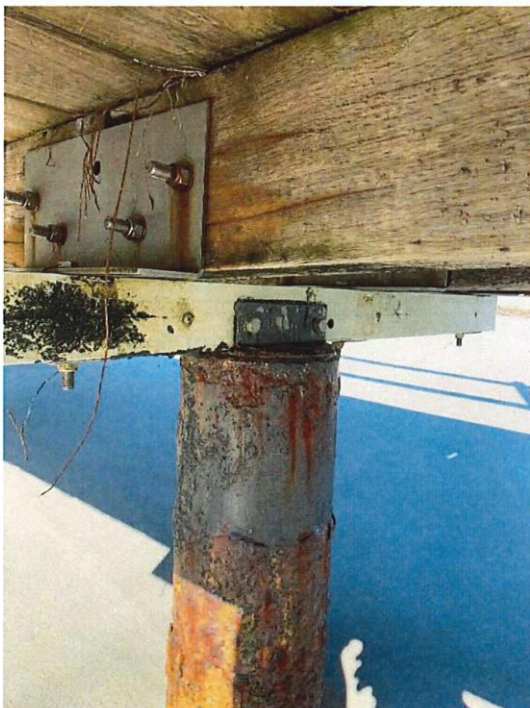
GHS SOLUTIONS
Horrocks Jetty Re-Build
Dilapidation Report



1. PYLONS



Most of the Pylons show minor oxidation generally evident around the top. The 3rd and 4th Pylon in from the beach has extensive corrosion. (See Below)



PYLON 3



PYLON 4

We undertook thickness testing on Pylon 3 and 4 and found the wall thickness of the metal tubing has been corroded down significantly. Please review drawing **GHS-HJR-014_0** attached for detailed measurements.

It is highly recommended that these two Pylons to be replaced in the next year as a catastrophic failure will result in extensive damage to the walkway timber members.

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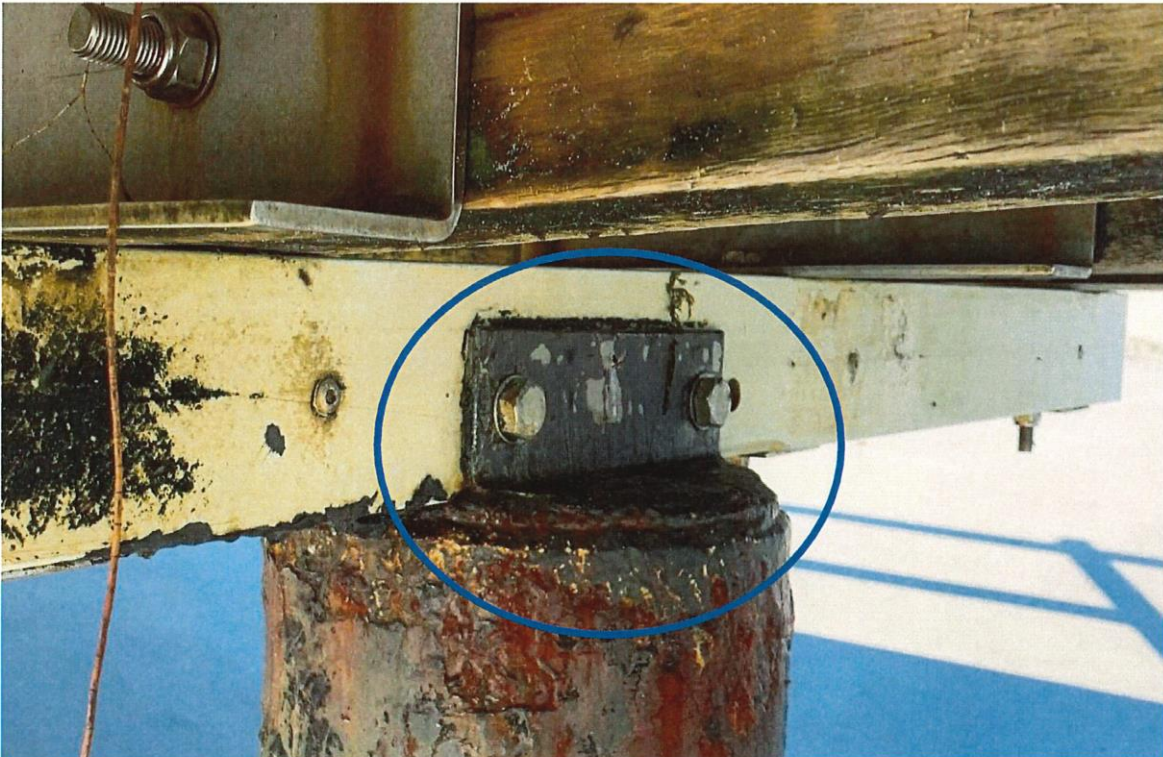
GHS SOLUTIONS
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2. WALKWAY



On analysis, the walkway shows evidence of tilting in most places and movement was evident when stepping onto the edges. This is due to the small connection point where the primary bearers are attached to the pylons (See below).



To eliminate further travel/tilting we highly recommend stiffening the contact between bearer and Pylon. A simple solution is to install angle bracing to each Pylon. Please see attached drawing GHS-HJR-015_0 for our design solution.

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GHS SOLUTIONS
Horrocks Jetty Re-Build
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3. BUDGET ESTIMATES

Walkway:

For the bracing of 12 walkway pylons along the walkway as to supplied dwg GHS-HJR-015 our budget estimate is \$9,000.00 ex GST.

Pylon Replacement:

For the replacement of Pylons 3 and 4 our budget estimate is \$20,000.00 ex GST.

3.4 AIR-CONDITIONING – OLD POLICE/COURT HOUSE BUILDING

A request has been received from the tenants (DFES) of the northern rooms of the above building if air conditioning can be installed as the rooms become very hot in the summer months.

Two quotes were requested, being Hallinan's \$9,900 and Platinum Electrical \$6,320.

A provision of \$7,000 has been listed in the draft budget.

3.5 KALBARRI OVAL PERIMETER FENCE

Following the aftermath of cyclone Seroja, the perimeter fence around the Kalbarri oval has once again been repaired with the existing durabuilt plastic picket fencing.

In the past and since this type of fencing was installed, the fence has had numerous repairs from vandalism primarily where the pickets are smashed.

The matter was brought to the attention of Council at the June 2021 meeting to determine if Council, prior to repairs from the cyclone damage occurring, would consider a stronger fence of galvanized pipe and chain mesh fence. The estimated price for this fence at the time was \$63,000 in comparison to an entire new fence of the durabuilt of \$41,000.

Council resolved at the June 2021 meeting to defer the matter for consideration in the 2022/23 Budget.

These works have not been included in the draft budget and Council is to determine if they are to be included or deferred. The durabuilt fence has been repaired.

3.6 PLAYGROUND EQUIPMENT CAPITAL HILL

A request has been received from a resident that resides in the vicinity of the existing playground at Capital Hill, for an expansion to existing playground equipment. The playground equipment is very minimal and a recent inspection showed severe rust in joining areas rendering it unsafe and that has now forced the removal of the structure. See below picture:



Several quotes on different designs were requested with the following being received. Quotes are for supply and installation.

These works have not been included in the draft budget and Council is to determine if they are to be included or deferred.

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Moduplay Designs



Quote \$40,880 plus installation



Quote \$29,980 plus installation

Miracle Design



Quote \$26,100 plus \$8,550 installation

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Quote \$28,850 plus \$7,590 installation

Forpark Australia



Quote \$34,932 plus \$11,900 delivery & installation

Project 1: SS4-3002



Quote \$46,889 plus \$12,600 delivery and installation

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3.7 DUP Glass Street

A request has been received for consideration of a dual use pathway on Glass Street from Red Bluff Road through to Kaiber Street.

The request states that school children in this vicinity use Glass Street to attend school as well as local residents to access the central shopping precinct.

Estimate cost for the pathway is \$56,000 for a 2m wide path.

These works have not been included in the draft budget and Council is to determine if they are to be included or deferred.

3.8 BOLLARDS – MARY STREET, NORTHAMPTON

A request has been received from the owners of the Northampton Newsagency for the placement of some form of barrier to prevent vehicles parked opposite the building rolling down into their property which in the past has caused damage to their building walls and fence.

There was previously an actual crash barrier on the site but was removed when the street was upgraded some years ago.

There are three options:

Option 1 – Install recycled rubber bollards – materials cost \$6,750

Option 2 – Install a steel crash barrier – materials cost \$22,600

Option 3 – Install wooden bollards – materials cost \$8,625

A provision of \$6,800 has been made in the draft budget.

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3.9 KALBARRI RECREATION JETTY

A recent inspection has revealed that the recreation jetty west of the Volunteer Sea Search and Rescue has deterioration to the underside concrete formation as per the below photos.



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It is considered that one of the better options to repair the first two sections would be the use of the recycled plastic and composite fibre materials same as what was used at the disabled fishing platform.

For materials only the cost is \$36,000 (GST exclusive). Wagners, who are the distributors of the composite fibre material are currently providing a quote for the removal and replacement of the damaged section which is yet to be received and will be provided for at the budget meeting.

A request to a company who constructs concrete jetties was made and despite repeated requests for a quote none has been forthcoming.

Due to the nature of the deterioration and the possibility of liability from injury if it should collapse, the above estimate has been included in the draft budget.

3.10 BASF WATER CHARGES

In the 2021/22 budget due to the significant water use by BASF, the Council levied an annual fee of \$5,000. Council will need to amend this fee now due to the significant reduction in water use by BASF in 2022/23. BASF have inquired if the fee will be reviewed in 2022/23.

For 2022/23 the two bores produced 36,812m³ of water. BASF used 851m³.

The cost to operate the water service for 2021/22 was \$43,501 which equates to the cost per cubic metre at \$1.181707. Therefore the revised levy for BASF should be \$1,005 based on the use of 851m³.

The draft budget has been amended to reflect the above, however if Council considers that an alternative charge should be made then justification of that charge against the above calculations will need to be provided to BASF.

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3.11 PLANT PURCHASES

Within the 2022/23 Budget, provision is made for various purchases of plant one being a new backhoe. When this plant item was considered in the 2021/22 Budget, there was a proposal that the existing small Case loader which was to be used as a trade for the above plant item, that it instead be donated to the Kalbarri Golf Club, which they requested. The backhoe purchase was not approved in the 2021/22 Budget and therefore the Case was not gifted to the Kalbarri Golf Club.

In the past few months the Case tractor is being used for various works, one of them being at the Northampton refuse site on weekends to allow the caretaker to maintain the refuse site, in particular with mattresses and tyres. With mattresses many persons disposing of them are unable to lift them into the skip bin therefore are placed at ground level and then when a loader is available they are placed in the skip bin, This is not strictly in compliance with the refuse site conditions and therefore the Case tractor is an asset to resolve this issue.

In addition the caretaker can push up small areas at the non-putrescible and green waste areas to keep them tidy as can be.

The Case tractor does require extensive maintenance works to transmission gear linkage, brakes require works and the extent of this is not known completely until problem area exposed, hydraulic rams on front leak and arms as a result arms dropping in use. These repair costs will be accommodated within the 2022/23 Plant Repairs budget provisions.

With the item of plant now being of value to the Council operations it is recommended that it not now be donated to the Kalbarri Golf Club as previously approved and it be retained for Council use.

3.12 REGIONAL ROAD GROUP PROJECTS

Upon a review of road projects to be submitted for Regional Road Group (RRG) Funding, a major error has occurred in submissions for 2022/23 and a proposed submission for 2023/24.

The current Corporate Business Plan provides the following:

- For 2022/23, re-seal Kalbarri Road from SLK 38-48, total estimated cost \$363,000 to be funded \$242,000 RRG funds and \$121,000 Council funds.

The project has been approved for funding by the RRG for 2022/23.

- For 2023/24, re-seal Kalbarri Road from SLK 48-58, total estimated cost \$372,000. Submission is to be lodged prior to 31 August 2022 for this project requesting \$248,000 in RRG funds with Council to provide \$124,000.

In preparation of the 2023/24 RRG application, the area of re-seal works SLK 48-58 is not required however the section SLK 0 – 18 does require a re-seal. Once these works are done this finishes the re-sealing of this road.

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The situation however is that of the proposed area for 2022/23 of 10km of re-seal, only 6km is needed. This now affects the grant that Council has been awarded and the submission for 2023/24.

When Council submits projects for funding there are certain criteria that it must follow and one of those is traffic counts to be no more than four years of age. One proposal was to seek the approval of the RRG to undertake the section SLK 12.6 -18 reseal also in 2022/23, which would come at an additional cost of an estimated of \$32,000. This then allows for a new road project to be submitted for 2023/24, however as we do not have road traffic counts for other roads that have works proposed in future years, we cannot submit an alternative project.

It is considered that there are three options that Council needs to consider:

- Option 1 undertake the 2022/23 works at the reduced area of 6km to be re-sealed at an estimated cost of \$138,000 which results in RRG funds of \$92,000 and Council own resources of \$46,000. This will require the advising the RRG that the awarded grant of \$242,000 for 2022/23 will now need to be reduced to the revised amount of \$138,000, the balance of \$104,000 will be redistributed to other Shires requiring additional funds.

- Option 2 re-seal the section SLK 12.6 - 18 in 2023/24 at an estimated cost of \$125,000 of which \$83,333 will be sought in RRG funding and Council's own resources will be \$41,667. In addition edge reinstating and shoulder works are also required prior to the reseal which cannot be claimed through RRG as are deemed maintenance. Therefore additional cost of \$135,000 will need to be funded by Council own resources.

- Option 3 Undertake the reseal of both sections in 2022/23 at a total estimated cost of \$263,000 plus an additional \$135,000 for bitumen edge reinstatements and verge slashing. The already allocated RRG funding of \$242,000 would be adjusted by the RRG to \$175,333 if this option is approved. This requires Council to then fund the balance of \$222,667

If Option 3 is undertaken then it is unlikely, as per above, that we can submit a project for 2023/24 unless we can obtain approval from the RRG to submit traffic counts at a later date, which has not been looked at favourably in previous instances.

Unfortunately there may also be an issue with the proposal to undertake the 12.6 to 18 section where the latest traffic count was undertaken in 2017 near the intersection of Hawkes Head which is not within the proposed works area. This may not be acceptable to the RRG.

The effect on the draft budget will be for:

- Option 1 – a budget savings of \$74,000
- Option 2 – no effect on the 2022/23 Budget
- Option 3 – additional cost to Council of \$222,667

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The above amendment requires the approval of the Regional Road Group and the funding submission for the 2023/24 must be submitted to Main Roads WA by 31 August 2022.

Council direction on this matter is requested.

3.13 GREY STREET – ASPHALT RE-SEAL

In 2021/22 a section of Grey Street, Kalbarri, was to have an asphalt seal being the section from Clotworthy Street to the Allen Centre. The works did not proceed due to non-availability of contractors.

The proposal is now to undertake both stages at once which will result in cost savings in the mobilisation and demobilisation of contractors required plant, plus contractors' accommodation costs due not having to visit the site twice.

The draft 2023/24 Budget makes the following provisions:

Stage 1 – cost \$306,000 from Councils own resources

Stage 2 – cost \$306,000 to be covered fully by a Roads to Recovery Grant.

Should during the budget deliberations that savings are further required to achieve a balanced budget then the only option is to defer Stage 1 to 2023/24.

Council is encouraged however to try and undertake both stages of this asphalt seal due to cost savings as highlighted as opposed to deferring of one stage.

3.14 DISABLED PEDESTRIAN RAMP – NORTHAMPTON COMMUNITY CENTRE

With the use of the lower indoor stadium at events such as the Northampton Agricultural Show and access from the lower car parking to the NCC, there is via a earth/lawn ramp or steep stairs, which is not user friendly for persons with mobility issues and mothers with prams/strollers.

A proposal is to install a ramp alongside the existing stairs at a fall of 1:14 (being disability compliant) with handrails on both sides. No works to the top lawn section are proposed at this stage as drainage works to protect the stadium walls from rising damp have yet to be undertaken. Once complete a pathway to link the proposed ramp to the verandah of the Northampton Community Centre can be considered.

Cash cost for the ramp and rails is estimated at \$25,000 and is included in the draft budget.

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4 SETTING OF RATE IN THE DOLLAR AND MINIMUMS

As mentioned in the opening of this report, the draft budget has been presented with a 3% rate increase.

The recommendation is in line with the Corporate Business Plan, however should Council wish to adopt an increase other than the 3.0% included within the draft budget the following table provides the rate revenue associated with an increase of 4.0% to 6.0%.

Rate increase	%	GRV Rate in \$	UV Rate in \$	Increased Rate Revenue	Total Rate Revenue
3.00%		8.2000	0.9907	\$137,482	\$4,717,499
4.00%		8.3140	1.0003	\$183,049	\$4,763,066
5.00%		8.4281	1.0101	\$228,915	\$4,808,933
6.00%		8.5420	1.0199	\$274,788	\$4,854,805

RECOMMENDATION

That the Draft Municipal Fund Budget for 2022/23 be adopted as a balanced budget and the following charges be levied:

General Rates

The rate in the dollar for all rateable Gross Rental Value properties be set at \$0.08200 (8.2¢) and the rate in the dollar for all rateable Unimproved Value properties be set at \$0.009907 (0.9907¢).

Minimum Rates

That the minimum rate on rateable Gross Rental Value and Unimproved Value properties be set at \$580.00 per assessment.

5 SPECIFIED AREA RATES – SETTING OF RATE IN THE DOLLAR AND STATING OF THE PURPOSE OF THE SPECIFIED RATE

5.1 PORT GREGORY SPECIFIED AREA RATE

Each year Council raises a specified area rate on properties located in the Port Gregory townsite to assist with the cost to operate and maintain the Port Gregory Water supply. Each year the specified area rate to be raised is based on the cost of operating the supply the previous financial year and relates to actual cash costs only, not Council wages, plant etc.

The actual operating cost for the Port Gregory Water supply in 2021/2022, excluding major pump replacements of which one was claimed on insurance, that Council bases the specified area rate on was \$24,266. The amount then to be raised is this less the proposed fee to BASF of \$1,000, total to be raised through specified area rate \$23,266.

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RECOMMENDATION

That the specified area rate in the dollar, for all rateable Port Gregory Gross Rental Value properties within the Port Gregory Townsite be set at \$0.040955 to raise approximately \$23,000 to fund the operating cost of maintaining the Port Gregory Water Supply.

5.2 KALBARRI TOURISM SPECIFIED AREA RATE

The Kalbarri Visitor Centre has requested Council consider an allocation of \$30,000 to be funded by a Specified Area Rate on Kalbarri Properties for the following:

- Continue with marketing Natures Playground promotion via TV and print advertising.

RECOMMENDATION

That the specified area rate in the dollar, for all rateable Kalbarri Gross Rental Value properties zoned Residential, Residential Development, Places of Public Assembly, Special Site, Special Rural, Commercial, Tourist Accommodation, Service Industry, Light Industry, Composite Light Industry, within the Kalbarri Town Planning Scheme No. 9 be set at \$0.001866 (0.1866¢), to raise approximately \$30,000 being for Tourism Infrastructure related projects and Tourism Promotional Advertising within the Kalbarri Ward.

6 REFUSE FEES

Refuse Charges 2022/2023

Kalbarri Residential Collection		\$400
Kalbarri Business Collection (Double)		\$800
Northampton & Other Residential Collection		\$400
Northampton & Other Business Collection (Double)		\$800
Half Way Bay Cottages	\$263.64 GST excl	\$9,227

RECOMMENDATION

That

- 1. The refuse fee for residential refuse collection be set at \$400 and the fee for business refuse collection be set at \$800**
- 2. The refuse fee for the Half Way Bay Cottages be set at \$263.64 per cottage plus GST.**

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7 CONSIDERATION OF BONDS AND DEPOSITS (EX TRUST) AND RESERVE FUND 2022/2023 DRAFT BUDGETS

The Draft Bonds and Deposits (Ex Trust) and Reserve Fund Budgets for 2022/2023 are included in the Draft 2022/2023 Budget and are for Council consideration.

RECOMMENDATION

That Bonds and Deposits and Reserve Fund Budgets for 2022/2023 be adopted.

8 TENDERS FOR PLANT, VEHICLES, BITUMEN, GOODS & SERVICES

Management as per previous years seeks authorisation from Council to commence calling tenders for material items over \$250,000. Purchases required under this amount are now dealt with in accordance with Councils Purchasing Policy.

RECOMMENDATION

That the Chief Executive Officer be authorised to call tenders, as per the requirements and provisions of the Local Government Act 1995, for the provision of goods and services as approved within the 2022/2023 Budget.

9 MATERIAL VARIANCE

Council is required annually to adopt what it considers to be material variances that are required to be reported to Council. These are as a percentage and/or dollar value. Council's current policy is that the materiality levels be set as \$5,000 for the 2022/2023 financial year.

RECOMMENDATION

That the Budget Variance parameters for the 2022/2023 financial year be set at \$5,000 as per FM Reg 34 (5).

10 ADDITIONAL INFORMATION

Documentation relating to all items included in the draft budget are available should any Councillor require clarification of any items. Further information or any error or omissions from the draft budget please contact either the Chief Executive Officer or the Deputy Chief Executive Officer prior to the meeting.