



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 June 2013 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

At 11.00am Councillors to inspect proposed location for new Volunteer Sea Search and Rescue facilities.

The agenda for the above-mentioned meetings are enclosed.

Lunch will be served from 12.00pm.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

14th June 2013



~ Agenda ~

21st June 2013

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 21st June 2013, at the

Allen Centre, Kalbarri commencing at 1:00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

14th June 2013

SHIRE OF NORTHAMPTON

DISCLAIMER

No responsibility whatsoever is implied or accepted by the **Shire of Northampton** for any act, omission, statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The **Shire of Northampton** disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council/Committee meetings, discussions or any decision recorded in the unconfirmed minutes of Council or Committee's of Council. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that persons or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for licence, any statement, limitation or approval made by a member or officer of the **Shire of Northampton** during the course of any meeting is not intended to be and is not taken as notice of approval from the **Shire of Northampton**. The **Shire of Northampton** warns that anyone who has lodged an application with the **Shire of Northampton** must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the **Shire of Northampton** in respect of the application.

Signed _____



Date 14th June 2013

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

**AGENDA
ORDINARY MEETING OF COUNCIL
21st June 2013**

1. OPENING

2. PRESENT

- 2.1 Leave of Absence
- 2.2 Apologies

3. QUESTION TIME

4. CONFIRMATION OF MINUTES – COUNCIL

5. RECEIVAL OF MINUTES

6. REPORTS

- 6.1 Works
- 6.2 Health & Building
- 6.3 Town Planning – to be sent out early next week, waiting for information
- 6.4 Finance
- 6.5 Administration & Corporate

7. COUNCILLORS & DELEGATES REPORTS

- 7.1 Presidents Report
- 7.2 Deputy Presidents Report
- 7.3 Councillors' Reports

8. INFORMATION BULLETIN

9. NEW ITEMS OF BUSINESS

10. NEXT MEETING

11. CLOSURE

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.1	OPENING	3
5.2	PRESENT	3
5.2.1	LEAVE OF ABSENCE	3
5.2.2	APOLOGIES	3
5.3	QUESTION TIME	3
5.4	CONFIRMATION OF MINUTES	3
5.5	RECEIVAL OF MINUTES	4
5.6	WORKS REPORT	4
5.7	HEALTH/BUILDING REPORT	4
5.7.1	BUILDING STATISTICS (ITEM 6.2.1)	4
5.7.2	RUBBISH COLLECTION SERVICE CONTRACT – VEOLIA ENVIRONMENTAL SERVICES (ITEM 6.2.2)	4
5.7.3	SALE OF COUNCIL OWNED PROPERTY NORTHAMPTON (ITEM 6.2.3)	5
5.8	TOWN PLANNING REPORT	5
5.9	FINANCE REPORT	5
5.9.1	ACCOUNTS FOR PAYMENT (ITEM 6.4.1)	5
5.9.2	MONTHLY FINANCIAL STATEMENTS (ITEM 6.4.2)	6
5.9.3	DEBTORS WRITE OFF (ITEM 6.4.3)	6
5.9.4.1	2013-2014 BUDGET - SUBMISSIONS (ITEM 6.4.4)	7
5.9.4.2	2013-2014 BUDGET - SUBMISSIONS (ITEM 6.4.4)	7
5.9.5	2012/2013 BUDGET REVIEW (ITEM 6.4.5)	7
5.10	ADMINISTRATION & CORPORATE REPORT	8
5.10.1	REVIEW OF DELEGATIONS & POLICIES (ITEM 6.5.1)	8
5.10.2	FUTURE RENT/LEASES DOCTORS SURGERIES & RESIDENCES (ITEM 6.5.2)	8
5.10.3	LEASE LOT 998 PORTER STREET – PUBLIC ACCESS WAY (ITEM 6.5.3)	9
5.10.4	PROPOSED KALBARRI VOLUNTEER SEA SEARCH & RESCUE PREMISES (ITEM 6.5.4)	9
5.10.5	GWALLA RAILWAY PRECINCT (ITEM 6.5.5)	9
5.10.6	HERITAGE ADVISORY SERVICES (ITEM 6.5.6)	10
5.10.7	WINDING UP – NORTHAMPTON LAND CONSERVATION DISTRICT COMMITTEE (ITEM 6.5.7)	10
5.10.8	MARQUEE USE POLICY (ITEM 6.5.8)	10
5.10.9	REIMBURSEMENT OF PLANT PURCHASE COSTS FOR WATER USAGE (ITEM 6.5.9)	10
5.10.10	REYNOLDS STREET CLEANUP (ITEM 6.5.10)	11

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.10.11	WORKS STAFF COLLECTIVE EMPLOYMENT AGREEMENT (ITEM 6.5.11)	11
5.11	PRESIDENTS REPORT	14
5.12	DEPUTY SHIRE PRESIDENTS REPORT	14
5.13	COUNCILLORS REPORT	14
5.13.1	CR BOOTH	14
5.13.2	CR SIMKIN	14
5.13.3	CR STOCK-STANDEN	14
5.14	INFORMATION BULLETIN	15
5.15	NEW ITEMS OF BUSINESS	15
5.15.1	CR PIKE – LUCKY BAY CAMPING	15
5.15.2	CR PIKE – COUNCIL VISIT TO PORT HEDLAND	15
5.16	NEXT MEETING OF COUNCIL	16
5.17	CLOSURE	16

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.1 OPENING

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

5.2 PRESENT

Cr G Wilson	President	Northampton Ward
Cr B Cripps	Deputy President	Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr C Simkin		Northampton Ward
Cr J Booth		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager Works & Technical Services	
Mrs Kathryn Jackson	A/Principal Planner	
Mr Glenn Bangay	Principal EHO/Building Surveyor	

5.2.1 LEAVE OF ABSENCE

Nil

5.2.2 APOLOGIES

Cr M Scott, Cr P Gliddon,

5.3 QUESTION TIME

Nil

5.4 CONFIRMATION OF MINUTES

5.4.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 19th
April 2013

Moved Cr SIMKIN, seconded Cr PIKE

That the minutes of the Ordinary Meeting of Council held on the 19th April 2013 be confirmed as a true and correct record.

CARRIED 6/0

5.4.2 BUSINESS ARISING FROM MINUTES

Nil

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.5 RECEIVAL OF MINUTES

Nil

5.6 WORKS REPORT

5.6.1 MAINTENANCE WORKS/CONSTRUCTION WORKS PROGRAM (ITEM 6.1.1)

Noted

Mr Neil Broadhurst and Ms Kathryn Jackson left the meeting at 1.10pm.

5.7 HEALTH/BUILDING REPORT

5.7.1 BUILDING STATISTICS (ITEM 6.2.1)

Noted

5.7.2 RUBBISH COLLECTION SERVICE CONTRACT – VEOLIA ENVIRONMENTAL SERVICES (ITEM 6.2.2)

Moved Cr BOOTH, seconded Cr STOCK-STANDEN

That due to the commercial confidential nature of this matter that the meeting progress “*in camera*” at 1.16pm.

CARRIED 6/0

Moved Cr STOCK-STANDEN, seconded Cr CRIPPS

That Council no longer proceed “*in camera*” at 1.40pm.

CARRIED 6/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

Moved Cr BOOTH, seconded Cr STOCK-STANDEN

- 1) That Council advises Veolia Environmental Services that the Shire of Northampton is to advertise for tenders for the provision of a rubbish collection service for a period of two years with an option of a further three year extension, and that Veolia Environmental Services will be invited to supply a tender and will be required to continue to provide a service as per the current contract until the new contract has been awarded.
- 2) That tenders be called and advertised for the supply of rubbish collection services to the Shire of Northampton for a period of two years with an option of a three year extension.

CARRIED 6/0

5.7.3 SALE OF COUNCIL OWNED PROPERTY NORTHAMPTON (ITEM 6.2.3)
--

Moved Cr STOCK- STANDEN, seconded Cr BOOTH

That the properties at Lot 11 Hampton Road and Lot 6 Robinson Street Northampton be advertised for sale by public tender, as per the requirements of the Local Government Act 1995 with all sale proceeds being deposited in the Building/Housing Reserve Fund for use to construct two units for future accommodation needs in Northampton.

CARRIED 6/0

5.8 TOWN PLANNING REPORT

5.9 FINANCE REPORT

5.9.1 ACCOUNTS FOR PAYMENT (ITEM 6.4.1)
--

Moved Cr SIMKIN, seconded Cr STOCK-STANDEN

That Municipal Fund Cheques 19671 to 19699 inclusive, totalling \$59,264.55, Municipal EFT payments numbered EFT11092 to EFT11171 inclusive totalling \$295,014.52, Direct Debit payments GJ10-04 to GJ10-11 totalling \$7,790.58 Trust Fund Cheques 1903-1905, totalling \$1,170.00 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

Cr Carson entered the meeting at 1.36pm

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.9.2 MONTHLY FINANCIAL STATEMENTS (ITEM 6.4.2)

Moved Cr STOCK-STANDEN, seconded Cr PIKE

That Council adopts the Monthly Financial Report for the period ending 30 April 2013.

CARRIED 7/0

5.9.3 DEBTORS WRITE OFF (ITEM 6.4.3)

Moved Cr STOCK-STANDEN, seconded Cr SIMKIN

That Council write off outstanding Debtors totalling \$1,178.40 in accordance with Section 6.12 of the Local Government Act as the revenue is considered unrecoverable.

UNRECOVERABLE DEBTORS					
DEBTOR NUMBER	NAME	DETAILS	AMOUNT	INVOICE RAISED	REASON
DSIM10	AMANDA SIMPSON	LOST LIBRARY BOOKS	\$14.30	23-11-12	LEFT ADDRESS/AREA
DBLE01	MARIANNE BLEWETT-MCMAHON	LOST LIBRARY BOOKS	\$40.70	19-11-12	HAVE BEEN SENDING OUT STATEMENTS, NO CONTACT
DFRE01	MISS SAMANTHA FREEMAN	LOST LIBRARY BOOKS	\$9.90	19-11-12	HAVE BEEN SENDING OUT STATEMENTS, NO CONTACT
DJON03	MR TYSON JONES	LOST LIBRARY BOOKS	\$41.80	19-11-12	HAVE BEEN SENDING OUT STATEMENTS, NO CONTACT
DIOP01	MRS MELANIE IOPPOLO	LOST LIBRARY BOOKS	\$38.50	19-11-12	LEFT ADDRESS/AREA
DRWH01	RICHWOOD HOLDINGS PTY LTD	REFUSE CHARGES	\$49.50	14-07-10	NO RESPONSE TO CORRESPONDANCE
DMILO4	PATRICIA MILLER	TOWING VEHICLE	\$50.00	06-07-12	NO CONTACT MADE BY DEBTOR

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

DEBTOR NUMBER	NAME	DETAILS	AMOUNT	INVOICE RAISED	REASON
DCOX02	NATALIE COX	DOG FINE	\$933.70	07-08-09	SHOULDN'T HAVE BEEN RAISED. (IS INCORRECT AMOUNT THAT WAS OWED TO COUNCIL, AND SHOULD'VE BEEN PAID THROUGH FINES ENFORCEMENT
TOTAL			\$1,178.40		

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.9.4.1 2013-2014 BUDGET - SUBMISSIONS (ITEM 6.4.4)

Moved Cr CARSON, seconded Cr SIMKIN

That the Kalbarri Visitor Centre be allocated an additional \$5,000 in the Draft 2013/2014 budget. This additional allocation will increase total funding to \$25,000.

CARRIED 7/0

5.9.4.2 2013-2014 BUDGET - SUBMISSIONS (ITEM 6.4.4)

Moved Cr CARSON, seconded Cr STOCK-STANDEN

That no consideration be made in the Draft 2013/2014 Budget for the Midwest Academy of Sport until further information is provided in relation to the distribution of funding.

CARRIED 7/0

5.9.5 2012/2013 BUDGET REVIEW (ITEM 6.4.5)
--

Moved Cr CRIPPS, seconded Cr BOOTH

That Council

1. In accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996 adopt the review of the 2012/2013 Budget and note any variances or recommendations.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

2. Approve the allocation of \$105,284 to the plant reserve pending surplus funds being available at 30 June 2013 and grant delegated authority to the CEO and Deputy CEO to process the funds transfers as required.
3. Approve the allocation of \$46,480 to the leave reserve pending surplus funds being available at 30 June 2013 and grant delegated authority to the CEO and Deputy CEO to process the funds transfers as required.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.10 ADMINISTRATION & CORPORATE REPORT

5.10.1 REVIEW OF DELEGATIONS & POLICIES (ITEM 6.5.1)
--

Moved Cr Booth, seconded Cr SIMKIN

1. That all current delegations as reviewed to remain in force.
2. That all current policies as reviewed remain.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.10.2 FUTURE RENT/LEASES DOCTORS SURGERIES & RESIDENCES (ITEM 6.5.2)

Moved Cr STOCK STANDEN, seconded Cr SIMKIN

That due to the commercial confidential nature of this matter that the meeting progress "*in camera*" at 1.16pm.

CARRIED 7/0

Moved Cr CRIPPS, seconded Cr CARSON

That Council no longer proceed "*in camera*" at 2.05pm.

CARRIED 7/0

SHIRE OF NORTHAMPTON
**Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013**

Moved Cr BOOTH, seconded Cr STOCK-STANDEN

That Council advise Dr Findlay that lease fees for the Northampton and Kalbarri Surgery's and rents for the residences provided for his use to house doctors at Bateman and Fitzgerald Streets, Northampton and Callion Way, Kalbarri will not be levied however he will be responsible for all operating costs, being water charges, security monitoring, electricity and all minor/general maintenance that these properties will incur with Council to be responsible for all major maintenance/upgrade expenditure items.

CARRIED 7/0

5.10.3 LEASE LOT 998 PORTER STREET – PUBLIC ACCESS WAY (ITEM 6.5.3)

Moved Cr BOOTH, seconded Cr PIKE

That Council confirms to the Department of Regional Development and Lands that it is prepared to accept a Management Order over Lot 998 for the purpose of "Mall".

CARRIED 7/0

5.10.4 PROPOSED KALBARRI VOLUNTEER SEA SEARCH & RESCUE PREMISES
(ITEM 6.5.4)

Noted

5.10.5 GWALLA RAILWAY PRECINCT (ITEM 6.5.5)

Council adjourned the meeting at 2.10pm to inspect the old Gwalla Railway precinct and the Reynolds Street Road Reserve and reconvened at 2.35pm with the following in attendance:

Cr Wilson, Cr Cripps, Cr Stock-Standen, Cr Carson, Cr Simkin, Cr Booth, Cr Pike, Chief Executive Officer Garry Keeffe, Deputy CEO Grant Middleton and Principal EHO/Building Surveyor Glenn Bangay.

Moved Cr CRIPPS, seconded Cr STOCK-STANDEN

That Council not approve any large scale levelling of the lot and approves the removal or levelling of current spoil dump mounds but all efforts are to be made to keep the existing topography of the land at the site.

CARRIED 7/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.10.6 HERITAGE ADVISORY SERVICES (ITEM 6.5.6)

Moved Cr SIMKIN, seconded Cr BOOTH

That Council engage the services of Tanya Henkel to continue as our Heritage Advisor for 2013/2014 on a bi-monthly basis and provision be made within the 2013/14 budget for this service and an extra provision to cover possible additional visits should that be required.

CARRIED 7/0

5.10.7 WINDING UP – NORTHAMPTON LAND CONSERVATION DISTRICT COMMITTEE (ITEM 6.5.7)

Moved Cr CARSON, seconded Cr STOCK-STANDEN

That Council supports the winding up of the Northampton Land Conservation District Committee.

CARRIED 7/0

5.10.8 MARQUEE USE POLICY (ITEM 6.5.8)

Moved Cr BOOTH, seconded Cr PIKE

That Council formally adopts the draft policy as presented for the administration of the community marquee based in Kalbarri.

CARRIED 7/0

5.10.9 REIMBURSEMENT OF PLANT PURCHASE COSTS FOR WATER USAGE (ITEM 6.5.9)

Moved Cr CRIPPS, seconded Cr CARSON

That Council reimburse the Binu Primary School \$800.00 for replacement plants as requested as part of Councils contribution for water use from the Binu School water supply for use on Council owned facilities in Binu.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.10.10 REYNOLDS STREET CLEANUP (ITEM 6.5.10)

Moved Cr STOCK-STANDEN, seconded Cr CARSON

That Council:

1. Undertake cleanup works which include the filling in of the old railway line cutting/alignment and works are to be undertaken to protect as much vegetation as possible.
2. Undertake a survey of the street to identify property boundaries and the cost of the survey be declared authorised expenditure.
3. Request the Northampton Botanical Line Group to submit a detailed plan of their proposal to continue the botanic line within this road reserve to allow Council and neighbouring landowners along this road reserve the opportunity to comment on their proposal.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Mr Broadhurst entered the meeting at 3.18pm.

5.10.11 WORKS STAFF COLLECTIVE EMPLOYMENT AGREEMENT (ITEM 6.5.11)

Cr Cripps left the meeting at 3.55pm.

Moved Cr STOCK-STANDEN, seconded Cr WILSON

That works staff be advised that Council:

1. Clause 5 – Term of Agreement

Will not support a two year agreement term and that a four year term is to apply.

2. Clause 8 - Indexation

Will not accept an increase in wages at a rate of 4% for each year of the agreement and that the annual increases of CPI or the National Wage Case whichever is the greater is to apply.

3. Clause 9.2 – Wages

Will not support the change of truck drivers Level from Level 3 to Level 4 due to the position requiring the towing of trailers at times. The Council does not consider that this increase for such a small issue is warranted. In addition and as advised previously the only reason two truck drivers are on a Level 4 is due to their previous circumstances.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

4. Clause 10 – Cost of Living Allowance

Will not support the payment of and allowance to employees based in Kalbarri as the decision to live in Kalbarri is that of the employee not a Council directive.

5. Clause 11- Leading Hand Allowance

Agree to the payment of a leading hand allowance for employees required to supervise three or more employees on a specific task and that payment to be the rate of pay currently received by the Senior Leading Hand and is subject to Management approval.

6. Clause 12 Service Allowance

Supports the payment of a service allowance as per the following rates:

5 to 9 years service	\$50/fortnight
10 to 19 years service	\$90/fortnight
20 plus years of service	\$130/fortnight

7. Clause 13 – Attendance Bonus Payment

No longer support the attendance bonus payment and this clause be deleted.

8. Clause 14 – Living Away From Home Allowance

Support a payment of \$30 per night for each night an employee is away from their normal place of residence due to work commitments.

9. Clause 17 - Additional Skills Allowance

Reconsider this matter once works staff have developed increment levels.

10. Clause 19 – Personal /Sick Leave – Cashing Out

Support the payment of accrued personal/sick leave to an employee who retires and that payment is to a maximum of 8 weeks and is paid at the rate of retirement.

Not support the request for payment in lieu of two previous public holidays, being the 2nd January and Easter Tuesday, as the removal of these two public holiday entitlements was undertaken when the new Award was established which involved consultation with all members of the local government sectors. This was not a Council decision but an industry decision and therefore the provision of the Award is to apply.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

11. Clause 20 – Time In Lieu

No longer approve the accumulation of hours for overtime worked and that all overtime worked to paid at the appropriate overtime rate as per the Award.

ALTERNATIVE OFFER

That Council submit the following alternative offer to the works staff for their consideration:

- that all works staff pay rates be increased by 5% for each year of the four year term;
- that a payment of \$30 per night apply to works staff where they are required to stay overnight away from their personal residence for work requirements;
- that all employees remain on their current levels of salary;
- that a Leading Hand Allowance be paid as per new Clause 11;
- that the following conditions no longer apply:
 - Service allowance
 - Attendance Bonus Payment
 - Introduction of increment levels
 - Accruing of time off in lieu for overtime worked, that is all overtime worked to be paid in accordance with the Award

CARRIED 5/1

Cr Pike requested that his name be recorded as voting against the motion.

Cr Carson left the meeting at 4.15pm.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.11 PRESIDENTS REPORT

Since the last Council meeting Cr Wilson reported on his attendance to the following:

- Northampton Anzac Day Ceremony where he laid a wreath on behalf of Council and the community.
- Attended a function where he met the new Chief Executive Officer from the City of Greater Geraldton
- Attended Northampton 150 Year Celebration Committee Meeting

5.12 DEPUTY SHIRE PRESIDENTS REPORT

Nil

5.13 COUNCILLORS REPORT

5.13.1 CR BOOTH

Since the last Council meeting Cr Booth reported on her attendance to the following:

- Kalbarri Visitor Centre Meeting
- Kalbarri Development Association Meeting

5.13.2 CR SIMKIN

Since the last Council meeting Cr Simkin reported on his attendance to the following:

- Attended 100 year celebration ceremony of the Hampton Lodge. Discussed aged care with the Grand Master. The Masonic Lodge has a number of aged care projects in Western Australia.

5.13.3 CR STOCK-STANDEN

Since the last Council meeting Cr Stock-Standen reported on her attendance to a Northampton 150 Year Committee meeting.

5.14 INFORMATION BULLETIN

Noted

5.15 NEW ITEMS OF BUSINESS

5.15.1 CR PIKE – LUCKY BAY CAMPING

Cr Pike expressed his concern on the overcrowding and degradation of the Lucky Bay area and in particular possible health issues and refuse disposal issues due to the number of people camping at the location

President and CEO advised that Council has approached the State Government on numerous occasions on this matter as the land in question is unallocated crown land and not under the control of Councils nor does Council have any legal jurisdiction over the area and all previous requests to control the area have basically been ignored by the State Government.

Moved Cr PIKE, seconded Cr BOOTH

That Council request the Minister for the Environment that immediate action be undertaken by the Department of Environment and Conservation in providing facilities/services, such as eco friendly ablutions, and refuse removal to areas of Luck Bay to help protect the area.

CARRIED 5/0

5.15.2 CR PIKE – COUNCIL VISIT TO PORT HEDLAND

Cr Pike suggested that Council send a delegation to undertake a visit to Port Hedland to view first hand how they are developing the area due to the increase in mining operations.

Moved Cr PIKE, seconded Cr SIMKIN

That Council lists in future budgets a provision for a delegation of Councillors to visit Port Hedland as a fact finding trip in how they are developing their area due to increase in mining activities.

CARRIED 5/0



SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 17 May 2013

5.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council be held on 21st June 2013 commencing at 1.00pm at the Allen Centre, Kalbarri

5.17 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 4.30pm.

WORKS & ENGINEERING REPORT CONTENTS

6.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
-------	--	---

6.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM	
	REPORTING OFFICER:	Neil Broadhurst - MWTS
	DATE OF REPORT:	12th June 2013
	APPENDICES:	1. Works Program

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 Swamps, Coolcalaya, Yerina Springs, Ogilvie West, Hose, Half Way access, Riverside, Warribanno Chimney, Ajana East, Elphick, Balla Whellarra, Wickens and Binnu East Roads.
- General verge maintenance works and gravel sheeting carried out on Horry (approx. 2km) and Binnu East (approx. 1km) Roads.

Maintenance Items

- Road verge chemical spraying – various.
- Various street signage works.
- Guide Park – Bollards installed plus carpark works.
- Hampton Road – Bottle brush replacement at guard rail area.
- Northampton tip site works – Establishing materials storage area.
- Various culvert clearances – Hatch, Rob, Chilimony Roads.
- Pothole works to various rural roads.
- Firebreak spraying.
- Hatch Road – culvert replacement and install guideposts.
- Northampton – Preparation and cleanup works for Purple Bra Day
- Kalbarri – Preparation and cleanup for Canoe and Cray festival.
- Northampton - Soil/Material to Botanic line project.
- Northampton – Lighting added to northern entry statement.
- Kalbarri – Banner poles installed.
- Kalbarri – Various chemical spray, Foreshore and road verges.

Other Items (Budget)

- Northampton light industrial area sub division continuing.
- Kalbarri – Porter Street works continuing.
- Kalbarri – Northern Boat ramp car park area continuing.
- Kalbarri – Malaluca dual use pathway – sections replaced
- Kalbarri – Butchers to information board – paved dual use pathway replaced with concrete.

Plant Items

- P210 – Protective coating added to new mower deck (EndRust)
- P217 – Mitsubishi Truck – Works to straighten side tipper body. (Dtarns)

Staff/Personnel Items

- Collective Bargaining discussions continuing with outside staff.

OFFICER RECOMMENDATION – ITEM 6.1.1

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2012/2013)

(June 2013)

2012/2013 Budget Works	Status	Comments
<u>Regional Road Group Projects</u>		
Ajana - Kalbarri Road Reseal - NWCH West	COMPLETED	
Horrocks Road Reseal works 2011/2012 (Stage 2)	COMPLETED	
<u>Roads To Recovery</u>		
Kalbarri - Porter Street Reconstruct, Drain and Kerb	COMMENCED	Majority of works complete. Culvert headwalls outstanding.
Northampton - Forrest Street Reconstruct, Drain and Kerb	FUNDS TRANSFERRED	Funds to be reallocated to the completion of Batemen Street. November 2012 general meeting
Northampton - Bateman Street Widen, Stormwater drainage and kerb	COMPLETE	Pending minor works and Telstra repair works
<u>Black Spot Funding</u>		
Kalbarri - Grey Street Engineering costs		
<u>Royalties for Regions Funding</u>		
Ogilvie East Road - Stage 1 Construct and Seal - Balance of 2011/2012 funding	COMPLETE	Complete to primerseal stage
Ogilvie East Road - Stage 2 Construct and Seal	COMPLETE	Complete to primerseal stage
Cont.		

2012/2013 Budget Works	Status	Comments
<u>Regional Development</u>		
Northampton Northampton Light Industrial Area - 5 Lots	COMMENCED	Construction drawings received Services installed, Gravel basecourse works continuing pending weather and works priority
<u>Recreational Boating Facility Fund</u>		
Kalbarri Northern Boatramp Car park area	COMMENCED	Design received, Preliminary earthworks effectively complete Return to site pending weather and priority of other works
<u>MUNICIPAL FUND CONSTRUCTION</u>		
<u>2011/2012 Carry Over Works</u>		
Northampton - Hampton Gardens Car Park		
Reseal car park	COMPLETED	
Northampton - Forrest Street		
Reseal 2010/2011 works	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
Kalbarri - Hotel Car Park		
Complete reseal	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
Kalbarri - Boat Hire Carpark		
Complete reseal and assoc works	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
Kalbarri - Hackney Street		
Complete reseal	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
Kalbarri - CBD Car park		
Seal gravel car park		
Kalbarri - Clotworthy Street		
Drainage installation at Smith Street	COMPLETED	
Rural - Binu West Road		
Reseal 2010/2011 pavement repairs	COMPLETED	
Rural - Yallabartharra Road		
Construct and seal water crossing	COMPLETED	
Cont.		

2012/2013 Budget Works	Status	Comments
<u>New Works (2012/2013 Budget)</u>		
<u>Kalbarri</u>		
Penn Street Reseal plus replace kerb	COMPLETED	
Walker Street - Maggee to Maggee Reseal	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
<u>Horrocks</u>		
Stokes and Horan Street Reseal	COMPLETED	
<u>Rural</u>		
Ogilvie West Road Realign bend, install culvert, gravel sheeting	WORKS DEFERRED	Relist for consideration 2013/2014 November 2012 general meeting
<u>MUNICIPAL FOOTPATHS</u>		
<u>Kalbarri Townsite</u>		
Kalbarri - Walker Street Hackney Street to Porter Street	COMPLETED	
Kalbarri - Malaluca trail Repairs to existing		Ongoing
Cont.		

2011/2012 Budget Works	Status	Comments
<u>OTHER WORKS - SPECIFIC / MAINTENANCE</u>		
Binnu Waste Site New industrial hole - Sand covering etc.	COMPLETED	
<u>OTHER WORKS - GRAVEL SHEETING</u>		
<i>Priority works</i>		
Ogilvie West Road - Staged works for bus route	COMPLETED	Stage 1 complete
Hatch Road - West of cross roads		
Binnu Refuse Site - access road.	COMPLETED	
<i>Other</i>		
Ogilvie West Road - Chilimony Road to Teakles corner		
Yerina Springs Road - 2 areas		
Harvey Road	COMPLETED	
<u>OTHER WORKS - Foreshores/Parks/Gardens</u>		
Horrocks Foreshore		
Install upgraded reticulation system		Meeting undertaken onsite with contractor to price upgrade/improvements
<u>OTHER WORKS - Depots</u>		
Kalbarri Depot		
Replace doors and guttering	COMPLETED	
Cont.		

2011/2012 Budget Works	Status	Comments
<u>PLANT ITEMS - Major</u>		
Northampton - Town maintenance vehicle Send P202 To N/ton Tip, trade P120	COMPLETED	Ford Ranger recieved
Kalbarri - Zero turn mower and trailer Trade P138 Kubota F1900	COMPLETED	TORO 4820 received
<u>PLANT ITEMS - Minor/Other</u>		
Northampton - Motor operated compressor	COMPLETED	
Kalbarri - New mower deck - P210	COMPLETED	
Northampton - Aluminium grave surround	COMPLETED	
Northampton - 3 inch water/trash pump - Diesel	COMPLETED	
Northampton - Fuel storage cabinet	WORKS DEFERRED	Relist for consideration 2013/2014
Northampton - 3 x UHF hand held radios	COMPLETED	

HEALTH AND BUILDING REPORT CONTENTS

6.2.1	BUILDING STATISTICS FOR THE MONTH OF MAY 2013	2
--------------	--	----------

6.2.1	INFORMATION ITEM: BUILDING STATISTICS
DATE OF REPORT:	14th JUNE 2013
RESPONSIBLE OFFICER:	Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for May 2013.

OFFICER RECOMMENDATION – ITEM 6.2.1

For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MAY 2013

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials 1. Floor 2. Wall 3. Roof	Area m2	Value	Fees			
									1. App Fee	2. BCIF	3. BRB	4. Other
6/05/2013	13021	S & S Howe PO Box 539 NORTHAMPTON	Owner Builder	Lot 33 Gregory St ISSEKA	Additions Dwelling	1. Concrete 2. Brick/Zinc 3. Zinalume	142	\$20,000	1. 90.00	2. 0.00	3. 0.00	4. 0.00
6/05/2013	13022	D & M Simpson PO Box 7 NORTHAMPTON	Devpro PO Box 7171 GERALDTON	Lot 214 Stokes St HORROCKS	Dwelling	1. Concrete 2. Brick 3. C/Bond	180	\$300,000	1. 960.00	2. 600.00	3. 270.00	4. 500.00
6/05/2013	13023	J & B Laurenson PO Box 667 NORTHAMPTON	Owner Builder 0233/13	Lot 7415 Swamp Rd NORTHAMPTON	Dwelling	1. Concrete 2. Earth 3. C/Bond	197	\$150,000	1. 480.00	2. 300.00	3. 135.00	4. 241.00
22/05/2013	13024	K Johnson PO Box 472 KALBARRI	Owner Builder	Lot 133 Ruby Tce KALBARRI	Fence	1. Concrete 2. Brick 3. N/A	N/A	\$6,000	1. 90.00	2. 0.00	3. 40.50	4. 0.00
28/05/2013	13025	N Hallinan 10 Shephard Close GERALDTON	Owner Builder 0291/13	Lot 247 Stokes St HORROCKS	Dwelling	1. Concrete 2. Hardiplank 3. C/Bond	224	\$288,000	1. 921.60	2. 576.00	3. 259.20	4. 505.50
28/05/2013	13026	N & D Hallinan 10 Shephard Close GERALDTON	Owner Builder	Lot 247 Stokes St HORROCKS	Shed	1. Concrete 2. C/Bond 3. C/Bond	90	\$18,000	1. 90.00	2. 0.00	3. 40.50	4. 0.00
28/05/2013	13027	M Duncan PO Box 517 KALBARRI	Owner Builder	Lot 925 Crocos Crt KALBARRI	Shed	1. Concrete 2. Steel 3. C/Bond	48	\$18,000	1. 90.00	2. 0.00	3. 40.50	4. 0.00
28/05/2013	13028	M Kelly PO Box 280 KALBARRI	Shoreline Outdoor World PO Box 3223 GERALDTON	Lot 918 Gliddon Ave KALBARRI	Patio	1. Paving 2. N/A 3. C/Bond	50	\$9,664	1. 90.00	2. 0.00	3. 40.50	4. 0.00
28/05/2013	13029	S Booker PO Box 658 NORTHAMPTON	Owner Builder	Lot 55 Scadden St ISSEKA	Shed	1. Concrete 2. Zinalume 3. Zinalume	192	\$15,000	1. 90.00	2. 0.00	3. 40.50	4. 1.50

TOWN PLANNING CONTENTS

6.3.1	PROPOSED OUTBUILDING – LOT 961 (No.3) GLIDDON AVENUE, KALBARRI	2
6.3.2	PROPOSED SCHEME AMENDMENT TO LOCAL PLANNING SCHEME No.10 (NORTHAMPTON & HORROCKS) – REZONING FROM ‘GENERAL RURAL’ TO ‘SPECIAL USE – TRANSPORT DEPOT’ – LOT 6888 NORMANS WELL ROAD, BOWES.....	11
6.3.3	PROPOSED FREESTANDING SIGN – KALBARRI	19
6.3.4	SHIPPING CONTAINER – LOT 27 (NO. 6) KESTREL AVENUE, KALBARRI.....	28

6.3.1	PROPOSED OUTBUILDING – LOT 961 (No.3) GLIDDON AVENUE, KALBARRI
<p>LOCATION: Lot 961 (No.3) Gliddon Avenue, Kalbarri</p> <p>FILE REFERENCE: 10.6.1.1 / 3 GLI / A3242</p> <p>APPLICANT: K Sutton</p> <p>OWNER: K Sutton</p> <p>DATE OF REPORT: 17 June 2013</p> <p>REPORTING OFFICER: Kathryn Jackson – Acting Principal Planner</p> <p>APPENDICES:</p> <ol style="list-style-type: none"> 1. Application for Planning Approval – Site Plan, Floor Plan & Elevations. 2. Letter of support from applicant 	

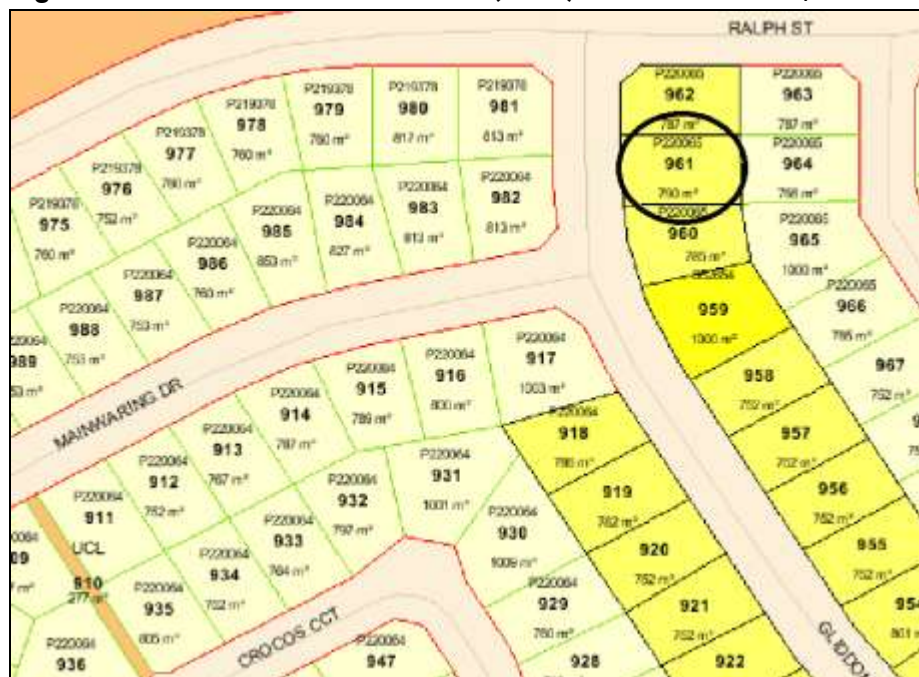
AUTHORITY / DISCRETION:

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

SUMMARY:

Council is in receipt of an application for the construction of an outbuilding upon Lot 961 (No.3) Gliddon Avenue, Kalbarri which exceeds the permitted wall and apex heights as specified under the Shire of Northampton’s ‘Outbuildings’ Local Planning Policy. This report recommends conditional approval of the application.

Figure 1 – Location Plan for Lot 961 (No.3) Gliddon Avenue, Kalbarri



COMMENT:

The applicant seeks approval for a 9mx9m (81m²) outbuilding with a wall height of 4.2m and an overall height of 5.07m (both wall and apex heights measured from pad height) to replace a small garden shed which is currently in place upon the property. The outbuilding is proposed to be built in the rear corner of the lot with a nil setback to the eastern and southern common property boundaries. The outbuilding is proposed to be constructed of coated metal sheeting (i.e. colorbond).

A copy of the submitted site, floor and elevation plans have been included as **Appendix 1** to this report.

A site inspection was undertaken at the property, which demonstrated that the proposed location of the outbuilding would be immediately adjacent to two other outbuildings also constructed on the boundary with Lot 961. It is considered that the location for the proposed outbuilding would not cause a detrimental impact to surrounding properties and that it would be in keeping with existing development adjoining the rear of the property. The outbuilding is also considered to not negatively impact the streetscape as it will not be able to be viewed from any public street given its proposed location to the rear of the existing residence.

The applicant has also provided a letter of support for their application which has been included as **Appendix 2** to this report.

**Figure 2 – View looking south-east towards proposed outbuilding location
(existing garden shed to be removed)**



CONSULTATION:

Clause 4.3 of the ‘Outbuildings’ Local Planning Policy states:

“Any variation to any part of the above policy will require consultation with affected landowners and/or occupiers and their written neighbour consent to these variations should preferably be given.”

The applicant has obtained the written consent from the two adjoining landowners who have stated that they have no objection to the construction of the outbuilding.

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:

The land is zoned “Residential – R17.5” under Shire of Northampton Town Planning Scheme No.9(Kalbarri Townsite). The application is considered to meet the requirements of the Scheme in relation to land use and materials.

POLICY IMPLICATIONS:

The objectives of the Shire’s ‘Outbuildings’ Local Planning Policy are:

- “3.1 To allow for a regional variation to the Residential Design Codes for Element 10 – Incidental Development.
- 3.2 To provide clear definition of what constitutes an “outbuilding”.
- 3.3 To ensure that outbuildings are not used for habitation or commercial purposes by controlling building bulk (size and height).
- 3.4 To limit the visual impact of outbuildings.
- 3.5 To encourage the construction of outbuildings in materials and colours that complement the landscape and amenity of surrounding areas.”

Furthermore Clause 4.2.2.a of the Policy states:

“Residential R10 and high density – 120m² in area or 20% in aggregate of the site area, whichever is the lesser, with a maximum wall height of 3.0m and a total maximum height of 4.5m measured from natural ground level.”

The outbuilding is proposed to be constructed with a wall height of 4.2m and an overall height of 5.07m. Therefore the outbuilding exceeds the maximum wall height requirements of the Policy by 1.2m and the overall height requirement by 0.507m. Although the outbuilding does not strictly comply with the height requirements of the Policy it is considered that given the outbuilding will be constructed adjacent to other existing outbuildings, the location of the outbuilding to the rear of an existing house will obscure the outbuilding from view from Gliddon Avenue, and the overall size of the outbuilding being 39m² under the allowable aggregate area, that the outbuilding be recommended for conditional approval. It is also considered that approval of the outbuilding would not set an undesirable precedent and that the individual merits of the application warrants departure from the Policy’s requirements in this instance.

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.

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

It is recommended that in light of the individual merits of this application that conditional approval be granted for the construction of an outbuilding upon Lot 961 (No.3) Gliddon Avenue.

OFFICER RECOMMENDATION – ITEM 6.3.1

APPROVAL

That Council grant formal planning approval for an outbuilding to be constructed upon Lot 961 (No.3) Gliddon Avenue, Kalbarri subject to compliance with the following conditions:

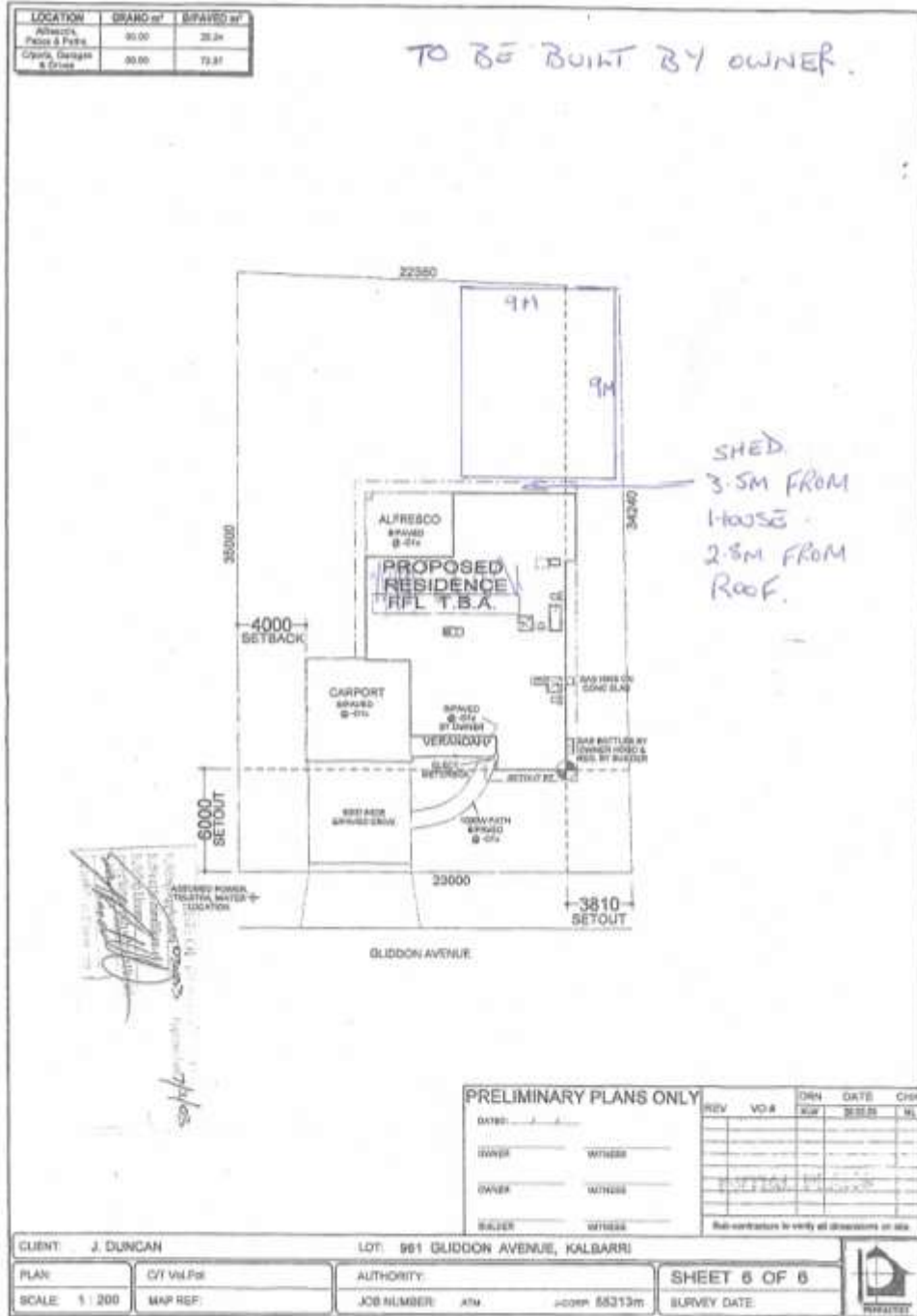
- 1 Development shall be in accordance with the attached approved plan(s) dated 21 June 2013 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.**
- 3 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.**
- 4 The approved outbuilding is only to be used for general and vehicle storage purposes and minor maintenance upon vehicles housed therein to the approval of the Local Government and shall NOT be used for habitation, commercial or industrial purposes.**
- 5 The development shall be consistent or complementary in colour with existing development onsite.**
- 6 A building permit shall be issued by the local government prior to the commencement of any work on the site;**
- 7 The walls of the outbuilding are to be constructed of coated metal sheeting (i.e. colorbond), the use of uncoated metal sheeting (i.e. zinalume) is not permitted.**
- 8 All stormwater is to be disposed of on-site to the specifications and approval of the local government; and**

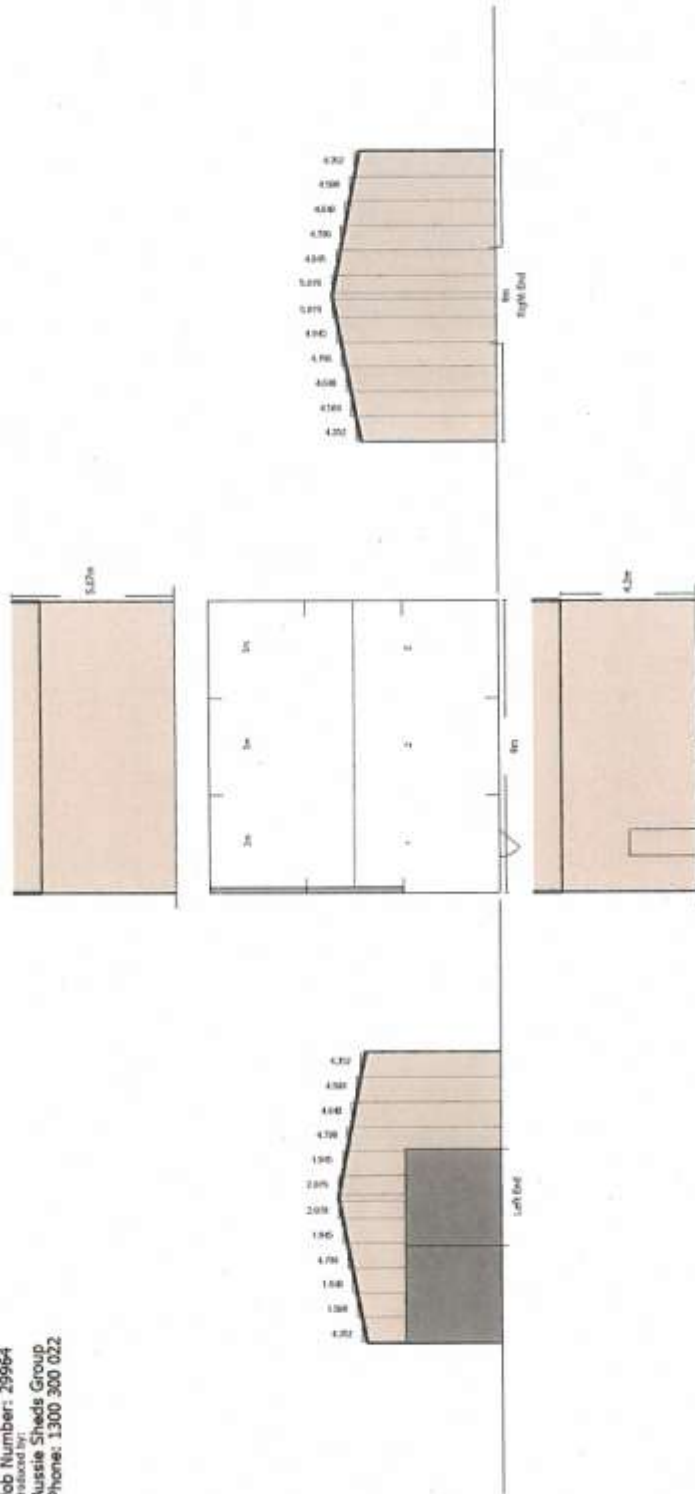
9 This approval is valid for a period of two (2) years from the date of approval and will be deemed to have lapsed if the development has not substantially commenced before the expiration of this period.

Notes

- a) Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.
- b) Should the applicant be aggrieved by the decision of the Council (in part or whole) a right of appeal exists to the State Administrative Tribunal within twenty eight (28) days from the date of the decision.

**APPENDIX 1 –
SITE, FLOOR AND ELEVATION PLANS**





Building For:
 Ken Sutton
 Kalbarri
 Job Number: 29964
 Prepared by:
 Aussie Sheds Group
 Phone: 1300 300 022

**APPENDIX 2 –
LETTER FROM APPLICANT**

HAYLEY WILLIAMS.

I WOULD LIKE TO BUILD A SHED 9M X 9M X 4.2
HIGH (WALL). TO FIT CARAVAN & BOAT.

THIS WILL GIVE ME A 4M ENTRY AND FOR BETTER
ACCESS & LESS WASTED SPACE. I WOULD LIKE TO
PUT THE SHED ON THE FENCE IN ONE PARTICULAR
SPOT BECAUSE THE SHAPE OF THE BLOCK IS NOT
SQUARE.

IF THIS IS NOT POSSIBLE I WOULD LIKE THE
SHED TO BE AS CLOSE AS POSSIBLE TO THE FENCE.

I KNOW THE ALLOWED LIMIT IS 1M BUT IF
ACCEPTANCE FROM NEIGHBOURS IS ALLOWED IS IT
POSSIBLE.

REGARDS

KEN SUTTON



0427982775.

6.3.2 PROPOSED SCHEME AMENDMENT TO LOCAL PLANNING SCHEME No.10 (NORTHAMPTON & HORROCKS) – REZONING FROM ‘GENERAL RURAL’ TO ‘SPECIAL USE – TRANSPORT DEPOT’ – LOT 6888 NORMANS WELL ROAD, BOWES

LOCATION:	Lot 6888 Normans Well Road, Bowes
FILE REFERENCE:	10.9.2 / 6888 NOR
APPLICANT:	HTD Surveyors for Bluestar Earthmoving
OWNER:	Bluestar Earthmoving
DATE OF REPORT:	17 June 2013
REPORTING OFFICER:	Kathryn Jackson – Acting Planning Officer
APPENDICES:	
1.	Existing and proposed zoning plans

AUTHORITY / DISCRETION:

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

SUMMARY:

A request has been received to initiate a Scheme Amendment to rezone Lot 6888 Normans Well Road, Bowes from “General Rural” to “Special Use – Transport Depot.” This report recommends that Council initiate the Scheme Amendment for the purpose of advertising for public comment.

Figure 1 – Location Plan for Lot 6888 Normans Well Road, Bowes



BACKGROUND:

As Council would be aware there has been a transport depot operating from Lot 226 (No.89) Onslow Street, Northampton for many years. Council at its 19 December 2012 was approached by the owners of this property seeking in-principal support for the relocation of their business activities to Lot 6888 Normans Well Road, Bowes. At this meeting it was subsequently resolved:

“That Council:

- 1 Provide their “In-principle” support to the relocation of the “Transport Depot” at Lot 226 (No. 89) Onslow Street, Northampton to Lot 6888 Normans Well Road, Bowes once it can be demonstrated that the Applicant/Owner is able to secure the successful rezoning of the subject property from “General Rural” to “Special Use – Transport Depot”;*
- 2 Advise the Applicant/Owner that they will need to engage a suitably qualified Town Planning Consultant to prepare Scheme Amendment documentation; and*
- 3 Advise the Applicant/Owner to liaise with the Department of Planning / Western Australian Planning Commission to obtain their support for the subject rezoning.”*

The owners have now engaged HTD Surveyors to prepare the necessary documentation for the rezoning of Lot 6888 to permit the landuse of ‘Transport Depot’ and therefore this application has been placed before Council for the initiation of the Scheme Amendment.

Figure 2 – Enlarged Location Plan for Lot 6888 Normans Well Road, Bowes



COMMUNITY CONSULTATION:

Advertising will take place in accordance with the *Town Planning Regulations 1967* and the Shire's *Local Planning Policy – Consultation for Planning Proposals*, which will include:

- the proposal being referred to all adjoining landowners within a 500m radius of the boundaries of the subject land;
- notification of the proposal placed in a locally circulating newspaper;
- advertising sign erected on-site

GOVERNMENT CONSULTATION:

Should the proposed rezoning be initiated by Council, the Scheme Amendment will be referred to the Environmental Protection Authority for their consent to advertise. Advertising will then take place in accordance with the *Town Planning Regulations 1967* wherein the proposed Scheme Amendment will be referred to the following government departments for their comment:

- Department of Mines & Petroleum
- Department of Water
- Department of Environment & Conservation
- Department of Fire & Emergency Services
- Department of Health
- Telstra
- Western Power
- Water Corporation
- Department of Agriculture & Food WA
- Department of Indigenous Affairs

FINANCIAL & BUDGET IMPLICATIONS:

A "Request for Initiation" fee of \$4,210 + GST is payable and should the Scheme Amendment be initiated, an additional fee of \$1,725 + GST is due at the conclusion of the advertising period prior to final consideration of the proposal by Council.

STATUTORY IMPLICATIONS:

Lot 6888 is zoned 'General Rural' under Local Planning Scheme No.10 (Northampton & Horrocks). A 'Transport Depot' is considered an 'X' use, which means that it is not permitted within the 'General Rural' zone.

The Scheme defines a 'Transport Depot' as:

“Anyland or buildings used for the garaging of motor vehicles used or intended to be used for carrying goods or persons for hire or reward or for any consideration, or for the transfer of goods or persons from one motor vehicle to another of such motor vehicle and includes maintenance, management and repair of the vehicles used, but not of other vehicles.”

Within the Scheme a 'Transport Depot' is a permitted use within the 'Industry' zone.

The objective of the 'General Rural' zone is:

“To provide for the sustainable use of land for the agricultural industry and other uses complimentary to sustainable agricultural practices, which are compatible with the capability of the land and retain the rural character and amenity of the locality.”

Given the defined use of 'Transport Depot' is not permitted within the 'General Rural' zone, nor does it accord with the stated objective of this zone a planning application for this land use cannot be issued by the Shire. In order for the use of 'Transport Depot' to be permitted a Scheme Amendment is required to amend the zoning specifically for Lot 6888.

POLICY IMPLICATIONS:

Nil.

STRATEGIC IMPLICATIONS:

The rezoning of Lot 6888 Normans Well Road, Bowes will enable the current transport depot located upon residential zoned land within the Northampton townsite, and in close proximity to sensitive land uses, to be relocated to a designated and a more suitable location. Given the lack of industrial zoned land within Northampton and the surrounding area it is considered appropriate to support this rezoning to ensure the continuation of local businesses in the Northampton Shire.

COMMENT:

Lot Size	Lot 6888 – 2.0234 ha
Existing Services	Nil
Access & Frontage	Frontage to Norman Wells Road which abuts Nabawa - Northampton Road.
Topography	Relatively Flat Site
Vegetation	Cleared – previously used for rural purposes
Onsite Dwellings	Nil

There is great merit in removing the existing transport depot from the ‘Residential’ zoned property on Onslow Street and therefore it is recommended that Council support the relocation of the ‘Transport Depot’ to Lot 6888 Normans Well Road, Bowes through the initiation of this Scheme Amendment.

Figure 3 – Aerial Photograph of Lot 6888



VOTING REQUIREMENT:

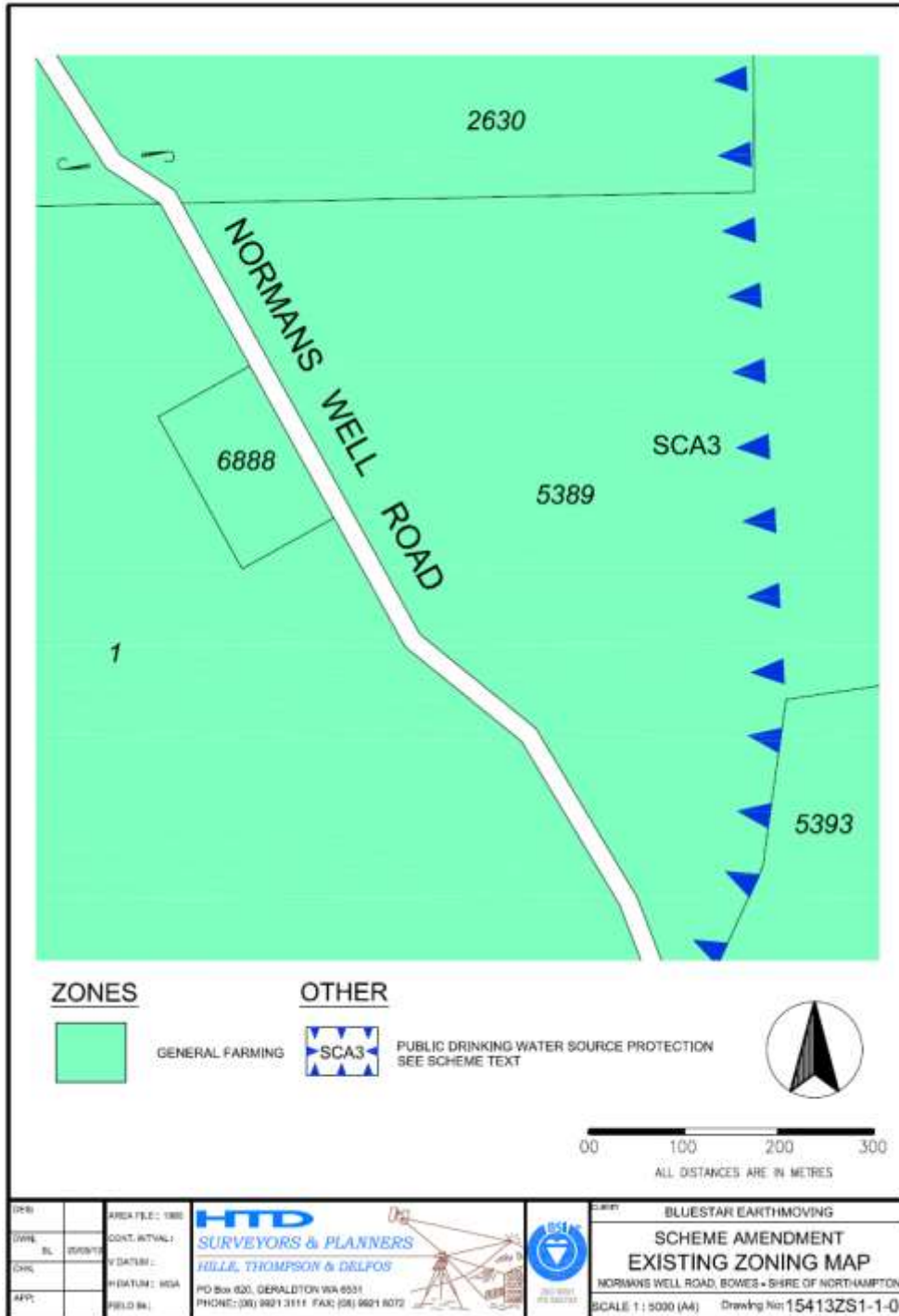
Absolute Majority Required: No

CONCLUSION:

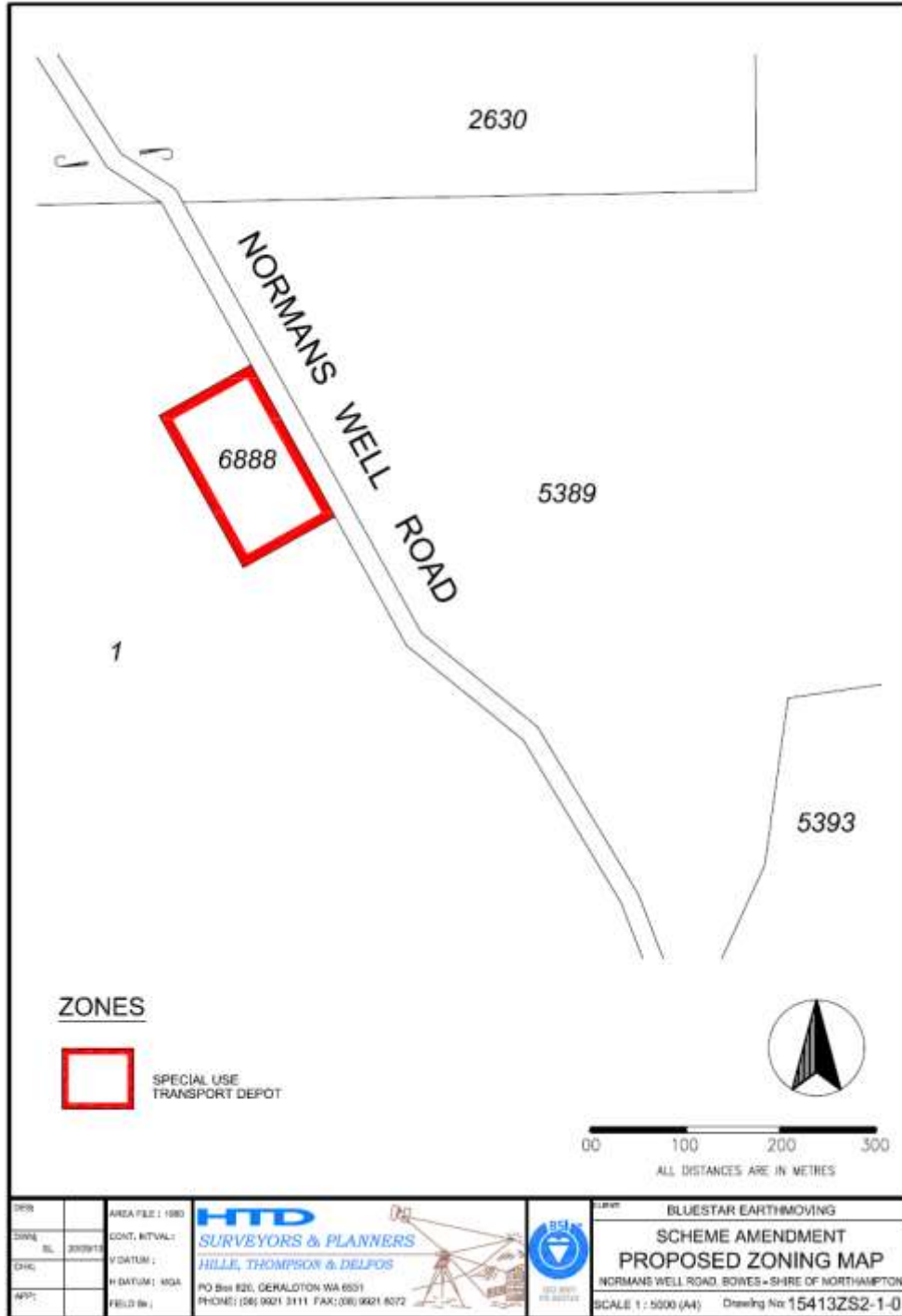
That Council support the initiation of this Scheme Amendment for the purpose or advertising.

OFFICER RECOMMENDATION – ITEM 6.3.2		INITIATION	
<p>That Council pursuant to Part 5 of the <i>Planning and Development Act 2005</i> amend Shire of Northampton Local Planning Scheme No.10 by:</p>			
<p>1. Rezoning Lot 6888 Normans Wells Road, Bowes from ‘General Rural’ to ‘Special Use – Transport Depot’;</p>			
<p>2. Amending the Scheme Text by inserting Lot 6888 Normal Wells Road, Bowes into Schedule 4 – Special Use Zones as follows:</p>			
No.	Description of Land	Special Use	Conditions
S15	Lot 6888 Normans Well Road, Bowes	Transport Depot	As determined by the Local Government.
<p>3. Amending the Scheme Maps accordingly.</p>			

**Appendix 1 –
Existing Zoning Plan**



Proposed Zoning Plan



6.3.3 PROPOSED FREESTANDING SIGN – KALBARRI

LOCATION:	Road Reserve – Corner of Grey Street and Porter Street, Kalbarri
FILE REFERENCE:	10.4.8
APPLICANT:	Kalbarri Arts and Crafts Group
OWNER:	Shire of Northampton
DATE OF REPORT:	17 June 2013
REPORTING OFFICER:	Kathryn Jackson – Acting Principal Planner
APPENDICES:	1. Letter from applicant including photograph of sign

AUTHORITY / DISCRETION:

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

SUMMARY:

Council is in receipt of an application from the Kalbarri Arts and Craft Group for the placement of a freestanding A-Frame sign on the corner of Grey and Porter Streets, Kalbarri. Council consideration is required as the proposed location will not comply with the Shire’s ‘Signage’ Local Planning Policy as the freestanding sign would not be located immediately adjacent to the building within which the Kalbarri Arts and Craft Group operates from.

This report recommends conditional approval of the application for a trial period of 12 months with the matter to be returned to Council for its further consideration after that time.

BACKGROUND:

The freestanding sign is triangular in design with each of the three sides being approximately 0.5m x 1m in size. The sign displays the wording ‘Local Arts and Craft Open Today’ with a small chalkboard finish at the bottom of the sign so that various advertisements can be written upon the sign as required. The sign is constructed of a metal frame and sheeting and will be predominately yellow with purple coloured writing. A photograph of the sign and a letter from the Kalbarri Arts and Craft Group has been provided as **Appendix 1** to this report.

The applicant is requesting that the sign be placed on the corner of Grey Street and Porter Street, Kalbarri from 9am to 1pm one day per week (every Wednesday) and on a few infrequent occasions should there be a special event or occasion (i.e. Christmas market).

Figure 1 – Location Plan for intersection of Grey & Porter Streets, Kalbarri



COMMUNITY CONSULTATION:

Nil.

GOVERNMENT CONSULTATION:

Nil.

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:

The land is zoned 'No Zone' under *Town Planning Scheme No. 9 – Kalbarri*.

As the sign is not proposed to be located immediately adjacent to the building within which the Kalbarri Arts and Craft group operate from the application does not meet the requirements of the exempted advertisements of the Scheme. Therefore a planning application was required to be lodged so that an assessment of the application could be determined against the purpose, intent and requirements of the Shire's 'Signage' Local Planning Policy and on the individual merits of the application.

POLICY IMPLICATIONS:

Council adopted its ‘Signage’ Local Planning Policy on 17 March 2006. The objective of this policy is to control advertising signs in order to safeguard the visual amenity of the district and to meet the safety and amenity needs of all thoroughfare users.

The Policy contains the following definition for a ‘free standing sign’:

“means any sign not attached to a structure or permanently fixed to the ground or pavement and includes “A frame” or “Sandwich Board” signs consisting of two sign boards attached to each other at the top or elsewhere by hinges or other means”

Furthermore Section 11.2 of the Policy states the following requirements for ‘freestanding signs’:

“11.2.1 *Freestanding signs shall:*

- (a) not exceed 1m in height;*
- (b) not exceed an area of 1m² on any side;*
- (c) not be erected in any position other than immediately adjacent to the building or the business to which the sign relates; and*
- (d) be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading.*

11.2.2 *No more than 2 portable signs shall be erected in relation to the one building or business with only 1 portable sign to be located other than within the lot boundary.”*

The proposed sign is considered to meet with all requirements of Section 11.2 except for clause 11.2.1(c) as the sign is proposed to be located on the corner of Grey and Porter Streets.

As the sign is proposed to be located upon a section of Shire controlled road reserve, Section 10 of the Policy is also considered relevant:

“10.0 THOROUGHFARES/RESERVES UNDER THE CARE & CONTROL OF COUNCIL

10.1 *Unless otherwise permitted in this Policy, no advertising sign or hoarding shall be permitted on thoroughfares/reserves under the care and control of the Council, unless approval is granted from the Shire.*

10.2 *Notwithstanding Clause 10.1 above an advertising sign shall not, without the written approval of the Council, be erected or displayed:*

- (a) *on or adjacent to a footpath which results in the pedestrian access being less than 2m in width;*
- (b) *over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;*
- (c) *on or within 3m of a carriageway;*
- (d) *upon a dividing strip or traffic island;*
- (e) *so as to obstruct the passage, line of sight or create a hazard for vehicles or pedestrians;*
- (f) *on any landscaping feature on a thoroughfare/reserve, including street tree or furniture;*
- (g) *so as to significantly obstruct or impeded all or part of a view of a river, the sea or other place or feature which in Council's opinion is of significance to the district; or*
- (h) *in any other place that, in the opinion of the Shire, adversely affects the local amenity.*

10.3 *Where approval is given for the erection or display of a sign on thoroughfares/reserves under the care and control of the Council, the owner of the device shall, prior to the erection or display of a sign, complete and return to Council an undertaking that shall require the owner of the device:*

- (a) *to indemnify and keep indemnified the Shire, its servants and agents against any claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought by any person or corporation against the Shire, its servants and agents arising out of the erection, existence or operation of the advertisement; or any negligence of the Shire, its servants and agents in granting approval to erect or display the advertisement or in setting or failing to set conditions or giving or failing to give directions for the erection, existence or display of the advertisement.*
- (b) *in respect of that device, effect and maintain a public liability insurance policy with a reputable*

insurer. The policy must include a Cross Liabilities Clause, and be in the joint names of the sign owner and the Shire. The sum insured for any single event shall be \$1M.

- (c) *to obtain approval from Main Roads WA where relevant.*

It is considered that there is an ability to locate the proposed sign in the general area in a position that would adequately meet all of the requirements of Section 10.2 of the Local Planning Policy. It is recommended as part of this report that the proposed sign would be approved by Council and that the Kalbarri Arts and Craft Group be directed by Council as to where the proposed sign would be located.

The officer recommendation is that the sign be approved for a period of 12 months after time the matter should be returned to Council for its further consideration on whether to extend the period of approval or otherwise, this would allow sufficient time for Council to assess the impact of the sign and whether it would set an undesirable precedent.

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:

In accordance with the Shire's 'Signage' Local Planning Policy an advertisement shall not be erected within a thoroughfare or reserve without the written approval of Council. Furthermore, there are certain requirements that a freestanding sign must meet in order for Council to consider granting planning approval.

It is considered that in relation to the form of the sign that this is of an acceptable standard, however the proposed location of the sign does not meet with the requirements of the Policy and requires further discussion and consideration. The Shire of Northampton has recently been advertising within the locally circulating community paper regarding the requirements for the location of 'freestanding signage' as the number of signs being displayed remotely from a business was increasing, with no prior approval having been obtained by the business owners from the Shire for the placement of the signs in these locations. It was considered that the number of signs had the potential to detract from the visual amenity of the area and also posed a risk to the safety and amenity of all thoroughfare users.

The other issue that is raised with the placement of freestanding signs in Council controlled thoroughfares is that of public liability. Whilst the *Local Planning Policy* outlines the procedures to indemnify the Shire against any claim or proceeding, the owners of the sign would be required to maintain a public liability policy (minimum \$1 million) with a reputable insurer. This cost would be solely borne by the owner the sign.

In relation to this particular proposal, the application has been received from a local community group and the sign would only be displayed one day per week with this day being a weekday. It is suggested that the display of this sign would have minimal impact on the visual appearance of the area and that a suitable location could be chosen by staff to ensure that the sign is placed in a position that is suitable and safe but also not too visually prominent whilst still achieving the desired outcome. It is suggested that a site inspection would best determine the most appropriate location.

It is well understood that the approval of any sign in a remote position may also be desirable by other businesses however it is considered that the erection of a sign for the advertisement of a community group is different from that of the display of a sign for commercial gain and therefore the approval of the sign is not considered to set a precedent for further approvals of this nature.

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

Should Council consider that the application does not warrant departure from the requirements of the Policy it may consider the following wording appropriate:

That Council not adopt the officer recommendation and resolve to refuse to grant Planning Approval for a Freestanding Sign on the corner of Grey Street and Porter Street, Kalbarri for the Kalbarri Arts and Craft Group for the following reasons:

- (a) *The freestanding sign does not comply with Sections 10 of the Shire of Northampton's 'Signage' Local Planning Policy relating to liability concerns and the negative impact the signage is considered to have on the local amenity;*
- (b) *The freestanding sign does not comply with Section 11.2 of the Shire's 'Signage' Local Planning Policy as the signage would not be located immediately adjacent to the building to which the sign relates;*
- (c) *Approval of the sign is considered to set an undesirable precedent for the locality;*

- (d) *It is not considered that the individual merits of the application warrant departure from the requirements of the Shire of Northampton's 'Signage' Local Planning Policy.*

OFFICER RECOMMENDATION – ITEM 6.3.3	APPROVAL
<p>That formal planning approval be granted to the Kalbarri Arts and Craft Group for the display of a freestanding sign for a period of 12 months after which time the matter shall be returned to Council for its further consideration, and that the 12 month approval is subject to the following conditions:</p>	
1	<p>The freestanding sign shall be displayed in a location approved by the Chief Executive Officer or in the case of a dispute in a location approved by the Council.</p>
2	<p>The freestanding sign shall only be displayed on Wednesdays from 9am until 1pm. The sign is to removed from site as the conclusion of these times.</p>
3	<p>The applicant is required to indemnify and keep indemnified the Shire, its servants and agents against any claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought by any person or corporation against the Shire, its servants and agents arising out of the erection, existence or operation of the advertisement; or any negligence of the Shire, its servants and agents in granting approval to erect or display the advertisement or in setting or failing to set conditions or giving or failing to give directions for the erection, existence or display of the advertisement.</p>
4	<p>The applicant is to effect and maintain a public liability insurance policy with a reputable insurer. The policy must include a Cross Liabilities Clause, and be in the joint names of the sign owner and the Shire. The sum insured for any single event shall be \$1M.</p>

**Appendix 1 -
Letter from Applicant**

KALBARRI ARTS & CRAFT GROUP Inc.,
P.O. Box 177,
KALBARRI W.A. 6536.
17th May, 2013.

ICR24314

The C.E.O.,
Shire of Northampton,
P.O. Box 61,
Northampton W.A. 6535

NORTHAMPTON SHIRE COUNCIL				
File: 10-4-8				
21 MAY 2013				
Admin	Eng	Env/Pln	Town-Plan	Other
			K3	

Dear Sir,

Re. Street Signage.

We respectfully request permission to erect our 3 sided sign on the grassed area at the intersection of Grey and Porter streets. The sign is set well back from the road.

The sign is used on Wednesdays from 9am until 1pm most weeks, but there are other odd occasions throughout the year when we would need to have the sign erected. Eg. Christmas Market (late Nov.) and the few 'Special Displays" that occur from time to time.

The sign is 1 metre tall and is immediately removed at the conclusion of each occasion. I have included a photograph of the sign for your information.

For your consideration,



Betty Wemm President.



6.3.4 SHIPPING CONTAINER – LOT 27 (NO. 6) KESTREL AVENUE, KALBARRI

FILE REFERENCE: 10.6.1.1 / 6 KEST (A3390)
DATE OF REPORT: 14 June 2013
APPLICANT: Mark Blewett
LANDOWNER: Mark Blewett
REPORTING OFFICER: Kathryn Jackson – Acting Principal Planner
APPENDICES:
1. Application for Planning Approval – Site Plan
2. Photo of Shipping Container
3. Applicants submitted building plans for residence

SUMMARY:

Council at its 19 April 2013 meeting was presented with an application for the siting of one (1) shipping container upon Lot 27 (No. 6) Kestrel Avenue, Kalbarri which was subsequently refused. An appeal has now been lodged by the applicant with the State Administrative Tribunal (SAT) which has triggered mediation procedures.

BACKGROUND:

The Shire first made contact with the applicant in September 2012 when it was brought to the attention of Shire staff that a shipping container had been placed on a residential zoned property in Kalbarri without the prior approval of Council or the issuing of a building licence for the construction of a residence which would allow for the shipping container to be located on-site.

A response from the Applicant was provided to the Shire on 11 September 2012 which stated:

“The sea container contains a home that I am in the process of getting re-designed by architects here, for Kalbarri. It was intended and brought several years ago for Karratha and fully cyclone rated but was in the end too big for my block here. Given it will be on the block in excess of 3 months It is not temporary however once the home is approved and built the container will be sold. My intentions are to move to Kalbarri in the next few months and rent in town whilst it is being built. I expect it to be built within the next 6 months.”

The Applicant also forwarded a letter to the Shire dated 6 March 2013 which further stated that once the dwelling was built the shipping container would be removed within 6-12 months and that plans for the proposed dwelling would be completed at the end of March and forwarded to the Shire for approval.

A site plan and photograph of the shipping container has been provided as **Appendix 1** to this report.

Figure 1 – Location Plan for Lot 27 (No.6) Kestrel Street, Kalbarri



Figure 2 – View of shipping container as viewed from the corner of Kestrel Street and Charlton Loop looking south



The application for the siting of one (1) shipping container upon Lot 27 (No. 6) Kestrel Avenue, Kalbarri was presented to Council's 19 April 2013 meeting at which it was resolved:

“That Council:

1. *REFUSE to grant Planning Approval to the location of one (1) shipping container on Lot 27 (No. 6) Kestrel Avenue, Kalbarri for the following reasons:*
 - a. *The shipping container does not comply with the provisions of the Shire of Northampton Local Planning Policy – Use of Shipping Containers, in particular:*
 - i. *There is no approved building permit for a single residential dwelling on Lot 27 (No. 6) Kestrel Avenue, Kalbarri;*
 - ii. *The shipping container is not considered to be temporary as it has been on the subject property for longer than 3 months;*
 - iii. *The shipping container is considered to have an adverse effect on the visual amenity of the area and the Applicant/Owner has provided no mitigation measures to reduce the amenity impact as part of their application, such as being painted in muted tones or screening;*
 - iv. *The Applicant/Owner has not provided any submissions from adjoining landowners in support of the application.*
2. *Notify the Applicant/Owner that they are required to remove the shipping container from Lot 27 (No. 6) Kestrel Avenue, Kalbarri within 21 days of receiving this notice and should this not occur then Council will commence prosecution proceedings without any further notice in accordance with Town Planning Scheme No. 9 (Kalbarri Townsite) and the Planning and Development Act (2005).*

Advice Notes:

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

The Shire of Northampton received written notification from SAT dated 15 May 2013 that the applicant had lodged an appeal and that a directions hearing was to be held on 29 May 2013.

The Directions Hearing was held by teleconference and was presided by Rebecca Moore and attended by Mark Blewett (applicant) and the Shire’s Acting Principal

Planner. The applicant was given opportunity to make comment on the matter and expressed his difficulty in obtaining a builder for his home and that he was seeking only a short extension of time (approximately 6 months) for the shipping container to remain upon the lot. He stated that he was in a position to lodge a building application in the next week and that the construction time for the home was only 2 months.

The presiding member gave indication that they would like to see the matter mediated through to a resolution and sought the opinion of Shire staff, understanding that any formal mediation/agreement would be required to be resolved by Council. The presiding member made comment in relation to the current location of the lot in the context of being in the immediate vicinity of other vacant lots and highlighted the fact that no complaints or written objections had been received by the Shire. The Presiding Member also expressed a sympathetic view with the appellant that finding builders in these “remote locations” is difficult especially in a place where building activity is slow.

The Acting Principal Planner explained that the main issue for the Shire was the siting of the shipping container upon the lot without the appellant having obtained the necessary building and planning approval for the construction of a residence, and that no construction works had commenced on site. The issues relating to the colour of the shipping container or the installation of fencing were not considered focal points to the discussion as these potential changes would not alleviate the overall concern with regards to temporary structures/outbuildings being located upon vacant residential zoned land. It was suggested that should the appellant wish to make application to the Council for reconsideration then a building application would be required to be lodged immediately along with written evidence which confirmed an agreement with a builder that included commencement/completion times for the construction of a residence.

It was agreed by all parties that the applicant would submit to the Shire no later than 14 June 2013 the following:

1. Building permit application;
2. Written confirmation of the registered builder’s details and building timeframe; &
3. Written confirmation from the applicant regarding the timeframe for the removal of the shipping container.

In relation to Point 1 above the Shire has received the following information pertaining to the construction of a residence upon Lot 27 (No. 6) Kestrel Avenue, Kalbarri:

- Set of Building Plans (site plan, floor plan, elevations, electrical)
- Energy Efficiency
- Effluent Disposal Application

The applicant also provided a Compliance Certificate for Building Design or Specification however this is a Queensland Government document for the *Building Act 1975*, and was issued for a structure in Karratha in July 2008. It should be noted that in Western Australia building construction is governed by the *Building Act 2011* and the *Building Regulations 2012* and therefore the engineering certification must be a recent document relevant to the structure and lot that the structure is proposed to be constructed upon and must also feature the original signature of the certifying engineer.

A copy of the submitted plans have been included as **Appendix 2** to this report.

In relation to Points 2 & 3 above, the applicant has submitted a letter of intent from a registered builder for the construction of a residence. This letter advises that pending a formal agreement being entered into, it was anticipated that construction of the residence would commence mid to late July 2013 and that the building would be completed by November 2013. The applicant has also provided an email giving confirmation that the shipping container would be removed from the lot prior to the completion of the residence.

A copy of the Letter of Intent received from the registered builder has been included as **Appendix 3** and a copy of the email received from the applicant has been included as **Appendix 4**.

Following the 21 June 2013 Council meeting a further SAT directions hearing will be held on Friday 28 June 2013 to discuss the recommendation of Council in relation to this Agenda Item.

COMMUNITY & GOVERNMENT CONSULTATION:

The Applicant was given the adjoining landowners' details to consult with regarding the placement of the shipping container on site. The applicant has provided consent from the adjoining landowner to the north (currently vacant) and the adjoining landowner to the east (currently vacant) which have been provided as **Appendix 5** to this report. The applicant advised that they had also attempted to consult with the adjoining landowner to the south (residence constructed) but received no response.

It should be noted that the landowners who have provided support to the siting of the shipping container made this conditional to a finite length of time of up to 12 months which based on the date of their submissions would expire 20 October 2013.

FINANCIAL & BUDGET IMPLICATIONS:

It is noted that should the mediation process between the Shire, applicant and SAT be unsuccessful in regards to this matter there will be some expense incurred by the Shire through its involvement in the appeal process and the attendance by either Shire staff and/or its lawyers at a full hearing which would be held in Perth.

STATUTORY IMPLICATIONS:

The land is zoned 'Residential R5' under Town Planning Scheme No. 9 (Kalbarri Townsite). Section 3.1.2.1 of the Scheme states that the purpose and intent of the 'Residential' zone is to:

- “(a) to ensure that land uses are compatible and complementary to the residential purpose of the Zone;*
- (b) provide a mix of housing types to cater for the range of demands created by a diverse population, which chooses to live and visit the town;*
- (c) promote and safeguard health, safety, convenience, the general welfare and the amenities of residential areas and their inhabitants;*
- (d) ensure that other uses and activities compatible with the predominant use are allowed for;”*

Sections 6.5.2 and 6.5.3 of the Scheme states

6.5.2 *In determining an application Council shall have regard to the objectives and provisions of the Scheme, and shall take into account inter alia:*

- (a) the nature of the proposed development in relation to the development either existing or proposed on adjoining land;*
- (b) the size, shape and character of the lot upon which the development is to be carried out and the influence which these factors may have on the siting and nature of any new building;*
- (c) the design and external appearance (including the exterior cladding) of any building and its effect upon the amenity of existing buildings and the area generally;*

- (d) *the representations of any Statutory Bodies or other interested parties with whom it may confer;*
- (e) *submissions received in response to giving public notice in accordance with Clause 6.4.2 of the Scheme;*
- (f) *the existing and likely future amenity of the locality within which the development is to take place in particular and the area generally;*
- (g) *the nature and condition of roads servicing the site under consideration, and the need for car-parking, loading and vehicle turning space within the site to adequately serve anticipated development;*
- (h) *any approved statement of planning policy of the Commission;*
- (i) *any relevant policy or strategy of the Commission and any relevant policy adopted by the Government of the State;*
- (j) *any approved environmental protection policy under the Environmental Protection Act 1986;*
- (k) *the preservation of any object or place of heritage significance;*
- (l) *the recommendations of the Department of Environment water source protection planning for Kalbarri current at the time, whether draft or finalised; and*
- (m) *any other matters relating to town planning, urban design, and public interest.*

6.5.3 *Council may refuse to approve any Application for Planning Consent or may grant its approval unconditionally or subject to such conditions as it thinks fit."*

POLICY IMPLICATIONS:

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.

The Shire's 'Use of Shipping Containers' Local Planning Policy was approved by Council on 16 June 2006 and is used to ensure an acceptable standard of

development is achieved that does not detrimentally affect the amenity of the locality. The Policy states:

- “2.1 *The placement and/or use of Shipping Containers (or sea containers), require the Planning and Building approval of the local government, with the exception of where they are used for temporary storage (3 months maximum) during construction works.*
- 2.2 *Council considers that Shipping Containers can have an adverse effect on the visual amenity of an area, and therefore there is a need to ensure appropriate development standards in order to safeguard the visual impact of Shipping Containers on the streetscape.*
- 2.3 *The permanent use and placement of Shipping Containers in Residential areas is not supported.*
- 2.4 *Applications for the placement and/or use of Shipping Containers will be assessed against the following criteria:*

2.4.1 *Colour*

ALL Shipping Container(s) will be required to be painted in muted tones, complimentary in colour with the existing building(s) and/or surrounding natural landscape features to the satisfaction of the local government.

2.4.2 *Location*

Other than on Industrial land, and where the Shipping Container is in excess of 200m from the nearest road, lot boundary and neighbouring residence, the Shipping Container shall be located behind or adjacent to any existing building(s) so that the Shipping Container is not considered visually prominent from any public road.

2.4.3 *Screening*

- (a) *Other than on Industrial land, and where the Shipping Container is in excess of 200m from the nearest road, lot boundary and neighbouring residence, the Shipping Container shall be completely surrounded with a 1.8m high fence, with such fence to be painted in muted tones, complimentary in colour with the existing building(s) and/or surrounding natural landscape features to the satisfaction of the local government; and*

- (b) *Other than on Industrial land, where the Shipping Container is to be placed in a position where, in the opinion of the local government it would be visually prominent, then, in addition to the fencing requirement 2.4.3 (a) above, a carport (with pitched roof) shall be constructed over the full length of the Shipping Container.*

2.4.4 *Size and Number*

- (a) *Other than on Industrial land no more than 1 Shipping Container is permitted; and*
- (b) *Other than on Industrial land, and where the Shipping Container is in excess of 200m from the nearest road, lot boundary and neighbouring residence, the Shipping Container shall not exceed 6m in length, 2.4m in width and 2.6m in height."*

The proposed shipping container does not comply with the 'Use of Shipping Containers' Local Planning Policy for the following reasons:

- It was placed on site prior to September 2012 without the approval of Council or the approval of a Building Permit for the single residential dwelling;
- The Applicant has taken 6 months to lodge an Application for Planning Approval for the location of the shipping container on site and there is still no complete Application for a Building Permit for a single residential dwelling;
- The shipping container is not painted in muted tones (refer Appendix 2);
- The shipping container is in full view of the public as it is situated on a vacant residential block;
- The Applicant has not proposed any screening as part of the application; and
- The shipping container exceeds 12m in length.

The main issues of contention in relation the siting of the shipping container upon the property is that the lot is vacant and that there is no building licence issued for the construction of a residence upon the property. As the lot is vacant this causes the shipping container to be highly intrusive to the streetscape given that a shipping container by design is not an aesthetically pleasing or interesting structure and is more commonly associated with building and industrial uses. It could be viewed that one shipping container in isolation has a lesser impact, however it is considered that the approval of a shipping container to be sited upon a vacant property sets a highly undesirable precedent one that would cause detrimental impacts on the locality should further vacant properties also site shipping containers for extended periods of time.

COMMENT

In order to maintain the objectives of the Residential Zone as stated by the Scheme and to address the objectives of the 'Use of Shipping Containers' Local Planning Policy, Council needs to ensure that the standards prescribed by the policy are being adhered to in order to safeguard the visual impact of shipping containers on the streetscape.

As the applicant has not provided the necessary information for the issuing of a building permit for the proposed residence it is not considered that the circumstances under which Council previously considered the application for the siting of the shipping container have changed. On this basis it is suggested that Council may wish to consider an alternative resolution which would seek the applicant to submit the necessary information for the issuing of a building licence by 31 July 2013. Should the applicant submit the required information by 31 July 2013 Council may then consider it appropriate to grant conditional approval for the temporary siting of the shipping container upon the lot for a period ending 30 November 2013 which would coincide with the estimated completion date for the construction of the residence upon the property.

With the issuing of a building permit this would give greater certainty to the Shire that a registered builder has been contracted to undertake the building construction and that the timeframes that had been provided were realistic and could be achieved. It is considered that this recommendation would enable construction of the residence to commence in a timely manner causing the application for the shipping container to align with the objectives of the Shire's 'Use of Shipping Containers' Policy which would allow for the container to be on-site for a period of a period of not more than three months during construction.

VOTING REQUIREMENT:

Absolute Majority Required

OFFICER RECOMMENDATION – ITEM 6.3.4

That Council:

- 1 **Grant formal planning approval for a residence to be constructed upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following conditions:**
 - a **Development shall be in accordance with the attached approved plan(s) dated 21 June 2013 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;

- b If the development/use the subject of this approval is not substantially commenced within a period of 2 years after the date of the determination the approval shall lapse and be of no further effect;**
- c A Building Permit shall be issued by the local government prior to the commencement of any work on the site;**
- d Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;**
- e Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**
- f All stormwater is to be disposed of on-site to the specifications and approval of the local government;**
- g Installation of crossing places to the standards and specifications of the local government; and**
- h Access and car parking areas to be paved, drained and thereafter maintained to the approval of the local government.**

2 Advise the State Administrative Tribunal that having regard for Part 1 the following is to be considered Council's mediated stance in relation to matter DR 168/2013 in that it is prepared to support the siting of a shipping container upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following:

- a) The necessary information having been received by the Shire from the landowner to enable the issuing of a building permit by 31 July 2013 for the construction of a residence upon Lot 27 (No.6) Kestrel Avenue, Kalbarri.**
- b) Evidence of a signed building contract being provided to the Shire by the landowner (which includes a building**

commencement date and building completion date) received by 31 July 2013; &

c) Should points a & b above be satisfied by 31 July 2013 that the Council delegate authority to the CEO for the issuing of development approval for the siting of a shipping container upon Lot 27 (No.6) Kestrel Avenue, Kalbarri subject to the following:

i. This approval is only for a 4 month period expiring 30 November 2013;

ii. The shipping container must be removed from the property prior to 30 November 2013.

iii. Should the shipping container not be removed from the property prior to 30 November 2013 then this matter will be presented to a meeting of Council for its deliberation and commencement of legal action.

Advice Notes:

1 If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal.

**APPENDIX 1 –
 SITE PLAN FOR SHIPPING CONTAINER**

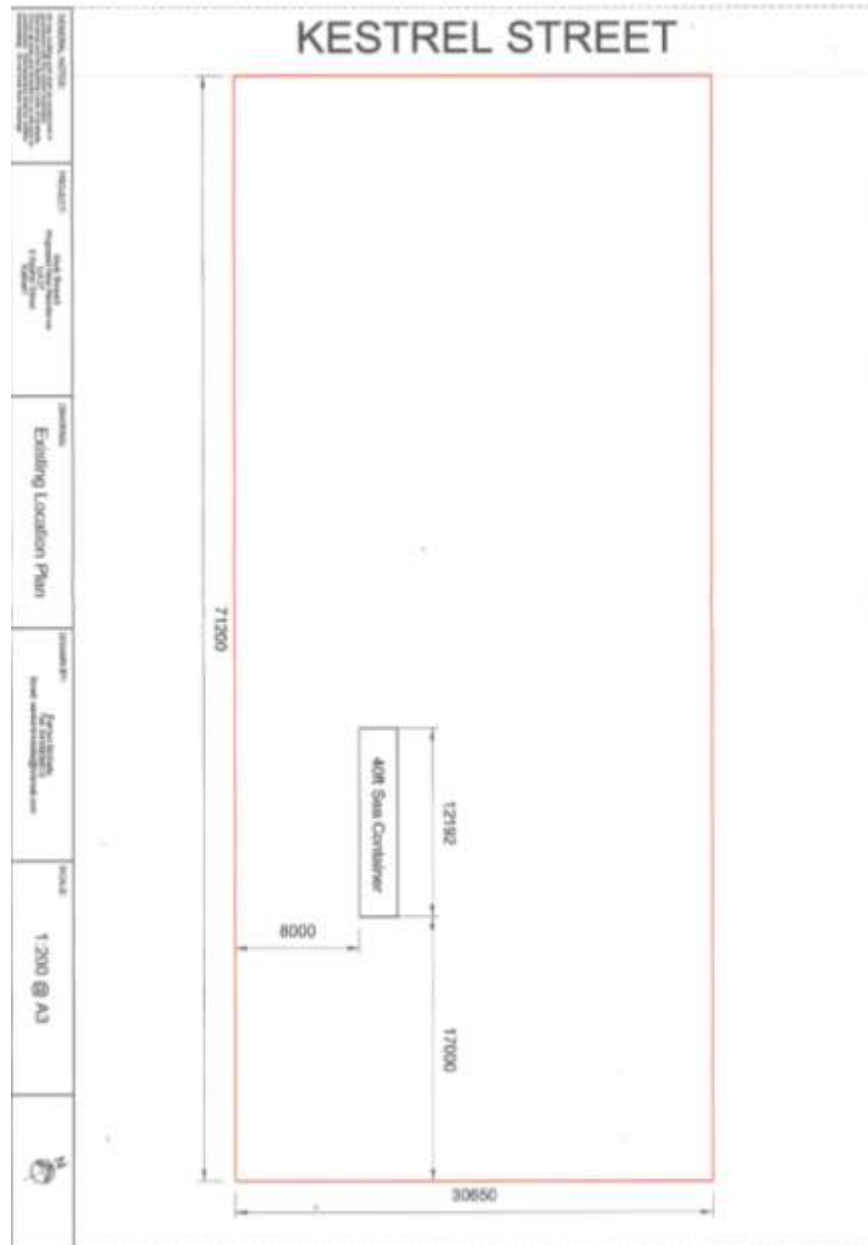
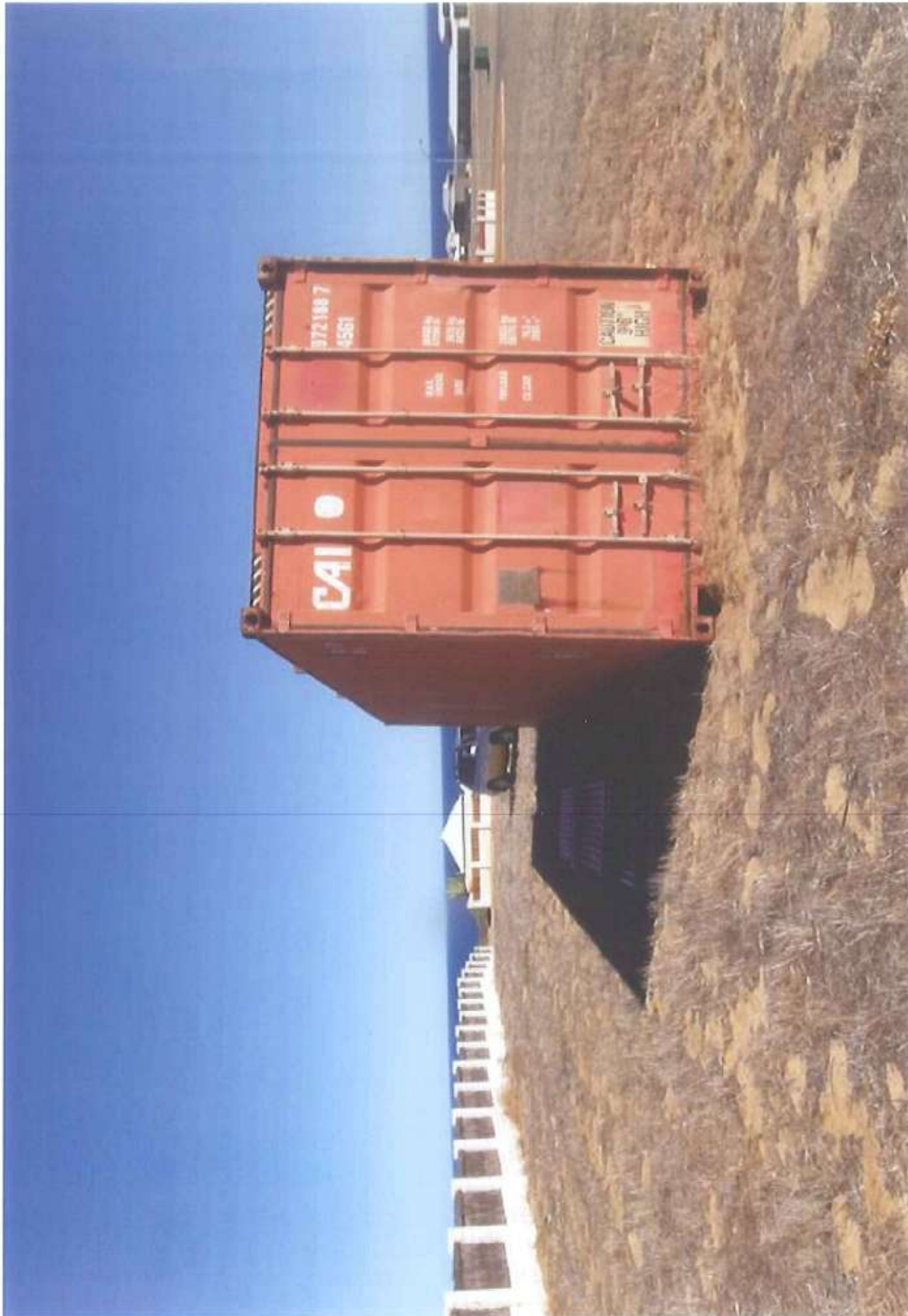
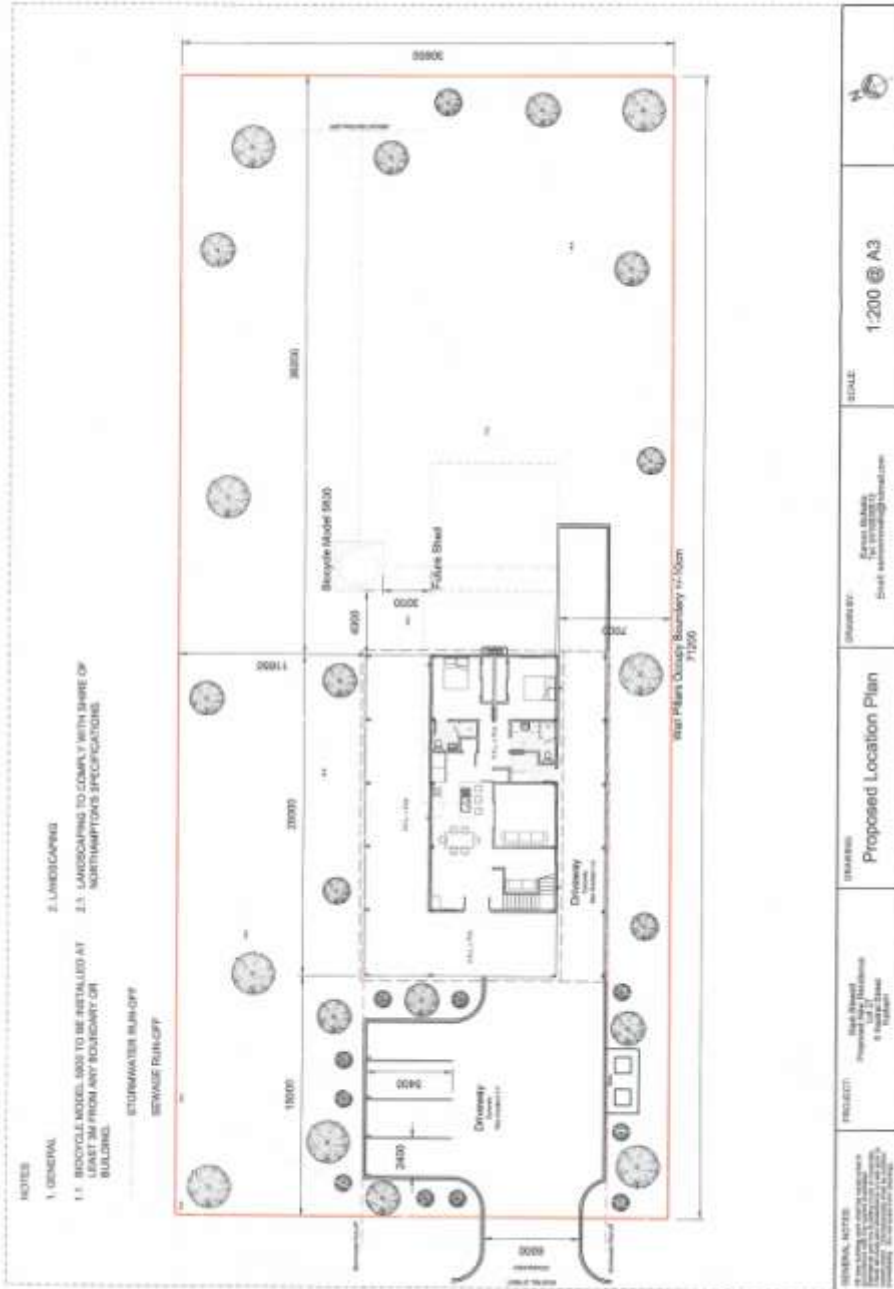
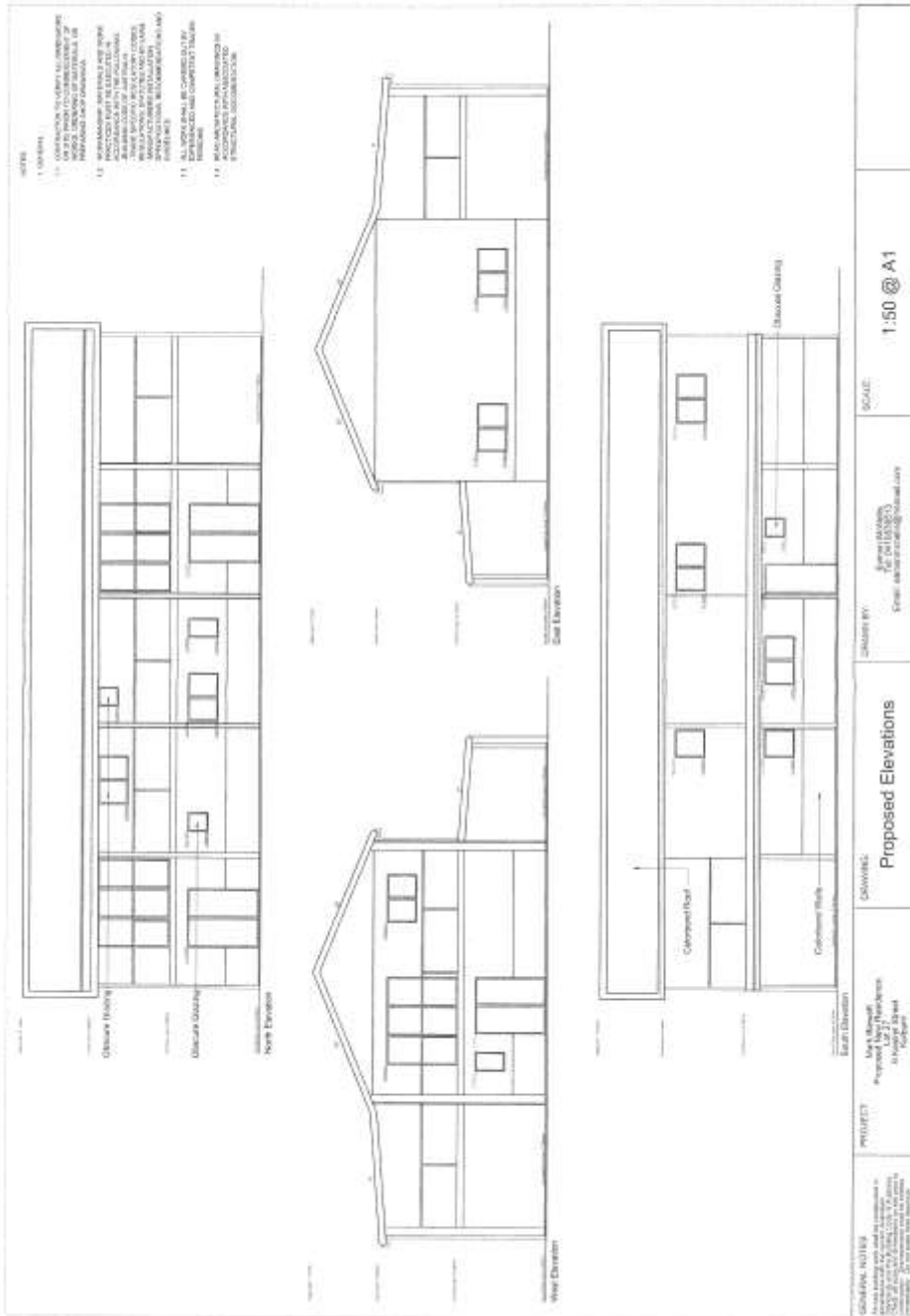


PHOTO OF SHIPPING CONTAINER IN-SITU



**APPENDIX 2 –
RECEIVED SITE, FLOOR AND ELEVATION PLANS FOR PROPOSED DWELLING**







**APPENDIX 3 –
LETTER OF INTENT FROM REGISTERED BUILER**



Windy Valley Enterprises
trading as **PILBARA BUILDING SERVICES**

PO Box 1643, KARRATHA WA 6714
Phone: 0408 9277 55 Fax: 089183 8905
ACN: 092 777 789 ABN: 20 092 777 789

pbs_ktha@bigpond.net.au

Letter of Intent

13/06/13

Attention: Glenn Bangay and Kathryn Jackson
Building Services and Town Planning Coordinators
Shire of North Hampton
PO Box 61
Northampton WA 6535

Subject: Letter of Intent
Proposed construction of Dwelling at Lot 27 – 6 Kestrel Loop Kalbarri.

Dear Building/ Planning Service Coordinators,

This letter is formally inform you that Luke Troy B/R 13583 has been contacted by Mark Blewett to provide Building Services with the intent to Build a Dwelling at Lot 27 – 6 Kestrel Loop, Kalbarri.

I wish to inform you that once contractual arrangements have been agreed upon by the client (Mark Blewett) and Luke Troy (B/R 13583), a Building Contract shall be implemented between both parties for the construction of the proposed Dwelling.

It is our intention to submit all documentation as required with regard to our Building and Planning Applications once contractual arrangements are finalised.

Our Building Contract, which may be subject to change, details anticipated project commencement and hand over dates,

These dates are as follows:

Building commencement: Mid – Late July 2013 (subject to Building Approval)
Handover: Early November 2013

It is our understanding that the Dwelling building materials is in kit form and currently stored on site. We would like to request that these materials remain on site so as to reduce associated building and transport costs.

If you have any questions or wish to further discuss this matter, please don't hesitate to contact me.

Letter of Intent – Lot 27 Kalbarri Rev. 1

Page 1 of 2

Kind Regards

Luke Troy
Pilbara Building Services
B/R: 13583

Ph: 040 892 7755
Email: pbs_ktha@bigpond.net.au
Fax: 08 91838905
P.O Box 1643, Karratha 6714

**APPENDIX 4 –
EMAIL FROM APPLICANT**

From: Hayley Williams
Sent: Tuesday, June 11, 2013 2:55 PM
To: 'Mark Blewett'
Subject: RE: Kalbarri Home Energy Efficiency Works 6 kestrel Street.

Hello Mark,

Thank you for the received energy efficiency plans.

I can print the required copies so sending hard copies is not necessary. All received information and plans to date have been forwarded to the Shire's Building Surveyor and I expect a reply shortly as to any additional information that may be required in addition to confirmation of a registered builder and payment of the relevant fees.

I note from your below email that you have not been successful as yet in confirming a builder for the project and as such have not been able to provide written evidence of construction times. As this application is to be placed before the 21 June 2013 meeting of Council for mediation purposes the Shire still requires from you prior to 14 June 2013 the submission of the following information:

- Registered Builder details;
- Written confirmation from the Registered Builder as to proposed construction timeframes;
&
- Written undertaking from yourself regarding the timeframe for the removal of the sea container from the property.

At this stage you have provided me with an application for which a building permit cannot be issued and therefore the circumstances under which Council refused your application previously remain unchanged. In the absence of this requested information my recommendation to Council will therefore be to reaffirm its previous decision to refuse the application for the siting of the sea container. If you are able to provide the requested information this would enable an alternative proposal to be presented to Council for its consideration, which may then provide the basis for mediation through the SAT process.

Trusting this email updates you, however, should you have any queries in relation to this email please do not hesitate to contact me at this office.

Kind regards,

Kathryn Jackson | Acting Principal Planner



A | PO Box 61 Northampton WA 6535
T | (08) 9934 1202 **F** | (08) 9934 1072
M | 0459 186 171
E | planner@northampton.wa.gov.au

Disclaimer by the Shire of Northampton. This email is private and confidential, if you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire unless this is clearly indicated. You

- Attached is a fast track building approval checklist to assist with the lodgement of a building application. The following points of this document remain outstanding and are required to be addressed: 3, 4, 8, 10, 11, 12, 14, 15, 16, 17, 18, 21 & 24.

It should be noted that the Compliance Certificate for Building Design or Specification that you submitted is a Queensland Government document for the Building Act 1975, and was issued for a structure in Karratha in July 2008. In Western Australia building construction is governed by the Building Act 2011 and the Building Regulations 2012 and therefore the engineering certification must be a recent document relevant to the structure and lot that the structure is proposed to be constructed upon and must also feature the original signature of the certifying engineer.

Planning Application

- Payment of \$139.00 fee
- Proposed colour scheme for the proposed residence (this can be written in an email should this be of assistance)

These items are in addition to those mentioned in my earlier email which were:

- Registered Builder details;
- Written confirmation from the Registered Builder as to proposed construction timeframes; &
- Written undertaking from yourself regarding the timeframe for the removal of the sea container from the property.

Trusting this email elaborates upon the additional information that is required to be submitted, however should you have any queries please do not hesitate to contact this office and speak with myself or should it relate to building licence requirements please either email Glenn Bangay at building@northampton.wa.gov.au or phone 0429 341 201.

Kind regards,

Kathryn Jackson | Acting Principal Planner



A | PO Box 61 Northampton WA 6535
T | (08) 9934 1202 **F** | (08) 9934 1072
M | 0459 186 171
E | planner@northampton.wa.gov.au

Disclaimer by the Shire of Northampton. This email is private and confidential, if you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire unless this is clearly indicated. You should scan this email and any attachments for viruses. The Shire accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

From: "Mark Blewett" <Mark.Blewett@federationcentres.com.au>
To: "Kathryn Jackson" <planner@northampton.wa.gov.au>
Subject: Kalbarri 6 Kestrel St Letter Of Intent to build.

Good Morning Kathryn

Please find attached a Letter Of Intent to Build from Pilbara Building Services Luke Troy who will construct the home.

I have discussed the issue of the container with him and he advises that once the bulk of the building material has been removed the container can be removed.

He has indicated that he could start Mid July with a completion early November 2013. We agree that the container should be empty enough to have the remaining items stored within the home by Mid September.

As far as the building permit in which you stated had to be before the 14 June Meeting in your last email - I referred to my notes made at the time of the SAT meeting and it was agreed that by the 14th you only requested the Building Application not the completed Permit as I stated during the exchange that, " I have the Building Application nearly complete and will forward this week".

Please advise further from the Builder or myself to satisfy your requirements for the 14th.

Regards
 Mark BLEWETT
 0417991169

From: Hayley Williams
Sent: Tuesday, June 11, 2013 6:07 PM
To: 'Mark Blewett'
Cc: Glenn Bangay
Subject: RE: Kalbarri Home Energy Efficiency Works 6 kestrel Street.

Hello Mark,

As mentioned in my earlier email the Shire's Building Surveyor has now reviewed your submitted building application and advises that the following additional information is required in relation to your building permit and planning applications in order that a building permit may be issued for the construction of a residence upon your property:

Building Permit Application

- Complete the 'Application for a building permit – Uncertified' form (attached with this email)
- Payment of the building permit application fees:

○ Building Application	\$800
○ BCITF	\$750
○ Builders Registration Board	\$225
○ Effluent Disposal Application	\$226
○ Kerb Bond	\$500
TOTAL	\$2501

should scan this email and any attachments for viruses. The Shire accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

From: Mark Blewett [<mailto:Mark.Blewett@federationcentres.com.au>]
Sent: Tuesday, June 11, 2013 7:45 AM
To: Hayley Williams
Subject: FW: Kalbarri Home Energy Efficiency Works 6 kestrel Street.

Good Morning Kathryn

I have attached the Energy rating report for my home at 6 Kestrel St Kalbarri.
Would you like me to print out and send? if so how many copies do you need? Thanks or will this email suffice?

FYI to date I have not heard back from Lou NAIRN the builder who was giving me a quote and letter.
– he had gone away for a week but still confident I will get something soon.
Gary Turner the other builder cant do the work. If Lou does not come back soon I will need to look outside Kalbarri. If you can suggest any other builders I would appreciate the notice thanks.

Kind Regards
Mark BLEWETT
0417991169

**APPENDIX 5 –
Consultation**

Hayley Williams

From: Ling and Daniel Lichtensteiger [derekli4@westnet.com.au]
Sent: Saturday, October 20, 2012 10:58 AM
To: restruct@iprimus.com.au
Subject: sea container

Hi Mark,
We have no problem for the sea container residing on your block for 6 - 12 months.
Regards
Ling and Daniel

No virus found in this message.
Checked by AVG - www.avg.com
Version: 2012.0.2221 / Virus Database: 2441/5341 - Release Date: 10/19/12

Hayley Williams

From: Rick Francis [rick@norwestseafoods.com.au]
Sent: Thursday, October 18, 2012 12:03 PM
To: restruct@iprimus.com.au
Subject: Mark Blewett 6 Kestrel Street Kalbarri

Hi Mark,

I am a director of Arkona and I can advise you that we have no objection to you situating a 40' Sea Container on your land for 12 months during the course of construction of your house.

In fact Mark, in 12 months time I will be looking for a sea container myself for pretty much the same idea – when I build in Boddington. Would you mind letting me know how much the container cost , and cost to Kalbarri ?, and if you are looking to get rid of it after you build ?.

Regards

Rick Francis

Director
Arkona Holdings Pty Ltd.

Richard M Francis
DIRECTOR
WESTRALIAN MARINE GROUP
PO Box 655 Fremantle WA 6959
Email: rick@norwestseafoods.com.au
Tel: (61 8) 9335 1311
Fax: (61 8) 9430 7507

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2221 / Virus Database: 2441/5337 - Release Date: 10/17/12

6.4.1	ACCOUNTS FOR PAYMENT	2
6.4.2	MONTHLY FINANCIAL STATEMENTS	12
6.4.3	INTERIM AUDIT REPORT	14
6.4.4	APPOINTMENT OF AUDIT PARTNERS	26
6.4.5	2013-2014 BUDGET - SUBMISSION	28
6.4.6	2013-2014 FEES AND CHARGES SCHEDULE	30
6.4.7	RATES WRITE OFF	31

6.4.1	ACCOUNTS FOR PAYMENT	
	FILE REFERENCE:	1.1.1
	DATE OF REPORT:	12 June 2013
	DISCLOSURE OF INTEREST:	Nil
	REPORTING OFFICER:	Leanne Rowe/Grant Middleton
	APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 21st June 2013, 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 Muni and Trust accounts. These payments are required to be presented to Council each month in accordance with Financial Management Regulations 13 (1) for recording in the minutes.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.1

That Municipal Fund Cheques 19700 to 19753 inclusive, totalling \$121,275.79, Municipal EFT payments numbered EFT11172 to EFT11313 inclusive totalling \$545,288.70, Direct Debit payments GJ11-06 to GJ11-11 totalling \$3,858.70 Trust Fund Cheques 1906-1909, totalling \$2,339.00 be passed for payment and the items therein be declared authorised expenditure.



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

Chq #	Date	Name	Description	Amount
19700	16-05-2013	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	180.65
19701	20-05-2013	NORTHAMPTON OCCASIONAL CHILDCARE ASSOCIATION	PURCHER INTERNATIONAL CONTRIBUTION	500.00
19702	21-05-2013	BINNU PRIMARY SCHOOL	REIMBURSEMENT OF PLANT COSTS	800.00
19703	21-05-2013	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	151.80
19704	22-05-2013	KEY RESEARCH PTY LTD	EXPENDITURE SURVEY - 50% PROJECT VALUE	10000.00
19705	30-05-2013	AFGRI EQUIPMENT AUST PTY LTD	PARTS	318.48
19706	30-05-2013	KALBARRI IGA	GOODS	54.64
19707	30-05-2013	AUSTRALIA POST	POSTAGE	260.28
19708	30-05-2013	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	334.62
19709	30-05-2013	REG BATTERSBY	PORT GREG TIP PUSHED UP GREENWASTE	212.50
19710	30-05-2013	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	7218.84
19711	30-05-2013	DEPT OF TRANSPORT	VEHICLE LICENCE	24.05
19712	30-05-2013	CONSTRUCTION EQUIPMENT AUSTRALIA	PARTS	2370.25
19713	30-05-2013	CORAL GUM CABINETS	BUILDING REPAIRS	77.00
19714	30-05-2013	COVS PARTS PTY LTD	PARTS	1571.22
19715	30-05-2013	GARRY DUNGATE	LIA - CONSTRUCT WALL FOR TRNASFORMER	4653.00
19716	30-05-2013	FLASH FLOWERS	WREATHS ANZAC DAY 2013	202.75
19717	30-05-2013	GERALDTON MOWER & REPAIR SPECIALISTS	CHAINSAW STIHL, PARTS	2121.65
19718	30-05-2013	R GREEN	BOBCAT HIRE	840.00
19719	30-05-2013	CONCEPT ONE	SUPERANNUATION CONTRIBUTIONS	342.00
19720	30-05-2013	KALBARRI OCCASIONAL CHILD CARE CENTRE	ANNUAL FUNDING GRANT 2012/2013	2000.00
19721	30-05-2013	MCLEODS BARRISTERS AND SOLICITORS	LEGAL FEES	598.95
19722	30-05-2013	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	509.37

President:.....

Date: 19 JULY 2013



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

Chq #	Date	Name	Description	Amount
19723	30-05-2013	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	1101.03
19724	30-05-2013	WALTER PETROLATI	PORTER ST - PAVING	1150.00
19725	30-05-2013	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	342.00
19726	30-05-2013	REST SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	185.90
19727	30-05-2013	KL & PL REYNOLDS	BUILDING REPAIRS	570.68
19728	30-05-2013	SANFORD VETERINARY CLINIC	STERILISATION SUBSIDY	20.00
19729	30-05-2013	SYNERGY	ELECTRICITY CHARGES	38184.10
19730	30-05-2013	TELSTRA	TELEPHONE CHARGES	3084.72
19731	30-05-2013	WEZTEC DRAINAGE SERVICE	ROCK BREAKER	1897.50
19732	30-05-2013	WRIGHT-WAY GLASS & MIRRORS	REPAIR ALUMIN WINDOW	445.50
19733	11-06-2013	AFGRI EQUIPMENT AUST PTY LTD	PARTS	96.27
19734	11-06-2013	AUSTRALIA POST	POSTAGE	214.16
19735	11-06-2013	REG BATTERSBY	EXCAVATING - WATER MAIN PIPE	170.00
19736	11-06-2013	B P ROADHOUSE NORTHAMPTON	REFRESHMENTS	264.00
19737	11-06-2013	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	7632.93
19738	11-06-2013	COMMISSIONER OF POLICE	RIFLE LICENCE RENEWAL 2 JULY 14	109.70
19739	11-06-2013	DEPT OF TRANSPORT	VEHICLE LICENSE TO 30 JUNE 14	400.55
19740	11-06-2013	GARVON CONSTRUCTIONS	REPAIR DISABLED TOILET	643.00
19741	11-06-2013	GERALDTON MOWER & REPAIR SPECIALISTS	CHAIN	158.40
19742	11-06-2013	HOPPYS PARTS R US	EXTRACTOR SET	128.57
19743	11-06-2013	KALBARRI GAS	GAS	125.00
19744	11-06-2013	PETTY CASH - KALBARRI	PETTY CASH RECOUP	84.15
19745	11-06-2013	KEY RESEARCH PTY LTD	EXPENDITURE SURVEY - FINAL PAYMENT	10000.00
19746	11-06-2013	PACIFIC BRANDS WORKWEAR GROUP PTY LTD	UNIFORMS	2856.94
19747	11-06-2013	WRIGHT-WAY GLASS & MIRRORS	REPAIR WINDOW	308.00
19748	11-06-2013	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	1625.82

President:.....

Date: 19 JULY 2013



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

Chq #	Date	Name	Description	Amount
19749	11-06-2013	NORTHAMPTON CREATIVE ARTS GROUP	REIMBURSE FIRE EXTINGUISHER	38.75
19750	11-06-2013	SYNERGY	ELECTRICITY CHARGES	1898.65
19751	11-06-2013	TELSTRA	TELEPHONE CHARGES	1695.97
19752	11-06-2013	WATER CORPORATION	WATER CHARGES	10073.55
19753	11-06-2013	WILDLIFE & ANIMAL CAPTURE	FERAL CAT & FOX TRAP	427.90
				<hr/> \$121,275.79 <hr/>

President:.....

Date: 19 JULY 2013



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT11172	09-05-2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	12575.92
EFT11173	09-05-2013	T & J NEWMAN	CONTRACT CLEANER	1082.30
EFT11174	09-05-2013	KEVIN BROWN	REIMB 50% GLASSES	218.95
EFT11175	09-05-2013	NEIL BROADHURST	REIMB SYNERGY	456.20
EFT11176	09-05-2013	E & S KOPPENSTEINER	REIMB POTTING MIX RSL GARDEN	276.59
EFT11177	09-05-2013	JOE TARCHINI	REIMB 50% GLASSES	239.50
EFT11178	09-05-2013	BRETT BAIN	REIMB HAT	24.95
EFT11179	22-05-2013	BS & JA COCKRAM	HKS FIRE SHED - 2ND INSTALMENT	10000.00
EFT11180	23-05-2013	KEVIN BROWN	TELSTRA LINE RENTAL REIMB	44.95
EFT11181	23-05-2013	NEIL BROADHURST	REIMB TELSTRA	114.45
EFT11182	23-05-2013	THOMAS LACHLAN	REIM FUEL (SHARK BAY)	72.89
EFT11183	23-05-2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	12682.83
EFT11184	23-05-2013	T & J NEWMAN	CONTRACT CLEANER	1082.30
EFT11185	23-05-2013	YVONNE SANDERS	REIMB 50% GLASSES	271.50
EFT11186	23-05-2013	M SPARLING	TELSTRA LINE RENTAL REIMBURSEMENT	36.95
EFT11187	21-05-2013	AUSTRALIAN TAXATION OFFICE	APRIL 2013 BAS	3440.39
EFT11188	21-05-2013	RAY WHITE KALBARRI	REFUND - OVERPAYMENT OF INV 12648	95.00
EFT11189	30-05-2013	ABROLHOS ELECTRICS	KAL AIRPORT - REPAIR PAPI LANDING LIGHTS	2873.86
EFT11190	30-05-2013	ADMEDIA	REDISCOVER KALBARRI - COMMERCIALS	1259.50
EFT11191	30-05-2013	AIT SPECIALISTS PTY LTD	REVIEW - FUEL TAX CREDITS	36597.83
EFT11192	30-05-2013	ALTORFER & STOW	LEGAL FEES	1262.75
EFT11193	30-05-2013	ARROW BRONZE	PLAQUE	1073.82
EFT11194	30-05-2013	AUSTRALIAN SENIOR PUBLICATIONS	REDISCOVER KALBARRI - ADVERTISING	815.10
EFT11195	30-05-2013	BATAVIA CONCRETE	LIA - CONCRETE	573.32
EFT11196	30-05-2013	BEAUREPAIRES	TYRES	10110.01



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

EFT #	Date	Name	Description	Amount
EFT11197	30-05-2013	BLACKTOP MATERIALS ENGINEERING PTY LTD	LIA SUB DIVISION MATERIAL TESTING	330.00
EFT11198	30-05-2013	BROADCAST AUSTRALIA	POWER RECOVERY	83.15
EFT11199	30-05-2013	BUNNINGS BUILDING SUPPLIES	TAP TIMER	172.48
EFT11200	30-05-2013	CATWEST PTY LTD	ASPHALT INFILL EMULSION	660.00
EFT11201	30-05-2013	CENTRAL WEST PUMP SERVICE	FITTED NEW ONGA STARITE 3054ET	5581.40
EFT11202	30-05-2013	CHAPMAN ANIMAL HOSPITAL	STERILISATION SUBSIDY	60.00
EFT11203	30-05-2013	CJD EQUIPMENT P/L	PLANT MAINTENANCE	1641.64
EFT11204	30-05-2013	CLARKSON FREIGHTLINES	FREIGHT	166.65
EFT11205	30-05-2013	COASTAL PLUMBING & GAS FITTING	MARINA FOUNTAIN - PLUMBING	624.36
EFT11206	30-05-2013	BS & JA COCKRAM	WANNERENOOKA MINESHAFT COVER	6602.30
EFT11207	30-05-2013	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	83.69
EFT11208	30-05-2013	CONPLANT	PARTS	526.64
EFT11209	30-05-2013	COOLOOLOO NOMINEES PTY LTD	LIA NORTHAMPTON - GRAVEL SUPPLY	1593.90
EFT11210	30-05-2013	STAPLES	PHOTOCOPIER MTCE/STATIONERY	1591.07
EFT11211	30-05-2013	CORAL COAST RETIC	CLEAN GUTTERS	1861.70
EFT11212	30-05-2013	COURIER AUSTRALIA	FREIGHT	50.79
EFT11213	30-05-2013	D-TRANS	PARTS	21.23
EFT11214	30-05-2013	ELLIOTTS IRRIGATION PTY LTD	KALBARRI OVAL EXTENSION	3476.28
EFT11215	30-05-2013	GANNONS GARDEN CENTRE	GARDEN RAKES	80.00
EFT11216	30-05-2013	GEOFABRICS AUSTRALASIA PTY LTD	BITUTHENE	332.64
EFT11217	30-05-2013	GERALDTON NEWSPAPERS LIMITED	ADVERTISING	309.76
EFT11218	30-05-2013	GERALDTON LOCK & KEY SPECIALISTS	PADLOCKS	362.12
EFT11219	30-05-2013	ATOM SUPPLY	PROTECTIVE CLOTHING	510.18
EFT11220	30-05-2013	GERALDTON TROPHY CENTRE	EMBROIDERY, NAVY/WHITE POLOS	73.85
EFT11221	30-05-2013	GHD PTY LTD	LIA PROJECT AND FEES EXTENSION	42320.30
EFT11222	30-05-2013	UHY HAINES NORTON	INTERIM AUDIT 30 JUNE 2013	12065.75
EFT11223	30-05-2013	HASLEBYS HARDWARE SUPPLIES	GARLON, HAMMER, ROUNDUP, HARDWARE	6089.42



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

EFT #	Date	Name	Description	Amount
EFT11224	30-05-2013	JASON SIGNMAKERS	DIRECTIONAL SIGNS	1185.80
EFT11225	30-05-2013	KALBARRI AUTO CENTRE	TRUCK TYRES	3043.00
EFT11226	30-05-2013	KALBARRI HARDWARE & BUILDING SUPPLIES	HARDWARE	204.24
EFT11227	30-05-2013	KALBARRI MOTOR HOTEL	EVENTING MEALS - CONSTRUCTION CREW BOATRAMP	497.00
EFT11228	30-05-2013	KALBARRI EXPRESS FREIGHT	FREIGHT	302.34
EFT11229	30-05-2013	KALBARRI SUPERMARKET	CONSTRUCTION CREW - GOODS	467.97
EFT11230	30-05-2013	KALBARRI B P SERVICE STATION	HARDWARE	271.64
EFT11231	30-05-2013	KALBARRI WAREHOUSE	PIGGYPOST, RAKE BLOOD N BONE, RETIC	390.85
EFT11232	30-05-2013	KALBARRI AUTO ELECTRICS	PLANT MAINTENANCE	135.00
EFT11233	30-05-2013	KALBARRI SITEWORKS	BOBCAT - BACKFILL PORTER ST	1815.00
EFT11234	30-05-2013	LGIS RISK MANAGEMENT	REGIONAL RISK COORDINATOR	5357.00
EFT11235	30-05-2013	MARK ARMSTRONG ELECTRICAL	SERVICED AIRPORT LIGHTING GENERATOR	940.50
EFT11236	30-05-2013	LGRCEU	PAYROLL DEDUCTIONS	310.40
EFT11237	30-05-2013	MITCHELL & BROWN	COMPUTER MONITOR	250.00
EFT11238	30-05-2013	RELIANCE PETROLEUM	FUEL PURCHASES	17407.95
EFT11239	30-05-2013	MURCHISON CONCRETE	PORTER ST - DUP CONC WORKS	35888.60
EFT11240	30-05-2013	NORTHAMPTON IGA & LIQUOR STORE	GOODS	107.15
EFT11241	30-05-2013	NORTHAMPTON AUTO ELECTRICS	PLANT MAINTENANCE	565.00
EFT11242	30-05-2013	NORTHAMPTON PHARMACY	FLU INJECTIONS	39.65
EFT11243	30-05-2013	NORTHAMPTON FAMILY STORE	PROTECTIVE CLOTHING	49.65
EFT11244	30-05-2013	CLEANPAK TOTAL SOLUTIONS	TOILET TISSUE DISPENSER	204.60
EFT11245	30-05-2013	PEST-A-KILL	EXTERRA EIGHTH YEAR	1840.00
EFT11246	30-05-2013	MICHAEL PORTER	PORTER ST - PAVING	1150.00
EFT11247	30-05-2013	PURCHER INTERNATIONAL	PARTS	381.09
EFT11248	30-05-2013	HOLCIM AUSTRALIA PTY LTD	CRACKER DUST	677.42
EFT11249	30-05-2013	REPEAT PLASTICS WA	PARK BENCH SLATS	89.66

President:.....

Date: 19 JULY 2013



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

EFT #	Date	Name	Description	Amount
EFT11250	30-05-2013	STATEWIDE BEARINGS	PARTS	39.60
EFT11251	30-05-2013	STAR TRACK EXPRESS	FREIGHT	204.45
EFT11252	30-05-2013	KALBARRI SUNSEA VILLAS	ACCOMMODATION - CONST CREW	2970.00
EFT11253	30-05-2013	THE BANGAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1911.02
EFT11254	30-05-2013	2V NET IT SOLUTIONS	COMPTER MTCE	66.00
EFT11255	30-05-2013	LANDGATE	VALUATION EXPENSES	8936.00
EFT11256	30-05-2013	WESTRAC EQUIPMENT PTY LTD	GRADER - REPAIR REAR AXLE, PARTS	21452.74
EFT11257	30-05-2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 149 & 151	38105.30
EFT11258	30-05-2013	WOODCOCK CT & L	DROPPERS, GRIPPLES, SPRAYS, HARDWARE	1350.92
EFT11259	30-05-2013	DOWNER EDI WORKS PTY LTD	ASPHALT INFILL ASPHALT SUPPLY	5624.85
EFT11260	30-05-2013	AUSTRALIAN TAXATION OFFICE	FBT 12/13	17449.57
EFT11261	06-06-2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	12362.73
EFT11262	06-06-2013	T & J NEWMAN	CONTRACT CLEANER	1082.30
EFT11263	06-06-2013	GRANT MIDDLETON	REIMB MEALS & PARKING TRAINING	78.30
EFT11264	06-06-2013	GORDON FRASER	REIMB GLASSES 50%	300.00
EFT11265	06-06-2013	E & S KOPPENSTEINER	REIMB GLASSES	372.00
EFT11266	06-06-2013	J VERBAANT	REIMB VEST	49.00
EFT11267	10-06-2013	COASTAL ELECTRICAL & SOLAR	NEW SES SHED ELECTRICAL WIRING	1933.69
EFT11268	11-06-2013	ABROLHOS ELECTRICS	RCD TESTING	2628.67
EFT11269	11-06-2013	ADMEDIA	REDISCOVER KALBARRI - TV COMMERCIAL	55.00
EFT11270	11-06-2013	AUSTRAL MERCANTILE COLLECTIONS	LEGAL EXPENSES	540.33
EFT11271	11-06-2013	CJD EQUIPMENT P/L	PARTS	2354.49
EFT11272	11-06-2013	COASTAL PLUMBING & GAS FITTING	PLUMBING	324.50
EFT11273	11-06-2013	BS & JA COCKRAM	HORROCKS FIRE SHED FINAL PAYMENT	9767.00
EFT11274	11-06-2013	STAPLES	PHOTOCOPIER MTCE	1924.66
EFT11275	11-06-2013	CORAL COAST RETIC	PLUMBING	264.00



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

EFT #	Date	Name	Description	Amount
EFT11276	11-06-2013	COURIER AUSTRALIA	FREIGHT	779.32
EFT11277	11-06-2013	CRAMER & NEILL REFRIGERATION	AIR CONDIIIONING MTCE	330.00
EFT11278	11-06-2013	D-TRANS	PIG TRAILER REPAIR BRAKE	4948.34
EFT11279	11-06-2013	FREEMANS LIQUID WASTE PTY LTD	PUMP OUT SEPTIC TANKS	1540.00
EFT11280	11-06-2013	GUARDIAN PRINT	STATIONERY	299.00
EFT11281	11-06-2013	UHY HAINES NORTON	FINANCIAL REPORTING WORKSHOP DCEO	1705.00
EFT11282	11-06-2013	HASLEBYS HARDWARE SUPPLIES	HARDWARE	988.58
EFT11283	11-06-2013	C + J HANSON PLUMBING CONTRACTORS	PLUMBING	258.50
EFT11284	11-06-2013	JASON SIGNMAKERS	SIGNS	274.45
EFT11285	11-06-2013	KALBARRI HARDWARE & BUILDING SUPPLIES	HARDWARE	322.08
EFT11286	11-06-2013	KALBARRI EXPRESS FREIGHT	FREIGHT	46.93
EFT11287	11-06-2013	KALBARRI B P SERVICE STATION	FUEL/HARDWARE	168.06
EFT11288	11-06-2013	ODETE LOVETT	VAC/STEAM CARPETS	165.00
EFT11289	11-06-2013	LGRCEU	PAYROLL DEDUCTIONS	155.20
EFT11290	11-06-2013	GERALDTON TOYOTA	PLANT SERVICE	429.91
EFT11291	11-06-2013	MITCHELL & BROWN	PRINTER	307.00
EFT11292	11-06-2013	RELIANCE PETROLEUM	FUEL PURCHASES	37654.81
EFT11293	11-06-2013	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS, GOODS	434.38
EFT11294	11-06-2013	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	574.12
EFT11295	11-06-2013	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL	370.70
EFT11296	11-06-2013	NORTHAMPTON PHARMACY	MEDICATION	18.40
EFT11297	11-06-2013	PGV ENVIRONMENTAL	KALBARRI AIRPORT - CONSULTANT	264.00
EFT11298	11-06-2013	PRIME MEDIA GROUP LTD	TV PROMOTIONAL ADVERTISING GWN 7	2594.90
EFT11299	11-06-2013	PURCHER INTERNATIONAL	RECTIFY PTO SLIPPING	795.39
EFT11300	11-06-2013	SUN CITY PRINT & DESIGN	BUSINESS CARDS	228.00
EFT11301	11-06-2013	OWEN SIMKIN	WATER CUSTODIAN	59.90
EFT11302	11-06-2013	LARRY SMITH PLANNING	REVIEW KALBARRI TPS #9	5500.00



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

EFT #	Date	Name	Description	Amount
EFT11303	11-06-2013	STATE LAW PUBLISHER	ADVERTISING	66.75
EFT11304	11-06-2013	STATEWIDE BEARINGS	PARTS	39.60
EFT11305	11-06-2013	STAR TRACK EXPRESS	FREIGHT	71.87
EFT11306	11-06-2013	MIDWEST AUTO GROUP	PLANT SERVICE	689.45
EFT11307	11-06-2013	2V NET IT SOLUTIONS	COMPTER MTCE	66.00
EFT11308	11-06-2013	TREVOR PHILLIPS & ASSOCIATES	HORROCK COMMUNITY CENTRE - COST PLAN	1540.00
EFT11309	11-06-2013	LANDGATE	VALUATION EXPENSES	385.35
EFT11310	11-06-2013	VERLINDENS ELECTRICAL GERALDTON	VANDAL PROOF FLURO'S & RCD	3042.05
EFT11311	11-06-2013	WESTRAC EQUIPMENT PTY LTD	PARTS	63.47
EFT11312	11-06-2013	WOODCOCK CT & L	MOTOR COMPRESSOR, BOLLARDS	3290.00
EFT11313	11-06-2013	DOWNER EDI WORKS PTY LTD	SLURRY SEALING - PORTER/PENN	84550.40
				\$545,288.70



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

DIRECT DEBITS – MUNICIPAL ACCOUNT

Jnl #	Date	Name	Description	Amount
GJ11-06	31/05/13	BANK FEES	MAY FEES 2013	447.82
GJ11-07	31/05/13	WESTNET	COMPUTER EXPENSES	70.99
GJ11-08	31/05/13	BPOINT	MAY FEES 2013	194.30
GJ11-10	31/05/13	CORPORATE CARD	WESTNET	104.94
			REFRESHMENTS	89.00
			BANK FEES	9.00
GJ11-11	31/05/13	MACQUARIE	COMPUTER/PHOTOCOPIER LEASE	2942.65
				<u>\$3,858.70</u>

President:.....

Date: 19 JULY 2013



SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 June 2013

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
1906	22/05/13	KAZUALS NETBALL CLUB	KIDSPORT	150.00
1907	11/06/13	GERALDTON ROVERS SOCCER CLUB	KIDSPORT	260.00
1908	11/06/13	NORTHAMPTON NETBALL ASSOC	KIDSPORT	1429.00
1909	11/06/13	GARY TURNER	REFUND KERB DEPOSIT BA 11048	500.00
				\$2,339.00

President:.....

Date: 19 JULY 2013

6.4.2	MONTHLY FINANCIAL STATEMENTS	
	FILE REFERENCE:	1.1.1
	DATE OF REPORT:	12 June 2013
	DISCLOSURE OF INTEREST:	Nil
	REPORTING OFFICER:	Grant Middleton/Garry Keefe
	APPENDICES:	1. Monthly Financial Report for May 2013 2. Schedule Format provided as separate attachment

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 May 2013 are attached, and include:

1. Income Statement by Function/Activity
2. Income Statement by Nature or Type
3. Statement of Financial Activity
4. Variance Explanation
5. Notes to and Forming Part of the Statement
6. Schedule Format (Separate Attachment)

FINANCIAL & BUDGET IMPLICATIONS:

The March Finance Report includes \$800,000 in R4R funding received in advance for the Ogilvie East Road project and subsequently included as restricted cash.

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 6.4.2

That Council adopts the Monthly Financial Report for the period ending 31 May 2013.

6.4.3	INTERIM AUDIT REPORT	
	FILE REFERENCE:	1.1.3
	DATE OF REPORT:	10 June 2013
	DISCLOSURE OF INTEREST:	Nil
	REPORTING OFFICER:	Grant Middleton

SUMMARY

Council to review the Interim Audit Report prepared by UHY Haines Norton as presented.

BACKGROUND:

Auditors from UHY Haines Norton conducted an Interim audit on the 10th and 11th of April 2013. The following is a response to the matters raised in the Interim audit Report.

Systems and Procedures

- 1.1 GST Payable on Land Sales- The Shires Tax consultant (Midwest Financial) lodged a Voluntary Disclosure amendment with the ATO on the 27th May 2013. The document lists the Shires net tax liability as \$345.653 which is \$79,983 less than the amount previously identified of \$425,636 and included in Councils B/FWD cash position from the 2012/2013 Financial Year.
- 1.2 Monthly Accounts Reconciliations- All sub ledgers are balanced monthly and independently reviewed by either the Deputy CEO or CEO. The legacy issue associated with the creditors sub ledger has been resolved.
- 1.3 Purchase Orders – Staff will ensure that purchase orders are provided for all relevant procurement situations.
- 1.4 Credit Card Procedures – All credit card payments are now individually listed when presented to Council. Staff will ensure that all relevant supporting documentation is obtained and filed as part of the monthly balancing process.
- 1.5 Monthly Statement of Financial Activity – The explanation for financial variances is now provided as part of the Monthly Finance Report to Council. Reporting monthly variances commenced in the May 2013 “Monthly Statement of Financial Activity”.

- 2.1 Financial Interest Register – Duly noted.
- 2.2 Investment of Shire Surplus Funds – Council invests funds as per FM Regulation 19C which states that funds can only be deposited in authorised banking institutions. All surplus funds are deposited with the National Bank in fixed term investments.
- 3.0 The Shire is well placed in relation to implementing the principles of Fair Value Accounting. Plant and Equipment will be re-valued this financial year while in 2013/2014 Land and Buildings will be re-valued with Infrastructure the following year in 2014/2015.

FINANCIAL & BUDGET IMPLICATIONS:

The budget includes provision each year for the Interim Audit visit.

STATUTORY REQUIREMENTS

There is no requirement under the Local Government Act 1995 to present the Interim Audit report to the Audit Committee however it is considered a sound practice to ensure members of the Audit Committee and Council are informed of the results and apprised as to the preparedness of staff to complete the annual report requirements in a timely manner.

All items identified in the Interim Audit report have either been resolved or will be resolved prior to the Annual Audit visit. The report should give Council some comfort as to the current level of financial performance and acumen exhibited by staff.

VOTING REQUIREMENT:

N/A

OFFICER RECOMMENDATION – ITEM 6.4.3

For Council Information



21 May 2013

Cr S Stock-Standen
The Chair
Audit Committee
Shire of Northampton
PO Box 61
NORTHAMPTON WA

Dear Cr Stock-Standen

INTERIM AUDIT VISIT

We have completed our onsite procedures in respect of our interim audit visit on 10 to 11 April 2013 and attach a list of matters raised with management during our exit meeting.

Please note, we will follow these up during our final visit later in the year to help ensure appropriate action has been implemented.

This letter, together with the attached matters are provided for the purposes of general information only and are not part of our formal audit reporting process. Our audit and management reports will be formally issued at the conclusion of our audit in respect of the year ended 30 June 2013.

If you have any queries regarding these or other matters, please contact me.

Yours sincerely


GREG GODWIN
PARTNER

cc: Mr Garry Keeffe - Chief Executive Officer

1-1-2
GM
POSTED
1CR24309



INTELLIGENT CHOICE • INTELLIGENT SOLUTIONS

t: +61 (0)8 9444 3400
f: +61 (0)8 9444 3430

16 Lakeside Corporate 24 Parkland Road Osborne Park Perth WA 6017
PO Box 1707 Osborne Park WA 6916

e: perth@uhyhn.com.au
w: www.uhyhn.com

An association of independent firms in Australia and New Zealand and a member of UHY International, a network of independent accounting and consulting firms.

UHY Haines Norton - ABN 87 345 233 205
Liability limited by a scheme approved under Professional Standards Legislation

SHIRE OF NORTHAMPTON

INTERIM AUDIT VISIT YEAR ENDED 30 JUNE 2013
MATTERS NOTED & REQUIRING FOLLOW UP

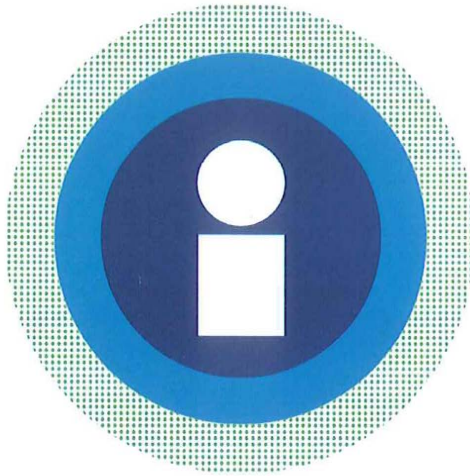


An independent member of UHY Haines Norton and UHY International

Intelligent
Choice
Intelligent
solutions

CONTENTS

1.0 Systems and Procedures	3
2.0 Compliance	5
3.0 Readiness to Adopt Fair Value Accounting	6
4.0 Reminders	9



UHY HAINES NORTON
CHARTERED ACCOUNTANTS

1.0 SYSTEMS AND PROCEDURES

1.1 GST PAYABLE ON LAND SALE

OBSERVATION

As previously reported, the Shire has provided for GST on the sale of land in the year 2008/09 whilst it sought an opinion on which methodology should be adopted for GST on these sales. Whilst the exact amount of the net liability is yet to be determined by the ATO, management have estimated the net liability to be \$342,381. This amount is \$82,982 less than the amount of \$425,636 provided for in the 2012 Annual Financial Report.

COMMENT

To help ensure the Shire's GST obligations are accurately presented and settled in a timely manner this matter should be finalised as a matter of urgency. It is noted the Shire's management has engaged the services of an external consultant to liaise with the ATO on their behalf.

1.2 MONTHLY ACCOUNTS RECONCILIATIONS

OBSERVATION

Our review of the various month end reconciliation reports and procedures noted the following reconciliations were not prepared:

- Reconciliations for reserve accounts for the months from July 2012 to Dec 2012
- Reconciliations for Sundry debtors for the months from July 2012 to Nov 2012
- Reconciliations for Creditors for the months from July 2012 to Nov 2012.
- Reconciliations for Fixed assets for the months from July 2012 to Jan 2013.

Further, we noted the following matters relating to account reconciliations already prepared:

- Creditors reconciliations prepared from Dec 2012 to Mar 2013 had a carried forwarded difference of \$871.71.
- No independent reviews have been performed on reserve bank reconciliations, sundry debtors and creditors reconciliations.

The reason noted for these omissions is the Shire did not have a senior finance staff for some time after the previous DCEO resigned.

COMMENT

To help ensure the completeness and accuracy of sub ledgers, the general ledger should be reconciled to the respective sub ledgers on a regular basis. These reconciliations should be signed and dated by the preparer thereof and should be independently reviewed.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
 CHARTERED ACCOUNTANTS



1.0 SYSTEM AND PROCEDURES (CONTINUED)

1.3 PURCHASE ORDERS

OBSERVATION

During our review of purchase orders we noted:

- There were 3 instances where a tax invoice was not supported by a purchase order; and
- In one instance a purchase order was raised after goods were received.

COMMENT

To help ensure proper budgetary controls, compliance with the Shire's purchasing policy, goods invoiced are ordered and prices invoiced were as quoted, purchase orders should be issued prior to goods/services being sourced. They should also contain all of the necessary details in relation to them (including quantity and price).

1.4 CREDIT CARD PROCEDURES

OBSERVATION

Whilst reviewing credit card transactions we noted the following matters:

- Tax invoices or receipts for credit card purchases were not always obtained and filed; and
- Credit card expenses have not been individually itemised on the list of payments presented to Council each month.

COMMENT

To help ensure the usage of the corporate credit card is in line with the Shire's procedure manual and finance policies, support for credit card purchases should always be obtained and filed as proper documentary evidence.

Whilst the periodic payments to the credit card are included in the list of payments presented to Council each month and technically this complies with Financial Management Regulation 13, best practice should be to list all payments made with the credit card.

1.5 MONTHLY STATEMENT OF FINANCIAL ACTIVITY

OBSERVATION

The monthly statements of financial activity from July 2012 to February 2013 did not contain explanations for material variances between the actual and budgeted amounts.

COMMENT

To help ensure compliance with FM Reg 34(1)(d), explanations for material variances between the actual and budgeted amounts should be included in all monthly statements of financial activity.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



2.0 COMPLIANCE

2.1 FINANCIAL INTEREST REGISTER

OBSERVATION

During our review of the Financial Interest Register, we noted the following matters:

- Numerous Annual Returns had sections which had been left blank; and
- Numerous annual returns did not include the dates covered by the return

COMMENT

- To help ensure compliance with Departmental Circular 18/2005 and to help ensure returns submitted are not at risk of being amended, all sections should be completed. We note it is acceptable to record N/A, Nil or No Change or to rule a clear line through a N/A section but leaving sections blank is not preferred practice; and
- To help ensure compliance with Section 5.76 of the LG Act all returns should include the dates covered by the return.

Whilst we note the CEO or any other Shire staff are not responsible for the content of returns submitted, we note it is acceptable, and quite common, for the content to be reviewed prior to receipt being acknowledged.

2.2 INVESTMENT OF SHIRE SURPLUS FUNDS POLICY

OBSERVATION

Our review of the Investment Policy noted the policy has not been amended to reflect the changes in the Local Government (Financial Management Regulations) effective from 20 April 2012.

COMMENT

To help ensure compliance with Local Government FM Reg 19C, the investment policy should be reviewed and updated where applicable. Whilst Council's policy limits investments to banking institutions the policy is not as prescriptive as FM Reg 19C. The policy should be at least as prescriptive as FM Reg 19C and then narrow requirements further if required.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



3.0 READINESS TO ADOPT FAIR VALUE ACCOUNTING

OBSERVATION

As mandated by Financial Management Regulation 17A, a local government in Western Australia must show all of its assets in its financial report at fair value by 30 June 2015.

Implementation is to be phased in over three years commencing 1 July 2012 and starting with the values of all plant and equipment must be shown at fair value for the financial year ending 30 June 2013.

During our interim audit visit, we discussed the Shire's readiness in adopting the mandated requirements with staff and noted the following:

MAJOR TASK REQUIRED	OBJECTIVE	STATUS
Design of an overall strategy and plan.	To ensure resources are available and organised for proper implementation and hence compliance with regulation in respect to fair value reporting.	Management indicated that the Shire is in the process of implementing this mandatory requirement over three years starting with revaluation of plant and equipment in accordance with Financial Management Regulation 17A(3). Management have started the process and the reviews will be performed using in-house resources and external consultants where required. The documenting of the plan will be done in due course for all classes of assets.
Selection of the valuation method (including fair value hierarchy) for different classes or segmentation of assets.	To ensure the most appropriate approach and hierarchy of fair value inputs for valuation techniques are applied.	The process has commenced for plant and equipment and the requirements for other asset categories will be considered in due course.
Consideration and application of Highest and Best Use valuation principles	To help ensure proper disclosure in accordance with paragraph 93 of AASB 13 "Fair Value Measurement" i.e. need to disclose fact and why an asset is being used in a manner different from its highest and best use.	Management is in the process of reviewing the methodologies and aiming to complete the process by June 2013 for plant and equipment. Other categories will be considered in due course.
Review of accounting policies in respect of fair value reporting and disclosure requirements.	To ensure fair value accounting and relevant disclosure requirements are properly incorporated and adopted for financial reporting purposes.	Management are yet to consider this for all classes of assets and will do so in due course.
Review of Assets Capitalisation Policy for fair value reporting purposes	To help ensure if capitalisation thresholds for different classes of assets are reasonable in term of materiality and practicality.	The Asset capitalisation threshold has been set at \$5,000 for all classes of assets.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



2.0 READINESS TO ADOPT FAIR VALUE ACCOUNTING (CONTINUED)

OBSERVATION (Continued)

MAJOR TASK INVOLVED	OBJECTIVE	STATUS
Review of current fixed assets system and records for fair value reporting purposes	To help ensure the asset system and records are up-to-date and complete with all information required (including asset hierarchy with appropriate segmentation, condition, initial cost, previous revaluation increment and etc), prior to the commencement of the valuation. Also, this helps to ensure detailed information (i.e. initial cost recognised, fair value, annual useful life & residual value, basis and support of valuation etc) for each individual asset is adequately maintained post revaluation.	Management has commenced reviewing plant and equipment and will consider this for other classes of assets in due course.
Identification and recognition (at fair value) of Crown land or other land not owned but operated by the Council either as a golf course, showground, racecourse or any other sporting or recreational facility of State or regional significance.	To help ensure proper compliance with Financial Management Regulation 16 and fair value accounting.	Management has yet to consider this and will do so for the year ending 30 June 2013 as required by Financial Management Regulation 16.
Identification and recognition (at fair value) of easements within the Shire as intangible assets.	To help ensure proper compliance with AASB 138 "Intangible Assets" and hence proper financial reporting.	Management has yet to consider this and will do so for the year ending 30 June 2013 as required by Financial Management Regulation 16.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



2.0 READINESS TO ADOPT FAIR VALUE ACCOUNTING (CONTINUED)

OBSERVATION (CONTINUED)

In summary, management is aware of the mandated requirements and the timing involved in adopting fair value for reporting different classes of assets. At the time of our visit, management have just started considering the process for revaluation of plant and equipment and indicated internal resources will be utilised.

This process has commenced with a review of asset records and capitalisation thresholds.

In addition, management will commence the process of identifying land and easements as required by Financial Management Regulation 16.

For other classes of assets, staff will consider and deal with the tasks as identified above in due course.

COMMENT

We will follow up at year end to help ensure fair value accounting in relation to plant and equipment have been addressed and adequate progress has been made in respect of other classes of assets.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



4.0 REMINDERS

- Budget review must be forwarded to the Department within 30 days after it adopted by the Council during month of April.
- The Delegations Register was last reviewed in May 2012 and will be due for its annual review prior to June 2013.
- FBT return for the year ended 31 March 2013 is required to be completed and submitted during May 2013.
- The primary return of one Councilor has not been lodged with the CEO as yet and will be required to be submitted by 30 April in order to comply with the Section 5.75(1) of the Act.

Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.

UHY HAINES NORTON
CHARTERED ACCOUNTANTS



6.4.4	APPOINTMENT OF AUDIT PARTNERS
FILE REFERENCE:	1.1.3
DATE OF REPORT:	13 June 2013
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

SUMMARY

Council to appoint audit partners from UHY Haines Norton.

BACKGROUND:

Council resolved to approve UHY Haines Norton as Council’s audit firm for a period of three years from the 2012/2013 financial year and concluding with the finalisation of the audit process for the 2014/2015 Financial Year at the Council Meeting held on the 22nd February 2013 as recommended by the Audit Committee.

Additional to this process Council is required to appoint individuals from UHY Haines Norton as the Shires Auditor. A key duty of the shires auditor is to sign off the independent audit on the Annual Financial Report as part of the legislated Annual Report process.

Correspondence received from UHY Haines Norton on 6th June 2013 requested the following employees be listed/added to the list of Shire auditors.

Engagement Partner (Either)	Registered Company Auditor Number
Mr D J Tomasi	15724
Mr G Godwin	310219
Mr Wen-Shien Chai	29961

FINANCIAL & BUDGET IMPLICATIONS:

The budget includes provision each year for the provision of audit services.

STATUTORY REQUIREMENTS

The Local Government Act 1995 contains the following provisions:

7.3. Appointment of auditors

(1) A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint* a person, on the recommendation of the audit committee, to be its auditor.

* Absolute majority required.

(2) The local government may appoint one or more persons as its auditor.

(3) The local government's auditor is to be a person who is —

(a) a registered company auditor; or

(b) an approved auditor.

[Section 7.3 amended by No. 49 of 2004 s. 6.]

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.4

For Council to approve by absolute majority the appointment of Mr D J Tomasi, Mr G Godwin and Mr Wen-Shien Chai from UHY Haines Norton as the Shires auditors as per section 7.3 (1) of the Local Government Act 1995.

6.4.5	2013-2014 BUDGET - SUBMISSION
--------------	--------------------------------------

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2013
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

SUMMARY:

Council to consider budget submissions for the public for funding in the 2013/2014 Budget.

BACKGROUND:

The public advertising period for the lodgement of Budget submissions for projects to be considered in Councils 2013/2014 Budget closed on the 29th March 2013.

The submissions detailed below have been received and Council is requested to consider if these projects are to be included within the 2013/2014 Draft Budget for consideration. All road and footpath requests have not been included in this report as they will be dealt with at a later date. It is also suggested that all applicant's requests which can obtain funding (i.e. Playgrounds,) be informed to actively pursue these grants to offset expenditure requirements. In some cases it may be prudent to defer items until 2013/2014 whilst funding is being sought.

1. Binnu Primary School

The Binnu Primary School P & C have requested the car park and road at the front of the school be sealed. The P&C has expressed issues in summer with the dust created and in winter with drainage and erosion issues. The car park is regularly graded when the grader is in the vicinity

Management comment – Council has been presented with quotes to progress sealing works in Binnu. The works Manager has indicated that remedial (non-bitumen) works will be completed at the Binnu carpark in the next 1-2 months

2. Kalbarri Offshore Angling Club - \$15,000

The Kalbarri Offshore Angling Club has offered to contribute \$15,000 towards the provision of 3 fish filleting tables in Kalbarri. The costs to purchase and install the cleaning stations including cement slab and plumbing is \$30,000.

Management comment – Management support this proposal and will explore the possibility of obtaining matching grant funding which may allow the provision of a higher specification being installed in the propose locations.

3. Northampton Townscape Committee - \$2,600

The Northampton Townscape Committee has requested the allocation of \$2,600 for the purchase of 30 mature Kurrajong trees. The trees will be planted between Brooke Street and Forrest Street (Southside) Northampton after the footpaths have been installed.

Management comment – Management has supported the Northampton Townscape Committee in its past endeavors and the funding request for 2013/2014 aligns with strategy 2.5.2 of the Community Strategic Plan.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.5

That Council consider the above projects for inclusion within the draft 2013/14 Budget.

6.4.6 2013-2014 FEES AND CHARGES SCHEDULE

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2013
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

SUMMARY:

Council to consider including the recommended Fees and Charges Schedule in the Draft 2013/2014 Budget. (Schedule provided as separate attachment)

BACKGROUND:

As per the requirements of the Local Government Act, Council is required to adopt its schedule of Fees and Charges as part of the Annual Budget adoption process.

Council is requested to review the schedule of fees and charges and adopt a draft schedule for budget preparation purposes. The current Consumer Price Index (CPI) for Perth for the twelve months ending 30 March 2013 is 2.4%. Based on these figures management has utilised 2.4% as its CPI adjustment for the 2013/2014 financial year.

FINANCIAL & BUDGET IMPLICATIONS:

The adopted schedule of fees and charges will assist in the preparation of the 2013/2014 draft budget.

STATUTORY IMPLICATIONS:

Section 6.16 Local Government Act 1995 requires the Local Government to adopt a Schedule of Fees & Charges when adopting the Annual Budget.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.6

That Council reviews and adopts the schedules of Rates, Fees and Charges for 2013/2014 as presented.

6.4.7	RATES WRITE OFF
FILE REFERENCE:	1.1.4
DATE OF REPORT:	13 June 2013
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

SUMMARY

Council to approve the write off of rates revenue totalling \$520.85 associated with forfeited and surrendered Mining tenements.

BACKGROUND:

The Rates Officer regularly reviews outstanding rates debtors to ensure all outstanding amounts are collected and any amounts considered unrecoverable are dealt with accordingly.

The tenements listed below are the result of either forfeited mining tenements or surrendered mining tenements. Staff have attempted to recover the rates via Austral Mercantile however due to the nature of the debts it is considered further legal action is not viable.

ASSESSMENT	NAME	AMOUNT	REASON
A4724	G.R O'Rourke & MK Virgo	\$372.60	Forfeited Tenement 17/5/11
A4857	Golden Century Mining Ltd	\$82.30	Surrendered Tenement 7/12/12
A4840	Balde Exploration Consultants Ltd	\$66.12	Surrendered Tenement 25/08/11
TOTAL		<u>\$520.85</u>	

FINANCIAL & BUDGET IMPLICATIONS:

Any debts which are to be written off need to be in accordance with Section 6.12 of the Local Government Act 1995 and require an absolute majority vote.

POLICY IMPLICATIONS:

Council does not have a current policy pertaining to rates debtor write offs.

COMMENT:

Austral Mercantile were unable to trace the individuals or companies involved and they have been considered untraceable.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.7

That Council approve the write-off of the following rates debtors totalling \$520.85 in accordance with Section 6.12 of the Local Government Act as the revenue is considered un-recoverable.

A4724	G.R Rourke & MK Virgo	\$372.60
A4857	Golden Century Mining	\$82.30
A4840	Balde Exploration Ltd	\$66.12

ADMINISTRATION & CORPORATE REPORT

6.5.1	CORPORATE BUSINESS PLAN, LONG TERM FINANCIAL PLAN, WORK FORCE PLAN, ASSET MANAGEMENT PLAN & STRATEGIC PLAN	2
6.5.2	SENIOR STAFF PERFORMANCE REVIEWS	4
6.5.3	WORKS STAFF COLLECTIVE EMPLOYMENT AGREEMENT	5
6.5.4	2013/2014 BUDGET MEETING	8
6.5.5	PROPOSED 150 th ANNIVERSARY MONUMENT	9
6.5.6	JULY & AUGUST COUNCIL MEETINGS	13
6.5.7	MID WEST INVESTMENT PLAN PROJECTS	15
6.5.8	PROPOSED RELOCATION OF NORTHAMPTON BOWLING CLUB	18
6.5.9	AUSTRALASIAN SAFARI 2013	19
6.5.10	CAMPS – UNALLOCATED CROWN LAND & PASTORAL LEASE	21
6.5.11	EMERGENCY SERVICES REVIEW – TRANSFER OF RESPONSIBILITIES	28
6.5.12	NORTHAMPTON CHILD CARE CENTRE	30

6.5.1

CORPORATE BUSINESS PLAN, LONG TERM FINANCIAL PLAN, WORK FORCE PLAN, ASSET MANAGEMENT PLAN & STRATEGIC PLAN

FILE REFERENCE:	4.2.4
DATE OF REPORT:	31 May 2013
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Corporate Business Plan 2. Long term Financial Plan 3. Workforce Plan 4. Community Strategic Plan 5. Asset Management Strategy 6. Asset Management Plans

SUMMARY:

Council to formally adopt the Corporate Business Plan, Long Term Financial Plan and associated revised Strategic Plan and Asset Management Plans.

Note Council has already adopted the Workforce Plan and Asset Management Strategy.

BACKGROUND:

All revised plans have been forwarded to Councillors under separate cover.

Section 5.56(1) and (2) of the Local Government Act requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. As Council has previously been advised, the associated regulations have now been amended to be more specific in what a 'plan for the future' is to involve. Compliance with the new regulation will be enforced by 30 June 2013. Council is required to adopt by 30 June 2013 a Strategic Community Plan and a Corporate Business Plan.

Council has considered all the above and other supporting plans at previous meetings and although the plans are primarily complete and ready for endorsement, Councillors are provided with the opportunity to review the plans and provide any changes they think are required. If major changes are needed those changes must be formally adopted by Council.

All plans are required to comply with the future planning legislation and will form the basis of future budgets.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Planning for the Future 2009-2019

STATUTORY REQUIREMENTS

Section 5.56(1) and (2) of the Local Government Act requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.1

That Council formally adopts the Corporate Business Plan, Long term Financial Plan, Community Strategic Plan, Asset Management Strategy and Asset Management Plans relating to Transport Services, Buildings, Recreation, Plant & Equipment.

6.5.2 SENIOR STAFF PERFORMANCE REVIEWS

FILE REFERENCE:	17.2.2, 17.2.15 & 17.2.28
DATE OF REPORT:	30 May 2013
DISCLOSURE OF INTEREST:	CEO, DCEO, Manager for Works & Technical Services, EHO/Building Surveyor
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Review Results – Manager for Works 3. Review Results – EHO/Building Surveyor 4. Review Results - CEO

SUMMARY:

Review of Senior Staff performance for 2012/2013 and consider any recommendations from the Performance Review Panel.

COMMENT:

Performance Reviews for all senior staff were undertaken on Thursday 6 June 2013.

The results of the reviews are provided separate to the main agenda.

FINANCIAL & BUDGET IMPLICATIONS:

Council will need to budget for requests made by the individual staff members if approved.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.2

That Council considers any recommendations made by the Performance Review Panel.

6.5.3 WORKS STAFF COLLECTIVE EMPLOYMENT AGREEMENT

FILE REFERENCE:	17.1.14
DATE OF REPORT:	15 May 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to consider a revised Collective Employment Agreement.

BACKGROUND:

As reported at the May 2013 Council meeting, the existing Collective Employment Agreement expires 30 June 2013 and therefore a new agreement must be negotiated and entered into and to commence as from 1st July 2013.

Council considered a revised agreement at the May meeting and responded to the works staff accordingly. As a result a further negotiating meeting occurred 6 June 2013. Works Staff did not accept a number of decisions that Council made on the first draft of the agreement.

NEW AGREEMENT

From the meeting held 6 June the following matters were resolved/discussed and are now brought to Council for consideration for either adoption or alternatively to instruct the negotiating panel to continue negotiations with the works staff.

Clause 5 – Term of Agreement

Term of the Agreement to be four (4) years.

Clause 8 - Indexation

Annual increase of CPI or the National Wage Case whichever is the greater.

Clause 9.2 – Wages

All plant operators including small trucks to be paid at a Level 4 rate. Gardeners etc will remain on their current levels. This increases the pay levels for Boyce, Parker, Norm Reynolds and Tarchini.

Clause 10 – Cost of Living Allowance

Council to again consider a cost of living allowance for Kalbarri based staff of \$50 per week.

Clause 11 - Leading Hand Allowance

Council approved the payment of an employee undertaking supervision duties but is subject to the decision of Council Management.

Clause 12 Service Allowance

Council supports the payment of a service allowance as per the following rates:

5 to 9 years service	\$50/fortnight
10 to 19 years service	\$90/fortnight
20 plus years of service	\$130/fortnight

Clause 13 – Attendance Bonus Payment

This be deleted from agreement.

Clause 14 – Living Away From Home Allowance

Council to pay an allowance of \$30 per night for each night the employee is required to be away from their personal residence due to work commitments.

Clause 19 – Personal /Sick Leave – Cashing Out

Council will agree to the paying out of accrued personal/sick leave to an employee who retires and that payment is to a maximum of 8 weeks and is paid at the rate of retirement.

It is advised however that 8 weeks may be reviewed in light of the service payment being made as 8 weeks does seem a bit excessive.

Clause 20 – Time In Lieu

No Time in Lieu to be accrued.

FINANCIAL & BUDGET IMPLICATIONS:

With the above now for consideration and possible adoption there will be financial implications for 2013/14 and future budgets.

If the above are all approved and taking into consideration additional costs for superannuation both compulsory and contributory the overall costs for just the Works Staff will be \$70,265, however all staff were awarded a National Wage increase of 2.6% as at 1 July 2013 and therefore Council will have to pay \$31,990 in any case.

Apart from the above negotiation results, the works staff have once again been requested to consider a rate of 5% per annum for the next four years and no service allowance apply and all other conditions as revised also apply. At the time of compiling this report a response from the staff has not been received.

The end result financially for Council is a budget increase of \$61,500 of which Council is up for \$31,990 as per above.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.3

For Council consideration.

6.5.4 2013/2014 BUDGET MEETING

FILE REFERENCE:	1.1.2
DATE OF REPORT:	30 May 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Selection of a date and time for the holding of the 2013/14 Budget meeting.

COMMENT:

Preparation of the 2013/2014 Budget is underway and Council is requested to consider a date for the meeting.

Past practice has been to hold the budget meeting on the fourth Friday of July. However as the CEO is commencing leave immediately following the budget meeting (due to travelling need to leave Saturday 27th July), it is requested if the budget meeting could be held Wednesday 25th July and that will then allow the CEO to be available to resolve any issues that could arise from the budget meeting.

Previous practice has been to commence the meeting at 1.00pm.

The meeting will formally consider the draft budget and then the required accounting format will be presented at the August 2013 meeting for formal adoption.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.25 Administration Regulation 12(3)

Council is to give public notice of the Special Meeting.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.4

That Council holds a Special Meeting of Council to consider the 2013/2014 Budget on Wednesday 25th July 2013, commencing 1.00pm at the Northampton Council Chambers.

6.5.5 PROPOSED 150th ANNIVERSARY MONUMENT

LOCATION:	Northampton – Kings Park
FILE REFERENCE:	11.3.3.1
DATE OF REPORT:	5 June 2013
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Design of Monument

SUMMARY:

Council to endorse the recommendation of the Northampton Town 150th Anniversary Community Committee to construct a monument at Kings Park as per the attached plan.

LOCALITY PLANS:



BACKGROUND:

The Northampton Town 150th Anniversary Community Committee has been progressing with planning for the 150th Anniversary of the Northampton town in 2014. As previously reported the Committee is recommending that a monument be erected and family concert/festival also be held. All other sporting and community groups will conduct their own functions/festivities.

The major project has been the development of a memorial.

The Committee advertised calling for submissions from residents to provide ideas/designs for a monument. Unfortunately only two were received being a clock tower in the shape of a poppet head with metal cut outs depicting the town's history and the other a wall monument again with metal cutouts depicting the town's history.

The cost of the clock tower is deemed too excessive with an estimated cost of \$60,000 to \$70,000 the clock alone has a cost of \$25,000.

A submission by Kevin Chick is the preferred option being a wall to be located at Kings Park as an entrance to that park. Although Mr Chicks design focuses heavily on the rural sector, the design has been altered to reflect the history of the Northampton town.

The revised monument wall will be constructed with the name bricks currently being purchased by residents. Then a frame with metal cutouts which at this stage will depict the following:

- Aboriginal people – being the original land owners
- Ship – first white settlers arriving
- Mining – being the start of the Northampton town
- The Gwalla Church – being one of the first significant buildings
- Horse and plough – start of the rural sector within the town then expanding
- Railway workers – railway line to Northampton
- A modern day family – where we are now
- Archway with the wording “Northampton 150years”

The Committee considers that the design is simple, and covers all aspects of how Northampton began to now.

Size of the monument is estimated to be a total 22m in length with an entrance of 4m and each wall 8m in length and the structure having an overall height of 2.4m. The columns are to be manufactured from steel and are not solid but forming a round pole as shown in the design.

COMMUNITY CONSULTATION:

As advised the Committee undertook the community consultation and it was advertised widely and on several occasions but disappointing in the response.

FINANCIAL & BUDGET IMPLICATIONS:

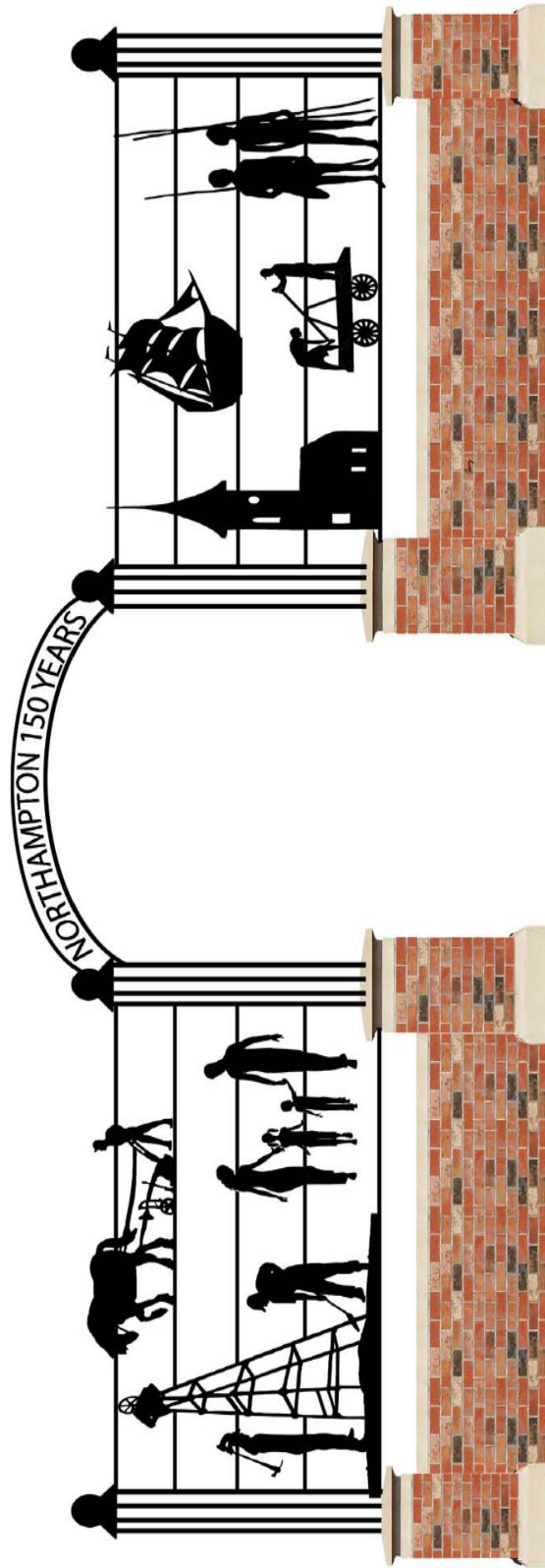
At the time of compiling this report no actual costs on the monument have been received. The process from here is that the CEO has met with an architectural firm in Geraldton to provide scaled plans and then quotes from various metal fabricators will be obtained and included in the Council 2013/14 Budget.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.5

That Council approves the design of the Northampton 150th memorial as recommended by the Northampton 150th Anniversary Community Committee.



6.5.6 JULY & AUGUST COUNCIL MEETINGS

FILE REFERENCE:	4.1.1
CORRESPONDENT:	Cr Brad Cripps
DATE OF REPORT:	5 June 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to consider a request from Cr Cripps to change the July and August Council meetings from a Friday to an alternative day or for the meetings to remain on the third Friday however commencing at an earlier time.

BACKGROUND:

As per the email sent to all Councillors, Cr Cripps advises that due to junior sporting commitments that he is finding it difficult to remain at Council meetings held on Fridays up until the meeting closes, often having to leave by 3.45pm.

To accommodate his concerns Cr Cripps seeks Council support to change the meetings to an alternative day or change the starting time on the Friday meetings.

COMMENT:

Management is aware that a change will have an effect on other Councillors and from a Management perspective any change is of no significance to the Council operations.

Previous Council meetings have been ending between 4pm and 4.30pm on most occasions and therefore if an earlier start is preferred then it is suggested that 11.00am be the start time, operate until 12.30 or 1pm, break for lunch and then continue on with the meeting which would/should be finished by 3pm.

COMMUNITY CONSULTATION:

If a change does occur the Council must advertise that change as per the requirements of Section 5.24(1) of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.24(1)

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.6

For Council consideration.

6.5.7 MID WEST INVESTMENT PLAN PROJECTS

FILE REFERENCE:	4.2.14
DATE OF REPORT:	5 June 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to prioritise projects to allow submission to be lodged with the Mid West Development Commission for funding.

BACKGROUND:

Council has previously discussed many projects that may be eligible to receive funding through various grants, especially Royalties for Regions and also the Mid West Investment Plan (MWIP), which is Royalties for Regions Funding but specific to the Mid West.

Within the future planning documents there are three projects listed and time frames when they are to commence:

- White Cliffs Road – bitumen seal 13km's, three year project propose to commence 2014/2015.
- Binna West Road – bitumen seal 9km's, three year project propose to commence 2015/16.
- Horrocks Community Centre – construction of community building, propose to commence 2017/18

The first step in the process to receive MWIP funding is to lodge an expression of interest in the form of a "Project Business Case Summary". This EOI is then considered by the Mid West Development Commission to determine if the project is to be considered for funding, if it is then a Business Case is then developed and lodged for further consideration by the state government.

Advice from the MWDC is that as the projects have three year tenures, it is most unlikely that Council will receive funding for any other project whilst one is still being completed, and further the Council has to demonstrate its regional significance. Therefore Council must now re-prioritise and nominate which project it wishes to progress with. This will also have an effect on the Forward Plans and which will also need to be amended accordingly. The change will affect the overall financial projections/outlook within the plans.

The MWDC also advised that for a project to succeed the Council will need to contribute and the norm is 50:50, although smaller contributions have been approved.

For the White Cliffs Road it has a budget of \$1.6m and it has been calculated that \$175,000 contribution would be forthcoming from Council in the form of Staff and Plant costs. Indication is that this contribution is too small.

The road does have regional significance as is a tourism route linking other coastal communities and services the fishing industry.

For the Binu West Road it has a budget of \$1.63m, with a Council contribution of \$250,000, plus local landowner's contribution estimated at \$350,000 which is based on 10 trucks working 8 hour days for 30 days and two loaders working same period. In addition there will be gravel contributions which has been calculated using 35,000 cubic metres at \$1.50/m³, \$52,500

This results in a request for \$980,000 (rounded) for MWIP funding which represents 60% of the cost.

The road does have regional significance as is a farm produce route and a tourism link on a smaller scale.

The Horrocks Community Centre project is a little difficult to determine at this stage. To assist in preparing for grant applications two quotes have been received on the current design, one from an architectural firm estimator being \$4.47million and one from a building firm which was \$2.3million.

Due to the large variance a revised cost on a smaller scale building, using the Binu Hall as an example, has been requested however has not been received at the time of compiling this report and will be tabled at the meeting. It is recommended though that this project not be considered for MWIP at this stage due to the high cost and also that Council and the community will need to revisit the design to make it achievable.

It is questionable if this is a regional project as basically will only service the community of Horrocks.

COMMENT:

As per the background Council is requested to determine which project is to get priority to progress with a MWIP Funding application and alter the future final plans accordingly.

FINANCIAL & BUDGET IMPLICATIONS:

If the funding application is successful it will have implications for future budgets.

STRATEGIC IMPLICATIONS:

The current Strategic Plan only identifies White Cliffs Road, however all projects are identified in Councils long term financial plan.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.7

For Council consideration.

6.5.8	PROPOSED RELOCATION OF NORTHAMPTON BOWLING CLUB	
	LOCATION:	Northampton
	FILE REFERENCE:	11.1.5
	CORRESPONDENT:	Northampton Bowling Club
	DATE OF REPORT:	5 June 2013
	REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Information item with the Northampton Bowling Club advising they have voted once again not to relocate to the Northampton Community Centre.

BACKGROUND:

When the development of the Northampton Community Centre was near completion, Council investigated the possibility to relocate the Northampton Bowling Club to the NCC. Result was then that the NBC did not wish to relocate.

As part of the developing of the new future planning requirements, the NBC was once again requested to consider this proposal to allow inclusion within the future plans.

The NBC asked all members to vote. 59 persons were eligible to vote, 56 did so and the result was 40 to remain where they are and 16 to relocate.

As a result the proposal for relocation in the near future should no longer be considered by Council but it be reviewed within two to three years time.

OFFICER RECOMMENDATION – ITEM 6.5.8

For Council information.

6.5.9	AUSTRALASIAN SAFARI 2013	
	LOCATION:	KALBARRI
	FILE REFERENCE:	12.2.3
	CORRESPONDENT:	Australasian Safari
	DATE OF REPORT:	5 June 2013
	REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the waiving of landing fees at Kalbarri Aerodrome to assist with the event.

BACKGROUND:

As per previous advice the Australasian Safari is again running its events through the Shire in September 2013.

The event brings over 500 persons to the shire that are directly involved with the event plus hundreds more as spectators.

To assist in running the event they require landing areas for two fixed wing aircraft and two helicopters which play a vital role in their safety and communication systems and they will land multiple times and also require parking overnight.

The event organizers are requesting Council to waive the landing fee charges for these aircraft.

COMMENT:

Without knowing the number of times each aircraft lands it is difficult to calculate what the loss of earnings to Council would be but at \$15 per landing it is not considered significant.

As stated earlier the event attracts many persons which is an economic boost to the towns within the shire where the event passes through.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.9

That Council waive all landing fees for aircraft associated with the operations of the Australian Safari 2013 utilising the Kalbarri Aerodrome.

6.5.10	CAMPS – UNALLOCATED CROWN LAND & PASTORAL LEASE	
	LOCATION:	Kalbarri North
	FILE REFERENCE:	9.2.3
	CORRESPONDENT:	Department of Regional Development and Lands
	DATE OF REPORT:	6 June 2013
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Copy of correspondence to DRDL 2. Copy of DRDL response

SUMMARY:

Information item on outcome of concerns received from residents on the number of camps appearing on land north of Kalbarri.

BACKGROUND:

The CEO reported previously to Council of several letters of concern on the number of camps being developed on lands north of Kalbarri. As a result of those concerns correspondence was sent to the Department of Regional Development and Lands as per Appendices 1. The Departments response is Appendices 2.

COMMENT:

The DRDL has now been contacted on three separate occasions regarding this matter and no action has occurred. Their current response indicates that an appeal is currently being determined on one camp that is located on unallocated crown land which no doubt will take time to resolve and for the other four camps they are in fact located on pastoral lease which also could take some time to resolve.

One direct impact on Council that could occur is the issue of the area of land possibly coming under Council control as “open space facilities”. Although their correspondence does not directly indicate that Council would be responsible for management of the land it does not however say Council would not be. It is suggested that Council meet with the DRDL on this particular issue to determine how the camping issues can be resolved and to determine future management responsibility.

Council has no other option but to continue to monitor the situation and keep pressing the DRDL to take action to have the camps removed.

COMMUNITY CONSULTATION:

No formal consultation undertaken to date however subject has arisen due to concerns expressed by community members.

With Council now having the opportunity to consider this matter, each Community member that expressed concern will now be provided with a copy of the DRDL response.

GOVERNMENT CONSULTATION:

Further consultation to occur with the Department of Regional Development and Lands.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.10

That Council note the information provided and request a meeting with the Director General of the Department of Regional Development and Lands to further discuss this issue and to determine future management responsibilities of the unallocated crown land and possible pastoral lease that may be relinquished.

APPENDICES 1



199 Hampton Road
PO Box 61
Northampton WA 6535

P 08 9934 1202
F 08 9934 1072
E council@northampton.wa.gov.au
W www.northampton.wa.gov.au

Our Ref: 9.2.3/OCR24414

Paul Rosair
Director General
Department of Regional Development and Lands
PO Box 1143
WEST PERTH WA 6872

Dear Sir,

CAMPS ON UCL - "PARADISE FLATS"

Council once again requests that your Department attend to the removal of now five camps located on unallocated crown land, locally known as Paradise Flats, and also on pastoral lease land north of the Kalbarri townsite.

When we originally advised you of camps being developed on these lands there was only two and now due to your lack of action there are five.

On a recent inspection by Council officers the following was observed:

Camp 1: GPS: S 27 40 146 E 114 10 306
3 Caravans
4 Vehicles (1 Subaru and 3 Toyotas)
1 Large shed approx 9m x 11m
No occupants around at time of inspection.

Camp 2: GPS: S 27 39 034 E 114 10 592
Abandoned camp site

Camp 3: GPS S 27 39 222 E 114 11 020
1 Quad bike
2 Toyota vehicles
1 Tent
1 Lean too
CGI fence
Generators
Chainsaw
1000 litre water container

This is a camp that has recently been set up and is in the process of being developed further with more fencing etc. No occupants around at time of inspection.

Northampton • Kalbarri • Horrocks • Port Gregory • Isseka • Binnu • Ajana

Camp 4: GPS S 27 38 494 E 114 10 595
 1 Toyota vehicle 9HH 314
 1 unlicensed Nissan vehicles
 1 boat trailer
 3 Caravans
 6 garden sheds
 2 Larger buildings used for habitation
 1 lean too under construction


This is very well established campsite with a laundry, generator room, drop toilet, veggie garden, etc. There was one occupant at the campsite when we carried out the inspection.

Camp 5: GPS S 27 38 471 E 114 11 017
 1 Range Rover vehicle 9KL 042
 1 Toyota sedan 018 JCE (Queensland plates)
 1 unlicensed Toyota
 2 Caravans
 1 trailer 7TN 572
 1 lean too
 4 garden sheds
 1 larger building used for habitation
 1 aluminium dinghy

This is a well established campsite and we were informed by the occupant at camp 4 that the people that live at this camp ran the aboriginal arts and crafts shop in Kalbarri. There were no occupants at the time of the inspection.

The inspection of the sites also revealed the following:

1. No approved or acceptable effluent disposal methods evident for either grey water or sewage, exposing occupants to potential risk of disease. One site had a hole in the ground with a pan placed on top of the hole with a rough CGI enclosure, similar to the old on site temporary builder's toilets, no lime or disinfectant visible.
2. No safe supply of potable water, exposing occupants to potential risk of disease (several old chemical containers with water);
3. No effective refuse waste management or disposal methods are evident with piles of rubbish and debris scattered around the sites;
4. The lack of an effective refuse and waste management and disposal system encourages the proliferation of rodents, cockroaches and other insects that can expose the occupants to the potential risk of disease;
5. Open fires evident at some sites creating a potential fire hazard that could quickly spread and endanger the town of Kalbarri and/or the National Park with possible devastating consequences;
6. There is evidence of the introduction of foreign flora, weeds, grass, etc, into the campsites and adjoining areas;

- 
7. Use of secondhand building materials and the construction methods of buildings do not appear to be structurally sound or stable;
 8. Several structures already in a state of collapse and disrepair presenting a danger to the occupants and others in close proximity;
 9. Building structures and caravans have been constructed and placed around, under and in close proximity to trees and vegetation providing little or no protection from bushfires, etc;
 10. Most sites are littered with debris and building debris that have the potential of becoming windborne in the advent of strong winds, endangering any occupants or passersby;
 11. No safe access for any emergency such as the need for emergency services;
 12. Evidence of domestic animals being kept at these campsites i.e. dogs that may impact adversely on the local fauna;
 13. With the amount of debris and refuse scattered around the surrounding areas adjacent to the campsite there is an apparent lack of respect for the local land including the flora and fauna;
 14. Areas littered with abandoned vehicles and caravans, some registered, some still with license plates and the remaining un-registered;
 15. Non compliance with the Health Act, Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations, Building Code of Australia, Caravan and Camping Ground Act and Regulations, Litter Act, Environmental Protection Act and Regulations.

The Council is also receiving many concerns from residents in Kalbarri on the allowing of the continued development of these camps and the detriment it is doing to the area with new vehicle tracks, refuse and more importantly health issues such as disposal of human waste.

The Council requests that your Department addresses this issue as a matter of urgency because if you don't there is no doubt that well established settlements will occur which will result in the demand for services to the area which will come at a significant cost to the State Government and possibly Council.

Enclosed are photographs of each camp as well as emails of concern received from residents in Kalbarri.

We look forward to your urgent response to this matter.

Yours faithfully



GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

30/04/2013

APPENDICES 2



Government of **Western Australia**
Department of **Regional Development and Lands**

10R24308

Your ref: 9.2.3/OCR24414
Our ref: 02292-1964/11 and 50896-2004' A 3124937,
A3125055, A3125082, A3147114
Enquiries: Henty Farrar, Ph 656 24579

Chief Executive Officer
Shire of Northampton
PO Box 61
Northampton WA 6535

NORTHAMPTON SHIRE COUNCIL				
File: 923				
23 MAY 2013				
Admin	Eng	Heritage	Town Plan	Reg
Ch				

Dear Mr. Keeffe,

Garry

CAMPS ON UNALLOCATED CROWN LAND (UCL) – “PARADISE FLATS

Thank you for your letter dated 30 April 2013 regarding campsites located in the area north of Kabbari. One camp is located on UCL and the others on the Murchison House Pastoral Lease.

The site notified as “Camp 1” has undergone a process, under section 270 of the *Land Administration Act 1997* (LAA), for the removal of unauthorised structures. A Notice was served for a second time in September 2012 and that notice of removal was appealed. The submission on the appeal has been forwarded to the Minister for consideration and submitted to the Governor for a decision.

Whilst appreciating your concerns, the sites notified as Camps 2, 3, 4 and 5, as depicted on the attached plan (Attachment 1) are located on Pastoral Lease CL 129/1974.

A pastoral lease is considered to be private property in terms of access and use by third parties. The right to control access to a pastoral lease is in the hands of the pastoral lessee. Access to and use of a portion of pastoral lease land is, to a large extent, up to the approval of the lessee and not a matter that the Department of Regional Development and Lands (RDL) can or should be involved in. A Pastoral Lessee has the initial responsibility for people camping on their land. This Office has no record of the said Pastoral Lessee making any representation regarding these campsites.

Given that the Shire has raised its concerns with RDL, I will arrange for the matter to be raised with the Lessee and also suggest that the Shire could raise their concerns with the Lessee.

There may even be preparedness by the Lessee to relinquish the isolated southern portion of the lease that is on the bend in the Murchison river. This is so that it can be incorporated and managed as part of the town’s open space facilities.

There have been discussions in the past regards the establishment of a large area of natural bushland that could accommodate recreational and cultural facilities in a well-planned and managed way. This would provide another means by which local Nanda indigenous traditions, art and culture are recognized.

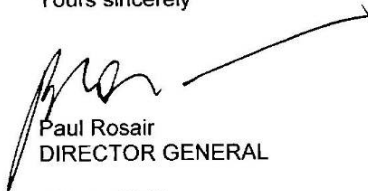
The immediate need, however, is to have the camps on the pastoral lease removed, if these are not on this land as invitees of the Lessee.

If there are health issues involved with these sites, the local authority and/or the Department of Health should seek to use its legislation to resolve the matter.

Henty Farrar, Regional Manager, Midwest Lands Division, RDL is the point of contact and will be liaising with our Pastoral Lands Business unit. Mr Farrar can be contacted at telephone number 08 6552 4579.

I hope we can continue to work together to deal with these apparent unauthorized occupations.

Yours sincerely



Paul Rosair
DIRECTOR GENERAL

15 May 2013

6.5.11 EMERGENCY SERVICES REVIEW – TRANSFER OF RESPONSIBILITIES

FILE REFERENCE:	5.1.2
CORRESPONDENT:	Department of Fire & Emergency Services
DATE OF REPORT:	10 June 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine if it wishes for the Department of Fire and Emergency Services (DFES) to take over the administration and operation of Bush Fire Brigades.

BACKGROUND:

The DFES is currently conducting a review of the Emergency Services Legislation. As part of the process a Concept Paper is being developed that will facilitate consideration of key issues raised through ongoing consultations and previous reviews.

During the consultation process a key issue that has been identified is the administration and operation of bush fire brigades. A number of submissions were received on this issue, specifically related to Recommendations 55, 56 and 58 which state:

Recommendation 55 - the emergency services legislation is to provide DFES and local government to enter into an agreement for the purpose of transferring the following responsibilities to DFES on a permanent basis:

- Emergency incident control
- Bush Fire Brigade operations and administration
- The determination and administration of Emergency Services Levy in relation to the capital and recurring costs associated with bush fire brigades.

Recommendation 56 – such an agreement is only to be entered into if both DFES and the local government agree to terms and conditions.

Recommendation 58 – Any additional costs of transfer of Bush Fire Brigades from local government are to be borne by the state.

COMMENT:

The DFES are requesting Council to consider:

If future legislation provided the option for local governments to transfer the responsibility for bush fire brigade operations and administration to DFES, would Council be likely to retain or transfer the responsibility?

The operations of bush fire brigades has always been under the control of local government and from a management perspective it's not a onerous task, however the real issue is if and when a situation arises at a fire where a person/s gets injured or worse, then the local government and the volunteers come under scrutiny on how the situation was handled etc. In this instance it is best that DFES control such events.

It is always been the opinion of the CEO that fire brigades and the administration of the Bush Fires Act should be the responsibility of DFES, they have the resources to undertake it and takes away possible litigation and other legal issues from local government and volunteers.

However on the flip side the local bush fire brigades would no doubt find it easier to liaise with Council staff rather than DFES staff purely because we are in the community.

This issue was raised at the recent Bush Fire Advisory Annual Meeting and those present had no concerns with the transfer of the administration and operation of brigades to DFES.

FINANCIAL & BUDGET IMPLICATIONS:

There is no real financial implications for Council as operation costs of Bush Fire Brigades are reimbursed by the Emergency Services Levy, the main cost to Council is staff time.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.11

For Council consideration.

6.5.12 NORTHAMPTON CHILD CARE CENTRE

LOCATION:	Northampton
FILE REFERENCE:	8.1.2
CORRESPONDENT:	Northampton Child Care Association
DATE OF REPORT:	10 June 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Advice from the Northampton Child Care Association that due to a downturn in their operations that it is unlikely they will now be able to repay the \$12,000 grant that was provided to them to assist with their operations.

BACKGROUND:

At the December 2012 meeting Council approved a request from NCCA to provide financial assistance of \$12,000 which consisted of \$5,700 of budgeted expenditure for works at the NCCA to accommodate new playground equipment which at the time was not to progress and an unbudgeted allocation of \$4,300.

The grant was paid on the condition that it be repaid 31 December 2013.

The Centre advises that they are still experiencing a decline in their financial situation and is mainly due to low numbers. The centre continues to take measures such as reduced trading hours etc and they have also obtained a grant for a review of their operations to be undertaken by an independent person to determine its long term future as well as a \$5,000 emergency operation grant.

However despite the measures they have undertaken they are still in financial difficulty and have now submitted advice that based on their current operations they will not be able to repay the balance \$11,800. They have paid \$200.

They advise the following:

The NCCA committee met 22 May 2013, in what was to prove a most sobering and depressing meeting.

We discussed as always, our poor financial situation. We have calculated that the centre only has enough finances to remain open until 6th June 2013 - a call which was exceptionally difficult for us to make.

Based on this, the committee is following the recommendations made at our meeting with you in May, to be transparent with the Shire of Northampton, and to let you know that we will be unable to pay back the loan of \$12K to you. We would like to make this submission for your next council meeting in June.

The committee are devastated at having to make this very tough decision as you can appreciate. We were hopeful that through all of the publicity and push for fundraising, the attendance numbers at our centre would have increased. This has not been the case - we have not had the increase in attendance as hoped.

The committee also feels upset that we cannot pay the loan back to the Shire. The support of your council has been unsurpassed over the life of the NCCA, and appreciated to the highest level.

It is unfortunate that time is not on our side, and we do not have the leeway to even pursue reducing to three days operation, or pursuing the option of "On premises care" - our expenses are beginning to outweigh our income at a fast pace- we are losing \$614.00 per week. The committee are still awaiting the decision from Department of Communities for some emergency funding, but until that comes through we will have to proceed down our chosen path of closing the centre.

As per the background, the Centre did receive the emergency funding as stated but will not be enough to continue operations.

Since the above letter was received the NCCA are seeking the assistance of the Department of Communities to appoint a person to undertake a review of the centre and they are also having discussions with family daycare scheme Bright Stars next week to discuss the option of on-premises care in more detail.

COMMENT

It is disappointing that the NCCA continues its demise however hopefully they will find a solution within the near future.

The issue for Council though is to consider their advice of not being able to repay the \$11,800 balance of the grant and if Council accepts that then the debt will need to be written off.

FINANCIAL & BUDGET IMPLICATIONS:

If the debt is written off then Council budget will have a shortfall of \$4,100 which is not considered significant.

In addition the proposed playground is not proceeding due the low numbers and therefore the \$5,700 budget provision to construct retaining walls to accommodate the playground will not be incurred by Council in 2013/14 as previously proposed.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

VOTING REQUIREMENT:

Absolute Majority Required – if Council resolves to write of the debt.

OFFICER RECOMMENDATION – ITEM 6.5.12

That Council accepts the advice from the Northampton Child Care Centre and writes off the debt of \$11,800.

ADMINISTRATION & CORPORATE REPORT

LATE ITEMS

6.5.13	ILLEGAL CAMPING	2
6.5.14	PROPOSED KALBARRI FORESHORE PARKLAND REDEVELOPMENT PLAN	9
6.5.15	FUTURE USE OF TECHNOLOGY FOR AGENDA REPORTS	11
6.5.16	MEMBER SITTING FEES & ALLOWANCES	13
6.5.17	REGIONAL DEVELOPMENT AUSTRALIA FUND	17

6.5.13	ILLEGAL CAMPING	
	LOCATION:	Northampton
	FILE REFERENCE:	13.2.4
	CORRESPONDENT:	Graham Leggett
	DATE OF REPORT:	19 June 2013
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Emails Received from Mr Leggett (sent separate to the agenda)

SUMMARY:

Council to consider emails received from Mr Graham Leggett in relation to illegal camping throughout the Northampton townsite and outskirts.

BACKGROUND:

Councillors are in receipt of emails from Mr Leggett in relation to illegal camping.

Council has considered similar complaints from Mr Leggett which resulted in the Oakabella rest area being closed. As a result of that closure those who wish to not stay in caravan parks are now using other areas, such as the new information bay south of town, and in areas within the Northampton townsite and on other rural roads predominantly south of the townsite.

COMMENT:

The control of illegal camping with the resources available is very difficult. The rangers do patrol the town areas, not areas outside the townsites. The patrols are undertaken when the officer is available and the norm is two to three days per week. In Kalbarri the ranger undertakes additional patrols.

When an illegal camper is noticed a move on request is made or a on the spot \$50 fine is issued. Unfortunately not many of these fines are paid as they simply leave the area and very difficult and costly to follow up on.

Also advised previously is the issue of drivers resting. If a driver is fatigued etc they have the right to pull over and rest, this then creates a situation of determination of camping or resting, whether it's having a rest in the front seat of a car or in a caravan/motor home.

The only true mechanism that the Council has to control illegal camping is to employ additional rangers and that would be in the cost of \$60,000 to \$100,000 extra each year or provide an area for free or cheap camping because that is what the modern day caravanner's want. They are all self sufficient, have showers and ablutions etc.

The Northampton office receives phone calls if there are any camping areas apart from the Caravan Park purely because they do not wish to pay.

A concern from a resident perspective is that many visitors who are aware that you will get fined for illegal camping will simply continue through the town, not stop and therefore not purchase any items such as fuel, food etc which would then have detrimental effect on other local businesses.

It is acknowledged that illegal camping does affect the Northampton Caravan Park but it is a practice that will continue and unless Council provides adequate resources it will never be resolved.

A number of local authorities within this region and north were contacted to determine what action they are taking with illegal campers. Council's EHO/Building Surveyor undertook this task and received the following responses:

Shire of Coorow

Looking at opening up a type of ECO short stopover tourist areas (ie free/cheap parking area). Main reason is to eliminate arguments relating to "Don't drive tired", "Enjoy the area", "Spend money- they must run out of supplies at some stage.

Irwin:

They have 'No Camping' signs in place. Their Ranger drives around in the morning and knocks on car doors, gives them a warning and asks them to move on.

Taking them to court is just too difficult because they're on the move anyway and if you get them to court they may claim that they parked, which isn't illegal if the car is registered. So, we rely on a bit of bluffing and keep annoying campers. Word will get out, but there will always be some. As long as they don't litter or leave too much of a mess have no real concern.

City of Greater Geraldton:

At present they conduct daily morning patrols. This is combined with signage at each problem site.

Both the signage, public information and operational practices are under review with a recent re-structure.

The new Team Leader of Local Laws is devising strategies to tackle this matter with greater impact. This will take time and will be implemented as it is developed. Some additional measures will include night patrols, additional signage and entry signage at the City's boundaries.

Exmouth:

The Council of the Shire of Exmouth has given a clear directive to strictly enforce the legislation. This means no warnings (unless they have a legal defense as per the Act).

To ensure compliance, patrols are undertaken at 6am every morning and at times starting at 5am to catch the early risers. At the beginning of their tourist season (April), the offences observed occur within the town site and prominent areas being the town centre and town beach so these areas are targeted heavily to reduce the number of offences in these locations.

Each person is issued an infringement which at times can result to 3 or 4 infringements per vehicle. As a result of targeting the prominent areas within the town site a month or so after the tourist season begins, the offences in these areas begin to reduce so the enforcement has made some effect. Patrols then revolve around the outlying areas of the town site, usually from 20kms south of town all the way around to the National Park as offences in the town site don't occur all that often yet offences in the outlying areas are always observed.

With only one Ranger, they have authorised other staff under the Act to assist. The Exmouth Police have also offered their assistance and have officers authorised under the Act to enforce the offences whenever possible. They don't issue many infringements but having them on board does assist the Shire but getting the word out to travelers that it isn't just the local government enforcing the legislation. It also assists them by knowing who is around. The Police have also been vigilant in enforcing their own legislation regarding vehicle roadworthiness. By doing so it puts the message out that if you come to Exmouth you will be watched by everyone.

Note this is the same situation for Northampton and Kalbarri.

It has also become obvious that the international travelers are using the same excuses (ie too tired and it was late and the caravan parks were closed). Infringements for offences with these excuses will still be issued with an infringement as none of them attempt to get accommodation prior to arriving or attempt to arrive at a reasonable time to find accommodation. 99% of these offenders have also been in Coral Bay for the day which is only 1 ½ hrs away meaning their excuse is no longer a reasonable excuse for committing the offence.

The advice is though that any action the ranger takes does not completely dissolve the issue as the legislation and unfortunately the actions taken by other local governments affect the behaviour of these offenders. Some offenders have advised the ranger that other local governments give them a warning for the 1st offence which in turn means they will continue to do it throughout the state. This is a decision of those relevant local governments but the Shire of Exmouth has decided to take a zero tolerance policy on the issue to ensure the issue is reduced as much as possible.

The Fines Enforcement legislation also doesn't assist with enforcing this legislation as offenders know that without a current address it is very difficult to follow up. They also know that it takes a few months before any legal action will be taken against them via fines enforcement. It is assumed they are also aware that without a WA Registration or Drivers License they know there is nothing that can be done if the infringement isn't paid.

The common theme is the issue of infringement notices to deter the illegal camping, relying on "word of mouth" that if you camp illegally there is a very good chance that you will receive an infringement. Irwin seems to be adopting a different approach in an effort to encourage people to stop in their area and contribute financially to the local businesses by purchasing fuel, food etc. In Shark Bay there are several areas where tourists can obtain a \$5 permit to camp overnight, but other than in those areas infringements are issued by the Shire Ranger and the National Park is controlled by the DEC.

There are also several publications available on the internet that advise travelers of where free parking/camping may be available

STATUTORY IMPLICATIONS:

Shire of Northampton Local Law

The Council Local Law that controls illegal camping is the *Local Law Relating To Reserves and Foreshores*.

Section 8

On a foreshore or reserve a person shall not without the consent of the Council—

- (h) Camp, lodge or tarry overnight, or frequent for the purpose of camping, lodging or tarrying overnight except with the approval of Council.

Caravan & Camping Regulations – State Act

The Caravan and Camping regulations make the following provisions:

Reg 1 - Where a person may camp

A person may camp only —

- (a) *at a site in a caravan park or camping ground, as appropriate, licensed under the Act; or*
- (b) *in accordance with regulation 11.*

Penalty: \$1 000.

Reg 11 - Camping other than at a caravan park or camping ground

(1) A person may camp —

- (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval;
- (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;
- (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
- (d) on any land which is —

- (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the *Land Administration Act 1997* or any other written law, and placed under the care, control or management of a State instrumentality,
in accordance with the permission of that instrumentality; or
 - (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the *Land Administration Act 1997*, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
- (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
 - (c) despite paragraph (b), by the local government of the district where the land is situated —
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.
- (3) In this regulation —
- building licence* means a building licence under section 374 of the *Local Government (Miscellaneous Provisions) Act 1960*;
- emergency* means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;
- road side rest area* means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —
- (a) resting;
 - (b) stopping; or
 - (c) camping,
in a vehicle;
-

Town Planning Scheme Implications

Within Mr Leggett's email he states

"The caravan and camping Act 1995 states and person may camp in an area for up to 3 days with permission of the Owner (Who gave that permission) and what is the zoning and purpose of the land under the planning regime."

Obviously no permission is granted by Council Management to illegal campers.

In regards to the Town Planning Scheme/s, like all Scheme's allows for applications to be lodged for various types of accommodation and depending on the zoning will determine what type of applications may be lodged (i.e. hotel, B&B, chalets etc).

The temporary accommodation upon a site (i.e. camping in a caravan) is covered under the Caravan Parks and Camping Grounds Act/Regulations and is not something that a Town Planning Scheme gets involved with.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.13

For Council consideration.

6.5.14	PROPOSED KALBARRI FORESHORE PARKLAND REDEVELOPMENT PLAN	
	LOCATION:	Grey Street - Kalbarri
	FILE REFERENCE:	11.1.7
	CORRESPONDENT:	Kalbarri Foreshore Parkland Community Consultative Committee
	DATE OF REPORT:	19 June 2013
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Committee report, mood designs & Plan (forwarded separate to the agenda)

SUMMARY:

Council to consider a report from the Kalbarri Foreshore Parkland Community Consultative Committee and make provision with in the 2013/14 budget to further progress the redevelopment plan.

BACKGROUND:

Councillors have received emails from the KFPCC in regards to the development of the foreshore plan.

Clarification has been received and the Committee advised that it is not their intention to provide a presentation to Council at this stage but request Council to provide further financial assistance for the engaging of a consulting firm to progress the plan.

The Committee indicated that they wish to remain in the process by briefing the consultant, undertake stakeholder and public consultation and seek funding options and prioritization.

Council, to progress possible re-development of the foreshore, established the KFPCC to progress a draft plan and undertake further community consultation on a final plan.

To date the KFPCC has progressed the plan to a point where the engaging of the original plan designers, Ecoscape, is required. The proposal is to engage Ecoscape to conduct a workshop with the KFPCC to clarify their intentions and then progress with a new master plan.

Following the workshop, Ecoscape will develop the design into an illustrative plan (similar to those previously provided) which will be issued for review and comment. Once comments are received then the plan will be amended and that plan will then be used for final community consultation and Council endorsement.

COMMENT

The development of a plan for any redevelopment of improvements to the Kalbarri foreshore parkland has been under discussion for many years. It is considered that Council progress with the plan because then at least it has a plan to work with and implement when funds are available. Before the plan is formally adopted the Council still has the option to either delete or amend recommendations within the plan. The bottom line is that it is best to have a plan for progressive improvement.

FINANCIAL & BUDGET IMPLICATIONS:

A quote \$3,780 (GST exclusive) has been received from Ecoscape to undertake the above works and Council is now requested to secure this provision within the 2013/2014 budget to allow the early engagement of Ecoscape to complete the plan.

Alternatively Council can approve the expenditure now as out of budget authorised expenditure which will allow an earlier engagement of Ecoscape and this is considered the best option.

STATUTORY IMPLICATIONS:

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

Will only apply if Council approves of the expenditure now.

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2012/2013 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 6.5.14

That Council engage the services of Ecoscape to further develop the Kalbarri Foreshore Parkland Redevelopment Plan in association with the Kalbarri Foreshore Parkland Community Committee at a cost of \$3,3780 plus GST and this be declared authorised expenditure.

6.5.15

FUTURE USE OF TECHNOLOGY FOR AGENDA REPORTS

FILE REFERENCE:	4.1.14
DATE OF REPORT:	20 June 2013
REPORTING OFFICER:	Garry Keeffe/Grant Middleton

SUMMARY:

Council to consider the future use of technology for the delivery of Council agenda reports.

BACKGROUND:

Over the past few months Councillors have been expressing concern on the delivery of the Council agenda reports by electronic means to the individual iTablets. In many cases Councillors are experiencing difficulty in downloading the agenda reports.

In addition the staff are required to send out reports separately instead of one document due to the limited size the iTablets can take.

Therefore the Council is requested to consider if it wishes to continue with the electronic version, if so then an upgrade in the iTablets to either I pads or small lap top computers that have large memory needs to be considered, or we return to the printing of the agendas.

COMMENT

When the iTablets were first introduced it was estimated that a savings to Council would occur in printing costs (including staff time) of an estimated \$5,000 per annum.

Currently staff are having to print 15 agendas for some Councillors and the rest for public use, current printing costs \$2,062.

The current cost to print an entire agenda is \$3,162 (excluding staff time) which is calculated for a total of 23 Agenda's with an average of 200 pages with 50 pages of Colour = 11 Meetings x \$287.50 = \$3,162.50.

To upgrade electronically to I pads is approximately \$600 per unit, total \$7,200.

FINANCIAL & BUDGET IMPLICATIONS:

A direction is requested from Council to allow inclusion of new electronic means within the 2013/14 Budget.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.15

For Council consideration.

6.5.16 MEMBER SITTING FEES & ALLOWANCES

FILE REFERENCE:	4.1.1
CORRESPONDENT:	Salaries & Allowances Tribunal
DATE OF REPORT:	20 June 2014
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine levels for Members sitting fees, President and Deputy President Allowances.

BACKGROUND:

The Salaries and Allowances Tribunal has completed its review of fees, allowances and expenses for elected council members of Local Governments throughout Western Australia.

The determination which will operate from 1 July 2013 establishes a scale of payments and provisions for reimbursement of expenses in accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996.

This is the first independent determination of fees, allowances and expenses which were set in 1996 and last adjusted in 2005. It brings levels of remuneration for elected council members into line with other States and also with the fees paid to Government Board and Committee members in Western Australia.

At the forefront of the Tribunal's deliberations has been the recognition of the important role local government plays in the community.

The Tribunal noted that it is vital that local governments attract capable and committed elected council members to provide leadership, expertise and good government at a community level.

After extensive consultation the Tribunal concluded that the 1996 framework of fees, allowances and expenses did not take into account the significant weight of responsibilities shouldered by elected council members, particularly in the large and most populated local governments.

In establishing a new framework for the payment of fees, allowances and expenses, the Tribunal has adopted a banding model to differentiate between the responsibilities carried by Councillors, Mayors, Presidents and their deputies in local governments throughout the State. Provision has been made for reimbursement of expenses properly incurred in enabling elected council members to properly fulfill their duties.

The levels of remuneration for attending meetings and allowances for elected council members are not intended to be salaries but do take into account the responsibilities and commitments of elected council members serving as representatives of the community.

From 1 July 2013 under the Tribunal's determination the banding structure for local governments provides for meeting fees within a range of \$3,500pa to \$30,000pa for Councillors and \$3,500pa to \$45,000pa for Mayors and Presidents.

The Annual Allowance for Mayors and Presidents will extend from \$500pa to \$85,000pa within the four band structure. The same limit with respect to 0.2% of operating revenue and the entitlement to Deputies still applies.

Provision has been made to increase the Childcare allowance from \$20 to \$25 per hour and to combine the allowance for Information and Communication Technology costs up to \$3,500pa. There is a continuing provision for the reimbursement of expenses incurred in fulfilling the duties of an elected council member.

The fees which may be claimed under the four band structure under which each local government is designated enables local governments to exercise the discretion vested in them by the Local Government Act 1995 and the Local Government (Administration) Regulations 1996.

The Shire of Northampton is in Band 4 which provides the following:

Council Meeting Attendance Fees – Per Meeting

For a council member other than the mayor or president - Minimum payment of \$88 and a maximum of \$225.

For a council member who holds the office of president – Minimum payment of \$88 and a maximum of \$463.

The current payment to all members is \$140 per meeting

Committee Meeting Attendance Fees – Per Meeting

Minimum payment of \$44 and a maximum of \$113 for all members.

The current payment to all members is \$70 per meeting

Annual Attendance Fees In Lieu of Council And Committee Meeting Attendance Fees

For a council member other than the mayor or president - Minimum payment of \$3,500 and a maximum of \$9,000.

For a council member who holds the office of president – Minimum payment of \$3,500 and a maximum of \$18,500.

This Council has not awarded annual fees in the past and this is supported as attendance fees should be paid for being in attendance.

Annual Allowance for Mayor or President

Minimum payment of \$500 and a maximum of \$19,000.

The current annual allowance paid is \$10,000.

Annual Allowance for Deputy Mayor or President

Section 5.98A (1) of the Local Government Act provides that 25% of the President allowance. Therefore the minimum payment is \$125 and the maximum payment \$4,750.

The current annual allowance paid is \$1,000

Travel Allowance

Members currently receive a payment of \$0.737 per kilometer. The new legislation has not changed the payment entitlement. The above rate is set by the *Public Service Award 1992*.

Annual Allowance in Lieu of Reimbursement of Expenses

All members are currently paid an allowance of \$150 per annum to cover costs for telephone, paper, computers costs etc. The new provisions provide an annual allowance for these expenses which is set at a minimum of \$500 and a maximum of \$3,500 is able to be claimed.

COMMENT:

Council now needs to set the rate for each of the following to allow inclusion within the 2013/2014 budget:

- Members sitting fees at Council meetings.
- Members sitting fees at Committee meetings
- Annual allowance for the President.
- Annual allowance for the Deputy President which will be determined by the above being 25%.
- Annual allowance in lieu of reimbursement of expenses.

FINANCIAL & BUDGET IMPLICATIONS:

Above fees must be determined to allow for inclusion with the 2013/2014 and future budgets and will be an ongoing cost for the Council.

VOTING REQUIREMENT:

Absolute Majority Required

OFFICER RECOMMENDATION – ITEM 6.5.16

For Council determination.

6.5.17	REGIONAL DEVELOPMENT AUSTRALIA FUND
FILE REFERENCE:	4.2.4
CORRESPONDENT:	Federal Minister Regional Development & Local Government
DATE OF REPORT:	20 June 2013
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to consider projects eligible for Round 5 of the Regional Development Australia Fund.

BACKGROUND:

The Federal Labour Government will provide \$150 million to be shared between all local councils and shires across Australia to help build and renew community infrastructure.

This funding, delivered through Round Five of the Regional Development Australia Fund and the Liveable Cities Program, is part of our plan for jobs and growth in regional and local communities.

This boost for 'shovel-ready' projects will allow councils and shires to generate new economic activity in regional and local communities while delivering infrastructure now and for the future.

Councils and shires will share this funding based on the current distribution of the Financial Assistance Grants. The Government has also put in place an additional protection for smaller councils by ensuring a base payment of at least \$30,000.

This means around 70 per cent, or \$105 million, of the total funding will be directed to rural and regional councils.

Urban councils will share \$45 million for local infrastructure to help make our cities more productive, liveable and sustainable. The \$105 million will come from the Regional Development Australia Fund and \$45 million from the Liveable Cities program.

This funding can only be used to build and renew community infrastructure and local councils and shires will need to outline the projects they intend to put this funding towards.

Sporting facilities, libraries, town halls, playgrounds and essential community services such as child care facilities are expected to benefit from this investment in every local community.

With these projects come more jobs and a boost to local economies across Australia.

Applications for Round Five open on 21 June 2013 and close at 5.00 pm (local time) on 22 July 2013. The department will assess applications as they are received throughout the application period and will approve projects within each eligible local government's Funding Allocation.

Applications must be submitted via the Department's Grants Management System portal which will be accessible on 1 July 2013.

The Round Five Program Guidelines will be available from Friday 21 June 2013..

COMMENT:

The allocation for the Shire of Northampton is \$77,005.

The time frame to lodge an application is very tight and therefore Council needs to resolve what projects it wishes to apply this funding to.

Within the Corporate Business Plan the following projects could be eligible:

- Continuation of construction of Stephen Street footpath. Grant of \$50,000 to assist project was not successful therefore Council is requesting to contribute \$88,000 towards stage 2 of the project.

The total estimated cost to complete the project, being stages 2 and 3 is \$178,000.

- Hampton Gardens Ablutions – construct new and demolish old facilities, estimated cost \$50,000, project scheduled for 2018.
- Kalbarri Jetty Ablutions – replace existing, estimated cost \$50,000, project scheduled for 2018.
- Replace Lions Park Playground – estimated cost \$20,000, project scheduled for 2014.

- Upgrade playground equipment at Sally's Tree, project scheduled for 2023.
- Port Gregory Foreshore Shelters – estimated cost \$12,000, project scheduled for 2014.

Of the above it is considered that although the time lines do not indicate their importance but the Hampton Gardens toilets are crucial. This project has been in many budgets but never approved and due to the heavy use of them as a result of the new IGA and long vehicle parking area they are heavily used and in desperate need of an upgrade.

The next important projects are the two playgrounds, Lions Park being priority one as it is in a state of disrepair and Council indicated that it is to be replaced in 2013/2014, and in recent times the Sally Tree playground has shown signs of wear and tear and will need upgrading within the near future.

GOVERNMENT CONSULTATION:

As per the conditions of the grant an application must be lodged and until the guidelines are received it is not known apart from the above advice what other projects are eligible and if the funds can be applied to more than one project.

An area of concern as is with the Royalties for Regions programme that often such funding will not apply to public ablution facilities.

FINANCIAL & BUDGET IMPLICATIONS:

The receipt of the grant will reduce the burden on Councils resources to achieve certain projects.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.17

That Council lodges a Regional Development Australia funding application for (project to be inserted)