



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 21st October 2022 at the Council Chambers, Northampton commencing at 1.00pm.

A handwritten signature in blue ink, appearing to read 'M. Battilana', is written over the printed name and title.

MAURICE BATTILANA
ACTING CHIEF EXECUTIVE OFFICER
14th October 2022



~ **Agenda** ~

21st October 2022

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 21st October 2022, at

The Council Chambers, Northampton commencing at 1.00pm.

MAURICE BATTILANA
ACTING CHIEF EXECUTIVE OFFICER

14th October 2022

SHIRE OF NORTHAMPTON

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Signed _____



Date 14th October 2022

MAURICE BATTILANA
ACTING CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
21st October 2022

1. OPENING

2. PRESENT

2.1 Leave of Absence

- Cr Tim Hay - Leave of Absence Request – December 2022; February 2023 & March 2023 Ordinary Council Meetings.

2.2 Apologies

- Cr Peter Stewart – October 2022 Ordinary Council meeting

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 – 16th September 2022

6. RECEIVAL OF MINUTES

7. REPORTS

7.1 Works & Technical Services

7.2 Health & Building

7.3 Town Planning

7.4 Finance

7.5 Administration & Corporate

8. COUNCILLORS & DELEGATES REPORTS

8.1 Presidents Report

8.2 Deputy Presidents Report

8.3 Councillors' Reports

9. NEW ITEMS OF BUSINESS FOR DECISION

10. NEXT MEETING

11. CLOSURE

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9.1 OPENING

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

9.2 PRESENT

Cr L Sudlow	President	Northampton Ward
Cr R Horstman	Deputy President	Northampton Ward
Cr R Suckling		Northampton Ward
Cr D Pike		Kalbarri Ward
Cr T Gibb		Kalbarri Ward
Cr R Burges		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Mr Grant Middleton		Acting Chief Executive Officer
Mrs Michelle Allen		Planning Officer

9.2.1 LEAVE OF ABSENCE

Nil

9.2.2 APOLOGIES

Cr T Hay Northampton Ward

9.2.3 COUNCIL ACKNOWLEDGEMENT OF QUEEN ELIZABETH II

On behalf of the Shire of Northampton, Cr Sudlow acknowledged the passing of Her Majesty Queen Elizabeth II who over the course of seven decades has been an amazing example of dedication to duty and faithful service.

9.2.4 COUNCIL ACKNOWLEDGEMENT OF CEO GARRY KEEFFE

Moved Cr SUDLOW seconded Cr HORSTMAN

That Council extends best wishes to Chief Executive Officer, Garry Keefe, as he takes leave of absence and for a timely and successful return to good health.

CARRIED 7/0

9.3 QUESTION TIME

Nil

9.4 DISCLOSURE OF INTEREST

Nil

9.5 CONFIRMATION OF MINUTES

**9.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING
FRIDAY 19TH AUGUST 2022 (ITEM 7.5.1)**

Moved Cr STEWART seconded Cr SUCKLING

That the minutes of the Ordinary Meeting of Council held on the 19th August 2022 be confirmed as a true and correct record.

CARRIED 7/0

9.5.2 BUSINESS ARISING FROM MINUTES

Moved Cr HORSTMAN seconded Cr STEWART

That the Council minutes for 19th August 2022 meeting be amended on pages 8 and 9 to read Amendment 8.

CARRIED 7/0

9.6 RECEIVAL OF MINUTES

Nil

9.7 WORKS & ENGINEERING REPORT

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

Noted.

9.8 HEALTH & BUILDING REPORT

9.8.1 BUILDING STATISTICS FOR THE MONTH OF AUGUST 2022 (ITEM 7.2.1)

Noted.

9.9 TOWN PLANNING REPORT

9.9.1 DEVELOPMENT ASSESSMENT PANEL – NOMINATIONS (ITEM 7.3.1)

Moved Cr STEWART seconded Cr SUDLOW

That Council:

That Council submit to the Minister of Planning the following Local Government nominations to serve upon the Mid-West/Gascoyne Joint Development Assessment Panel:

Councillor Des PIKE (member); and
Councillor Richard BURGESS (member).
Councillor Rob HORSTMAN (alternate member/proxy); and
Councillor Trevor GIBB (alternate member/proxy)

CARRIED 7/0

9.9.2 PROPOSED RENEWAL OF LICENCE AGREEMENT 2019-005 – THE MURCHISON EXPERIENCE RESERVE 12996 (NORTH AND SOUTH), LOTS 3 AND 13 (MURCHISON HOUSE STATION) MURCHISON RIVER (ITEM 7.3.2)

Moved Cr GIBB seconded Cr SUCKLING

That Council:

1. Grant Development Approval for an experiential use (canoe safaris) over Reserve 12996 and Lots 3 and 13, Murchison River Foreshore, Kalbarri subject to the following conditions:

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- a) This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's Local Planning Scheme No. 11 – Kalbarri and the Planning and Development Act (2005) only and does not constitute an 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) 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); and
 - (iii) A license agreement being entered into by the applicant and the Shire in accordance with Council's Policy 9.2 – Requirements for License Agreements to Use Crown Reserves for Commercial, Recreational and Tourism Activities;
 - c) The Canoe Hire shall be limited to twelve (12) licensed canoes, two 4WD vehicles and two (2) trailers;
 - d) The Applicant shall contact the Shire of Northampton's Environmental Health Officer to ensure compliance with all environmental health regulations;
 - e) The Applicant shall obtain any appropriate approvals for commercial vessel safety with the Australian Maritime Safety Authority, and use approved vessels only;
 - 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;
 - 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 License Agreement, this Development Approval shall cease to be valid.
2. Authorise delegation to the Chief Executive Officer and Planning Officer for the preparation and execution of the License Agreement, with any disputes to be referred back to Council for final determination.

3. Refer the License Agreement to the Department of Planning, Lands and Heritage for Ministerial consent.

Advice Notes

Note 1: If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination

CARRIED 7/0

9.9.4 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.3)

Noted

9.10 FINANCE REPORT

9.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr HORSTMAN seconded Cr SUCKLING

That Municipal Fund Cheques 22253 to 22264 inclusive totalling \$51,441.82, Municipal EFT payments numbered EFT23870 to EFT23989 inclusive totalling \$875,381.67, Direct Debit payments numbered GJ0201 to GJ0206 inclusive totalling \$237,118.56 be passed for payment and the items therein be declared authorised expenditure

CARRIED BY AN ABSOLUTE MAJORITY 7/0

9.10.2 MONTHLY FINANCIAL STATEMENTS – AUGUST 2022 (ITEM 7.4.2)

Moved Cr GIBB, seconded Cr STEWART

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

CARRIED 7/0

9.11 ADMINISTRATION & CORPORATE REPORT

9.11.2 REVIEW OF POLICY MANUAL (ITEM 7.5.1)

Moved Cr BURGESS seconded Cr STEWART

That Council

1. Amend Policy 2.11 – Financial Hardship Policy – Rates Debtors by rewording the following paragraphs:

This Procedure applies to: (Page 72)

1. Outstanding Rates Notice charges as at the date of adoption of this Procedure; and
2. Rates Notice charges levied for the 2020/21 financial year.

to read:

This Procedure applies to:

1. Outstanding Rates Notice charges as at the date of adoption of this Procedure; and
2. Rates Notice charges levied for the 2020/2021, 2021/2022 & 2022/2023 financial years.

Rate Notice Charges Debt Recovery: (Page 74 & 75)

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates Notice charges debts which remain outstanding on 1 July 2021, Council will offer the ratepayer one further opportunity of adhering to a payment plan to clear the total debt by the end of the 2021/2022 financial year.

Rates Notice charges debts which remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the Local Government Act 1995.

to read:

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates Notice charges debts which remain outstanding on 1 July, Council will offer the ratepayer one further opportunity of adhering to a payment plan to clear the total debt by the end of the 2022/2023 financial year.

Rates Notice charge debts which remain outstanding at the end of the 2022/2023 financial year, will then be subject to the rates debt recovery procedures prescribed in the Local Government Act 1995.

2. Amend Policy 2.3 – Purchasing and Tender Guide Purchasing Policy by changing the value range of the following sections:

2.3.6.1 Up to \$5,000

Where the value of procurement of goods or services does not exceed \$5,000 and provision is made within the current budget no quotations are required as such quotes are obtained to assist in the budget process. However it is recommended to use professional discretion and occasionally undertake market testing to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

to read:

2.3.6.1 Up to \$20,000

Where the value of procurement of goods or services does not exceed \$20,000 and provision is made within the current budget no quotations are required as such quotes are obtained to assist in the budget process. However it is recommended to use professional discretion and occasionally undertake market testing to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

2.3.6.2 \$5,001 to \$19,999

This category is for the procurement of goods or services where the value of such procurement ranges between \$5,001 and \$19,999.

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Two verbal quotes are required, and these quotes are to be recorded by the relevant officer. Two written quotes can also be obtained if deemed necessary. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement / specification is clearly understood by the Local Government employee seeking the verbal quotations.
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.
- Read back the details to the Supplier contact person to confirm their accuracy.
- Written notes detailing each verbal quotation must be recorded.

Record keeping requirements must be maintained in accordance with record keeping policies.

to read:

2.3.6.2 \$20,001 to \$50,000

This category is for the procurement of goods or services where the value of such procurement ranges between \$20,001 and \$50,000.

Two verbal quotes are required, and these quotes are to be recorded by the relevant officer. Two written quotes can also be obtained if deemed necessary. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement / specification is clearly understood by the Local Government employee seeking the verbal quotations.
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.
- Read back the details to the Supplier contact person to confirm their accuracy.
- Written notes detailing each verbal quotation must be recorded.

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Record keeping requirements must be maintained in accordance with record keeping policies.

2.3.6.3 \$20,000 to \$249,999

For the procurement of goods or services where the value exceeds \$20,000 but is less than \$149,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

Record keeping requirements must be maintained in accordance with record keeping policies.

to read:

2.3.6.3 \$50,001 to \$249,999

For the procurement of goods or services where the value exceeds \$50,001 but is less than \$249,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

Record keeping requirements must be maintained in accordance with record keeping policies.

CARRIED BY ABSOLUTE MAJORITY 7/0

Council adjourned at 1.30pm. Cr Pike left the meeting.

Meeting reconvened at 1.35pm with the following in attendance:

Cr Sudlow, Cr Horstman, Cr Stewart, Cr Burges, Cr Suckling, Cr Gibb, Grant Middleton and Michelle Allen.

9.11.3 LEGAL FEE WRITE-OFF (ITEM 7.5.2)

Moved Cr SUDLOW, seconded Cr STEWART

That Council write off the amount of \$492.08 in accordance with Section 6.12 of the Local Government Act as the revenue is considered unrecoverable.

ABSOLUTE MAJORITY REQUIRED CARRIED 6/0

9.11.3 BANK AUTHORISATION (ITEM 7.5.3)

Moved Cr GIBB, seconded Cr SUCKLING

That Council approve Mr Neil Broadhurst as an authorised signatory for bank payments including cheques and EFT payments

CARRIED 6/0

Council adjourned 1.43pm

Meeting reconvened at 1-47pm with the following in attendance:

Cr Sudlow, Cr Horstman, Cr Stewart, Cr Burges, Cr Suckling, Cr Gibb, Grant Middleton and Michelle Allen.

Cr Pike returned to the meeting at 1.56pm.

9.11.4 APPOINTMENT OF ACTING CEO (ITEM 7.5.4)

Moved Cr HORSTMAN, seconded Cr SUCKLING

That Council:

1. Appoint Mr Maurice Battilana as Acting Chief Executive Officer for a period of three months commencing on 19th September 2022.
2. Council consider this expenditure as authorised expenses and direct staff to undertake a budget review to fund the costs associated with the relief.

CARRIED BY ABSOLUTE MAJORITY 7/0

9.12 PRESIDENT'S REPORT

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

- 26/07/2022 Hon. Minister Stephen Dawson MLC – Minister for Emergency Services
- 12/09/2022 Midwest Regional Road Group Meeting Coastal Sub-Group
- 12/09/2022 Jon Haines, Former Gold Coast Suns Football Manager
- 13/09/2022 Kalbarri Multi-Purpose Evacuation Centre (KMECC) meeting, Kalbarri
- 14/09/2022 Jon Jessop, Kalbarri Foreshore Update (Phone)

9.13 DEPUTY PRESIDENT'S REPORT

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

- 19/08/2022 Stuart Teasdale, Principal Kalbarri District High School
- 22/08/2022 Samantha Edwards, Local Recovery Coordination Group Leader, Northampton
- 05/09/2022 Local Recovery Coordination Group meeting and lunch, Northampton
- 06/09/2022 Ric Payne, Recovery Chaplain Uniting Church
- 07/09/2022 Final Operational Area Support Group Meeting (Teams)

9.14 COUNCILLORS' REPORTS

9.14.1 CR PIKE

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

- 31/08/2022 Kalbarri Development Association meeting, Kalbarri
- 13/09/2022 Kalbarri Multi-Purpose Evacuation Centre (KMECC) meeting,
Kalbarri

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9.15 NEW ITEMS OF BUSINESS

On behalf of the Shire of Northampton, Cr SUDLOW expressed gratitude to the Shire of Mingenew for their willingness to support us at short notice following the requirement for the Chief Executive Officer, Garry Keeffe to take leave of absence.

Moved Cr SUDLOW seconded Cr STEWART

That a letter of thanks be sent to the Shire of Mingenew expressing Council's gratitude for their co-operation and willingness to share the services of Maurice Battilana as he finalises his time as Acting Chief Executive Officer with them.

CARRIED 7/0

9.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday 21st October 2022 commencing at 1.00pm at the Northampton Council Chambers.

9.17 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.15 pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 14 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 21ST OCTOBER 2022.

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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7.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM
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REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	12th October 2022

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 Percy, Isachar Back, Ruddaway, Isseeka East, Frosty Gully, Coolacalaya, Burges, Blue Well, Drage, Walsh, Wellington, Elliot and Olivier Springs Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Percy, Ogilvie East, Wellington, Little Bay Olivier, Hosken, Ogilvie West and Elliot Road/s.

Maintenance Items

- General – Various signage and road furniture works.
- General – Potholes and Edges various locations.
- Northampton – Culvert clearance.
- Northampton – Street cleanup works (sand/debri) following extensive rainfall.
- Northampton – Truck fleet - Gravel stockpile at Kalbarri.
- Northampton – Show cleanup works.
- Kalbarri – Verge chemical spraying.
- Kalbarri – Caravan dump point issues/blockages.
- Kalbarri – Jetty repair works.
- Kalbarri – Gravel into Stockpile.
- Kalbarri – Malaluca dual use pathway maintenance works.

Other Items (Budget)

- Northampton – Gwalla Street / Second Avenue works sealed with concrete kerb installed. Backfilling and site tidy up works progressing.
- Parker Road/Wundi Road – Construction works commenced. Preliminary verge and earthworks. Gravel location identified.

Plant Items

- Northampton and Kalbarri Community Bus – Works undertaken to pass annual road inspection for registration.
- Northampton Maintenance Grader – 3 weeks wait for replacement fuel injector line/s - Caterlaast

Staff Items

- Three (3) x Vacant positions advertised (Northampton outside staff).
- Training – Basic Fire.
- Training – OHS Representative training (2 staff)

OFFICERS RECOMMENDATION

For Council information.

SHIRE OF NORTHAMPTON

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

(October 2022)

2022/2023 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Kalbarri Road Reseal works 42.00 - 48.00 slk	RR16		
<u>ROADS TO RECOVERY - 152100</u>			
Parker - Wundi Road/s Construction to Bitumen Seal - 3.20 km	RT40		
Kalbarri - Grey Street Asphalt Reseal	RT41		
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2021/2022			
<u>Kalbarri</u>			
Karina Mews Reseal and replace concrete kerbing	R982		
Smith Street Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk	R990		
Glance Street Reseal	R223		
Gwalla and Brook Street Install drainage, carry over works from 2021/2022	R326		
Kalbarri - Grey Street Asphalt Reseal	R330		
Cont.			
2022/2023 Budget Works	Job No	Status	Comments

<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
Parker - Wundi Road/s (Part Funded RTR) Construction to Bitumen Seal - 3.20 km	R336	Commenced	
Mary Street Surface Correction - 2 sections	R337		
Robinson Street Surface Correction - 2 sections and kerbing	R338		
Essex Street Reseal	R340		
Mary Street Install Bollards west of NWCH	R342		
<u>Kalbarri</u>			
Smith Street Asphalt reseal and kerb replacement	R339		
<u>Rural</u>			
Binnu East Road Pavement Repair 12.6 to 13.6 slk	R341		
Kalbarri Road (Council Contribution) Reseal works 42.00 - 48.00 slk	R343		
Cont.			
2022/2023 Budget Works	Job No	Status	Comments

MUNICIPAL FOOTPATHS - 150900

Carried Over from 2021/2022

Northampton - Stephen Street

Replace DUP from NWCH to West Street

F702

Kalbarri - Grey Street

Replace DUP at front of Allen Centre

F707

MUNICIPAL FOOTPATHS - 150900

New Projects

Kalbarri - Malaluca Pathway

Maintenance of existing

08 T379

Kalbarri - Red Bluff Road

Red Bluff Road to Eco Flora

F716

Cont.

2022/2023 Budget Works	Job No	Status	Comments
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<u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u>			
Northampton - Oval - New Toilet Block New Toilet Block - Demolish and Remove old	F003		
Northampton - Oval renovation Undertake Verti mowing	F016		
Northampton - Oval tanks Install material filtration system			
Northampton - Oval tanks Install water treatment/softner system			
Northampton - Lions Park Clean and repaint pergola			
Northampton - Lions Park Repaint picnic shelter			
Northampton - Kings Park Fabricate and install pump/retic cover			
Northampton - Northampton Community Centre Install disabled ramp south end			
Northampton - Northampton Community Centre Reinstate pavement and southern end			
Northampton - Northampton Community Centre Treatment for rising damp - stadium wall			
Northampton - Northampton Community Centre Brick pave commentery box south to prevent moisture			
Kalbarri - Oval Renovation Undertake Verti Drain	F003		
Kalbarri - Foreshore area Grass removal along DUP edges	F001		
Kalbarri - Blue Holes Toilet area Install Solar pump to improve pressure	08 B015		
Cont.			
2022/2023 Budget Works	Job No	Status	Comments
Kalbarri - Foreshore grass removal			

Cut down grass height along DUP area/s			
Horrocks - Southern Stairway Remove old and install new	08 3664		
Horrocks - Foreshore grass removal Cut down grass height along DUP area/s			
Horrocks - Foreshore water supply holding tank Remove existing and place new			
Port Gregory - Carpark Construction/Renovations Foreshore carpark area	3714		
Port Gregory - New Community Storage Shed New shed	99 5414		
Port Gregory - Pipeline works Conduit and new line under George Grey Drive			
Port Gregory - Non Potable water supply holding tank Install new water supply holding tank	99 5414		
Binnu Tip Site Install new fence			
Cont.			
2022/2023 Budget Works	Job No	Status	Comments
<u>PLANT ITEMS - Major</u>			

Northampton - New Grader (Construction) Purchase new - trade/sell existing P238 Grader	4214/99		
Northampton - New Backhoe Purchase New - No trade	4214/99		
Northampton - New utility - WHS Compliance Officer Purchase new - trade/sell existing P242 utility	4214/99		
Kalbarri - New utility - Kalbarri Leading Hand Purchase new - No trade	4214/99		
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Fire fighting unit	7362/02		
Northampton - 2 way radios	7362/02		
Northampton - 3 x blowers - 2 at workshop, 1 x gardeners	7362/02		
Northampton - 1 x 4 inch water pump	7362/02		
Northampton - Workshop - 1 x Rechargeable air compressor	7362/02		
Northampton - 1 x Chainsaw	7362/02		
Northampton Gardeners- 1 x lawn edger	7362/02		
Northampton Gardeners- 1 x whipper snipper	7362/02		
Northampton Gardeners- 1 x Stihl battery pack	7362/02		
Northampton Gardeners- 1 x Chainsaw	7362/02		
WHS - Ipads for OHS requirements	7362/02		

HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF SEPTEMBER 2022	2
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7.2.1	INFORMATION ITEM: BUILDING STATISTICS
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DATE OF REPORT:	14th October 2022
RESPONSIBLE OFFICER:	Michaela Simpson – Manager of Building Services

1. BUILDING STATISTICS

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

OFFICER RECOMMENDATION – ITEM 7.2.1

For Council information.

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 21st OCTOBER 2022

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
14-03-22	22046	Mark Scott	Owner Builder	123 (Lot 2) Seventh Avenue, Northampton	Construct two-bedroom steel framed dwelling with verandah	\$ 140,000.00
16-03-22	22055	Michael Wemm	Owner Builder	20 (Lot 23) Balsam Street, Kalbarri	Construct timber framed front verandah	\$ 5,000.00
23-08-22	22057	Ryan Dawes and Rebecca Wemyss	Shoreline Outdoor World	164 Harvey Road, Northampton	Construct steel framed shed	\$ 83,042.00
23-08-22	22058	Paul and Natarsha Mitchell	Norwest Building Group	38 (Lot 238) Forrest Street, Northampton	Construct steel framed shed	\$ 47,830.00
13-03-22	22059	Robert Hasleby	Owner Builder	372 Horry Road, Northampton	Construct steel framed machinery shed	\$ 50,000.00
20-03-22	22060	Ray Cassey	Owner Builder	60 (Lot 55) Mitchell Street, Horrocks	Construct timber framed skillion verandah	\$ 5,500.00
02-08-22	22CS408	Shontay Cardew	Owner Builder	8218 Swamp Road, Yallabatharra	Construct steel framed shed	\$ 80,000.00
12-03-22	22CS414	Bisra Nominee Pty Ltd	Puresteel Shed Construction	253 Blue Well Road, East Bowes	Construct steel framed shed	\$ 125,000.00
01-03-22	22CS415	Matthew O'Neil	Owner Builder	282 (Lot 7) Hampton Road, Northampton	Remediation repairs to roof sheeting	\$ 18,000.00
05-03-22	22CS425	Donna and Garry Brown	Bellaluca Construction & Stone	452 (Lot 41) Wundi Road, Alma	Full demolition of dwelling	\$ 33,743.00
09-03-22	22CS426	Josh McLachlan	Owner Builder	7 (Lot 798) Batavia Circle, Kalbarri	Alter roof pitch and resheet roof	\$ 20,000.00
03-03-22	22CS427	Teakhill Holdings Pty Ltd	OCS Building Maintenance	770 Horrocks Road, Sandy Gully	Internal remediation repairs to dwelling, resheet patio and construction of new shed	\$ 189,511.12
20-03-22	22CS428	Karl Mayer	Bellaluca Construction & Stone	77 (Lot 19) Robinson Street, Northampton	Full demolition of dwelling	\$ 22,581.65
12-03-22	22CS429	Karen Collell	Geraldton Building Services & Cabinets	4 (Lot 864) Sequita Way, Kalbarri	Remediation repairs to garage walls and roof	\$ 257,524.00
03-03-22	22CS430	Joseph and Carol Goodwin	Bellaluca Construction & Stone	14 (Lot 3) Woods Street, Kalbarri	Removal of asbestos fence	\$ 3,741.65
21-03-22	22CS431	Scott Sherrington	Owner Builder	25 (Lot 2) Essex Street, Northampton	Remediation repairs to roof	\$ 11,500.00
12-03-22	22CS432	Tilka Pty Ltd	WA Insurance Builders	226 (Lot 2) Hampton Road, Northampton	Remediation repairs to verandah, side drive through, main building roof sheeting and storage shed	\$ 75,386.33
13-03-22	22CS433	Jessica Booth and Ian Burnell	Owner Builder	Unit 1 & 2, 15 (Lot 238) Carlton Crescent, Kalbarri	Construct alfresco, carport and storeroom on unit 1	\$ 100,000.00
16-03-22	22CS434	Tilka Pty Ltd	Pattersons Insurebuild P/L (100275)	222 (Lot 198) Hampton Road, Northampton	Remediation repairs to roof sheeting, rafters, tie downs and wall cladding on dwelling, rebuild	\$ 36,426.05
21-03-22	22CS437	Sheila and Leendert Den Exter	Owner Builder	25 Horrocks Road, Sandy Gully	Replace roof sheeting	\$ 8,000.00
20-03-22	22CS439	Shire of Northampton	Bellaluca Construction & Stone	121 (Lot 313) Rochester Street, Kalbarri	Removal of asbestos fencing	\$ 7,431.00
21-03-22	22CS442	Francis Lyons and Lisa Investments	Noel Visser	18 (Lot 228) Patrick Crescent, Kalbarri	Remove asbestos fencing	\$ 1,848.00

TOWN PLANNING CONTENTS

OCTOBER 2022

7.3.1 PROPOSED SHORT TERM EXPANSION MOTEL ACCOMMODATION – TWENTY FOUR (24)
MOTEL UNITS, LAUNDRY/KITCHEN/LIVING AREA, PARKING BAYS - LOT 188 (NO. 60)
JEFFREY BROWNE WAY, KALBARRI..... 2

7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS..... 32

7.3.1 PROPOSED SHORT TERM EXPANSION MOTEL ACCOMMODATION – TWENTY FOUR (24) MOTEL UNITS, LAUNDRY/KITCHEN/LIVING AREA, PARKING BAYS - LOT 188 (NO. 60) JEFFREY BROWNE WAY, KALBARRI

LOCATION:	Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri
FILE REFERENCE:	10.6.1.3 / A108
APPLICANT:	Warren Sizer
OWNER:	Sanpoint Enterprises Pty Ltd
DATE OF REPORT:	13 October 2022
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER:	Hayley Williams – Consultant Planner
APPENDICES:	
1.	Site Plan (Original Application)
2.	Floor and Elevation Plans (Original Application)
3.	Site Plan (Current Application)
4.	Floor Plan (Current Application)
3.	Application Letter
4.	Current photos of site

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:

The Shire is in receipt of an application requesting an extension to the time permitted for six (6) temporary ‘Motel’ units to be located on Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri for the purpose of short-term accommodation.

The development was initially approved for a temporary period until 16 July 2023 and consisted of thirty-one (31) motel units, one (1) laundry facility and additional car parking bays undertaken in conjunction with existing land use on the lot known as ‘Kalbarri Motor Hotel’.

Since July 2021, Council has considered three subsequent amendments and consideration is now required following receipt of a new request to permit six of the transportable motel units to remain in place until 31 July 2023.

The additional accommodation units are proposed to be located on the lot in Jeffrey Browne Way for a longer temporary period of time due to the lack of available accommodation in Kalbarri and the existing units not being fit for purpose due to damage from Cyclone Seroja. The existing laundry facility is also proposed to be reconfigured as a combined laundry/kitchen/living area facility. The lack of available accommodation in Kalbarri persists as repairs continue following the impact of the cyclone in 2021.

As the development is proposed for a limited time period, public advertising has not been undertaken.

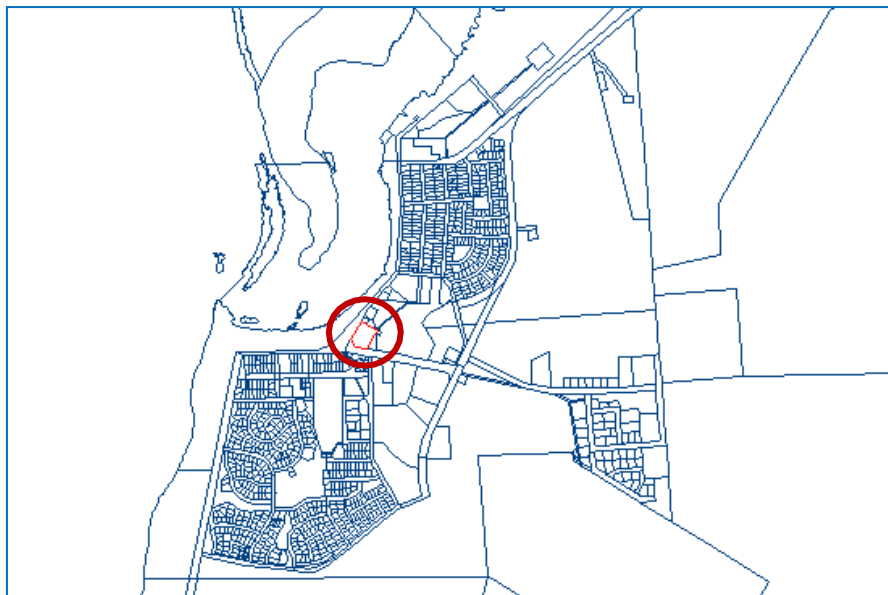
This report recommends that Council grant approval to the proposed development subject to conditions that require further demonstration and approval of matters associated with the retaining wall and fencing on the eastern boundary of the temporary structures.

LOCALITY PLANS:

Figure 1 – Location Plan – Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri



Figure 2 - Site Plan – Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri



BACKGROUND:

A number of Development Approvals exist over Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri, including “Signage”, “Extensions to Bottleshop (Coolroom), Drive-Through Roof”, “Kitchen Extensions” and “Front Verandah Extensions” and Temporary Motel Units (to 16 July 2023). These uses are considered to fall within the “Special Use” requirements of the zone. **Figure 1** provides a Location Plan and **Figure 2** provides a Site Plan for the subject property.

In July 2021, the applicant developed accommodation in the form of thirty-one (31) one-bedroom units referred to as “accommodation pods” and “transportable units on wheels” which are transportable self-contained units for the purpose of short stay accommodation for a limited time period. The requirement for the accommodation units had arisen due to the damage sustained to the existing motel accommodation units from Cyclone Seroja in April 2021.

A copy of the original application’s documentation is attached being Site Plans, included in **Appendix 1** and Floor and Elevation Plans included in **Appendix 2**.

Documentation pertaining to the current application is attached being Site plan included as **Appendix 3** and Floor Plan included as **Appendix 4** together with a copy of the Application Letter in **Appendix 5**. Updated site photos showing the existing temporary motel units are included in **Appendix 6**.

The third amendment to Development Application 2021-063 was granted on 21 December 2021 and the approved structures were detailed as being ‘*six (6) relocated container accommodation pods, one (1) laundry and three (3) transportable units on wheels and all shared covered breezeways*’.

Four accommodation units and the laundry unit were located at right angles to Porter Street on the southern boundary of the lot behind an existing 2.1 metre high colorbond fence to minimise visual impact. A further two accommodation units and three units on wheels were located on the eastern side boundary of the lot adjacent to the Kalbarri Recreation Sportsground (Reserve 25447).

Three (3) transportable accommodation units on wheels which formed part of the original development were scheduled to be removed from the site in April 2022. The units were located 1 metre off the eastern boundary of the lot and separated by a distance of 3.2 metres with a landscaped area and pathways. Following approval of an amended development application, these three units and all associated landscaping measures are scheduled to be removed from the site at the end of October 2022.

Proposal

The Shire is in receipt of a new application requesting an extension to the time permitted for six (6) temporary 'Motel' units and the laundry unit to be located on Lot 188 (No. 60) Jeffrey Browne Way, Kalbarri for the purpose of short-term accommodation. The existing approval permits four (4) of the transportable motel units and the laundry unit to remain in place until 16 July 2023.

The current application is seeking to retain six (6) accommodation units and the laundry building for an extended period of time until 31 July 2025 for reasons outlined in the client's Application Letter included as **Appendix 5**.

All six accommodation units and the laundry building are second-hand which have been relocated from a mine site in the north-west of Western Australia. It is noted within application documentation that the applicant, Warren Sizer, is submitting the current application on behalf of his client Australian Garnet who are proposing to continue leasing part of the hotel complex site to provide short term accommodation units and associated car parking.

Overall, the proposed development would cater for a maximum occupancy of 24 persons with an area of 386.4m² for parking, shown as 'Site 1' on the original Site Plan, and an area of 1.609.3m² for accommodation and associated landscaping, shown as 'Site 2' on the original Site Plan.

The six accommodation units and one laundry building are clad with white colorbond wall sheeting with trimdeck zincalume roof sheeting with each unit having their own ensuites and an internal habitable area of 10.1m². The units are separated by a three metre wide breezeway and an additional building of the same dimension sits beside the four units on the southern boundary to house laundry services. The existing laundry facility is proposed to be reconfigured as a combined laundry/kitchen/living area facility. Photo of the existing temporary accommodation units is shown within the **Appendix 6**.

Details of the accommodation units and laundry building are as follows:

(6) Transportable Motel Units & (1) Laundry/Kitchen/Dining Area	
Length	14.4m
Width	3.3m
Height	2.4m
Each unit m ²	10.1m ²
Southern lot boundary (Porter St)	2.0m
Eastern lot boundary	2.5m
Above NGL	Nil
Total Height incl. NGL	2.4m

It is noted that the 2.1 metre colorbond fence proposed to be erected on the eastern boundary to minimise visual impact has not been erected. To enable secure and stable placement of the temporary structures, significant earthworks have been undertaken requiring an increase in site levels in some areas. Following an abundance of rainfall, it is apparent that a retaining wall is required to be constructed on the eastern boundary to retain and stabilise soil and to enable a fence to be installed to address visual amenity concerns.

The existing development includes a carparking area in the south western portion of the lot, and provides an additional 17 bays in this location. The application does not provide for direct access or parking of vehicles directly adjacent to the proposed accommodation.

Lot Size	9.1469 hectares / 91,469m ²
Existing Development	Hotel with Motel accommodation Units
Existing Services	Power & Phone
Access & Frontage	Cnr Jeffrey Browne Way and Porter Street
Topography	Flat
Vegetation	Established vegetation
Surrounding Land Uses	Commercial Retail and Public Open Space (Kalbarri Recreation Oval/Sportsground)

COMMUNITY & GOVERNMENT CONSULTATION:

Due to the temporary nature of the proposed development, the application has not been referred to adjoining landowners or government departments for comment.

Should Council approve the proposed development, any future applications to extend the approval period or place the accommodation pods permanently on the lot will be required to address the advertising provisions outlined by Special Control Area 2 in LPS11.

FINANCIAL & BUDGET IMPLICATIONS:

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

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

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

Clause 3.6 of the Scheme lists sets out requirements for Special Use Zones as:

SPECIAL USE ZONES

3.6.1 Schedule 3 sets out -

- a) special use zones for specified land that are in addition to the zones in the zoning table;
- b) the classes of special use that are permissible in that zone; and
- c) the conditions that apply in respect of the special uses.

3.6.2 A person must not use any land, or any structure or buildings on land, in a Special Use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

Note: Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.

According to the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri*, Special Use Zone 4 (SU4) applies to the land known as Lot 188 Corner of Grey Street and Porter Street and includes special use classifications and conditions as follows:

SU 4	Lot 188 Corner of Grey Street and Porter Street.	<p>'P' <u>Uses:</u> Tavern Motel</p> <p>'A' <u>Uses:</u> All other Use Classes listed under the Centre Zone as 'P', 'D' or 'A' in Table 3 – Zoning Table.</p>	<p>1. As determined by the local government in accordance with the requirements of the Scheme, Special Control Area No. 2 and the Use and Development provisions of the Kalbarri Townsite Local Planning Strategy that relate to the subject land.</p> <p>2. The Local Government shall require the preparation of a Local Development Plan for the land demonstrating the manner in which the proposed development integrates with Grey Street, Porter Street and adjoining lands including the 'Commercial' zoned land on the south side of Porter Street.</p>
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Provisions of Special Use Zone 4 (SU4) list a “Motel” as a “P” use which means that the use is permitted if it complies with any relevant development standards or requirements of the Scheme.

The land use term used in the Scheme refers to a category of land use that is listed in the provisions, having the following meaning:

“motel” means premises which may be licensed under the Liquor Control Act 1988 –

- (a) used to accommodate guests in a manner similar to a hotel; and*
- (b) with specific provision for the accommodation of guests with motor vehicles.*

Lot 188 is also contained with Special Control Area 2 – Town Centre. The purpose and objective of the SCA is:

- *To facilitate the redevelopment of the Kalbarri Town Centre to provide for the needs of visitors and residents in a safe and pedestrian friendly, family orientated environment;*
- *To facilitate the re-development of Grey Street between Porter Street and Wood Street as a predominantly pedestrian friendly precinct;*
- *To facilitate the release of surplus land within the Grey Street road reserve into adjoining development sites;*
- *To facilitate the reservation of Gabba Gabba Creek for Recreation and Conservation;*

-
- *To facilitate the reservation and construction of the Grey Street diversion; and*
 - *To ensure all development will accord with the objectives and guidelines established for the Special Control Area in the Kalbarri Townsite Local Planning Strategy.*

The proposed development is considered to address the “Special Use” requirements given the installation of the accommodation units are an extension of the existing permitted use of “Motel”. However, it is considered that the proposed development does not address the detailed requirements of the Special Control Area No. 2 or the use and development provisions contained within the Kalbarri Townsite Local Planning Strategy. Given the temporary and limited development being sought, along with the circumstances surrounding the need for accommodation in Kalbarri it is not considered appropriate to apply the planning requirements of SCA2.

POLICY IMPLICATIONS:

*Local: Shire of Northampton Kalbarri Townsite Local Planning Strategy
Shire of Northampton Local Planning Policy – Repurposed and Second-hand
Dwellings*

Kalbarri Townsite Local Planning Strategy

The Kalbarri Townsite Local Planning Strategy (LPS) was endorsed in 2010 and has provided the basis for strategic direction for the Kalbarri Townsite.

The strategic vision of the LPS is to develop a long term Strategy for the future development and enhancement of Kalbarri that recognises, builds upon and promotes the tourism and residential values of the location in an environmentally and economically sustainable manner.

The strategic objectives are as follows:

- *To enhance Kalbarri’s position as a premier family holiday destination within Western Australia while recognising the continuing value and importance of non-family Intrastate, Interstate and International visitors.*
- *To broaden Kalbarri’s economic and employment base by furthering Kalbarri’s position as a desirable alternative residential and employment location within the Mid-West.*

- *To protect and enhance Kalbarri’s unique urban values and particularly its connectivity to the surrounding natural environment together with its compactness and high level of walkability.*

Lot 188 is located within the Town Centre precinct and is known as planning area TC1. The following is an extract from the LPS:

PRECINCT	TOWN CENTRE
Objective	<i>To develop a distinctive Town Centre that provides for the broad range of needs of both residents and visitors in a safe and pedestrian friendly, family oriented environment.</i>
TC1	<p>Four Star Resort Hotel :</p> <p>Four Star Resort Hotel – Icon Building – No density restriction & no setback specifications.</p>
	<p>Four Storey building height limit.</p> <p>Require full range of facilities including bistro, quality restaurant, moderate size convention and function facilities, bar, pool, day spa & gymnasium.</p> <p>Encourage “main street” frontage to pedestrian boulevard including food & beverage services and quality tourist retail to Porter Street, integrating with Retail centre on south side.</p> <p>Require parking for short stay units and key staff only on-site. Require cash-in-lieu contributions to construction / upgrading of public carparks in the vicinity in lieu of provision of on-site parking for commercial uses.</p> <p>Allow 25% permanent residential component to encourage re-development and defray development costs.</p> <p>Require provision of rear service access to TC1 site from Porter Street and extension of rear service access to facilitate servicing of TC2.</p>

Following receipt of an acceptable development proposal/s and *prior to initiating re-zoning procedures*, undertake 42 day public pre-consultation period to allow Kalbarri community to comment on development proposal. Assess comments received and finalise development proposal with Applicant for initiation of formal re-zoning / Scheme Amendment procedures to Special Use Zone.

Rezone site under new Kalbarri Planning Scheme to zone site and eastern portion of Grey Street road reserve to Special Use Zone – Resort Hotel including description of permissible uses and key development criteria – minimum 42 day public advertising during rezoning period.

The objective of the ‘Town Centre’ precinct is to provide for the broad range of needs of both residents and visitors in a safe and pedestrian friendly, family orientated environment. The proposed development is not aiming to significantly redevelop the site in a permanent manner, therefore the provisions contained within the LPS are not considered applicable to the proposed development.

Local Planning Policy – Repurposed and Second-hand Dwellings

Council adopted the *Repurposed and Second-hand Dwellings Local Planning Policy* on 16 February 2018.

In particular, this policy has the following objectives:

- a) *To ensure that any development proposing to use a repurposed or second hand building meets acceptable aesthetic and amenity requirements in the locality for which it is proposed.*
- b) *To ensure that any repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape*
- c) *To enable the local government to retain such monies (bonds) to ensure the desired standard of development is achieved.*

The *Local Planning Policy* also includes a list of application requirements required by the Policy at 5.3. These are outlined below:

- 5.3.1 Photographs will need to be submitted that clearly illustrate the in-situ condition and appearance of the entire building (all sides and roof)..

- 5.3.2 An inspection of a proposed second-hand building, in-situ, will be carried out and an inspection report furnished to Council. Where it is not practicable for the Shire Building Surveyor to carry out the inspection it will be done by the Building Surveyor for the area in which it is located or by such other person that is acceptable to Council. All cost for a building inspection will be borne by the applicant.
- 5.3.3 Clear concise details of proposed works to be undertaken to ensure the repurposed or second-hand dwelling's presentation is of an acceptable standard to that of the locality. This will generally include elevations of the proposed finished works.
- 5.3.4 It may be sufficient to demonstrate that the proposed development will be isolated from the view of neighbours or significant roads to make consideration of aesthetics and amenity irrelevant to the application.
- 5.3.5 A clear timeframe for the completion of the above works, with such time frame to be as short as practicable and a maximum of 12 months.
- 5.3.6 Any other additional information required to demonstrate that the repurposed or second-hand dwelling will be aesthetically acceptable, contribute positively to the desired streetscape and comply with the objectives of this policy.

The application of this Local Planning Policy is considered relevant given that part of the development proposes to use second-hand transportable buildings. It is therefore necessary to ensure that these units and associated landscaping measures are upgraded in a manner to meet acceptable aesthetic and amenity requirements in the locality.

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:

Nil.

COMMENT:

The proposed development of Lot 188 for an extension of a “Motel” on a temporary basis is considered to comply with the *Shire of Northampton Local Planning Scheme No. 11* and its associated local planning policy framework. However, Council consideration is required due to a number of matters seeking variation, including the request to extend the time period to retain six accommodation units and one laundry/kitchen/living facility at the location until 31 July 2025.

With the removal of three accommodation units on wheels, this application is proposing a twenty-four (24) motel unit accommodation development for a limited time period and the application provides an explanation for the requirement for temporary accommodation and an overview of the configuration of units that are proposed to remain on site.

Retaining Wall and Fencing on eastern side boundary

Whilst there is an opportunity to integrate the proposed development with the existing infrastructure on Lot 188, should Council consider granting conditional approval to the proposal then conditions recommending the inclusion of a retaining wall and fencing on the eastern boundary is recommended.

Conversion of laundry unit to laundry/kitchen/living facility

This application is proposing to reconfigure the existing laundry unit to provide a multi-purpose facility that can provide an early morning/late night kitchen facility and sitting/living room for occupants of the accommodation units.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

It is considered that the application for the proposed development has not adequately addressed the matter of visual amenity along with the stabilisation and retention of soil on the eastern boundary. This report recommends Council approval of the proposed development subject to conditions that address the matters of retaining and stabilising soil and the installation of fencing on the eastern boundary.

OFFICER RECOMMENDATION – ITEM 6.3.3**APPROVAL**

That Council grant development approval for a limited time period of the proposed transportable motel units on Lot 188 (No. 40) Jeffrey Browne Way, Kalbarri consisting of twenty-four (24) one-bedroom motel units with ensuites and one laundry/kitchen/living building in total, subject to the following conditions:

- 1. Development shall be in accordance with the attached approved plan(s) dated 21 October 2022 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without 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 approval) requires further application and development approval for that use/addition;**
- 3. Development approval is granted to four (4) transportable motel units and one (1) laundry/kitchen/living area unit to be located adjacent to the southern boundary of the lot as marked in ‘RED’ on the attached approved plans dated 21 October 2022 for a temporary period of twenty-one months expiring on 31 July 2025;**
- 4. A building permit shall be issued by the local government prior to the commencement of any work on site to reconfigure the laundry unit to a multi-purpose laundry/kitchen/living facility and prior to the commencement of any work on the retaining wall;**
- 5. Development approval is granted to two (2) transportable motel units on wheels to be located adjacent to the eastern side boundary of the lot as marked in “RED’ on the attached approved plans dated 21 October 2022 for a temporary period expiring on 31 July 2025;**
- 6. This approval is only valid for a twenty-one (21) month period from the date of this approval and is granted as temporary motel unit structures. After expiry of the temporary approval period, the transportable motel units and laundry/kitchen/living unit must be removed from the property no later than 31 July 2025 and no further time extensions will be granted;**

- 7. Prior to the issuing of a building permit, further detail be provided to the local government, demonstrating an adequate potable water supply to the approval of the Water Corporation is available for the proposed development;**
- 8. Prior to the issuing of a building permit, further detail be provided to the local government, demonstrating an adequate power supply to the approval of Western Power is available for the proposed development. Should connection to the electricity network not be available further detailed information be provided to the local government, demonstrating means of power supply;**
- 9. Due to close proximity to town, all mechanical service systems (including air conditioners and generators), are to be designed and installed to prevent emitted noise levels from exceeding the relevant decibel levels as set out in the Environmental Protection (Noise) Regulations 1977 (as amended);**
- 10. Prior to the issuing of a building permit, a detailed wastewater disposal application shall be completed with full working drawings/plans of the system that pertains to the proposed development which is to the approval of the Department of Health WA and the local government;**
- 11. A detailed schedule of external finishes, materials and colours to be used in the construction of the development shall be submitted prior to lodgment of an application for a building permit and shall be of non-reflective materials consistent or complimentary in colour with the surrounding natural landscape features to the approval of the Local Government;**
- 12. All stormwater is to be disposed of on-site to the specifications and approval of the local government. On application for a building permit a detailed design of stormwater collection and disposal system of developed areas is to be supplied to the approval of the Local Government (refer to Advice Note 5);**
- 13. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;**
- 14. Installation of crossing places, verge gradients and designated car parking areas shall be constructed, line marked and drained to the standards and specification of the local government (refer to Advice Note 5);**

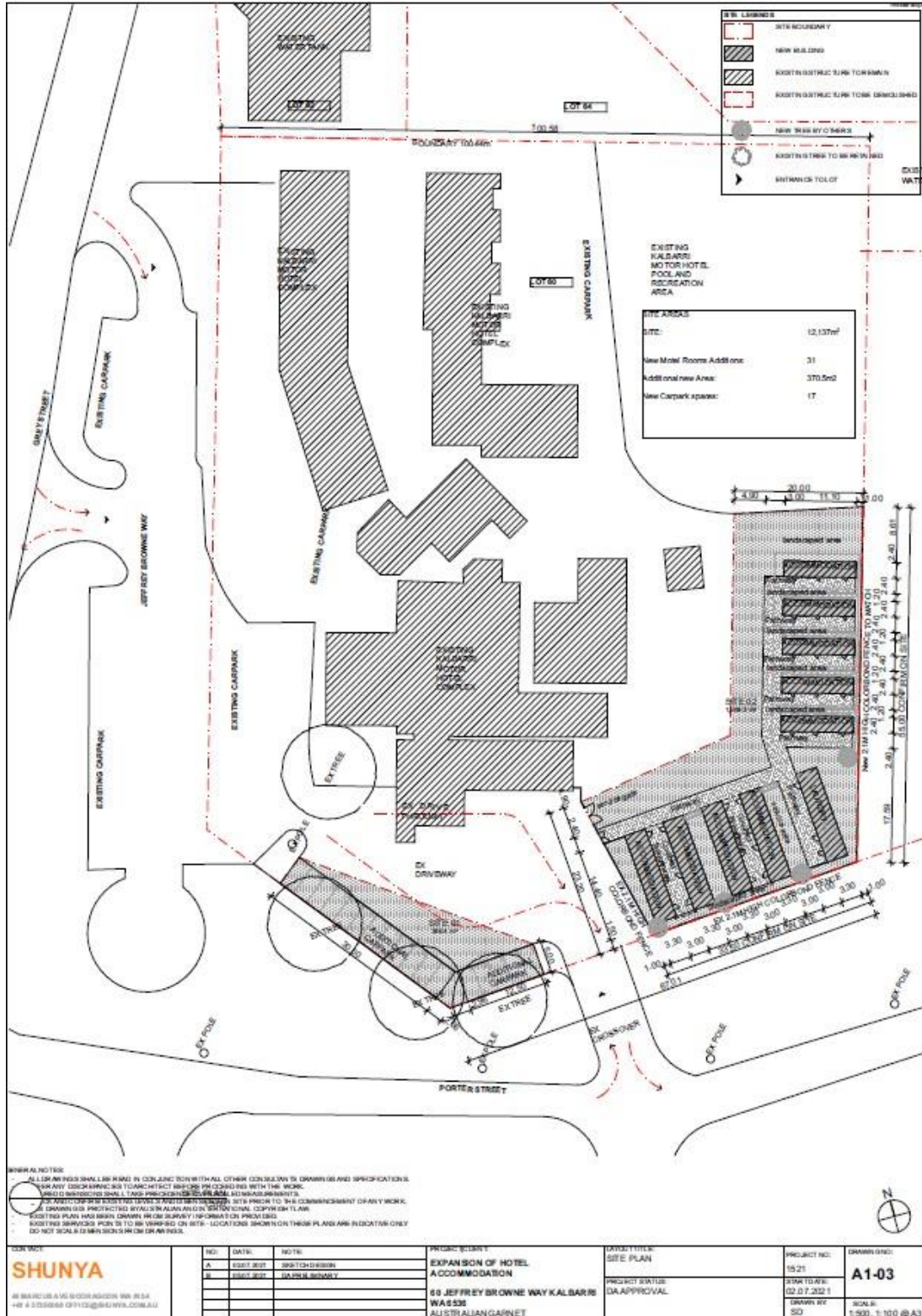
- 15. All parking of vehicles to be provided for within the property boundary and the street verge area is to be kept free of vehicles;**
- 16. The Applicant shall install a retaining wall on the eastern side boundary as marked in 'RED' on the attached approved plan(s) dated 21 October 2022 so as to minimise visual impacts and to support and retain soil;**
- 17. The development/land use is to be located entirely within the property boundary;**
- 18. The finish of the retaining wall on the affected adjoining landowner's side is to be:**
 - a) Face finish brickwork with tooled joints;**
 - b) Non face finish brick (ie. commons) to have sand finish render;**
 - c) Concrete panels to have smooth finish;**
 - d) Face finish limestone blocks with tooled joints;**
 - e) Concrete blocks larger than 0.16m² (standard 200mm x 400mm) to have sand finish render as determined by the local govern; or**
 - f) Face finish concrete block less than 0.16m² with tooled joints.**
- 19. The Owner/Applicant shall install a boundary fence to match the existing fence on the southern boundary to a height of 2.1 metres upon the eastern side boundary as marked in 'RED' on the attached approved plan(s) dated 21 October 2022 so as to minimise visual impacts;**
- 20. Prior to the commencement of the development/land use a landscaping plan shall be submitted to and approved by the local government. The approved landscaping plan shall include details pertaining to fencing, pathways, screening, shade and plantings and is to be implemented in full prior to the commencement of the approved use and maintained thereafter to the approval of the local government. Plantings are to include additional numbers of fast growing trees and shrubs to provide appropriate screening;**
- 21. Any lighting device is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries or cause any glare nuisance to any passing motorists;**
- 22. The site shall be so ordered and maintained as not to prejudicially affect the amenity of the locality by reason of appearance;**

- 23. 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;**
- 24. A Bushfire Attack Level (BAL) assessment, in accordance with *State Planning Policy 3.7 Planning in Bushfire Prone Areas* be undertaken and submitted, with any further conditions from this assessment addressed, prior to lodgment of an application for a building permit, to the approval of the local government;**
- 25. A separate area shall be set aside for the loading and unloading of vehicles, from the existing and proposed car parking areas, to the approval of the local government;**
- 26. An overall carparking plan shall be provided to include designated parking areas and bays for all uses on the site and to include vehicle access/egress points from all public roads, to the approval of the local government;**
- 27. At the cessation of the Development Approval, all temporary structures, waste disposal facilities and drainage facilities shall be permanently removed from the site to the approval of the local government;**
- 28. At the end of the approval period, the site shall be left in a neat and tidy condition following the removal of the structures;**
- 29. Prior to the issue of any building permit for a repurposed or second-hand structure the local government shall require the lodging of:**
 - (a) A bond amount equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard, with a minimum amount of \$5,000;**
 - (b) A statutory declaration, signed by the applicant(s) and appropriately witnessed, indicating that the bond will be forfeited to Council if the approved installation works are not carried out within the approved timeframe;**
 - (c) Bond monies will only be refunded (if not forfeited) after works required to prevent forfeiture have been carried out to the approval of the Building Surveyor.**

Advice Note

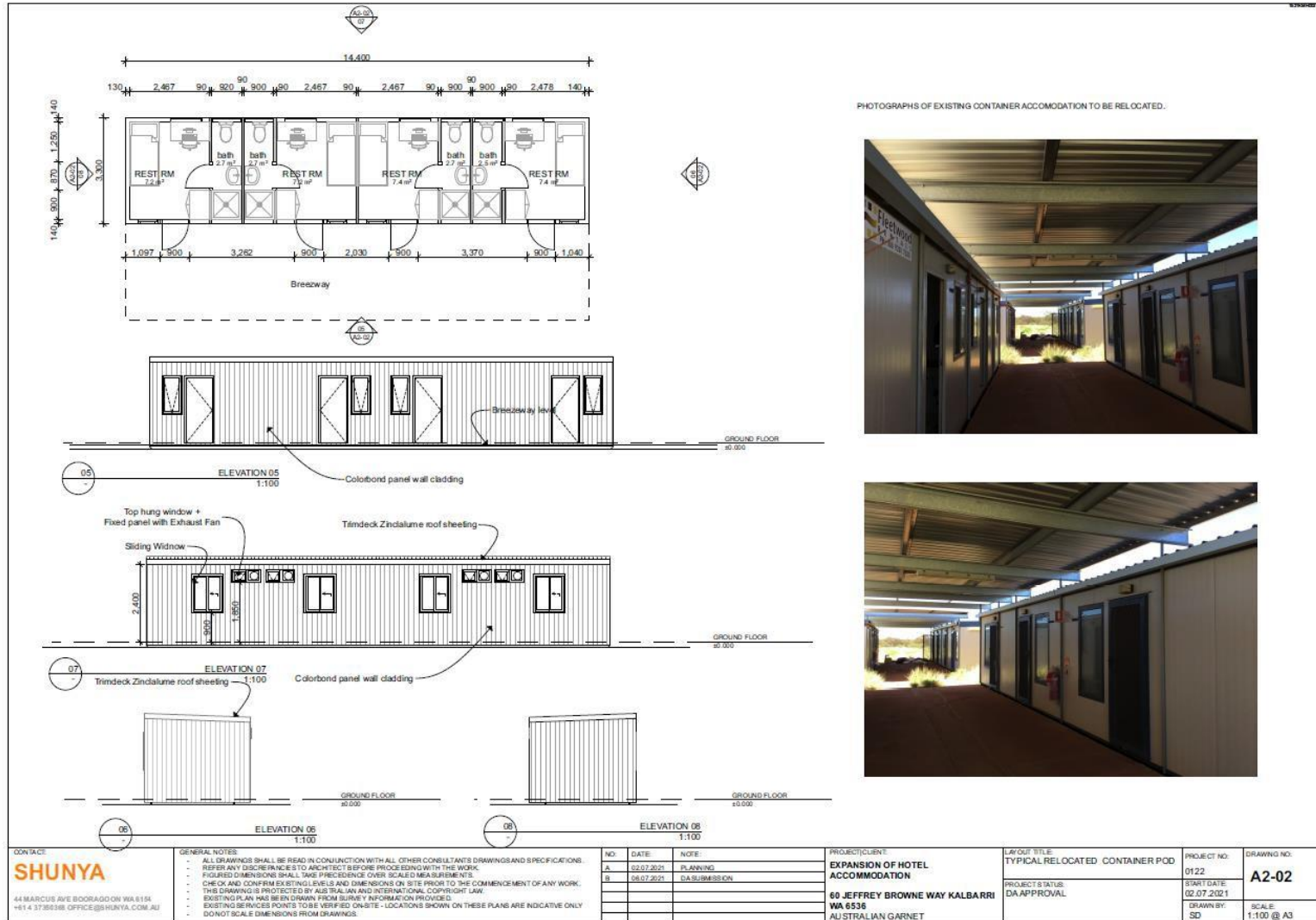
- 1. If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;**
- 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained;**
- 3. With regard to Condition No's. 7 and 10 the landowner/proponent is required to make arrangements accordingly to the approval of the Department of Health WA and the Local Government;**
- 4. With regard to Conditions No. 12, 14, 25 and 26, it is advised the Applicant/Owner should liaise with the Shire of Northampton's Manager of Works and Technical Services to determine crossover, verge gradient, car parking design and drainage requirements for developed areas.**
- 5. With regard to Condition No. 17 it is recommended that the services of a licensed surveyor be employed to verify the exact boundary position.**
- 6. 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.**

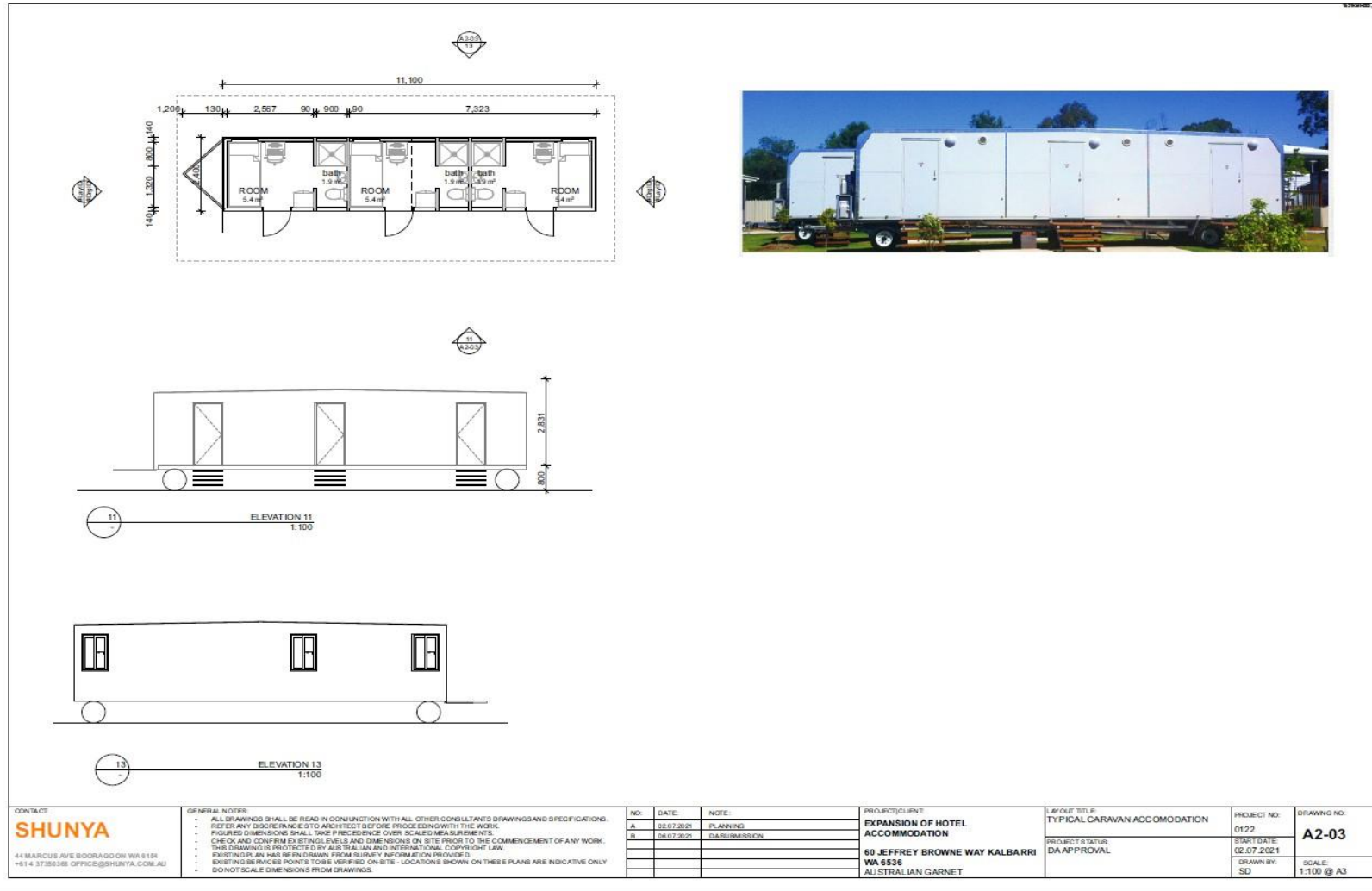
APPENDIX 1 – SITE PLANS (ORIGINAL APPLICATION)



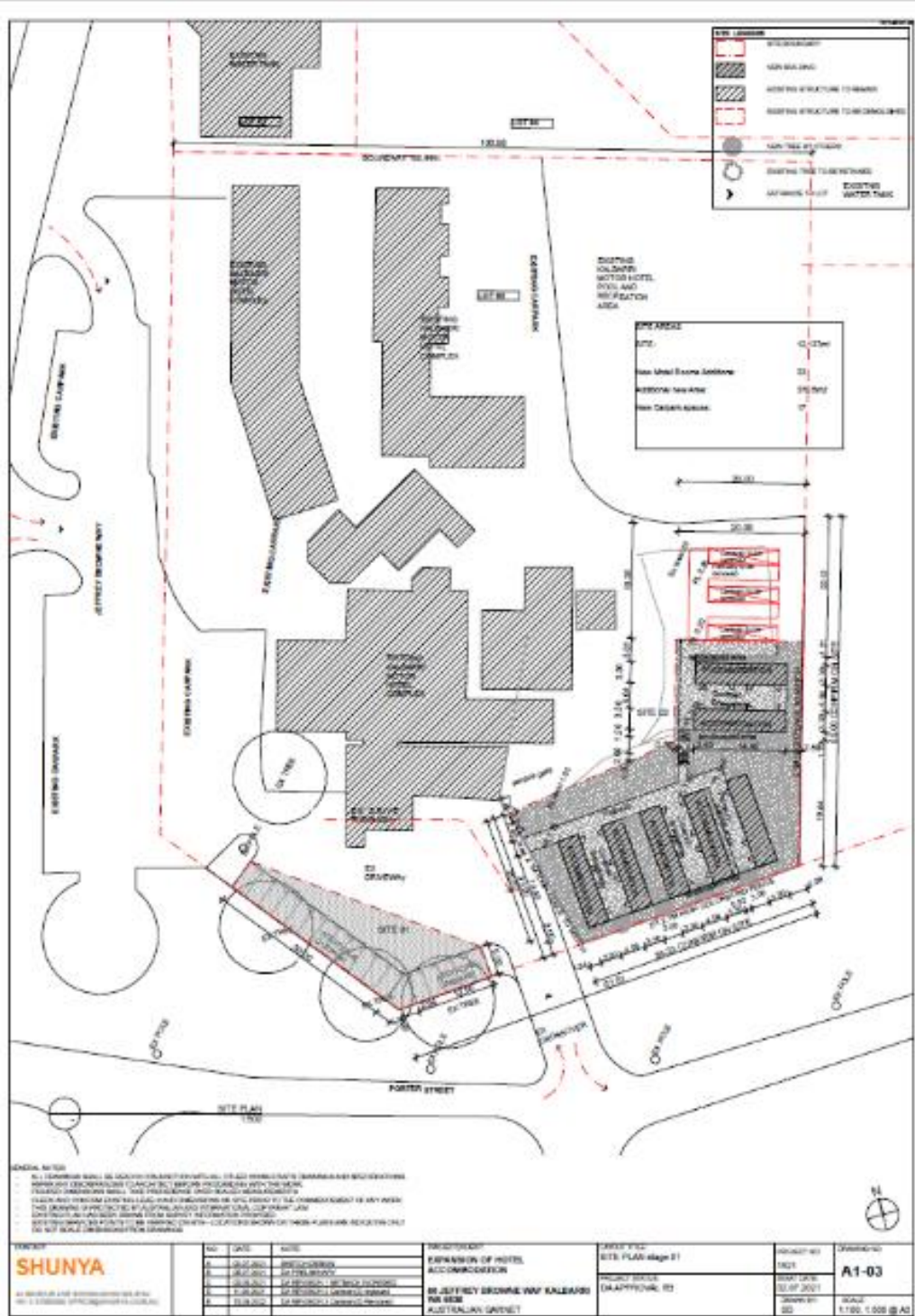
APPENDIX 2 – FLOOR AND ELEVATION PLANS (ORIGINAL APPLICATION)







APPENDIX 3 – SITE PLAN (CURRENT APPLICATION)



GENERAL NOTES

1. ALL DIMENSIONS SHOWN ON THIS PLAN ARE APPROXIMATE. THE CLIENT SHALL VERIFY ALL DIMENSIONS AND COORDINATES WITH THE LOCAL COUNCIL OFFICES PRIOR TO THE COMMENCEMENT OF ANY WORK.
2. THE CLIENT SHALL VERIFY ALL DIMENSIONS AND COORDINATES WITH THE LOCAL COUNCIL OFFICES PRIOR TO THE COMMENCEMENT OF ANY WORK.
3. THE CLIENT SHALL VERIFY ALL DIMENSIONS AND COORDINATES WITH THE LOCAL COUNCIL OFFICES PRIOR TO THE COMMENCEMENT OF ANY WORK.
4. THE CLIENT SHALL VERIFY ALL DIMENSIONS AND COORDINATES WITH THE LOCAL COUNCIL OFFICES PRIOR TO THE COMMENCEMENT OF ANY WORK.

SHUNYA <small>180/179 SOUTHAMPTON DRIVE, NORTHAMPTON WA 6703</small>	NO.	DATE	REVISION	PROJECT NO.	PROJECT NAME	PROJECT REV	DRAWING NO.
	1	10/10/2022	PRELIMINARY	EXPANSION OF HOTEL	180/179 SOUTHAMPTON DRIVE		A1-03
	2	10/10/2022	REVISION	REVISION			
	3	10/10/2022	REVISION	REVISION			
	4	10/10/2022	REVISION	REVISION			

APPENDIX 4 – FLOOR PLAN (CURRENT APPLICATION)



APPENDIX 5 – APPLICATION LETTER



Thursday 6 October 2022

To Planning Officer
Shire of Northampton
Northampton WA 6535

Attention: Ms Michelle Allen

Dear Michelle,

Ref: Request to amend Development Approval 2021-063 - Lot 188 - 601 Jeffrey Brown Way, Kalbarri

Australian Garnet (AG) is nearing completion of Phase 1 of the Lucky Bay Garnet mine and is progressively commissioning the Mining Unit Plant (MUP), West Concentrator Plant (WCP), Mineral Separation Plant (MSP) and Screening and Packaging facility (S&P). The majority of Phase 1 construction work is now completed and the construction workforce have been steadily decreasing over the past month. At the same time the operational workforce have been steadily building with approximately 70 full-time local employees running the operation.

The focus for construction now shifts to the renewable energy infrastructure that is designed to provide the majority of power generation required for the processing facility and Non-Process Infrastructure (NPI). Civil construction of access roads, laydown areas and underground cabling is now underway. Construction of the footings for each turbine is scheduled to commence during October with erection of the turbines and installation of the High Voltage (HV) transformers and switchgear to integrate with the existing Low Voltage (LV) network planned for completion in April after which commissioning is planned to commence.

When the HV network is fully commissioned the next phase is to reticulate HV power to the other installations including the Booster Station, MUP and borefield. This involves the installation of both overhead and underground power lines, transformers and switchgear.

All the while work will be underway on design and permitting for the Phase 2 expansion that will double production and provide a further 30 full-time roles to our operational workforce. Drilling to extend the resource will commence in November, this is followed by water resource drilling, water monitoring bores, water production bores, infill resource drilling, mine design and scheduling, sterilisation drilling, geotechnical investigations, soil surveys, vegetation, flora/fauna, SRE environmental surveys, noise surveys, dust surveys, civil engineering design, plant design then permitting for water, environment, mining and mine closure. When permitting is completed and investment approved construction will commence on the new facility that will again require a construction workforce of over 100 personnel.

An option to accommodate the construction workforce and one that was originally planned and permitted was to build a construction camp at the mine site where the workforce would be housed and fed with no interaction with the town of Kalbarri. AG made a conscious decision not to proceed with this option as all the financial benefits would rest with a contract catering company and their fly-in/fly-out workforce. Instead AG chose to take a more difficult path but one that would deliver significant financial benefits to Kalbarri where the bulk of the construction workforce was housed in existing holiday accommodation. To date over \$1.6m has been spent on meals and accommodation in Kalbarri excluding the units at Kalbarri Motel and the many thousands of dollars the construction workforce and their families would have spent in the town over the past 12 months.

Australian Garnet Pty Ltd | T +61 8 9443 2928 | E info@australiangarnet.com.au
ABN 22 646 741 357 | F +61 8 9443 7936 | W www.australiangarnet.com.au
Level 3, 14 Walkers Drive, Osborne Park, Western Australia 6017



The greatest challenge with this approach has been accommodating our construction workforce during the holiday periods where as few as 10 or 15 rooms have been available even with several months advance notice. As you would understand once construction starts it can't be stopped and we have had to resort to accommodating people in Geraldton and bussing them to site throughout the holidays and that's when we can secure accommodation in Geraldton. Thankfully the rooms at the Kalbarri Hotel have provided a critical number of units that have ensured we can keep our core construction personnel in Kalbarri and work continuing at site.

The challenge of accommodation especially during the holiday periods will still be with us over the next 18 month as a procession of consultants and contractors are engaged to undertake the renewable energy installations and the studies, early works for Phase 2. Then the construction of the Phase 2 facility will again require a construction workforce of 100 personnel. This makes the need for the accommodation at the Kalbarri Hotel all the more critical until the expansion is completed.

The three ensuite caravans located at the site will be removed by the end of October 2022 as agreed though we seek to have the two accommodation blocks remain on site in addition to the four accommodation blocks that are currently permitted to July 2023.

AG seek to leave the six accommodation blocks on this site until July 2025 to provide the necessary certainty we have accommodation available for the construction workforce while the town continues to be rebuilt.

AG will construct a retaining wall and fence at the rear of the property to ensure where the units are located to ensure ground stability and visual amenity

With the reduction in number of units AG seeks to modify the laundry block into a multi purpose facility that provides an early morning, late night kitchen facility and sitting area for the staff to use for general relaxation and mixing area for the maintaining of good staff morale.

At the conclusion of Phase 2 construction Australian Garnet would like to donate to council two of the six transportable units on the completion in July 2025.

Yours sincerely



Andrew Ellison
Director
Australian Garnet Pty Ltd

APPENDIX 6 – PHOTOS (EXISTING STRUCTURES)









7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 11 October 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
073	Fox Transportables	LOT 180 (NO. 7) GLASS STREET, KALBARRI	SINGLE DWELLING AND ANCILLARY DWELLING	12 September 2022
074	G Butcher	LOT 24 (NO. 1512) HORROCKS ROAD, SANDY GULLY	ROOF REPAIRS/REPLACEMENT (RETROSPECTIVE) – SHEARING SHED - WILLIGULLI	27 September 2022
075	JJ Tarchini	LOT 187 (NO. 41) FORREST STREET, NORTHAMPTON	TEMPORARY SHIPPING CONTAINER (CYCLONE SEROJA)	28 September 2022
076	R Martin	PORTION OF RESERVE 12996 MURCHISON RIVER, KALBARRI	LICENSE AGREEMENT – THE MURCHISON EXPERIENCE CANOE TOURS	16 September 2022 Ordinary Meeting
077	Modular WA	LOT 22 (NO. 8) BROWNE BOULEVARD, KALBARRI	SINGLE HOUSE (R-CODE VARIATION)	28 September 2022
078	T Mocher	LOT 188 (NO. 93) JOHN STREET, NORTHAMPTON	ANNUAL RENEWAL – COMMERCIAL VEHICLE PARKING	3 October 2022
079	Pattersons Insurerbuild Pty Ltd	LOTS 28 & 29 (NO'S 209-213) HAMPTON ROAD, NORTHAMPTON	REPAIRS ROOF (INSIDE AND OUT), BALCONY, EXTERNAL STAIRS – NAGLE CENTRE	6 October 2022

OFFICER RECOMMENDATION – ITEM 7.3.2

For Council Information

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7.4.2	MONTHLY FINANCIAL STATEMENTS – SEPTEMBER 2022	9
7.4.3	BUDGET VARIATIONS	38

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10th October 2022
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton/Leanne Rowe
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 21st October 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 bank 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 22265 to 22275 inclusive totalling \$52,344.65, Municipal EFT payments numbered EFT23990 to EFT24113 inclusive totalling \$325,578.85, Direct Debit payments numbered GJ0304 to GJ0310 inclusive totalling \$387,289.61 be passed for payment and the items therein be declared authorised expenditure.

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 OCTOBER 2022

MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
22265	12-09-2022	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	11474.40
22266	12-09-2022	GERALDTON MOWER & REPAIR SPECIALISTS	SERVICE PLANT/PARTS	509.60
22267	12-09-2022	KALBARRI GAS	GAS	165.00
22268	12-09-2022	KLEENHEAT GAS	GAS SERVICE	93.50
22269		CANCELLED		
22270	12-09-2022	WATER CORPORATION	WATER USE & SERVICE CHARGES	508.58
22271	15-09-2022	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	137.90
22272	19-09-2022	SHIRE OF NORTHAMPTON	DOT VEHICLE LICENCE ADJUSTMENT	149.60
22273	20-09-2022	SYNERGY	ELECTRICITY CHARGES	23219.87
22274	27-09-2022	SHIRE OF NORTHAMPTON	DOT FLEET LIC TO 30 SEPT 23	15711.00
22275	30-09-2022	LANDGATE	APPLICATION REMOVAL OF EXPIRED LEASE	375.20
				\$52,344.65

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT23990	01-09-2022	NEIL EDWARD BROADHURST	SUPERVISORS CONF REIMB MEALS	183.25
EFT23991	01-09-2022	JARROD DAWE	REIMB GLASSES	300.00
EFT23992	01-09-2022	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	2574.00
EFT23993	01-09-2022	JULIE WATERSON	WHITE CARD REIMB ACCOM/FEES	295.00
EFT23994	12-09-2022	ALL CLEANING AND MAINTENANCE	ALLEN CENTRE CLEANING	9465.50
EFT23995	12-09-2022	ALLERDING & ASSOCIATES	PROFESSIONAL ADVICE	3077.25
EFT23996	12-09-2022	BATAVIA COAST TRIMMERS	NCC RE-STICH SHADE SAIL	300.00
EFT23997	12-09-2022	BLACKWOODS	SUNDRY TOOLS/PARTS	2035.53
EFT23998	12-09-2022	FLOW CONSULTING ENGINEERS PTY LTD	BINNU HALL DESIGN CHECK SUSPENDED CEILING	5500.00
EFT23999	12-09-2022	BRUCE ROCK ENGINEERING	VEHICLE NEW FRAME/MOUNTS	1376.28
EFT24000	12-09-2022	CLEANAWAY OPERATIONS PTY LTD	REFUSE COLLECTION/SITE MTCE	40108.66
EFT24001	12-09-2022	COASTAL ELECTRICAL & SOLAR	CYCLONE BBQ REPLACEMENT	467.50
EFT24002	12-09-2022	BOC GASES AUSTRALIA	INDUSTRY GASES	70.84
EFT24003	12-09-2022	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	1468.57
EFT24004	12-09-2022	CORSIGN WA PTY LTD	SIGNS	288.20
EFT24005	12-09-2022	TOLL TRANSPORT PTY LTD	FREIGHT	203.88
EFT24006	12-09-2022	CRAMER & NEILL REFRIGERATION	NTON OFFICE AIRCONDITIONER	3790.87
EFT24007	12-09-2022	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	MURCH ST RD GRADE	2100.00
EFT24008	12-09-2022	ENGIN	TELEPHONE CHARGES	382.11
EFT24009	12-09-2022	FENN PLUMBING & GAS	KALB CAMP KITCHEN PLUMBING	3993.32
EFT24010	12-09-2022	FREEMANS LIQUID WASTE PTY LTD	PUMP SEPTIC/LEACH	6334.20
EFT24011	12-09-2022	GANTHEAUME BAY ELECTRICAL	KALB CAMP KITCHEN ELECTRICAL	1817.49
EFT24012	12-09-2022	GCO AUSTRALIA PTY LTD	DEPOT TOOLS TEST & TAG	1166.18
EFT24013	12-09-2022	ATOM GERALDTON	FLAGGING TAPE	55.41
EFT24014	12-09-2022	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM	1182.84

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 OCTOBER 2022

EFT #	Date	Name	Description	Amount
EFT24015	12-09-2022	GREAT NORTHERN RURAL SERVICES	KAL FSHORE RETIC	295.78
EFT24016	12-09-2022	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD (BEAUREPAIRES)	1 TYRE, FITTING & REPAIR	2505.01
EFT24017	12-09-2022	GUARDIAN PRINT & GRAPHICS	STATIONERY	2195.00
EFT24018	12-09-2022	C + J HANSON PLUMBING CONTRACTORS	ROBINSON RES REPLACE LPG REGULATOR	907.92
EFT24019	12-09-2022	HERSEY'S SAFETY PTY LTD	RAGS, ANTI-SEIZE, BUCKET	810.88
EFT24020	12-09-2022	HIP POCKET WORK WEAR	UNIFORMS	351.35
EFT24021	12-09-2022	SCOTT ALEXANDER JONES	PT GREG MOWING/GARDENING	1250.00
EFT24022	12-09-2022	KALBARRI AUTO CENTRE	VEHICLE SERVICES/KALB TRUCK 7 TYRES	2464.00
EFT24023	12-09-2022	KALBARRI EXPRESS FREIGHT	FREIGHT	328.16
EFT24024	12-09-2022	KALBARRI WAREHOUSE	HARDWARE, SEEDLINGS	206.50
EFT24025	12-09-2022	KALBARRI NEWSAGENCY	STATIONERY	126.30
EFT24026	12-09-2022	KALBARRI GRAVEL & SAND SUPPLIES	KALB DRY HIRE LOADER	4604.00
EFT24027	12-09-2022	KIMBERLEY QUARRY PTY LTD	ROADWORKS 10MM SEAL	39017.85
EFT24028	12-09-2022	MATTHEW PAUL KOENIG	REFUND KERB DEPOSIT	500.00
EFT24029	12-09-2022	LG SUPERVISORS ASSOC	ANNUAL LGWA WORKS/PARKS CONF	962.50
EFT24030	12-09-2022	MACH ONE AUTO ONE	PLANT SEAT COVERS	149.95
EFT24031	12-09-2022	LGRCEU	PAYROLL DEDUCTIONS	164.00
EFT24032	12-09-2022	GERALDTON TOYOTA	FILTERS	35.98
EFT24033	12-09-2022	MODUS AUSTRALIA	TOILET DOOR CLOSERS	275.00
EFT24034	12-09-2022	NAPA	GENSET OIL FILTERS	113.00
EFT24035	12-09-2022	NORTHAMPTON PHARMACY	IMMUNISATIONS	161.60
EFT24036	12-09-2022	NORTHAMPTON FAMILY STORE	UNIFORMS	6922.40
EFT24037	12-09-2022	NOVUS AUTOGLASS MIDWEST	BACKHOE FIT REAR WINDOW	2315.00
EFT24038	12-09-2022	GERALDTON CLEANPAK TOTAL SOLUTIONS	TOILET PRODUCTS	1895.09
EFT24039	12-09-2022	PLATINUM ELECTRICIANS MIDWEST	NTON OFFICE SWITCHBOARD/GENSET	10893.36
EFT24040	12-09-2022	PORT GREGORY CARAVAN PARK	PT GREG BBQS GAS	100.00
EFT24041	12-09-2022	RAC BUSINESSWISE	BUSINESSWISE ASSIST	791.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 OCTOBER 2022

EFT #	Date	Name	Description	Amount
EFT24042	12-09-2022	ROAD RUNNER MECHANICAL SERVICES	TRUCK REPAIR AIRCON/ENGINE LIGHT	1301.14
EFT24043	12-09-2022	SAFETYCARE AUSTRALIA PTY LTD	SAFETY HUB SUBS 22/23	1045.00
EFT24044	12-09-2022	THE SHEARING SHED CAFE	REFRESHMENTS	286.00
EFT24045	12-09-2022	PAUL SHERIFF	SYNERGYSOFT SUPPORT	365.00
EFT24046	12-09-2022	THE SEWING FAIRY	STAFF UNIFORMS EMBROIDERY	760.00
EFT24047	12-09-2022	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	PARKER/WUNDI DOZER PUSHUP	66000.00
EFT24048	12-09-2022	2V NET IT SOLUTIONS	COMPTER MTCE	574.00
EFT24049	12-09-2022	TOTALLY WORKWEAR - GERALDTON	UNIFORMS	366.53
EFT24050	12-09-2022	DATATRAX PTY LTD	KALB TOUCH SCREEN	395.00
EFT24051	12-09-2022	TRUCKLINE	WARNING FLAGS	44.00
EFT24052	12-09-2022	VAC WEST	BATEMAN ST BLOCKED STORMWATER	4735.50
EFT24053	12-09-2022	IT VISION	SYNERGYSOFT SUPPORT	2935.89
EFT24054	12-09-2022	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES	8051.77
EFT24055	12-09-2022	NORTHAMPTON TYRES	6 TYRES, PLUG	4430.50
EFT24056	12-09-2022	WILLIAMS & HUGHES	PROFESSIONAL FEES LEASE	2622.67
EFT24057	12-09-2022	WOODLANDS DISTRIBUTORS PTY LTD	DOGGY BAGS	1265.00
EFT24058	12-09-2022	CT & L WOODCOCK & SON PTY LTD	WEEDSPRAYS, DROPPERS, TOILET PAPERS	8448.55
EFT24059	15-09-2022	AUSTRALIAN TAXATION OFFICE	BAS AUGUST 2022	35678.00
EFT24060	16-09-2022	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	2574.00
EFT24061	20-09-2022	TUDOR HOUSE	FLAGPOLES	1950.00
EFT24062	20-09-2022	TELSTRA	TELEPHONE CHARGES	4611.42
EFT24063	29-09-2022	MAURICE BATTILANA	ACTING CEO REIMB FUEL	88.65
EFT24064	29-09-2022	TREVOR BRANDY	REIMB AIBS MEMBERSHIP	800.00
EFT24065	29-09-2022	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT24066	29-09-2022	SUSAN FRANCIS KOPPENSTEINER	REIMB BENARA OFFICE GARDEN PLANTS	161.72
EFT24067	29-09-2022	JULIE WATERSON	REIMB GLASSES	300.00



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 OCTOBER 2022

EFT #	Date	Name	Description	Amount
EFT24113	27-09-2022	PERTH TRAFFIC TRAINING	STAFF BWTM/TC TRAINING	2620.00
				<u>\$325,578.85</u>

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 OCTOBER 2022

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	01-09-2022	PAYROLL	FN/E 31/08/2022	96821.00
	14-09-2022	SUPERCHOICE	SUPERANNUATION PAY FN/E 31/08/2022	24421.01
	15-09-2022	PAYROLL	FN/E 14/09/2022	104309.00
	19-09-2022	SUPERCHOICE	SUPERANNUATION PAY FN/E 14/09/2022	25856.49
	29-09-2022	PAYROLL	FN/E 28/09/2022	102952.00
	29-09-2022	SUPERCHOICE	SUPERANNUATION PAY FN/E 28/09/2022	24801.75
GJ0304	30-09-2022	NATIONAL AUSTRALIA BANK	BANK FEES	140.93
GJ0305	30-09-2022	NATIONAL AUSTRALIA BANK	MERCHANT FEES	998.26
GJ0306	30-09-2022	COMMONWEALTH BANK	BPOINT FEES	37.22
GJ0307	30-09-2022	NATIONAL AUSTRALIA BANK	BPAY	675.84
GJ0309	30-09-2022	NAB CEO CORPORATE CARD	BANK CHARGES	9.00
			CONFERENCE EXP FLIGHT	298.11
			DFES EXP FLIGHT	736.11
				<u>1043.22</u>
GJ0310	30-09-2022	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			COMPUTER EXPS 2VNET/ADOBE	1,314.53
			COMPUTER EXPS MITCH BROWN SCREEN	280.00
			MEMBER EXPS PHOTOS	670.00
			KAL CAMP KITCHEN BUNNINGS	2,959.36
				<u>5232.89</u>
				<u>\$387,289.61</u>

7.4.2 MONTHLY FINANCIAL STATEMENTS – SEPTEMBER 2022

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 th October 2022
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for September 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 30 September 2022 are detailed from page 1 to page 27 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 30th September 2022 financial position is comprised of the following:

Total operating revenue has a surplus position of \$136,836 and operating expenditure has a surplus position of \$84,029 to the end of September 2022. The surplus revenue and expenditure variances are spread across multiple programs and not considered significant at this stage of the year.

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 16 of the Monthly Financial Report.

STATUTORY IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

That Council adopts the Monthly Financial Report for the period ending 30 September 2022.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2022

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 September 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 in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 14.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

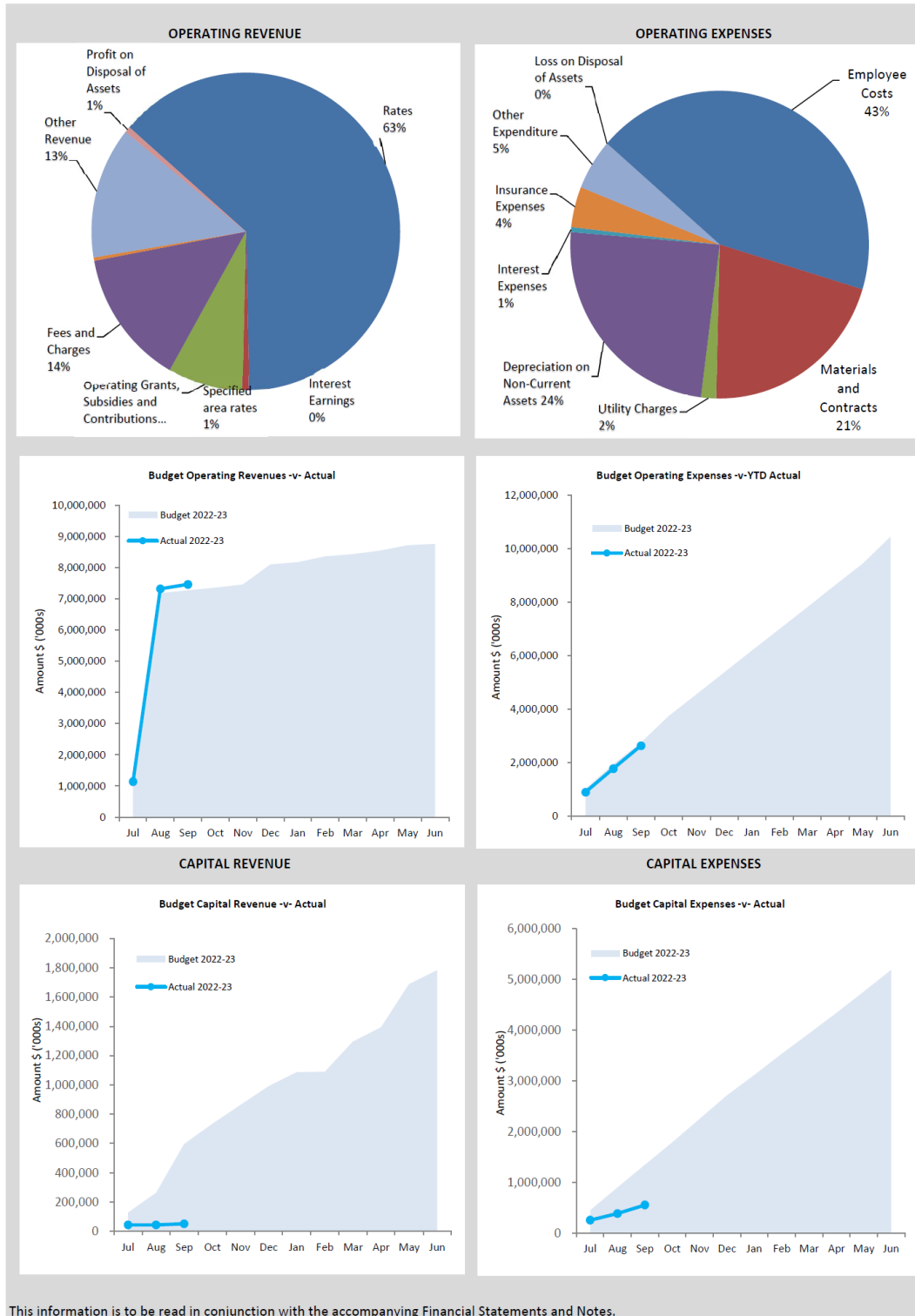
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	3,011,814	3,011,814	3,011,814	(0)	(0.00%)	
Revenue from operating activities							
Governance		115,722	36,426	30,528	(5,898)	(16.19%)	▼
General purpose funding	6	5,238,296	4,845,476	4,942,906	97,430	2.01%	▲
Law, order and public safety		101,588	25,389	13,187	(12,202)	(48.06%)	▼
Health		30,112	7,524	11,195	3,671	48.80%	
Education and welfare		59,943	39,355	40,905	1,550	3.94%	
Housing		71,636	17,907	13,392	(4,515)	(25.21%)	
Community amenities		1,061,727	891,539	918,532	26,993	3.03%	▲
Recreation and culture		30,233	7,551	39,861	32,310	427.89%	▲
Transport		319,506	257,852	253,942	(3,910)	(1.52%)	
Economic services		241,790	152,496	171,037	18,541	12.16%	▲
Other property and services		1,625,740	1,039,291	1,022,157	(17,134)	(1.65%)	▼
		8,896,293	7,320,806	7,457,642	136,836		▲
Expenditure from operating activities							
Governance		(1,005,116)	(277,148)	(223,346)	53,802	19.41%	▲
General purpose funding		(281,054)	(75,236)	(78,826)	(3,590)	(4.77%)	
Law, order and public safety		(416,715)	(110,679)	(95,209)	15,470	13.98%	▲
Health		(220,840)	(56,569)	(56,521)	48	0.09%	
Education and welfare		(92,081)	(47,934)	(71,876)	(23,942)	(49.95%)	▼
Housing		(77,697)	(22,296)	(24,272)	(1,976)	(8.86%)	
Community amenities		(1,949,451)	(489,915)	(384,140)	105,775	21.59%	▲
Recreation and culture		(1,662,042)	(433,338)	(405,302)	28,036	6.47%	▲
Transport		(4,010,413)	(968,990)	(924,510)	44,480	4.59%	▲
Economic services		(401,472)	(166,523)	(93,065)	73,458	44.11%	▲
Other property and services		(142,820)	(71,373)	(278,907)	(207,534)	(290.77%)	▼
		(10,259,701)	(2,720,001)	(2,635,972)	84,029		▲
Non-cash amounts excluded from operating activities	1(a)	2,245,350	526,941	596,944	70,003	13.28%	▲
Amount attributable to operating activities		881,942	5,127,746	5,418,614	290,868		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,096,786	274,191	0	(274,191)	(100.00%)	▼
Proceeds from disposal of assets	7	244,000	108,996	43,435	(65,561)	(60.15%)	
Proceeds from self supporting loans	9	37,470	8,176	8,097	(79)	(0.97%)	
Purchase of property, plant and equipment	8	(4,984,264)	(1,305,543)	(509,731)	795,812	60.96%	▲
Amount attributable to investing activities		(3,606,008)	(914,180)	(458,200)	455,980		▲
Financing Activities							
Proceeds from new debentures	9	200,000	0	0	0	0.00%	
Transfer from reserves	10	205,000	51,250	205,000	153,750	300.00%	▲
Repayment of debentures	9	(202,648)	(50,662)	(41,497)	9,165	18.09%	▲
Transfer to reserves	10	(490,100)	(122,525)	(10,573)	111,952	91.37%	▲
Amount attributable to financing activities		(287,748)	(121,937)	152,930	274,867		▲
Closing funding surplus / (deficit)	1(c)	0	7,103,443	8,125,158			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 threshold. Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 year is \$5,000 or 0.00% whichever is the greater.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 5

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 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 30 SEPTEMBER 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)	3,011,814	3,011,814	3,011,814	(0)	(0.00%)	
Revenue from operating activities							
Rates	6	4,717,499	4,717,499	4,717,249	(250)	(0.01%)	
Specified area rates	6	53,000	53,000	53,116	116	0.22%	
Operating grants, subsidies and contributions	12	1,133,783	453,297	585,430	132,133	29.15%	▲
Fees and charges		1,345,971	1,014,888	1,033,491	18,603	1.83%	▲
Interest earnings		40,000	13,374	24,922	11,548	86.35%	▲
Other revenue		1,468,540	1,000,000	1,000,000	0	0.00%	
Profit on disposal of assets	7	137,500	68,748	43,435	(25,313)	(36.82%)	▼
		8,896,293	7,320,806	7,457,642	136,836		▲
Expenditure from operating activities							
Employee costs		(4,033,035)	(1,058,116)	(1,141,888)	(83,772)	(7.92%)	▼
Materials and contracts		(2,681,458)	(675,775)	(544,489)	131,286	19.43%	▲
Utility charges		(339,634)	(84,846)	(43,204)	41,642	49.08%	▲
Depreciation on non-current assets		(2,382,850)	(595,689)	(640,378)	(44,689)	(7.50%)	▼
Interest expenses		(53,237)	(13,302)	(14,015)	(713)	(5.36%)	
Insurance expenses		(227,456)	(113,654)	(112,243)	1,411	1.24%	
Other expenditure		(542,031)	(178,619)	(139,755)	38,864	21.76%	▲
		(10,259,701)	(2,720,001)	(2,635,972)	84,029		▲
Non-cash amounts excluded from operating activities	1(a)	2,245,350	526,941	596,944	70,003	13.28%	▲
Amount attributable to operating activities		881,942	5,127,746	5,418,614	290,868		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,096,786	274,191	0	(274,191)	(100.00%)	▼
Proceeds from disposal of assets	7	244,000	108,996	43,435	(65,561)	(60.15%)	▼
Proceeds from self-supporting loans	9	37,470	8,176	8,097	(79)	(0.97%)	
Payments for property, plant and equipment	8	(4,984,264)	(1,305,543)	(509,731)	795,812	(60.96%)	▲
Amount attributable to investing activities		(3,606,008)	(914,180)	(458,200)	455,980		▲
Financing Activities							
Proceeds from new debentures	9	200,000	0	0	0	0.00%	
Transfer from reserves	10	205,000	51,250	205,000	153,750	300.00%	▲
Repayment of debentures	9	(202,648)	(50,662)	(41,497)	9,165	18.09%	▲
Transfer to reserves	10	(490,100)	(122,525)	(10,573)	111,952	91.37%	▲
Amount attributable to financing activities		(287,748)	(121,937)	152,930	274,867		
Closing funding surplus / (deficit)	1(c)	0	7,103,443	8,125,158			

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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 Actual (b)
Non-cash items excluded from operating activities		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	(137,500)	(43,435)
Add: Depreciation on assets		2,382,850	640,378
Total non-cash items excluded from operating activities		2,245,350	596,944

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

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

		Last Year Closing 30 June 2022	Year to Date 30 September 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(982,603)	(788,176)
Less: - Financial assets at amortised cost - self supporting loans	4	(35,627)	(8,097)
Less: Land Held for Resale		(235,000)	(180,000)
Less: Income Received in Advance			497,341
Add/Less: Adjustments		39,875	99,141
Add: Borrowings	9	196,293	41,497
Add: Provisions - Employee	11	718,085	732,724
Total adjustments to net current assets		(298,977)	394,430

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

Current assets			
Cash and cash equivalents	2	4,178,911	5,754,734
Financial assets at amortised cost	2	35,627	8,097
Rates receivables	3	218,904	2,960,712
Receivables	3	208,660	904,597
Other current assets	4	246,568	202,507
Less: Current liabilities			
Payables	5	(663,501)	(1,325,699)
Borrowings	9	(196,293)	(41,497)
Borrowings (New Loan)	9	0	0
Provisions	11	(718,085)	(732,724)
Less: Total adjustments to net current assets	1(b)	(298,977)	394,430
Closing funding surplus / (deficit)		3,011,814	8,125,158

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Cash Deposits	Municipal	1,965,508		1,965,508		NAB		At call
Petty Cash	Cash on Hand	1,050		1,050				
Investment	Reserves	0	788,176	788,176		NAB	3.53%	28/12/2022
Investment	Term Deposit	1,000,000		1,000,000		NAB	2.35%	28/10/2022
Investment	Term Deposit	1,000,000		1,000,000		NAB	3.00%	28/11/2022
Investment	Term Deposit	1,000,000		1,000,000		NAB	3.55%	28/12/2022
Total		4,966,558	788,176	5,754,734	0			
Comprising								
Cash and cash equivalents		4,966,558	788,176	5,754,734	0			
		<u>4,966,558</u>	<u>788,176</u>	<u>5,754,734</u>	<u>0</u>			

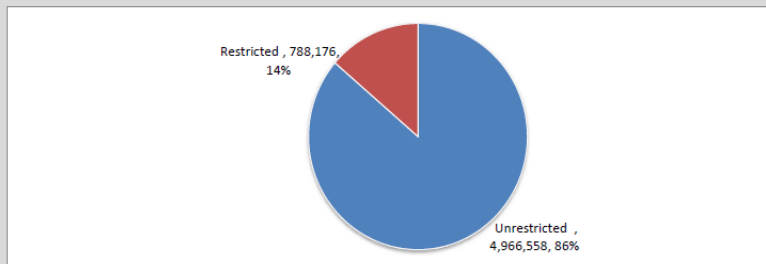
KEY INFORMATION

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

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

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

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



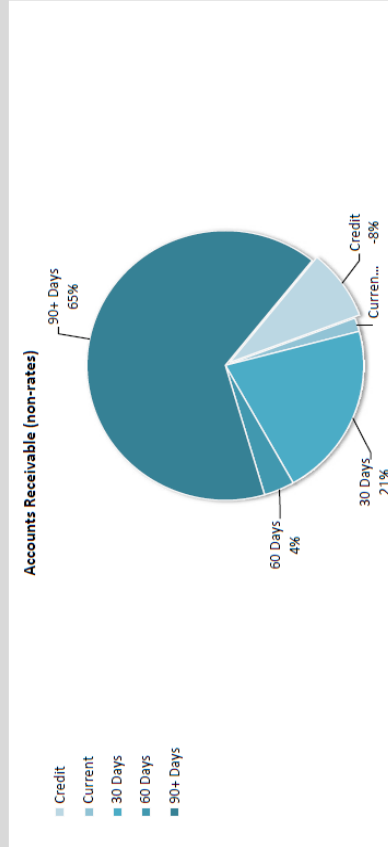
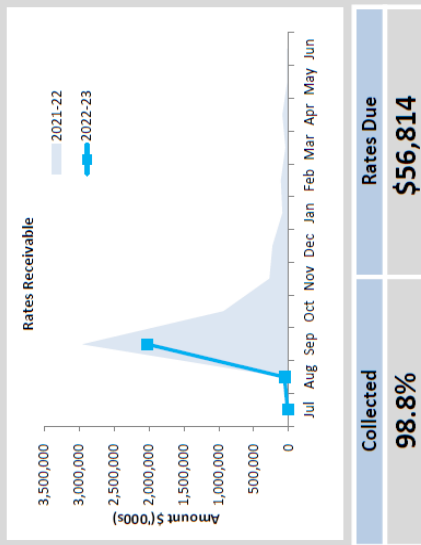
Total Cash	Unrestricted
\$5.75 M	\$4.97 M

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

	30-Sep-22	30 Jun 2022	Total
Rates receivable			
Opening arrears previous years	\$ 56,814	\$ 104,870	\$ 167,128
Levied this year	4,770,365	4,709,139	131,617
Less - collections to date	(1,866,467)	(4,757,195)	78.8%
Equals current outstanding	2,960,712	56,814	131,617
			167,128
			34,729
			484,830
			(7,346)
			225,256
			904,597
Net rates collectable	2,960,712	56,814	
% Collected	38.7%	98.8%	
Receivables - general			
Receivables - general	3,318	7,202	7,202
Percentage	2%	4.3%	4.3%
Balance per trial balance			
Sundry receivable	3,318	42,014	42,014
GST receivable	34,729	42,014	7,202
Rubbish Receivables	484,830		
Accrued Income	(7,346)		
Emergency Services Levy	225,256		
Total receivables general outstanding			
Amounts shown above include GST (where applicable)			

KEY INFORMATION

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



Debtors Due	\$904,597
Over 30 Days	108%
Over 90 Days	78.8%

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 10

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 September 2022
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel & Materials	11,568	10,939	0	22,507
Land Held for Resale	180,000	0	0	180,000
Total other current assets				202,507
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

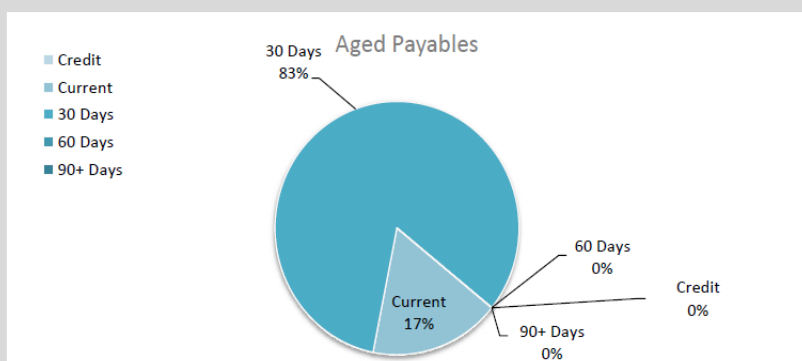
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	78,081	372,822	0	(58)	450,846
Percentage	0%	17.3%	82.7%	0%	0%	
Balance per trial balance						
Sundry creditors	0	78,081	372,822	0	(58)	450,846
Sundry/Payroll Deductions		(40)				(40)
Tax Payable		99,378				99,378
Accrued salaries and wages		4,017				4,017
Accrued Expenditure		84,470				84,470
Income Recieved in Advance		497,341				497,341
Bonds and Deposits		189,688				189,688
Total payables general outstanding	0	952,935	372,822	0	(58)	1,325,699

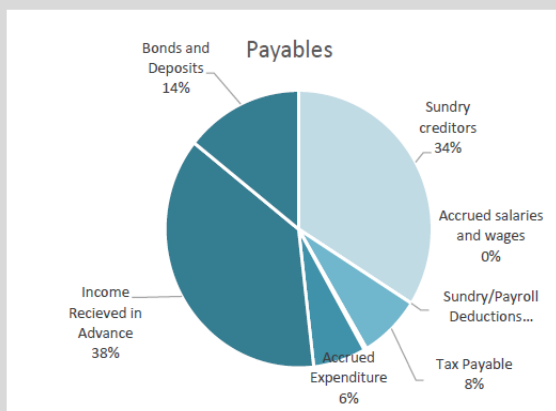
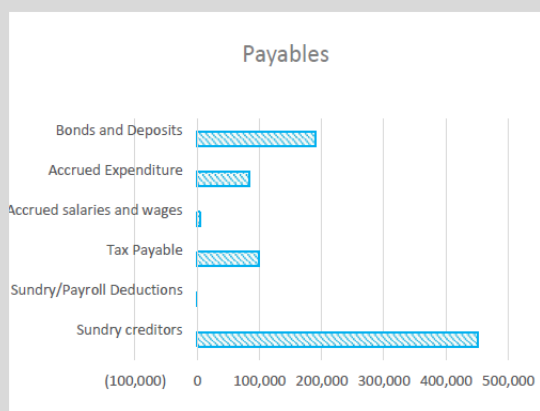
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due	\$1,325,699
Over 30 Days	83%
Over 90 Days	0%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

General rate revenue	Rate in \$ (cents)	Number of Properties	Budget				YTD Actual					
			Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
Gross rental value												
General GRV	0.082000	1,399	19,295,690	1,583,482	0	0	1,583,482	1,583,482	(494)			1,582,988
Unimproved value												
General UV	0.009907	424	243,055,941	2,397,997	0	0	2,397,997	2,398,241				2,398,241
Sub-Total		1,823	262,351,631	3,981,479	0	0	3,981,479	3,981,723	(494)	0	0	3,981,229
Minimum payment												
Gross rental value												
General GRV	580	1,197	3,678,781	694,260	0	0	694,260	700,060				700,060
Unimproved value												
General UV	580	72	75,235	41,760			41,760	35,960				35,960
Sub-total		1,269	3,754,016	736,020	0	0	736,020	736,020	0	0	0	736,020
Total general rates							4,717,499					4,717,249
Specified area rates												
Kalbarri Tourism	0.001866		16,088,152	30,000	0	0	30,000	30,116	0	0	0	30,116
Port Gregory Water Supply	0.040955		561,586	23,000	0	0	23,000	23,000	0	0	0	23,000
Total specified area rates			16,649,738	53,000	0	0	53,000	53,116	0	0	0	53,116
Total							4,770,499					4,770,365

Please refer to the compilation report

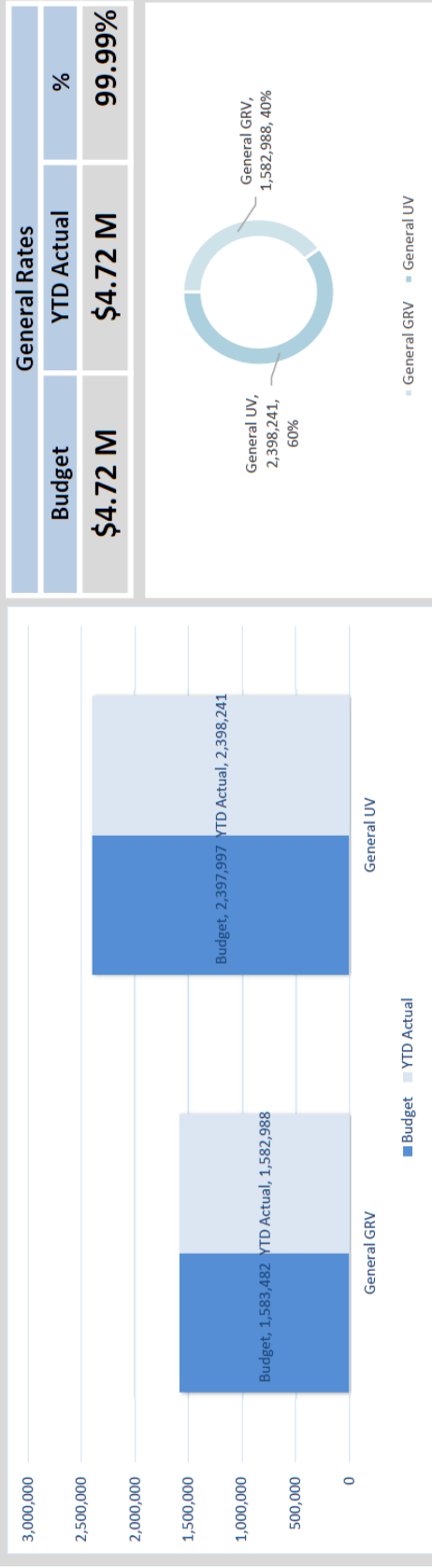
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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

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.



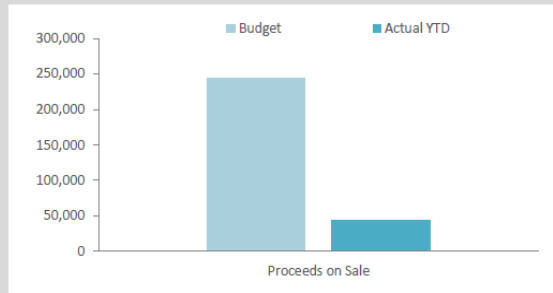
Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41761	Toyota Prado - CEO	22,000	52,000	30,000	0			0	0
	Transport								
41769	P283 - Ute LH Kalbarri	11,000	12,000	1,000	0			0	0
41770	P284 - Ute LH Main't N'hpton	13,500	20,000	6,500	0			0	0
41758	P271 - Ute LH Road Construction	0	20,000	20,000	0	0	24,990	24,990	0
41716	P238 - Cat Grader 12M	60,000	140,000	80,000	0			0	0
41758	P258 - Ute General Northampton			0	0	0	18,445	18,445	0
		106,500	244,000	137,500	0	0	43,435	43,435	0

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$244,000	\$43,435	18%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

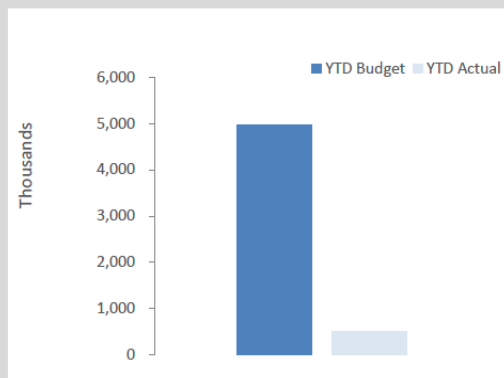
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	596,410	154,779	271,674	116,895
Plant and equipment	865,300	265,146	122,619	(142,527)
Infrastructure - Roads	2,352,084	588,018	105,279	(482,739)
Infrastructure - Footpaths & Carparks	376,470	94,101	2,934	(91,167)
Infrastructure - Parks & Ovals	109,000	32,250	7,225	(25,025)
Infrastructure - Airport	630,000	157,500	0	(157,500)
Infrastructure - Other	55,000	13,749	0	(13,749)
Capital Expenditure Totals	4,984,264	1,305,543	509,731	(795,812)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,096,786	274,191	0	(274,191)
Borrowings	200,000	0	0	0
Other (disposals & C/Fwd)	244,000	108,996	43,435	(65,561)
Cash backed reserves				
Leave Reserve	242,810	242,810	242,925	115
Roadworks Reserve	29,956	29,956	30,001	45
Kalbarri Airport Reserve	635	635	645	10
Building/Housing Reserve	595,210	595,210	115,255	(479,955)
Kalbarri Tourism Rate Reserve	6,975	6,975	6,975	0
Computer and Office Equipment Reserve	34,111	34,111	34,136	25
Land Development Reserve	358,006	358,006	358,239	233
Contribution - operations	2,175,775	(345,347)	(321,879)	23,468
Capital funding total	4,984,264	1,305,543	509,731	(795,812)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



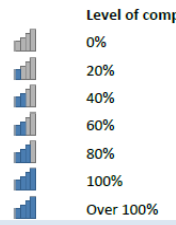
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.98 M	\$0.51 M	10%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.1 M	\$0 M	0%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

























INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



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
Governance					
	Office Generator changeover switching	13,300	6,650	0	13,300
	CEO Vehicle	60,000	29,998	72,302	(12,302)
	Governance Total	73,300	36,648	72,302	998
Health					
Communities Amenities					
	Northampton Recreation Ground Ablutions	140,060	910	15,400	124,660
	Sallys Tree Ablutions outdoor showers	8,000	52	0	8,000
	Chinamans ablutions outdoor showers	8,000	52	0	8,000
	Seal Access Road to Horrocks Dump Point	27,500	6,873	23,636	3,864
	Communities Amenities Total	183,560	7,887	39,036	144,524
Recreation And Culture					
	Horrock Foreshore - stairs and shower	24,000	6,000	7,225	16,775
	Kalbarri Recreation Jetty Repairs	65,000	16,251	0	65,000
	Port Gregory Carpark and BBQ	141,310	35,322	0	141,310
	Kalbarri Community Camp Kitchen	134,750	67,371	119,911	14,839
	NCC - Change Room Upgrade	40,000	19,998	0	40,000
	Stud Breeders Shed - Northampton	227,600	56,898	136,364	91,236
	Kalbarri Multi-Use Centre	30,000	7,500	0	30,000
	Horrocks North Holding Tanks	20,000	9,999	0	20,000
	Recreation And Culture Total	682,660	219,339	263,499	419,161
Transport					
	Road Construction	2,324,584	581,145	81,643	2,242,941
	Footpath/Carpark Construction	235,160	58,779	2,934	232,226
	Maintenance Grader	440,000	109,999	0	440,000
	Back Hoe	230,000	57,500	0	230,000
	Ute Leading Hand M'tce Kalbarri	50,000	25,000	1,855	48,145
	Ute Leading Hand M'tce Northampton	48,000	24,000	48,462	(462)
	Safety Officer (50% share)	24,000	12,000	0	24,000
	Kalbarri Depot Ablution	8,000	1,998	0	8,000
	Airport - Runway and Apron Seal	630,000	157,500	0	630,000
	Transport Total	3,989,744	1,027,920	134,894	3,854,850
Economic & Other Property and Services					
	Port Gregory Water Supply - Tank/Shed	55,000	13,749	0	55,000
	Economic & Other Property and Services Total	55,000	13,749	0	55,000
	Capital Expenditure by Program Total	4,984,264	1,305,543	509,731	4,474,533

Please refer to the compilation report

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FINANCING ACTIVITIES
NOTE 9
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

Repayments - borrowings

Information on borrowings

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 154 - Staff Housing	117,155	0	0	37,792	117,155	79,363			4,344
Recreation and culture									
Loan 156 - RSL Hall Extensions	360,605	0	0	48,402	360,605	312,203			9,604
Transport									
Loan 153 - Plant Purchases	46,346	0	0	46,346	23,403	0		932	1,606
Loan 157 - Plant Purchases	276,264	0	0	32,638	276,264	243,626			6,120
Loan 158 - Plant Purchases	0	0	200,000		0	200,000			
	800,370	0	200,000	22,943	777,427	835,192		932	21,674
Self supporting loans									
Education and welfare									
Loan 155 - Pioneer Lodge	327,177	0	0	8,097	319,080	310,824		6,462	14,983
Recreation and culture									
Loan 151 - Kalbarri Bowling Club	0	0	0	0	0	0		0	0
Other property and services									
Loan 152 - Staff Housing (CEO)	254,835	0	0	10,458	302,907	233,718		6,622	16,580
	582,012	0	0	18,554	621,988	544,542		13,084	31,563
Total	1,382,382	0	200,000	41,497	1,399,415	1,379,734		14,016	53,237
Current borrowings	202,648				41,497				
Non-current borrowings	1,179,734				1,357,918				
	1,382,382				1,399,415				

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

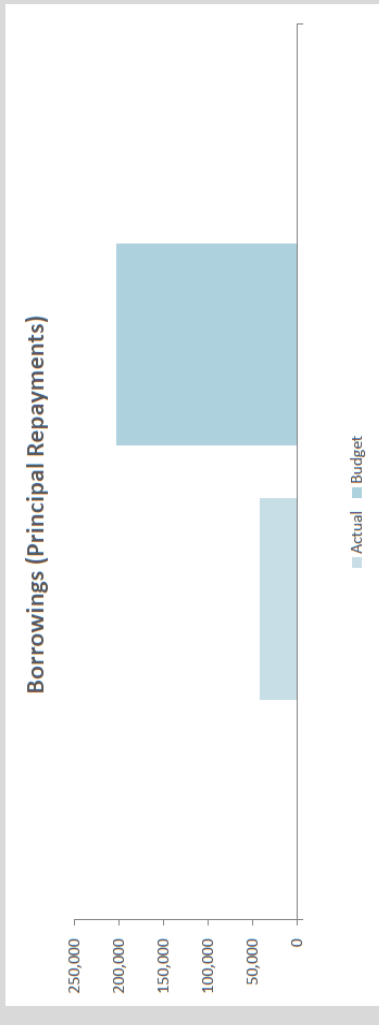
New borrowings 2022-23

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 158 - Plant Purchases	\$ 0	\$ 200,000	WATC	Fixed	10	\$ 0	%	\$ 0	\$ 0	\$ 0
	0	200,000				0		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.



Principal repayments	\$41,497
Interest earned	\$24,922
Reserves balance	\$0.79 M
Interest expense	\$14,016
Loans due	\$1.4 M

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

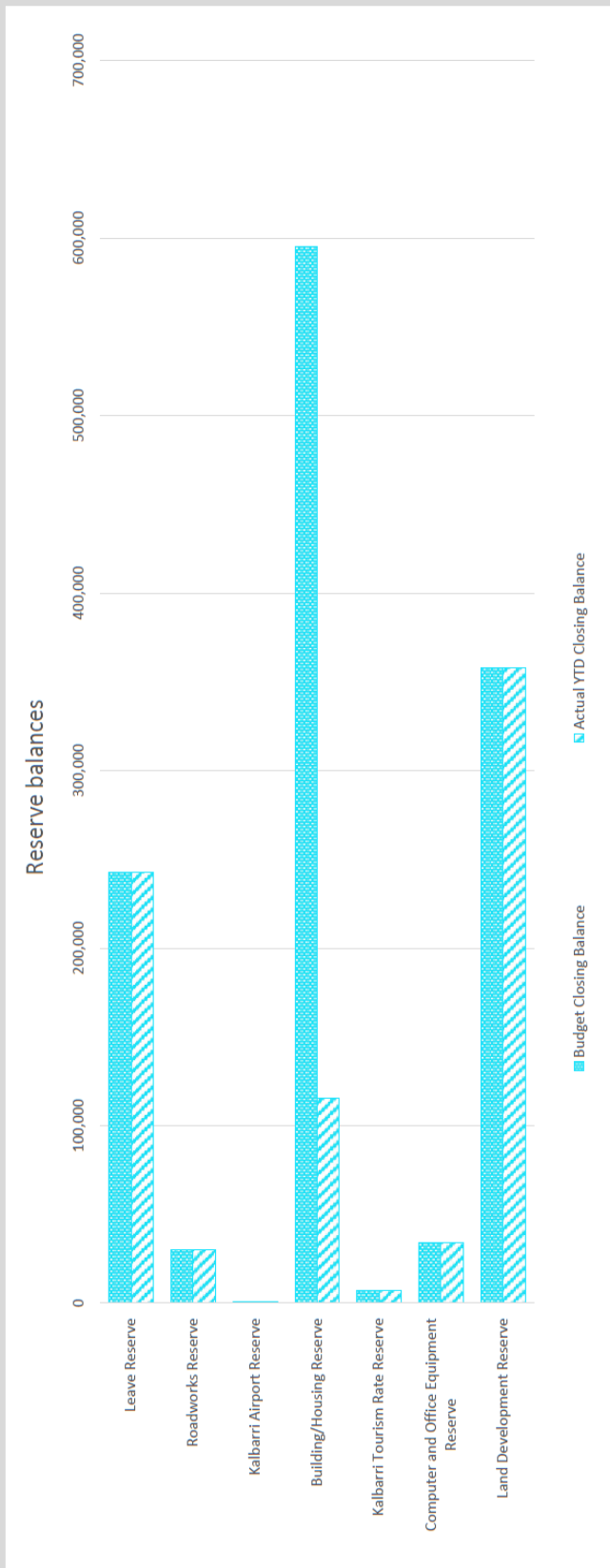
OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers		Actual Transfers		Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
				In (+)	Out (-)	In (+)	Out (-)				
Cash backed reserve											
Leave Reserve	\$ 236,560	\$ 1,250	\$ 1,365	\$ 5,000	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 0	\$ 242,810	\$ 242,925
Roadworks Reserve	29,456	500	545	0	0	0	0	0	0	29,956	30,001
Kalbarri Airport Reserve	205,535	100	110	0	0	(205,000)	0	(205,000)	(205,000)	635	645
Building/Housing Reserve	114,710	500	545	480,000	0	0	0	0	0	595,210	115,255
Kalbarri Tourism Rate Reserve	6,975	0	0	0	0	0	0	0	0	6,975	6,975
Computer and Office Equipment Reserve	33,861	250	275	0	0	0	0	0	0	34,111	34,136
Land Development Reserve	355,506	2,500	2,733	0	0	0	0	0	0	358,006	358,239
	982,603	5,100	5,573	485,000	485,000	(205,000)	0	(205,000)	(205,000)	1,267,703	788,176

Please refer to the compilation report

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KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 30 September 2022
		\$	\$	\$	\$
Provisions					
Annual leave		265,551			265,551
Long service leave		467,173			467,173
Total Provisions		732,724	0	0	732,724
Total other current assets		732,724			732,724
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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 1 Jul 2020	Increase in Liability (As revenue)	Liability 30 Sep 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Operating grants and subsidies						
General purpose funding						
Grants Commission - General/	0	0	0	280,291	70,072	70,073
LRCI Phase 1, 2 & 2 unspent revenue from 20/21, 21, 22, 22/23	0	0	0	0	0	80,850
Grants Commission - Roads/	0	0	0	173,134	43,283	43,284
Law, order, public safety						
Emergency Services Levy - BFB	0	0	0	47,221	11,805	6,383
Emergency Services Levy - SES	0	0	0	38,667	9,666	5,227
Education and welfare						
NCCA Operational Grant/Fundraising	0	0	0	32,500	32,500	32,500
Transport						
MRD - Maintenance	0	0	0	201,476	201,476	205,809
	0	0	0	773,289	368,802	444,125

Please refer to the compilation report

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NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

Description/Provider	Unspent non operating grants, subsidies and contributions liability				Non operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	(b) \$
Non-operating grants and subsidies							
Transport							
ROADS TO RECOVERY FUNDING				0	453,484	113,370	0
LRCI - LITTLE BAY ROAD & PORTER ST CARPARK				0	290,302	72,573	0
WA BIKE NETWORK GRANT				0	61,000	15,249	0
REGIONAL ROAD GROUP FUNDING				0	92,000	23,001	0
RUNWAY RESEAL - LRCI GRANT				0	200,000	49,998	0
	0	0	0	0	1,096,786	274,191	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**NOTE 14
BONDS AND DEPOSITS**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2022	Received	Paid	30 Sep 2022
	\$	\$	\$	\$
Transportable House Bonds	4,500	600	0	5,100
Footpath Bonds	28,007	3,500	(1,500)	30,007
RSL Hall Retention	0	0	0	0
Jake Point Ablutions Retention	0	0	0	0
Building Levies (BCITF & BRB)	265	14,229	0	14,493
Community Bus Bond	5,200	200	(200)	5,200
Unclaimed Monies - Rates	5,179	0	0	5,179
Special Series Plates	3,520	310	(200)	3,630
Northampton Child Care Association	23,654	29	0	23,683
Horrocks Memorial Wall	515	500	0	1,015
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	0	0	1,800
Horrocks - Skate/Pump Park	0	2,000	0	2,000
RSL - Kalbarri Memorial	16,130	0	0	16,130
DOT - Department of Transport	0	96,813	(96,813)	0
Cyclone Seroja Donations	47,259	0	0	47,259
Rates - Overpaid	30,761	0	0	30,761
Sale of Land	0	0	0	0
Miscellaneous Deposits	0	0	0	0
	168,160	121,911	(100,382)	189,688

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**NOTE 15
TRUST**

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 1 July 2022	Amount Received	Amount Paid	Closing Balance 30 Sep 2022
Trust				
Nomination Deposits	0	0	0	0
Public Open Space	0	0	0	0

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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 2022-23 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	(5,898)	(16.19%)	▼ Timing	Variance due to rebates and commissions
General purpose funding	97,430	2.01%	▲ Timing	Variance due to recieval of LRCl 2 final component
Law, order and public safety	(12,202)	(48.06%)	▼ Timing	Variance due to ESL payment cycle
Community amenities	26,993	3.03%	▲ Timing	Variance due to scrap metal sales
Recreation and culture	32,310	427.89%	▲ Timing	Variance includes BEN sign revenue and Midwest Development Cyclone Seroja assistance
Economic services	18,541	12.16%	▲ Timing	Var due to budget profile for LIA unit lease fees
Other property and services	(17,134)	(1.65%)	▼ Timing	Var due to budget profile for Half Way Bay Cottage Lease revenue
Expenditure from operating activities				
Governance	53,802	19.41%	▲ Timing	Positive short term variance only, actuals and budget will reconcile as the year progresses
Law, order and public safety	15,470	13.98%	▲ Timing	Variance due to ESL payment profile
Education and welfare	(23,942)	(49.95%)	▼ Timing	Var due to final NCCA payroll costs and workers compensation employee payments.
Community amenities	105,775	21.59%	▲ Timing	Var due to lag in rubbish removal invoices.
Recreation and culture	28,036	6.47%	▲ Timing	Budget profile variance actuals and buget will reconcile
Transport	44,480	4.59%	▲ Timing	Variance partly due to muni roads underspend
Economic services	73,458	44.11%	▲ Timing	Budget variance associated Visitor Center operational payments
Other property and services	(207,534)	(290.77%)	▼ Timing	Var partly associated with Cyclone Seroja Expenses and Public Works Overheads
Investing activities				
Non-operating grants, subsidies and contributions	(274,191)	(100.00%)	▼ Timing	Budget profile variance actuals and budget will reconcile
Capital acquisitions	795,812	60.96%	▲ Timing	Budget profile variance actuals and buget will reconcile
Financing activities				
Transfer from reserves	153,750	300.00%	▲ Timing	Transfer's processed in September.
Repayment of debentures	9,165	18.09%	▲ Timing	Will reconcile, budget timing situation only
Transfer to reserves	111,952	91.37%	▲ Timing	Transfer's processed in September.

7.4.3 BUDGET VARIATIONS

FILE REFERENCE:	1.1.2
DATE OF REPORT:	10th October 2022
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Budget Review

SUMMARY:

1. Council to approve budget variations associated with the following projects:
 - Eco Flora Reticulation Pump and Tank
 - Northampton Kings Park Reticulation Pump and Solenoid cover/shed
 - Chief Executive Officer Relief Costs
2. Council to defer the replacement of light fixtures at the RSL and list for consideration in the 2023/2024 draft budget.

BACKGROUND:

Eco Flora Reticulation Pump and Tank

To replace reticulation pump manifold units that are showing significant signs of possible failure particularly on the outlet manifold side. Carry out works to inspect and replace leaking pump seal.

Financial comment

No funds allocated within the 2022/2023 budget other than routine maintenance type works listed for GL 152820. (Eco-flora Kalbarri)

Staff comments

The inlet and outlet manifold components for the reticulation pump system located at Eco Flora subdivision area in Kalbarri has been identified as being significantly worn and could fail due to corrosion of the pipework in the system. The outlet side being the high-pressure side is showing significant corrosion at tap and valve connection points. The system has been in place since construction of the subdivision that would have the system at approximately 20 plus years old.

In addition to the obvious visual concerns on the system it is suggested to carry out these works prior to the onset of the full summer season to prevent a catastrophic failure over the warmer/summer part of the year. This would avoid the inevitable delays in getting parts and supplies to repair any failure if it was to occur over the hot period when the reticulation system is needed most.

In proceeding with this option to do works now, 2 quotes have been requested to carry out the works. Both options to replace the existing galvanised steel arrangement with the use of poly/polyethylene products. The variation to do the outlet manifold only is also calculated.

Central West Pumps(Polyethylene product via Vortex Plastics plastic weld)
As per the attached quote to do inlet and outlet at same time - \$14,934.00 plus GST

As per the attached quote for outlet manifold only (This would be same travel, 2/3 labour component and removal of the intake Manifold.) - \$9,872.00 plus GST.

To undertake Pump inspection and seal replacement an additional \$2,000.00 should be included.

Great Northern Rural (Poly fittings with Electrofusion fittings)

As per the attached quote to do inlet and outlet at same time - \$15,863.72 plus GST

As per the attached quote for outlet manifold only - \$7,632.78 plus GST.

To undertake Pump inspection and seal replacement an additional \$2,000.00 should be included.

The differences in the above prices evolve around the Central West pumps price being carried out in Geraldton via Vortex Plastics while the Great Northern Rural price would be carried out onsite with one visit to site only.

Recommendation

Ideally the complete replacement of the manifolds on the inlet and outlet sides is recommended, however the visual assessment of the inlet manifolds appear to be fine and would be able to be replaced later and listed for future budget consideration.

Given the works are currently not funded Management has identified the following possible funding sources.

- Smith Street asphalt and replace kerbing works – Reduce scope of works to match funding amounts.
- Stephen Street Dual Use Pathway. – Reduce scope of works to match funding amounts.

It was considered more appropriate to reduce the scope of the Smith Street works to fund the Eco flora works due to the issues associated with reducing the scope of the Stephen Street Dual Use Pathway.

Northampton RSL Lighting – Replacement of Display lights

To replace display lighting not working within the RSL display area located within the Visitors Centre area at Northampton.

Financial comment

No funds allocated within the 2022/2023 budget other than routine maintenance/running costs. The approved 2022/2023 budget, Schedule 11 – GL 147020 - RSL Hall, has no provision for replacement of lighting and only a small provision of \$1,000.00 for Sundry – Misc expenditure.

Staff comments

Reported to the Manager of Works and Technical Services that of the 18 display lights within the area 8 are not working. Inspection of site found bracket was falling

from ceiling and that lights not working. Electricians have re attached the bracket. Initial investigation by Elite Electrical found that the style of Light was discontinued and the submitted a quote to replace all with a new track system and new lights (quote \$6044 plus GST.). When considering the age of the lighting this was discussed as not being acceptable. Further investigation has found a very similar looking light that will fit in the same tracking system. Each light is \$275.00 each plus GST. To replace 8 lights plus fitted has been quoted at \$3,200.00 inc installation plus GST. This is considered a very expensive lighting system.

Recommendation

Council is requested to review the need to replace the lights that have failed since the opening of the building some 2-3 years ago. The display is very popular within the Northampton Visitors centre and deserves due diligence to be displayed as well as it possibly can be. In saying this the lighting system in use has 18 lights in the system and with 8 not working (could be removed) is arguably still lit very well.

If Council wish to replace the lights not working (8 off) with similar sourced lights onto the same rack system, the quote received is approximately \$3,200 plus GST plus an additional amount of approximately \$800 to purchase 3 spare light fittings. Staff are recommending that the replacement of the light fittings be listed in the draft 2023/2024 budget for consideration. Additionally, for future lighting requirements and possible future budget considerations an alternative light arrangement/design could be investigated and presented for future budget consideration if future replacement lights cannot be sourced in the future.

Northampton Kings Park Reticulation Pump and Solenoid cover/shed

To place a small cover/shed over pump and infrastructure to ensure reticulation pump and solenoids secured and public access to power and possible theft prevented.

Financial comment

Within the 2022/2023 budget, Schedule 11 GL 150620 (Kings Park) funds of \$750 has been allowed for Garden shed for pump/reticulation., this is now insufficient based on previous information, Verbal quote of \$2,000 has been provided to undertake the works. The works will be funded by a corresponding reduction in the Parks, Reserves, Garden General GL 149920 of \$1,250 within the Sundry and Reticulation components.

Staff comments

The construction of the relatively new toilet block did not include the provision of a storage/security area for infrastructure placed outside of the immediate structure. Mainly reticulation and power provisions for the facility. The infrastructure outside of the toilet structure is open to the weather, prone to vandalise and theft plus a possible public liability given the access to electrical facilities etc.

The quote to cover the equipment is for a three-sided enclosure with a mesh front opening door and single sloped roof that will also open upwards for ease of

access. Materials to be used and colours etc to match the existing structure. This design matches other reticulation/pump sheds in use at other shire locations. Flatpack forms of garden shed type options are not considered appropriate or structurally secure for the location.

Recommendation

The requirements for the installation of the pump cover were identified prior to and included within the 2022/2023 budget and approved for allocation of \$750. These funds were based on a flatpack option to be then put together and installed by Council staff, this is not considered the best option by the Manager of Works and Technical Services for long term and security reasons. The design and sourcing of a quote for a more secure form of cover has been sourced and presented to Council for consideration.

A initial quote of \$3,436 has been provided by T.M.S however the Manager of Works and Technical Services will seek further quotations to complete the work with the new budget provision.

Chief Executive Officer Relief Costs

A budget allocation is required to cover the costs of relief for the Chief Executive Officer due to extended sick leave.

Financial comment

The 2022/2023 Budget does not have any funding allocated for Chief Executive Officer relief arrangements. The additional costs will need to be funded by either utilising funds from the leave reserve or cancelling/reducing a project listed in the 2022/2023 budget.

Staff comments

Staff reviewed the 2022/2023 budget to ascertain if the CEO relief costs could be funded by removing or reducing a listed approved budget item. The two area's that were considered included the leave reserve and the muni roads budget. The muni roads budget (GL 158500) had funds allocated in the 2022/2023 budget over and above the amounts expended during the 2021/2022 financial year.

Recommendation

The DCEO and Manager of Works and Technical Services determined that the muni roads budget had some scope to accommodate the reduced budget allocation to fund the CEO relief arrangements.

The approved 2022/2023 budget, Schedule 12 – GL 158500 – Muni fund Road Maintenance has a provision of \$100,000 for Dozer Hire and \$100,000 for VergeMowing/Mulching.

The original estimate of the total relief costs was \$57,987 as reported in the September council agenda. With the total hours being reduced due to leave and other circumstances it is anticipated that the total cost will be approximately

\$50,000. The two items that will be utilised to fund the relief costs include the Muni Roads Dozer Hire and Muni Roads Verge Mowing/Mulching allocations.

COMMENT:

Unfortunately, the identification of the costs associated with the new and revised works and the CEO relief costs were not apparent prior to the 2022/2023 budget being adopted. All of the variations below are considered to be a priority in nature and need to be funded this financial year.

COA/Job No.	COA/Job Description	Adopted Budget	Proposed Revised Budget	Budget Variance	Comments
152820.08	Eco Flora Kalbarri	\$300	\$15,300	\$15,000	No provision in the 22/23 budget for the works
150600.08 (R990)	Municipal Roadworks – Smith Street	\$87,000	\$72,000	-\$15,000	Reduced budget allocation
15062.020	Kings Park	\$750	\$2,000	\$1,250	Additional funds required to complete the installation
149920.02	Parks, Reserves, Garden General	\$3,000	\$1,750	-\$1,250	Reduced budget allocation
102720.01	Salaries	\$625,490	\$675,490	\$50,000	No provision in the 22/23 budget for CEO relief
158500.08	Muni Road Fund Maintenance – Dozer Hire	\$100,000	\$75,000	-\$25,000	Reduced budget allocation
158500.08	Muni Road Fund Maintenance – Verge Mowing/Mulching	\$100,000	\$75,000	-\$25,000	Reduced budget allocation

FINANCIAL & BUDGET IMPLICATIONS:

There will be no overall change to the 2022/2023 budget provision to accommodate the revised budget allocations listed above. Additionally, the budget revision will not impact on the Long Term Financial Plan (LTFP).

STATUTORY IMPLICATIONS:

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

Local Government Act (1995) – Section 6.8. - Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

(1a) In subsection (1):

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government –

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

VOTING REQUIREMENT:

Absolute Majority Required: - As there will be a change to the 2022/2023 Budget Council is required to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.5

1. That Council approve of the following Budget Variations and this be declared authorised expenditure.

GL 167520.08 Port Gregory Water Supply +\$15,000

GL 150600.08 Municipal Capital Roadworks – Smith Street -\$15,000

GL 150620.02 Kings Park +\$1,250

GL 149920.02 Parks, Reserves, Garden General -\$1,250

GL 102720.01 Salaries +\$50,000

GL 158500.08 Muni Road Fund Maintenance – Dozer Hire -\$25,000

GL 158500.08 Muni Road Fund Maintenance – Verge Mowing/Mulching -\$25,000

2. That Council recommend the replacement of the RSL light fittings be listed in the draft 2023/2024 budget for consideration

APPENDICES 1 Budget Review



ABN 40 968 031 108
5 Stow Street | Geraldton | WA | 6530
Ph:(08) 99655388 | Email: cwpumps@bigpond.net.au

ESTIMATION # 200922

DATE: 20/09/2022

TO: Shire of Northampton

ATT: Neil

RE : Eco Flora booster set repairs.

We are pleased to submit a price on the supply and instalation of new poly manifols, valves and fixings.

Labour	\$3,062.00
Travel (3men x 2 trips.)	\$3,072.00
Intake manifold	\$4,000.00
Discharge manifold	\$4,300.00
Filter spools	\$500.00

Cost	\$14,934.00
GST	\$1,493.40
TOTAL	\$16,427.40

Note: Quote for repairs to pump (#160922) dosen't include trave as it was to be included with above works.

Kind regards
Ben Mardon

CENTRAL WEST PUMP SERVICE 1

From: Stacey Oakley <stacey@greatnorthernrural.com.au>
Sent: Wednesday, September 7, 2022 11:43 AM
To: Neil Broadhurst <works@northampton.wa.gov.au>
Cc: Cory Spargo <corys@greatnorthernrural.com.au>
Subject: ECO FLORA

Good afternoon Neil, I have attended Eco Flora site in Kalbarri and have assessed and quoted as per your request and on site conversation with Mick/JD.

JOB DESCRIPTION:

- COMPLETE NEW INLET/OUTLET MANIFOLD IN POLY WITH ELECTROFUSION FITTINGS
- STARTING AT INLET BELLOWS (bellows not included)
- FINISHING AT FIRST LOWER ELBOW BELOW FILTER
- REMOVE JACKING PUMP
- RECONNECT TO 2 GRUNDFOS PUMPS
- REPLUMB NEW BUTTERFLY VALVES & NON RETURNS
- SECURE NEW MANIFOLD TO EXISTING SKID
- RE-PLUMB PRESSURE TANK INTO OUTLET MANIFOLD
- REPLACE RUSTED PIPE DIRECTLY AFTER FILTER ON WESTERN WALL
- ALL PIPE SUPPLIED BY VINIDEX
- ALL FITTINGS USED SUPPLIED BY PLASSON
- TRAVEL & LABOUR INCLUDED

Works to be completed by our contractor Midwest Turf Supplies.

Luke & Chad both hold:

PMBWELD301-BUTTWELD POLYETHYLENE PLASTIC PIPELINES

PMBWELD301-ELECTROFUSIONWELD POLYETHYLENE PIPELINES

Inlet:

\$8,230.94+ gst

Outlet:

\$ 7,632.78+ gst

TOTAL:

\$15,863.72+ GST

Please let me know if you need anything further.

Cheers

Stacey Oakley
Water Manager
Great Northern Rural Services
31 Boyd Street
Geraldton WA 6530
T 08 99641274 M 0499 883 577
stacey@greatnorthernrural.com.au
www.greatnorthernrural.com.au



ADMINISTRATION & CORPORATE REPORT

**7.5.1 LOCAL GOVERNMENT REFORMS – ELECTION TRANSITION ARRANGEMENTS (ABOLISH
WARDS & CHANGE NUMBER OF COUNCIL MEMBERS)2**

**7.5.1 LOCAL GOVERNMENT REFORMS – ELECTION TRANSITION ARRANGEMENTS
(ABOLISH WARDS & CHANGE NUMBER OF COUNCIL MEMBERS)**

FILE REFERENCE:	4.1.2
DATE OF REPORT:	21 October 2022
REPORTING OFFICER:	Maurice Battilana, Acting CEO
APPENDICES:	1. Minister's Correspondence

SUMMARY:

Correspondence received from the Hon. John Carey, Minister for Housing; Lands; Homelessness and Local Government (see **Appendix 1**) informing the Shire on the required actions to transition to the proposed Local Government Act Reform regarding Wards and number of Elected Members for the Shire of Northampton.

BACKGROUND:

The Department of Local Government, Sport and Cultural Industries (DLGSCI) provide the following information on their Website regarding this matter:

“As part of the reforms new requirements will be introduced to provide for:

- *the introduction of optional preferential voting*
- *directly elected mayors and presidents for band 1 and 2 local governments*
- *councillor numbers based on population*
- *the removal of wards for band 3 and 4 local governments.*

While drafting of the Amendment Bill is ongoing and expected to be introduced in early 2023, the Minister will be advising WA's local governments of the reforms and the impact on the 2023 ordinary local government elections.

The advice outlines two approaches.

Firstly, local governments can commence a ward and representation review now, with a view to gazetting the changes in time for the elections. Submissions need to be made to the Local Government Advisory Board by 14 February 2023.

Alternatively, local governments may choose the reform pathway, which may involve the following:

- *all wards (if applicable) being abolished*
 - *the number of positions set at the maximum allowed under the reforms (including a directly elected mayor/president if required)*
 - *a directly elected mayor or president (if applicable).*
-

Under this option, local governments will be able to conduct a ward and representation review after the election to re-introduce wards (applicable to band 1 and 2 local governments).

Local governments are required to advise the Department of Local Government, Sport and Cultural Industries (DLGSCI) of their intended option by 28 October 2022.”

Council resolved the following at the August 2022 Ordinary Council Meeting regarding a Ward & Representation Review for the Shire:

“Moved Cr PIKE seconded Cr HAY

That Council undertake advertising, advising that a review of its ward boundaries and representation are to be conducted and call for submissions on the review as per the requirements of Schedule 2.2 of the Local Government Act 1995 with all submissions to be received by Monday 9 October 2022.

CARRIED 7/0”

The Chief Executive Officer reported at the August 2022 Ordinary Council Meeting of the Ward & Representation Review process being superfluous due to the Minister’s imminent Local Government Act Reforms determining there will be no Wards for Band 3 and 4 LGAs. The reforms would also determine the number of elected members based on population (i.e. 5 to 7 for the Shire of Northampton):

- up to 5,000 – five to seven councillors (including the President)
- between 5,000 and 75,000 – five to nine councillors (including the Mayor/President)
- above 75,000 – nine to fifteen councillors (including Mayor)

Irrespective of the CEO’s attempt to request a deferral to undertaking a Ward & Representation Review for the Shire of Northampton, DLGSCI advised this was still a legal requirement under current legislation and therefore needed to be undertaken. This is typical of the DLGSCI inflexibility and lack of common sense, hence the Ward & Representation Review process was undertaken.

Submissions on the Ward & Representation Review process closed on 9 October 2022, with no submissions being received.

Now Council has actually completed a Ward & Representation Review it can proceed with the **Voluntary Pathway** to introduce the required reforms.

STATUTORY REQUIREMENTS

Ward & Representation Review - *Local Government Act 1995 – Schedule 2.2*

Though there is currently no legislation in place to enforce the changes being imposed on local government authorities by the Minister, it is inevitable the new legislation will be passed in early 2023 as part of the overall *Local Government Act Reform Bill*.

COMMENT:

I queried with the DLGSCI the comment in the Minister's correspondence under the *Reform Election Pathway* section stating:

"This pathway would provide that all of the Shire's council offices can be declared vacant, all wards can be abolished, and the number of council offices would be set based on the reform proposal"

I am not sure why there would need to be a complete spill of all positions in the Shire of Northampton's situation if the Reform Election Pathway were resolved as being the preferred process.

My question to the DLGSCI was:

"Does there need to be complete spill of all Elected Member Position under the *Reform Election Pathway* or can the those Elected Members whose terms are set to expire in 2025 retain their position and only those scheduled to have terms expire in 2023 being declared vacant?"

No formal response was provided by DLGSCI, though the question is irrelevant if Council resolved to use the ***Voluntary Pathway*** and not the ***Reform Election Pathway*** as its preferred process to implement the reforms.

The Shire's existing two Wards are structured is as follows:

- Northampton Ward (5 Positions)
Two (2) Terms Expire 2023 &
Three (3) Terms Expire 2025
(Note: One (1) 2025 position is currently vacant has, with Ministerial approval, been set to be filled in October '23)
- Kalbarri Ward (4 Positions)
2 Terms Expire 2023 & 2 Terms Expire 2025

It is being recommended Council resolve to use the **Voluntary Pathway** as a preferred process for the Shire to ensure a seamless and smooth transition to the new system.

With Wards abolished (as has been determined by the Minister) and the number of Elected Member positions reduced from nine (9) to seven (7), the existing four terms expiring in 2025 could be retained and only three vacancies put up for election in 2023 i.e.

- i. 2023 Ordinary Election – 5 Position Spilled & Only 3 Advertised i.e.
Four (4) positions set to expire in 2023 plus the one (1) 2025 currently vacant position set to be filled in 2023 (which already has Ministerial approval) are all spilled and only three (3) vacancies advertised to be filled.
- ii. 2025 Ordinary Election – 4 Positions Spilled & All 4 Advertised i.e.
All Four (4) existing positions due to expire in 2025 spilled and all four (4) vacancies advertised to be filled.

The DLGSCI has confirmed the Shire can opt for the **Voluntary Pathway** as it has recently undertaken a Ward & Representation Review process.

FINANCIAL & BUDGET IMPLICATIONS:

No financial implications envisaged.

VOTING REQUIREMENT:

Simple Majority.

OFFICER RECOMMENDATION – ITEM 7.5.1

That Council informs the Minister for Local Government that having recently completed a Ward & Representation Review (i.e. public submissions closed on 9 October 2022), it will use the outcomes of this Review to implement the “Voluntary Pathway” process for the introduction of election transition arrangements and:

- 1. Agrees to abolish Wards and revert to a “No Ward” structure for the Shire of Northampton.**
- 2. Agrees to reducing the number of Elected Member positions on the Shire from nine (9) to seven (7), being effective for the October 2023 Ordinary Local Government Elections.**

3. Will transition to the reduced number of seven (7) Elected Members by:

i. 2023 Ordinary Election

Five (5) Elected Member position spill i.e.

- **Four (4) existing positions scheduled to expire in 2023, plus**
- **One (1) existing vacant position scheduled to expire in 2025, which has current Ministerial approval to be filled in 2023.**

and only three (3) vacancies advertised to be filled.

ii. 2025 Ordinary Election

Remaining Four (4) existing positions due to expire in 2025 spill and all four (4) vacancies advertised to be filled.

APPENDIX 1 – Minister's Correspondence



26 SEP 2022

Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our Ref: 78-08502 (6-5)

President Liz Sudlow
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

NORTHAMPTON SHIRE COUNCIL				
File:				
Admin	Eng	Hlth Bldg	Town Plan	Rang

20 SEP 2022

Dear President Sudlow

LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS (ABOLISH WARDS AND CHANGE NUMBER OF COUNCIL MEMBERS)

On 3 July 2022, I announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

Work on a Bill to amend the *Local Government Act 1995* (the Act) is ongoing, and a Bill is expected to be introduced into Parliament in early 2023.

Many of the reform proposals related to council representation are based on recent trends, and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments across Western Australia, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

The Amendment Act will also provide that optional preferential voting will apply for all local government elections. As you may know, optional preferential voting means that all electors have the choice to number preferences for as many or as few candidates as they wish to.

I appreciate the significant interest in the reform proposals, and transitional arrangements for the upcoming 2023 ordinary elections. Many councils have expressed a proactive intent to implement reforms as early as possible. I also acknowledge that, for some local governments, it may be desirable to implement changes to the size of the elected council over two ordinary election cycles.

The Department of Local Government, Sport and Cultural Industries (DLGSC) has completed an initial review, and identified that the Shire of Northampton (the Shire) may need to abolish wards and change the number of council members under the proposed reforms.

As you would know, the Act already provides that local governments may initiate proposals to change arrangements related to the size or structure of the council.

Accordingly, I write to advise of two pathways the Shire may consider for making these election transition arrangements.

Voluntary Pathway

The Shire may formulate a plan to implement these changes on a voluntary basis. This pathway will require the Shire to make the steps outlined below, and could involve staging any larger changes in the number of councillors over two ordinary elections. This pathway provides the Shire with the greatest possible lead time to plan for next year's ordinary elections.

If the Shire's council wish to undertake this process, the Shire should, by 28 October 2022:

- Advise the DLGSC of the Shire's intention to undertake a voluntary process. This advice should include a high-level plan outlining the potential changes to be implemented for the ordinary elections to be held in 2023 (and in 2025, if applicable); and
- Initiate a Ward and Representation Review to determine the specific changes to the structure of the council for the 2023 and 2025 ordinary elections, to be completed by 14 February 2023.

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met.

While the Ward and Representation Review can consider the size of the Shire's council, any changes should not diverge from the proposed reforms.

Further information is attached to this letter to assist the Shire undertake this process.

Reform Election Pathway

Alternatively, it is intended that the Amendment Act will provide for all changes to be implemented through reform elections in 2023.

This pathway would provide that all of the Shire's council offices can be declared vacant, all wards can be abolished, and the number of council offices would be set based on the reform proposals. Elections would then be held to fill all council offices, with a split between two and four year terms as might be necessary to re-establish an ordinary election cycle.

The Shire may specifically decide to follow the Reform Election Pathway. If this is the council's intention, I request that you advise the DLGSC by 28 October 2022.

It is also intended that the Amendment Act will contain provisions for the Reform Election Pathway to apply if the Shire:

- Does not advise of an intention to follow the Voluntary Pathway, or
- Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

Next Steps

In line with the above, I request that the Shire's council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022. Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

The DLGSC is available to assist with these election transition arrangements. If the Shire requires any assistance, please contact Ms Julie Craig, Strategy and Research Officer, on 6552 7300 or at advisoryboard@dlgsc.wa.gov.au.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

Att: Timeline and steps – local government ward and representation reviews