

TABLE OF CONTENTS

10.1	OPENING	3
10.2	PRESENT	3
10.2.1	LEAVE OF ABSENCE	3
10.2.2	APOLOGIES	3
10.3	QUESTION TIME	3
10.4	DISCLOSURE OF INTEREST	3
10.5	CONFIRMATION OF MINUTES	4
10.5.1	CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING FRIDAY 16 <sup>th</sup> SEPTEMBER 2022 (ITEM 7.5.1)	4
10.5.2	BUSINESS ARISING FROM MINUTES	4
10.6	RECEIVAL OF MINUTES	4
10.7	WORKS & ENGINEERING REPORT	4
10.7.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)	4
10.8	HEALTH & BUILDING REPORT	4
10.8.1	BUILDING STATISTICS FOR THE MONTH OF SEPTEMBER 2022 (ITEM 7.2.1)	4
10.9	TOWN PLANNING REPORT	5
10.9.1	PROPOSED SHORT TERM EXPANSON MOTEL ACCOMMODATION – TWENTY FOUR (24) MOTEL UNITS, LAUNDRY/KITCHEN/LIVING AREA, PARKING BAYS – LOT 188 (NO. 60) JEFFREY BROWNE WAY, KALBARRI (ITEM 7.3.1)	5
9.9.2	SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2)	9
10.10	FINANCE REPORT	10
10.10.1	ACCOUNTS FOR PAYMENT (ITEM 7.4.1)	10
10.10.2	MONTHLY FINANCIAL STATEMENTS – SEPTEMBER 2022 (ITEM 7.4.2)	10
10.10.3	BUDGET VARIATIONS (ITEM 7.4.3)	11
10.11	ADMINISTRATION & CORPORATE REPORT	12
10.11.1	LOCAL GOVERNMENT REFORMS – ELECTION TRANSITION ARRANGEMENTS (ABOLISH WARDS & CHANGE NUMBER OF COUNCIL MEMBERS) (ITEM 7.5.1)	12
10.12	PRESIDENT’S REPORT	13
10.13	DEPUTY PRESIDENT’S REPORT	13
10.14	COUNCILLORS’ REPORTS	14
10.14.1	CR PIKE	14

---

**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chambers on  
Friday 21<sup>st</sup> October 2022**

---

10.14.2	CR GIBB	14
10.14.3	CR BURGESS	14
10.14.4	CR SUCKLING	14
10.15	NEW ITEMS OF BUSINESS	15
10.16	NEXT MEETING OF COUNCIL	15
10.17	CLOSURE	15

**10.1 OPENING**

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

**10.2 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 T Hay		Northampton Ward
Mr Maurice Battilana	Acting Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Neil Broadhurst	Manager of Works and Technical Service	

**10.2.1 LEAVE OF ABSENCE**

Moved Cr SUDLOW seconded Cr HORSTMAN

That Cr Hay be granted a leave of absence for the November 2022, December 2022, February 2023 and March 2023 Council Meetings.

CARRIED 7/0

**10.2.2 APOLOGIES**

Cr P Stewart

Kalbarri Ward

**10.3 QUESTION TIME**

Nil

**10.4 DISCLOSURE OF INTEREST**

Acting CEO Maurice Battilana declared a financial interest in Item 7.4.3 as the budget review relates in part to funding for CEO relief.

**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Northampton Council Chambers on**  
**Friday 21<sup>st</sup> October 2022**

---

**10.5 CONFIRMATION OF MINUTES**

**10.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING**  
**FRIDAY 16<sup>th</sup> SEPTEMBER 2022 (ITEM 7.5.1)**

Moved Cr SUCKLING seconded Cr GIBB

That the minutes of the Ordinary Meeting of Council held on the 16<sup>th</sup> September 2022 be confirmed as a true and correct record.

CARRIED 7/0

**10.5.2 BUSINESS ARISING FROM MINUTES**

**10.6 RECEIVAL OF MINUTES**

Nil

**10.7 WORKS & ENGINEERING REPORT**

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

Noted.

**10.8 HEALTH & BUILDING REPORT**

**10.8.1 BUILDING STATISTICS FOR THE MONTH OF SEPTEMBER 2022 (ITEM**  
**7.2.1)**

Noted.

**10.9 TOWN PLANNING REPORT**

10.9.1 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 (ITEM 7.3.1)

Moved Cr SUCKLING seconded Cr HAY

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 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 0.16m<sup>2</sup> (standard 200mm x 400mm) to have sand finish render as determined by the local govern; or
    - f) Face finish concrete block less than 0.16m<sup>2</sup> 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.

CARRIED 6/1

Cr PIKE wished to have his name recorded as voting against the motion.

9.9.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2)
--

Noted

**10.10 FINANCE REPORT**

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

Moved Cr BURGESS seconded Cr GIBB

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.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.10.2 MONTHLY FINANCIAL STATEMENTS – SEPTEMBER 2022 (ITEM 7.4.2)**

Moved Cr HORSTMAN, seconded Cr GIBB

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

CARRIED 7/0

Acting CEO Maurice Battilana declared a financial interest in item 10.10.3 but was not requested to leave chambers.

10.10.3 BUDGET VARIATIONS (ITEM 7.4.3)
--

Moved Cr SUDLOW, seconded Cr GIBB

That Council :

1. Approve of the following Budget Variations and this be declared authorised expenditure.

- GL 152820.08 Eco Flora 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. Recommend the replacement of the RSL light fittings be listed in the draft 2023/2024 budget for consideration

CARRIED BY AN ABSOLUTE MAJORITY 7/0

**10.11 ADMINISTRATION & CORPORATE REPORT**

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

Moved Cr HORSTMAN seconded Cr HAY

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.

CARRIED 7/0

**10.12 PRESIDENT'S REPORT**

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

19/09/2022	Kalbarri Sub-Committee of Midwest Chamber of Commerce and Industry, Joanne Fabling, Chief Executive Officer MWCCI and Linley Brown, DFES -Northampton Shire Chambers
28/09/2022	Australian Garnet – Teams Meeting
02-04/10/2022	Western Australian Local Government Association Annual Conference, Perth
03/10/2022	Hon. Kirsty McBain MP, Federal Minister for Regional Development, Local Government and Territories
10/10/2022	Mel Pexton, Deputy Commission Strategy and Emergency Management (DFES), Su Groome, Disaster Resilience and Recovery (DFES), Paul Entwistle, Coordinator Cyclone Seroja Recovery Project (DFES) – Northampton Shire Chambers
11/10/2022	Leadership/Community Building Reference Group, Regional Development Australia
18/10/2022	Kelly Sharpe, Change Enabler EV Stations, Synergy – Northampton Shire Chambers Teams meeting

**10.13 DEPUTY PRESIDENT'S REPORT**

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

19/09/2022	Kalbarri Sub-Committee of Midwest Chamber of Commerce and Industry, Joanne Fabling, Chief Executive Officer MWCCI and Linley Brown, DFES -Northampton Shire Chambers
10/10/2022	Mel Pexton, Deputy Commission Strategy and Emergency Management (DFES), Su Groome, Disaster Resilience and Recovery (DFES), Paul Entwistle, Coordinator Cyclone Seroja Recovery Project (DFES – Northampton Shire Chambers
18/10/2022	Ric Payne, Recovery Chaplain and Karen Godfrey, Rotary – Arcadia Waters Geraldton
18/10/2022	Samantha Edwards, Cyclone Recovery Officer (DFES) – Northampton
18/10/2022	Kelly Sharpe, Change Enabler EV Stations, Synergy – Northampton Shire Chambers Teams meeting
19/10/2022	Wren Fisher, Community Recovery and Resilience Officer, Red Cross - Northampton

**10.14 COUNCILLORS' REPORTS**

**10.14.1 CR PIKE**

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

- 02-04/10/2022 Western Australian Local Government Association Annual Conference, Perth
- 12/10/2022 Bush Fire Resilience Session
- 17/10/2022 Kalbarri Visitor Centre Committee Meeting

**10.14.2 CR GIBB**

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

- 28/09/2022 Kalbarri Development Association Meeting

**10.14.3 CR BURGESS**

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

- 02-04/10/2022 Western Australian Local Government Association Annual Conference, Perth
- 07/10/2022 Western Power-Relocate Generators
- 11/10/2022 Meeting with the original Kalbarri Skate Park proponents
- 12/10/2022 Kalbarri Skate Park tour

**10.14.4 CR SUCKLING**

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

- 05/10/2022 Northampton Tourist Association AGM

**10.15 NEW ITEMS OF BUSINESS**

Cr SUDLOW raised the matter of including an 'Acknowledgement of Country' statement at the commencement of future Council meetings. Shire Officers have been advised of the correct wording by the Yamatji Southern Regional Corporation.

Moved Cr SUDLOW seconded Cr HORSTMAN

That Council commence future meetings with the following Acknowledgement of Country statement:

I would like to respectfully acknowledge the Yamatji Peoples who are the Traditional Owners and First People of the land on which we stand. We would like to pay our respect to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of the Yamatji Peoples.

CARRIED 7/0

**10.16 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday 18<sup>th</sup> November 2022 commencing at 1.00pm at the Allen Centre, Kalbarri.

**10.17 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.37pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 15 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 18<sup>th</sup> NOVEMBER 2022.

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

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