

**ORDINARY
COUNCIL MEETING**

AGENDA

**21st APRIL 2023
COUNCIL CHAMBERS
NORTHAMPTON**

1.00PM

**SHIRE OF NORTHAMPTON
GRANT MIDDLETON
ACTING CHIEF EXECUTIVE OFFICER**



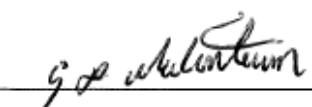


SHIRE OF NORTHAMPTON

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Signed 

Date 14th April 2023

GRANT MIDDLETON
ACTING CHIEF EXECUTIVE OFFICER

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7.1.1 INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM

Date of Report	12 th April 2023
Reporting Officer	Neil Broadhurst, Manager of Works and Technical Services.
Responsible Officer	Grant Middleton, Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Title	Attached	Separate Cover
	Works Crew Program 2022/2023		

BACKGROUND

The following works, outside of the routine works, have been undertaken since the last report and are for Council information only.

Specific Road Works

- Maintenance grading carried out on Ogilvie East, Ogilvie West, Chilimony, Isachar Back, Walsh, Ajana Back, Falcarragh, and Warribanno Chimney Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Ogilvie East, Ogilvie West, Walsh, Issachar Back and Teakle Road/s.

Maintenance Items

- General – Various signage and road furniture works.
- General – Potholes and Edges various locations.
- Northampton – Verge chemical spraying.
- Northampton – NCC water leak investigations continuing.
- Northampton cemetery table and chairs installed.
- Northampton Tip works – Managing continuing issues with fire.
- Binu Tip works – Managing continuing issues with fire.
- Kalbarri –Reticulation upgrades/maintenance.
- Kalbarri – Firebreak/Mitigation works.
- Kalbarri – Vegetation/Drainage cleanup works on west side of Edge Resort.
- Kalbarri – Siphons access Road – Gravel surface works.
- Horrocks – Verge mulching to Horrocks Road and townsite fire mitigation works.

Other Items (Budget)

- Northampton – Gwalla Street / Second Avenue works sealed with concrete kerb installed. Backfilling and site tidy up works progressing.
- Northampton Oval Toilets – Toilet structure completed, Electrical and plumbing works complete. Site cleanup and ground landscaping continuing.
- Northampton – Shelter purchased through donated funds from TC Seroja has arrived in Northampton. Install after School Holidays.
- Parker Road/Wundi Road – Construction works completed to 2 coat seal. Small Drainage/Culvert installation works remaining. Road furniture installation to be carried out.
- Kalbarri Sally's tree/VMR retaining wall completed.
- Kalbarri airstrip – Strip and taxiway reseal - Works commencing Monday 17th April.
- Kalbarri asphalt – Works awarded.
- Kalbarri widening – Works advertised.
- Kalbarri – Shelter purchased through donated funds from TC Seroja has arrived in Kalbarri. Install after School Holidays.

Plant Items

- Backhoe – New Backhoe ordered, approximate delivery August 2023.

Staff Items

- Training – Further staff awareness training surrounding asbestos.
- New Appointment - Mr. Jamie Tarchini 30th March 2023. – Labourer/Plant Operator.
- New Appointment - Mr. Nicholas Tarchini 30th March 2023. – Mechanic (appointment within existing crew. – 3-month trial period.)

VOTING REQUIREMENT:

For Council Information

OFFICERS RECOMMENDATION

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2022/2023)

(April 2023)

2022/2023 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Kalbarri Road Reseal works 40.00 - 46.00 slk	RR16	COMPLETE	
<u>ROADS TO RECOVERY - 152100</u>			
Parker - Wundi Road/s Construction to Bitumen Seal - 3.20 km	RT40	COMPLETE	
Kalbarri - Grey Street Asphalt Reseal	RT41		Contract works awarded
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2021/2022			
<u>Kalbarri</u>			
Karina Mews Reseal and replace concrete kerbing	R982		
Smith Street Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk	R990		Contract works awarded
Glance Street Reseal	R223		
Gwalla and Brook Street Install drainage, carry over works from 2021/2022	R326		
Kalbarri - Grey Street Asphalt Reseal	R330		Contract works awarded
Cont.			

2022/2023 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
Parker - Wundi Road/s (Part Funded RTR) Construction to Bitumen Seal - 3.20 km	R336	COMPLETE	
Mary Street Surface Correction - 2 sections	R337	COMPLETE	
Robinson Street Surface Correction - 2 sections and kerbing	R338		Area of works increased Defer and revised price for 2023/24 budget consideration
Essex Street Reseal	R340	COMPLETE	
Mary Street Install Bollards west of NWCH	R342	COMPLETE	
<u>Kalbarri</u>			
Smith Street Asphalt reseal and kerb replacement	R339		Contract works awarded
<u>Rural</u>			
Binnu East Road Pavement Repair 12.6 to 13.6 slk	R341		
Kalbarri Road (Council Contribution) Reseal works 42.00 - 48.00 slk	R343	COMPLETE	Contractor - Full Service - to commence 10th February
Cont.			

2022/2023 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FOOTPATHS - 150900</u> Carried Over from 2021/2022			
Northampton - Stephen Street Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		
<u>MUNICIPAL FOOTPATHS - 150900</u> New Projects			
Kalbarri - Malaluca Pathway Maintenance of existing	08 T379		
Kalbarri - Red Bluff Road Red Bluff Road to Eco Flora	F716		
Cont.			

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

2022/2023 Budget Works	Job No	Status	Comments
Kalbarri - Foreshore grass removal Cut down grass height along DUP area/s			
Horrocks - Southern Stairway Remove old and install new	08 3664	COMPLETE	
Horrocks - Foreshore grass removal Cut down grass height along DUP area/s		COMPLETE	
Horrocks - Foreshore water supply holding tank Remove existing and place new			
Port Gregory - Carpark Construction/Renovations Foreshore carpark area	3714		
Port Gregory - New Community Storage Shed New shed	99 5414		Deferred - Relist for 2023/2024
Port Gregory - Pipeline works Conduit and new line under George Grey Drive		COMPLETE	
Port Gregory - Non Potable water supply holding tank Install new water supply holding tank	99 5414		
Binnu Tip Site Install new fence			

Cont.

2022/2023 Budget Works	Job No	Status	Comments
<u>PLANT ITEMS - Major</u>			
Northampton - New Grader (Construction) Purchase new - trade/sell existing P238 Grader	4214/99	COMPLETE	Received February 3rd 2023
Northampton - New Backhoe Purchase New - No trade	4214/99		New item Ordered - Delivery June 2023.
Northampton - New utility - WHS Compliance Officer Purchase new - trade/sell existing P242 utility	4214/99		
Kalbarri - New utility - Kalbarri Leading Hand Purchase new - No trade	4214/99		
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Fire fighting unit	7362/02		Alternative souced
Northampton - 2 way radios	7362/02	COMPLETE	
Northampton - 3 x blowers - 2 at workshop, 1 x gardeners	7362/02	COMPLETE	
Northampton - 1 x 4 inch water pump	7362/02	COMPLETE	
Northampton - Workshop - 1 x Rechargeable air compressor	7362/02	COMPLETE	
Northampton - 1 x Chainsaw	7362/02		
Northampton Gardeners- 1 x lawn edger	7362/02	COMPLETE	
Northampton Gardeners- 1 x whipper snipper	7362/02	COMPLETE	
Northampton Gardeners- 1 x Stihl battery pack	7362/02	COMPLETE	
Northampton Gardeners- 1 x Chainsaw	7362/02		
WHS - Ipads for OHS requirements	7362/02		

9. Health and Building Report

9.1 Building Statistics for the month of April 2023.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2023

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
3/03/2023	23010	Robert Evans	Owner Builder	7 (Lot 1) Ralph Street, Kalbarri	Construct timber framed five-bedroom dwelling with steel framed patio, Construct steel framed shed	\$ 185,000.00
27/03/2023	23011	Bradley and Jacenta Heywood	Owner Builder	6 (Lot 33) Rowe Street, Kalbarri	Construct retaining wall	\$ 10,000.00
2/03/2023	23012	Peter and Shirley Sanderson	Owner Builder	15 (Lot 909) Mainwaring Drive, Kalbarri	Construct steel framed carport	\$ 5,000.00
7/03/2023	23013	Steven and Leander Crickmay	Hendrik Reiker T/A Reker Homes	100 (Lot 74) Mithell Street, Horrocks	Construct single-storey dwelling with concrete block walls and panel roof	\$ 80,000.00
30/03/2023	23014	Lindsay and Lynette Nairn	Owner Builder	20 (Lot 22) Phelps Loop, Kalbarri	Construct timber framed skillion verandah	\$ 5,000.00
30/03/2023	23015	Shaun Brittain	Shoreline Outdoor World	133 (Lot No 367) West Street, Northampton	Construct steel framed free standing patio	\$ 11,543.00
4/10/2022	22CS445	Andrew and Jacki Lawson	Simple Life Projects	7 (Lot 174) Kaiber Street, Kalbarri	Remediation repairs to carport roof sheeting, ceilings and internal repairs	\$ 95,000.00
1/03/2023	23CS486	John Bennett	OCS Building Maintenance	104 (Lot 1) Grey Street, Kalbarri	Replace steel framed pergola	\$ 16,060.00
7/03/2023	23CS487	Tracy Hitchman	David Smith	9 (Lot 329) Maver Street, Kalbarri	Replace roof frame, wall frames and resheet roof covering	\$ 19,700.00
9/03/2023	23CS488	Whettingsteel Super Fund	Azimuth Construction	221 (Lot 12) Hampton Road, Northampton	Remediation repairs to verandah posts, footings, fixings, rafters and timber purlins	\$ 10,000.00
22/03/2023	23CS489	Harley and Michaela Simpson	Creative Landscapes and Pools	278 (Lot 4) Isachar Back Road, Bowes	Install fibreglass swimming pool	\$ 33,876.00

10. Town Planning Agenda – April 2023

- 10.1 Proposed Realignment (Closure of Portions) of Coolcalalaya Road, Coolcalalaya – Lots 5138-5140, 5142, 5144 and 5145 on Deposited Plan 232552
- 10.2 Proposed Development Approval And License Agreement – Mobile Food Vehicle – Nhanda Billy Tea and Damper Tours – Reserve 26591 Murchison Foreshore and Reserve 12996 Ajana-Kalbarri Road, Kalbarri.
- 10.3 Summary of Planning Information Items

This matter was first raised with Council in April 2012 due to a request from Mr Bob Porter to have sections of the road re-surveyed and create a road reserve for the correct alignment of the road. The Council at the time resolved to list for consideration a provision of \$50,000 in the 2012/13 Budget however this provision was deleted when adopting that budget.

The matter of the alignment was raised again recently by the Department of Biodiversity, Conservation and Attractions (DBCA) to allow areas of bushland under a restrictive covenant with the Department of Biodiversity, Conservation and Attractions however the actual road reserve and constructed road needs to be rectified to allow the restrictive covenant to progress.

The DBCA provided advice that Mr Porter indicated that in 1990 he gave land to the Shire to make the road suitable for road train use and relocate the road from flood prone areas however at the time the actual property boundaries to reflect the above changes on a correct road reserve was not undertaken.

The Department of Planning Lands and Heritage also advise that as there has been no request from the Shire of Northampton (Shire) to close portions of Coolcalalaya Road and dedicate an alternate route through the Lots owned by Mr Porter, it is the position of DPLH that the redundant portions of dedicated road should be formally closed and amalgamated into the land owned by Mr Porter. Action to initiate road closure and dedication rests with the Shire.

Council at their Ordinary Meeting held on 18 February 2022 resolved:

That Council progress with survey and subdivision to re-align the road reserve onto the actual constructed road where this occurs along the Coolcalalaya Road, and appoint HTD Surveyors to undertake the required survey and subdivision process at an estimated cost of \$ 35,000 and this be declared authorised expenditure.

However, a resolution to resolve to advertise the proposed road closure in accordance with section 58 of the *Land Administration Act 1997* (LAA) had not occurred and was the subject of a recent report to Council.

Council at their Ordinary Meeting held on 17 February 2023 resolved:

That Council publicly advertise its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) for a period of 35 days in accordance with the section 58 of the Land Administration Act 1997.

COMMUNITY & GOVERNMENT CONSULTATION:

Following Council's resolution to publicly advertise its intention to close portions of Coolcalalaya Road to facilitate its realignment, advertisement was placed in the local newspaper and local community newsletters in accordance with section 58 of the *Land Administration Act 1997* (LAA) and section 9 of the *Land Administration Regulations 1998*.

Section 58(3) requires a minimum advertising period of 35 days along with consideration of any objections made during that period.

The application was advertised for a period of 35 days from 3 March to 7 April 2023 with no submissions forthcoming in relation to the proposal.

FINANCIAL IMPLICATIONS:

Advertising costs were incurred by Council during the advertising process for the sum of S348-73.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Land Administration Act 1997

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

Section 58 of the *Land Administration Act 1997* outlines the process for closing roads, while section 9 of the *Land Administration Regulations 1998* outlines the requirements for Local Government in requesting to close a road permanently:

9. Local government request to close road permanently (Act s. 58(2)), requirements for For the purposes of preparing and delivering under section 58(2) of the Act a request to the Minister to close a road permanently, a local government must include with the request —
 - (a) written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require; and
 - (b) sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed; and
 - (c) copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received, and the local government's comments on those submissions; and
 - (d) a copy of the relevant notice of motion referred to in paragraph (c); and
 - (e) any other information the local government considers relevant to the Minister's consideration of the request; and
 - (f) written confirmation that the local government has complied with section 58(2) and (3) of the Act.

The subject land that will form part of the road closure and realignment will also need to be rezoned at some point in the future. A record of this will be kept so as to update the Scheme Maps when the road closure is finalised.

POLICY/PROCEDURE IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

COMMENT:

The process to realign Coolcalalaya Road commenced in 2022, however, in order to proceed further Council resolved to advertise the proposed road closure/s in accordance with section 58 of the *Land Administration Act 1997*. Advertising of Council's intention occurred on 3 March 2023 and closed on 7 April 2023 during which time no submissions were received in relation to the proposed application.

Council's resolution to publicly advertise its intention to close those portions of the road specified (refer **Appendix 1**), also proposed that all submissions received during the advertising period would be presented to Council for consideration. As no submissions were forthcoming, Council is

asked to consider making a formal resolution of its intention to close the portions of road reserve to facilitate the realignment of Coolcalalaya Road and continue with the formal application for Road Closure to be lodged with the Department of Planning Lands and Heritage.

RISK ASSESSMENT:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

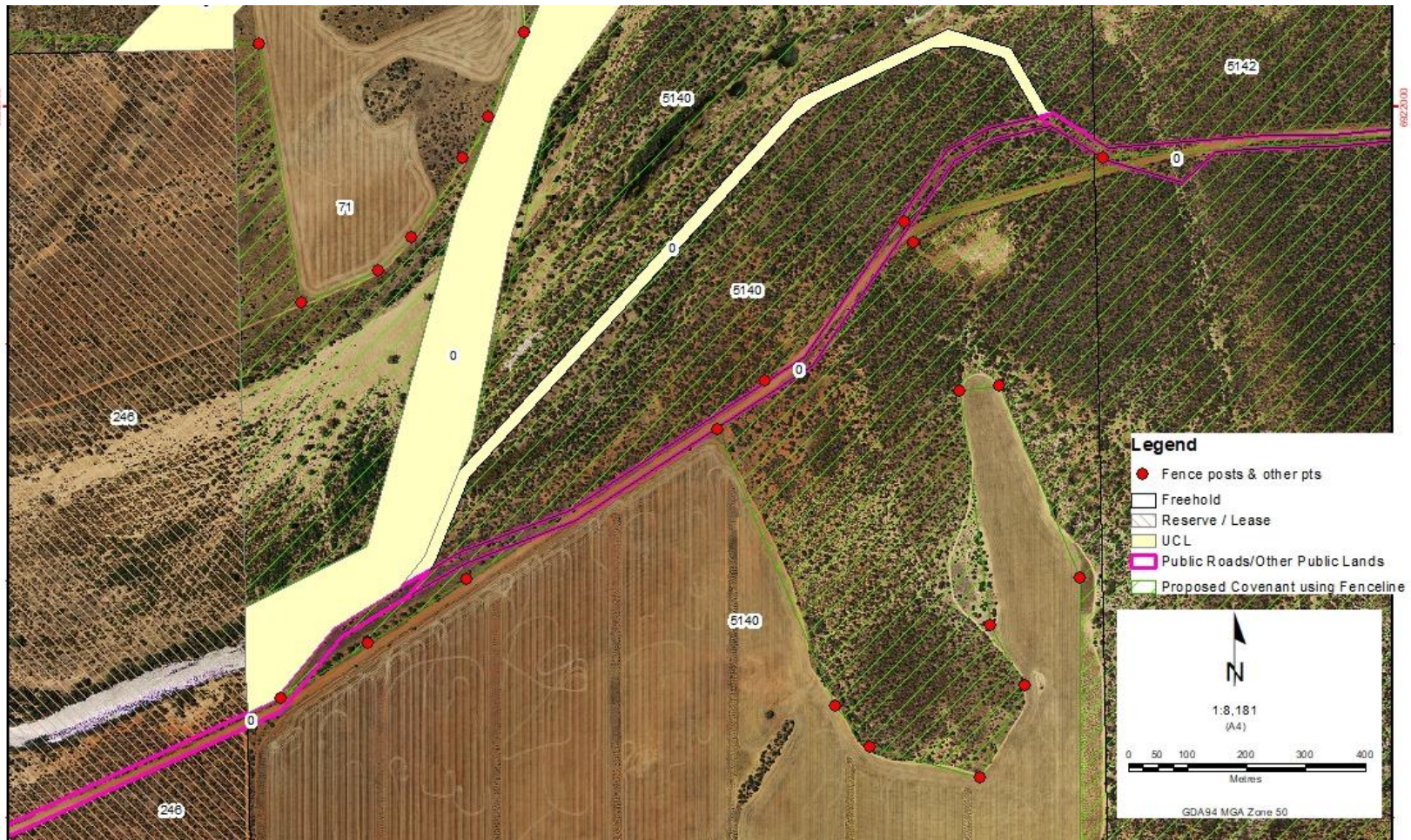
VOTING REQUIREMENT:

Simple Majority required

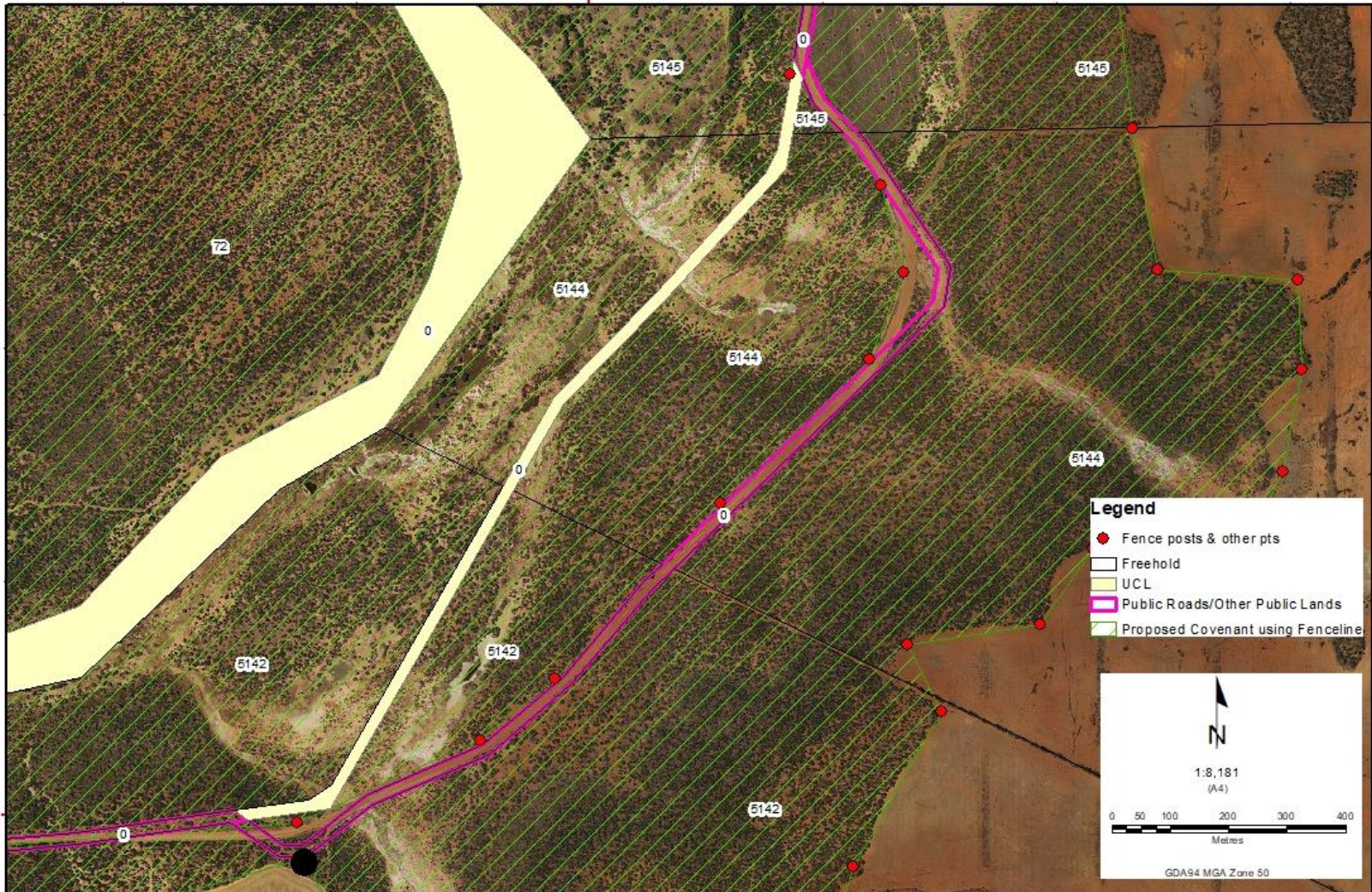
STAFF RECOMMENDATION:

That Council proceed with its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) in accordance with the section 58 of the *Land Administration Act 1997*.

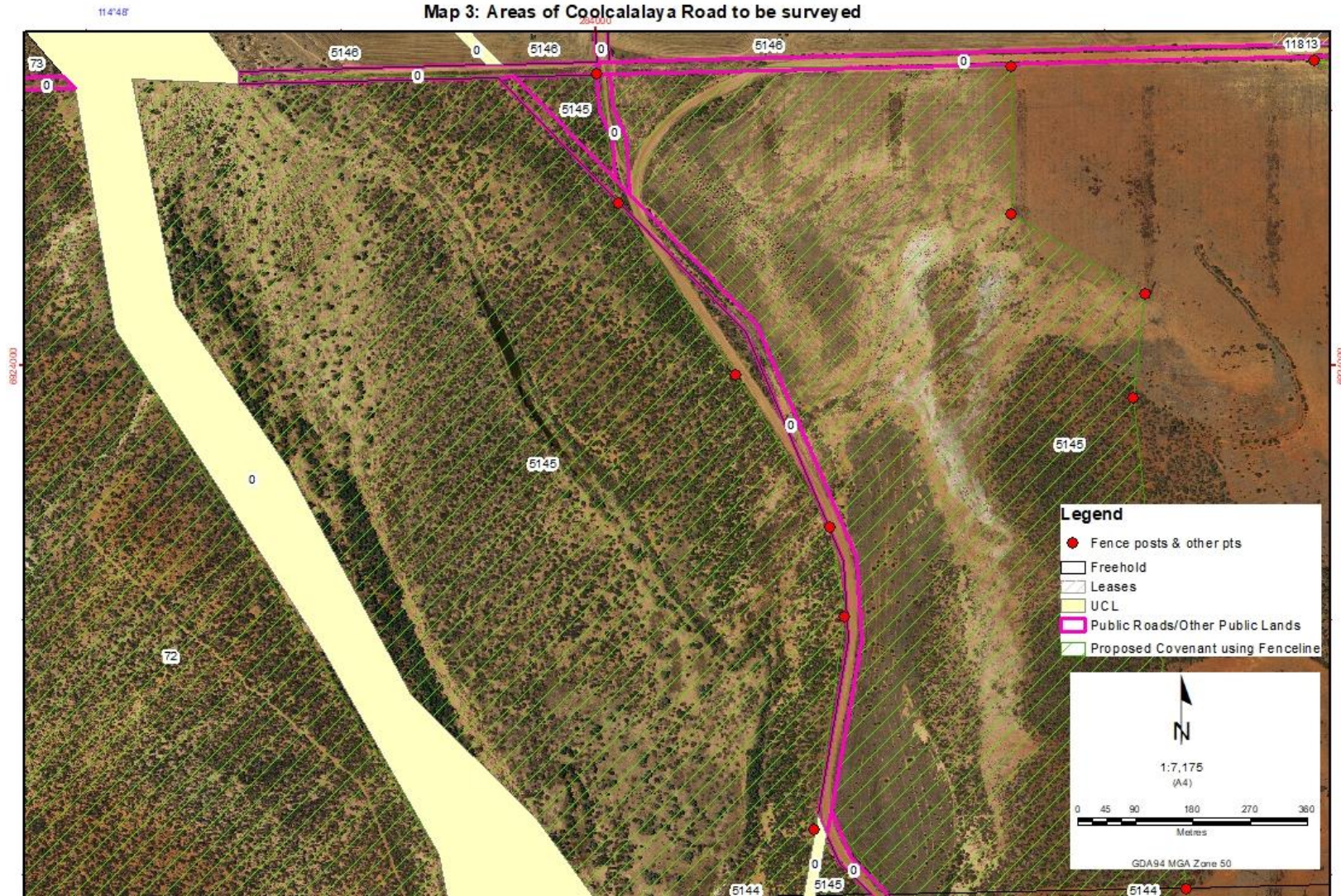
APPENDIX 1 – Maps of Road Alignment

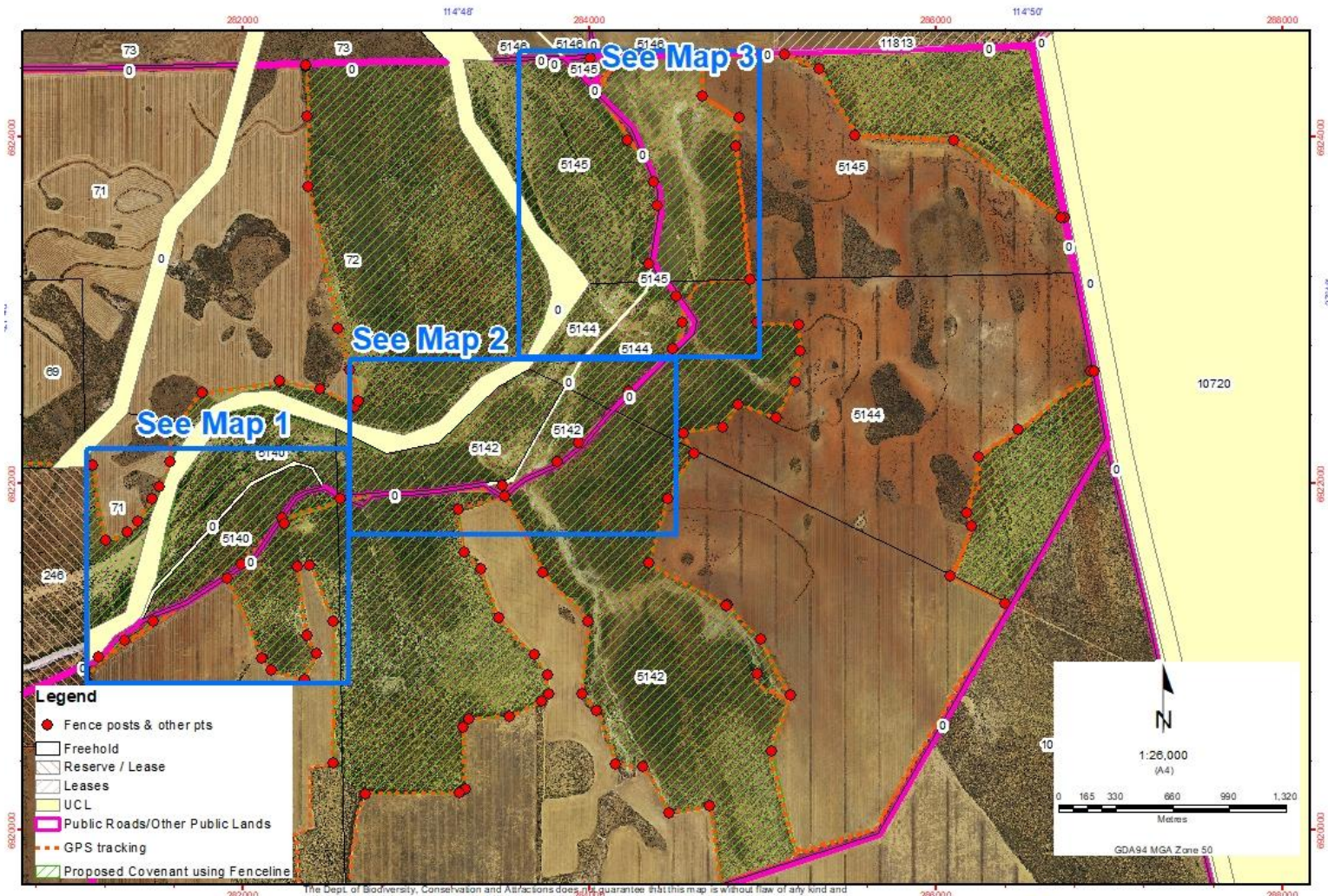


Map 2: Areas of Coolcalalaya Road to be surveyed



Map 3: Areas of Coolcalalaya Road to be surveyed





The Dept of Biodiversity, Conservation and Attractions does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, omissions or other consequences which may arise from relying on any information depicted.

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

Lots 72, 5140, 5142, 5144 and 5145

PROPOSED DEVELOPMENT APPROVAL AND LICENSE AGREEMENT – MOBILE FOOD VEHICLE – NHANDA BILLY TEA AND DAMPER – RESERVE 26591 MURCHISON RIVER FORESHORE, KALBARRI AND RESERVE 12996 AJANA-KALBARRI ROAD, KALBARRI

Location	Reserve 26591 Murchison River Foreshore and Reserve 12996 Ajana-Kalbarri Road, Kalbarri
Applicant	Jennifer Clayton
Owner/Lessee	State of Western Australia / Shire of Northampton
File Reference	10.6.1.3/10.6.7/R12996 (A3608)/ R26591 (A
Date of Report	13 April 2023
Reporting Officers	Hayley Williams, Consultant Planner and Michelle Allen, Planning Officer
Responsible Officer	Grant Middleton, Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix 1	Application Information	✓	
Appendix 2	Schedule of Submissions	✓	

BACKGROUND:

An Application for Development Approval seeking to operate a Mobile Food Vehicle has been received for the mobile food van (Nhanda Billy Tea and Damper) to operate from Reserve 26591 Murchison River Foreshore and Reserve 12996 Ajana-Kalbarri Road, Kalbarri) for the purpose of providing billy tea and damper to tour patrons (refer **Figures a and b**).

Figure 10.3(a) – Location Plan of Reserve 26591 Murchison River Foreshore, Kalbarri

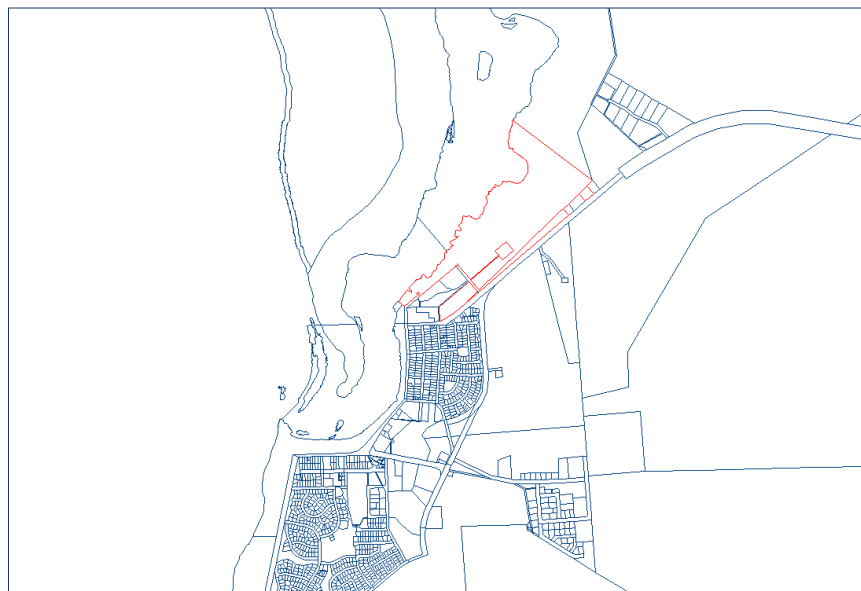
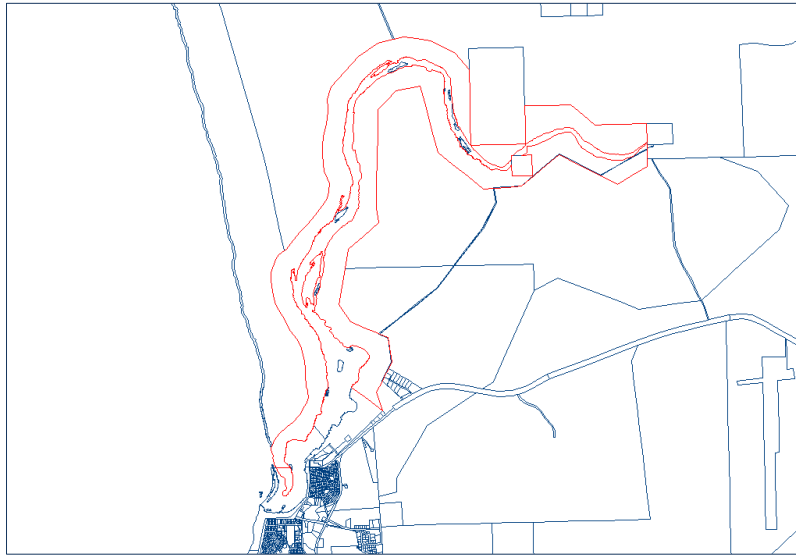


Figure 10.3(b) - Location Plan of Reserve 12996 Ajana-Kalbarri Road, Kalbarri



Parking of Mobile Food Vehicle

The Applicant proposes to store the food van at an address in Geraldton, where the van would be cleaned, connected to mains power and the food stored appropriately when the van is not in use.

COMMUNITY & GOVERNMENT CONSULTATION:

The application for the operation of the proposed mobile food vehicle was advertised in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 21 days from 3 March until 24 March 2023 with a range of advertising undertaken as per the following:

- Public advertising - notice of the development placed in the Geraldton Guardian;
- 88 letters to adjacent land and business owners in townsite;
- A Notice of the development was also advertised at each of the Shire's administration buildings in Kalbarri and Northampton;
- A Notice of the development was advertised upon the Shire's website and social media page; and
- A notice of the development was also advertised in the local Community Newsletter 'Kalbarri Town Talk'.

During the above advertising period a total of seven (7) submissions were received as follows:

- One (1) valid planning objection to the mobile food vehicle;
- One (1) non-valid planning objection;
- Three (3) submissions supporting the proposed mobile food vehicle; and
- Two (2) submissions raising no objections but highlighting potential economic impacts for consideration.

A submission schedule, including a summary of the submissions received and comments made from the advertising process, is provided as **Appendix 2** to this report.

FINANCIAL IMPLICATIONS:

The applicant has paid a total sum of \$597-00 in respect of the application as follows:

- the sum of \$222 being part payment of the total application fee of \$447 (under the Shire’s ‘Commercial Recreational Tourism Activity on Crown Reserves’ Local Planning Policy and the sum of \$375 advertising fee. It is noted the balance of the application fee of \$225 is still to be paid.

Should Council grant formal planning approval of this application and enter into a Licence Agreement for a period of one (1) year as proposed, the applicant will be required to pay in advance the total sum of \$875 being an annual Reserve User Fee of \$500.00 as per Council Policy 9.2 as well as a \$150 fee for the preparation of the License Agreement and the sum of \$225 being remainder of the application fee.

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

STATUTORY IMPLICATIONS:

State: *Planning and Development Act 2005*

Planning and Development (Local Planning Scheme) Regulations 2015

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

Reserves 12996 and 26591 are vested with the Shire for the purposes of ‘Parkland and Recreation” and “Parklands” respectively under *Local Planning Scheme No.11 (Kalbarri)*.

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

Clause 2.2 Local Reserves of the Scheme provides the following objectives for Reserves situated on the Foreshore:

Foreshore	<ul style="list-style-type: none"> • To set aside areas for foreshore reserved abutting a body of water or water course, particularly those required pursuant to State Coastal Planning Policy 2.6 - State Coastal Planning Policy and any other Commission policy. • To provide for the protection of natural values, a range of active and passive recreational uses, cultural and community activities, activities promoting community education of the environment and/or uses that are compatible with and/or support the amenity of the reservation.
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Reserve 12996 is zoned ‘Public Open Space’ under *Local Planning Scheme No. 11 (Kalbarri)* and is vested with the Shire of Northampton for the purposes of “Parkland and Recreation”.

Clause 2.2.3 of the Scheme states the following objectives for Public Open Space Reserves:

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

Planning and Development (Local Planning Scheme) Regulations 2015

Clause 67 of Schedule 2 of the Regulations outlines a number of other matters that should be considered by local government when determining an application. The most relevant provisions are outlined below:

“In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application -

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (c) any approved State planning policy;*
- (g) any local planning policy for the Scheme area;*
- (i) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following -*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality;*
 - (iii) social impacts of the development;*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;*
- (s) the adequacy of –*
 - (i) the proposed means of access to and egress from the site; and*
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (u) the availability and adequacy for the development of the following -*
 - (i) public transport services;*
 - (ii) public utility services;*
 - (iii) storage, management and collection of waste;*
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*
 - (v) access by older people and people with disability;*
 - (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;*
- (w) the history of the site where the development is to be located;*

- (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) *any submissions received on the application;*
- (za) *the comments or submissions received from any authority consulted under clause 66;*
- (zb) *any other planning consideration the local government considers appropriate.*

POLICY/PROCEDURE IMPLICATIONS:

Local: Shire of Northampton Kalbarri Coastal Management Strategy

Kalbarri Coastal Management Strategy (2015)

The *Kalbarri Coastal Management Strategy* is a strategic document that provides guidance for the management of coastal and human use impacts on the Kalbarri foreshore reserve, which includes Reserves 26591 and 12996.

The objectives of this strategy include the following:

- *Protect and maintain the environmental and cultural values of the Murchison River. To conserve areas of geological, environmental and cultural significance, minimise the impact of human activities on the values and preserve the important cultural and recreational values of the River Reserve.*
- *Protect and enhance the attraction of Kalbarri as a tourist destination. To ensure that Kalbarri can continue to support a local tourist economy and to enhance Kalbarri's position as a premier holiday destination within Western Australia.*
- *Protect and maintain facilities and access for commercial and recreational use. To facilitate ongoing, sustainable public access and recreational use of the area for current and future generations. Ensure the facilities are adequate to meet the current needs of the community, visitors and local industry.*

Section 2.7.2 of the Strategy outlines the following in relation to Aboriginal Heritage:

"The study area contains a number of cultural sites that are important to the Nanda people ... some of which are registered with the Department of Aboriginal Affairs.

The area covered by this Strategy has previously been the focus of a number of dedicated ethnographic and archaeological studies into the extensive Aboriginal heritage and sites of importance to the Nanda people ... There is a concentration of heritage throughout the study area and Murchison River Reserve, particularly in Paradise flats (Reserve 12996) which includes numerous camping grounds, freshwater springs, engravings, artefacts and mythological sites"

The Recreational values of the Kalbarri community are also addressed within the Strategy:

"Off road vehicle use is a significant activity within the study area. Vehicles can access the beach directly at Wittecarra Creek, in the townsite and along parts of the Murchison River Reserve.

Commercial recreational tourism is permitted in the Murchison River Reserve. This includes Quadbike Tours and horse riding.

In addition to organised tours, off road vehicles including quad bikes and dirt bikes often access the Murchison River Reserve on both the northern and southern shores. The level of access is felt by the community to be increasing and is likely to lead to further impacts on the values of the Reserve such as loss of vegetation, noise and degradation of coastal dune landforms."

Two of the key issues identified within the Strategy is stated as per below:

Off Road Vehicles

"Problems associated with the use of off road vehicles are still being experienced throughout the Murchison River Reserve and it is necessary to control vehicle use to limit environmental damage, protect heritage and culturally significant sites."

Lack of awareness regarding cultural values

"The traditional Nanda inhabitants of the Kalbarri area have a long history of use and strong cultural association with the River Reserve and in particular Gregory's Rocks and the Paradise Flats area... The Murchison House Station was historically a big employer of aboriginal people in the area and there is a permanent use of the station and paradise flats area for recreational and cultural activities.

There are numerous sites of cultural and mythological significance that experience the highest incidence of recreational use by members of the Kalbarri community and visitors to the area.

These areas are registered with the Department of Aboriginal Affairs and known to the local community but there is no other recognition of the significance of the locations and heritage."

Commercial Recreational Tourism Activity on Crown Reserves Local Planning Policy (2019)

The application has been lodged under Council's 'Commercial Recreational Tourism Activity on Crown Reserves' Local Planning Policy.

The objectives of the Policy are as follows:

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

Section 3.3.1 of the Policy states the following in relation to land-based activities:

- 3.3.1.1 *The natural systems should be able to sustain the form of recreation or activity which is proposed.*
- 3.3.1.2 *The activity should be compatible with the vesting purpose of the land and with the preservation values of the land, eg. they do not impinge upon rare or fragile ecosystems or impair key features of the landscape, or increase visitor pressure on land to an unacceptable level and do not detract from the reasonable enjoyment of the land by the public.*
- 3.3.1.3 *Generally the widest range of activities consistent with the reserve purpose should be allowed. Uses that impair other forms of use to an unreasonable extent or place the safety of others in jeopardy should be controlled or eliminated. In certain instances, for safety reasons, priority use may be allocated to specialised recreation activities at sites that are uniquely suited to those activities (eg. jet ski hire).*
- 3.3.1.4 *Sites that are likely to suffer environmental/stability problems from increased human activity or have a high conservation value will be excluded.*
- 3.3.1.5 *The Shire will endeavour within the resources available to it to provide an appropriate level of supervision of activities on the reserve or UCL. This is particularly important where natural and cultural values may be impaired. If this cannot be done, the activity should where practicable be restricted, relocated or eliminated.*
- 3.3.1.6 *The activity should enhance the appropriate use of, enjoyment, understanding and appreciation of the land.*
- 3.3.1.7 *The activity should meet all statutory and industry requirements relevant to the operation including compliance with statutory town planning requirements (ie. zoning provisions, development control, Scheme purposes and objectives) and any relevant strategic planning report recommendations.*
- 3.3.1.8 *If an application is received for an existing activity by a previous Agreement holder of that activity and on the same site, Council will give preference to the previous Agreement holder where no recorded breach of any condition has been noted by Council.*

Furthermore Section 3.4.2 and the attached Schedule of the Policy states:

- “3.4.2.1 *Based on experience of the impacts of previous/similar activities (within or outside the Shire), the fragile nature of certain areas, and/or the dominant public use of certain areas, Council is of the view that certain activities should not be supported in certain areas and also that a restriction on the number of certain activities in certain areas should be prescribed.*
- 3.4.2.2 *These restrictions are attached to this policy and are based on knowledge and experience at this time and may be amended from time to time by Council as further knowledge and experience is accumulated.”*

Location	Restriction
Reserve 12996 & 26591 “Paradise Flats” Kalbarri	No further approvals will be issued other than for the following:

	<ul style="list-style-type: none"> • <i>Horse Riding Tours – 1 Agreement (maximum of 45 horses); (Current agreement is 18 horses including staff horses)</i> • <i>4 Wheel Bike Tours – 1 Agreement (maximum of 7 bikes);</i> • <i>Canoe Safaris – 1 Agreement (maximum of 14 canoes).</i> <ul style="list-style-type: none"> - <i>Including 1x guided vessel and 3x 4wd trucks and 2 x trailers</i> • <i>Land-based fishing tours - 1 Agreement</i> <ul style="list-style-type: none"> - <i>1x six seater ATV, 2x canoes and 1x motorised pontoon for staff use only.</i>
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At present the Policy outlines restrictions in relation to vehicles and activities currently approved to operate on the Reserve locations. Should Council approve the Nhanda Billy Tea and Damper tour application the Schedule of the Commercial Recreational Tourism Activity on Crown Reserves policy should be updated reflecting an increase in the number of five (5) off road vehicles permitted to operate on Reserves 12996 and 26591 for an initial period of one year.

A Local Planning Policy shall not bind Council in respect of any application for Planning Approval 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:

Local: Shire of Northampton Planning for the Future 2016-2026

COMMENT:

The proposed Billy Tea and Damper tours are considered to accord with the Shire of Northampton Local Planning Scheme No. 11 – Kalbarri Townsite, the Shire of Northampton’s Kalbarri Coastal Management Strategy and the Shire of Northampton Local Planning Policy - Commercial Recreational Tourism Activity on Crown Reserves.

The Kalbarri Coastal Management Strategy highlights concerns regarding environmental and cultural degradation, one of the primary concerns being the use of off road vehicles (ORV’s) along the Murchison River Foreshore area. It is noted however that this would typically apply to the uncontrolled use and management of ORV’s within the foreshore Reserve area .

For a number of years within the recreational reserve area, a number of tour operators have existed utilising existing and well-established tracks only and offering only supervised, guided tours. No complaints have been received in relation to this activity or to users in relation to having a detrimental impact upon the natural environment or sites of cultural heritage significance.

It is also noted that the proposed tour business is proposing to utilise existing and well-established tracks by four wheel drive vehicles which is a new ‘use’ not previously proposed or approved in the area.

It is therefore considered that whilst operational activities of the business are not considered to pose an unacceptable risk to the environmental or cultural values of the area and any potential risk can be managed through appropriate conditions of approval, it is considered that should no issues arise during the initial one year approval period, delegation to the Chief Executive Officer and Planning Officer be considered to deal with preparation and execution of the subsequent renewal Licence Agreement for a three (3) year period.

Should Council grant approval of this application, a Licence Agreement for an initial period of one (1) year will be entered into with the applicant. Should no issues arise within that initial one year period of time, Council consider authorising delegation to the Chief Executive Officer and the Planning Officer for preparation and execution of renewal of the License Agreement for a further three (3) year period.

Should any issues/disputes arise the renewal application will be referred back to Council for determination.

RISK ASSESSMENT:

Risk rating is considered Level 1 – *Insignificant*.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or ‘no news’ item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Simple Majority required

STAFF RECOMMENDATION

Having taken into consideration the requirements of the Shire of Northampton's *Local Planning Scheme No. 11 (Kalbarri)*, *Kalbarri Coastal Management Strategy* and *Local Planning Policy 'Commercial Recreational Tourism Activity on Crown Reserves'*, it is recommended that approval be issued to Nhandu Billy Tea and Damper Tours for Reserve 26591 Murchison River Foreshore and Reserve 12996 Ajana-Kalbarri Road, Kalbarri for a period of twelve (12) months with particular note that the Applicant contact the Department of Biodiversity Conservation and Attractions to determine the need for any relevant permits in relation to collection of native flora and fauna.

That Council grant Development Approval for a Commercial Recreational Tourism Activity (Mobile Food Vehicle 'Nhandu Billy Tea and Damper') over Reserve 26591 Ajana-Kalbarri Road, Kalbarri and Reserve 12996 Ajana-Kalbarri Road, Kalbarri subject to the following conditions:

- 1 This Planning Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;
- 2 This Development Approval is valid until 19 April 2024, after which further renewal of the approval by the local government will be required. It is the responsibility of the operator to reapply in good time before expiration, and the local government will not automatically re-issue approvals
- 3 Approval of the Minister of Lands in accordance with the provisions of the Land Administration Act (1997);
- 4 A licence agreement being entered into by the applicant and the Shire in accordance with Council's *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*;
- 5 This Development Approval shall remain valid whilst the licence agreement referred to in Condition (d) remains current and valid, and on the expiration or in the termination of such licence agreement, this Development Approval shall cease to be valid.
- 6 Should consistent and regular provision of the commercial recreational tourism activity

(mobile food vehicle) not be provided throughout the approved licensing period, the Shire of Northampton reserves the right to review and/or revoke this Development Approval;

- 7 The Applicant shall conduct the tours using existing pathways, roads and tracks only, and shall not negatively impact, degrade or damage the natural amenity or cultural heritage sites within the approved land locations in any way;
- 8 The Applicant shall maintain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's Local Planning Policy – Commercial Recreational Tourism Activity
- 9 The approved hours of operation of this food van are between 10-00am and 12 noon and 2-00pm and 4-00 pm as follows:
 - In summer, between October and February, for a maximum of two (2) tours per week on Saturday and Sunday;
 - In winter, between April and September, a maximum of two (2) tours per day for a maximum of three (3) days per week;
- 10 The maximum number of five (5) vehicles is permitted to participate in each tour (being four (4) tour participants' vehicles and one (1) tour operator vehicle) with a maximum number of 12 persons to be involved on each tour with each tour being conducted for a maximum period of 2.5 hours;
- 11 The Applicant shall at no time interfere or obstruct the operations and activities of Reserve 26591 and Reserve 12996, or any approved users of the Reserves to the satisfaction of the local government;
- 12 Should substantiated ongoing complaints be received in relation to Condition No. (11), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;
- 13 No signage is permitted in relation to this Development Approval unless otherwise approved in writing by the local government;
- 14 This approval is issued only to Jennifer Clayton and is NOT transferable to any other person or to any other land parcel, without the further application and approval of the Shire of Northampton;
- 15 The food van is approved to sell Billy Tea and Damper only;
- 16 The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;
- 17 The land 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;
- 18 The mobile food vehicle is required to be removed from the approved Reserve locations at the close of business each day and is not permitted to be stored overnight upon any Reserve;

- 19 The use of a generator by the Applicant is only approved upon Reserve 12996 and is the approved power source (subject to Conditions 20, 21, and 22) and the use of a generator upon Reserve 26591 is not approved for this commercial purpose. The Applicant shall only utilise a power source available with prior written approval of the Shire of Northampton;
- 20 Should approval be granted by the Shire of Northampton, the Applicant shall be wholly financially responsible for the use and cost of electricity accessed via the metered outlet upon Reserve 26591;
- 21 Generators used for the purpose of providing power to the mobile food van shall not have a manufacturer-specified operational volume greater than 75dB;
- 22 The Applicant is required to monitor noise emissions on an ongoing basis to ensure ageing equipment remains below this threshold;
- 23 Should the Applicant fail to comply with Conditions No. 19, 20, 21, and/or 22 above, compliance procedures shall apply which may include restricting or prohibiting the use of the generator;
- 24 The Shire of Northampton reserves the right to reposition the mobile food vehicle's permitted trading area, to be undertaken in consultation with the Applicant, so as to improve the efficiency and effectiveness of the site's use, if required.
- 25 Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement with any disputes to be referred back to Council for final determination.

Advice Notes:

- i *The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business;*
- ii *With regard to Condition 25 and prior to the commencement of the approved development/land use, the Applicant should liaise with the Department of Biodiversity, Conservation and Attractions to determine the need for permits for collection of native bush tucker (flora and fauna), as outlined in correspondence dated 23 March 2023.*
- iii. *Where an approval has lapsed, no development/use shall be carried out without the further approval of the local government having first been sought and obtained.*
- iv *If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination*
- v *The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Health Act and*

Regulations, the Food Act and Regulations and the Environmental Protection (Noise) Regulations, is required at all times;

APPENDIX 1 – APPLICATION INFORMATION

APPLICATION INFORMATION

ABORIGINAL HERITAGE CULTURAL TOURS – NHANDA BILLY TEA & DAMPER

The Applicant is applying to operate a mobile food vehicle at various sites along the banks of the Murchison River within Kalbarri as follows:

- Portion of Reserve 12996; and
- Portion of Reserve 26591. (**Figure 1**).

The application proposes to provide a cultural experience for tourists, visitors and school groups which will include telling dreamtime stories by a Traditional Owner creating an awareness of the Nhanda Aboriginal Culture, their language and heritage in a bush setting. Customers will be met at 8-00am at Gidamarra Spring where each tour will commence and then travel north up along the Murchison River pass Long Spring, Paradise Spring to an area north of the rock barbecue in an area of shady trees (called The Sheoaks) where morning/afternoon tea will be served (see **Figure 1**). The last stop of the tour will be either Paradise or the Sheoaks/Gum Trees and will be determined on the day and be dependent on the condition of the area and the level of activity present at the site/s on the day.

The weather in summer will dictate the number of tours able to be undertaken per week but a tour will only be conducted on a cooler day and before the southerly winds come in. In summer (between October and February) a maximum of two (2) tours will be conducted per week on the mornings of Saturday and Sunday. In winter (April to September), it is proposed a maximum of two tours per day will be conducted on a maximum of three days per week. It is estimated that each tour will include four stops at natural springs and take approximately two hours. The duration of a tour will depend on the number of customers and vehicles and the condition of the access roads. A tour will be conducted either in the morning where morning tea will be served or in the afternoon when afternoon tea will be served.

The Applicant proposes to offer morning tea between the times of 10-00am and 12 noon or afternoon tea between the hours of 2-00pm and 4-00pm. Each tour is proposed to take approximately two hours and will involve a maximum of 10 to 12 people at any one time in their own vehicles with a maximum of five vehicles involved on the tag-along tour (four tour participants vehicles and one tour operator vehicle).

The Applicant proposes to operate a mobile food vehicle which is a closed 'trade mate' type trailer, towed by a Toyota Hilux vehicle and the trailer will contain items required to serve food to tour participants (see **Figure 2**). Tour participants will be served traditional billy tea and damper served with quandong jam as well as a selection of bush foods depending on the season. The items taken within the trailer on each tour will include a fire extinguisher, first aid kit, gazebos, a small fridge, a grill plate, water, camp ovens, tables and chairs, cups, plates and consumables. Any rubbish will be collected by the tour operator and taken back and disposed of at suitable waste facility in town.

The tour vehicle and trailer will be stored at Adeena Close in Geraldton when not in use, where the van and equipment will be cleaned in preparation for the next tour.

Figure 1 – Proposed Tour Location

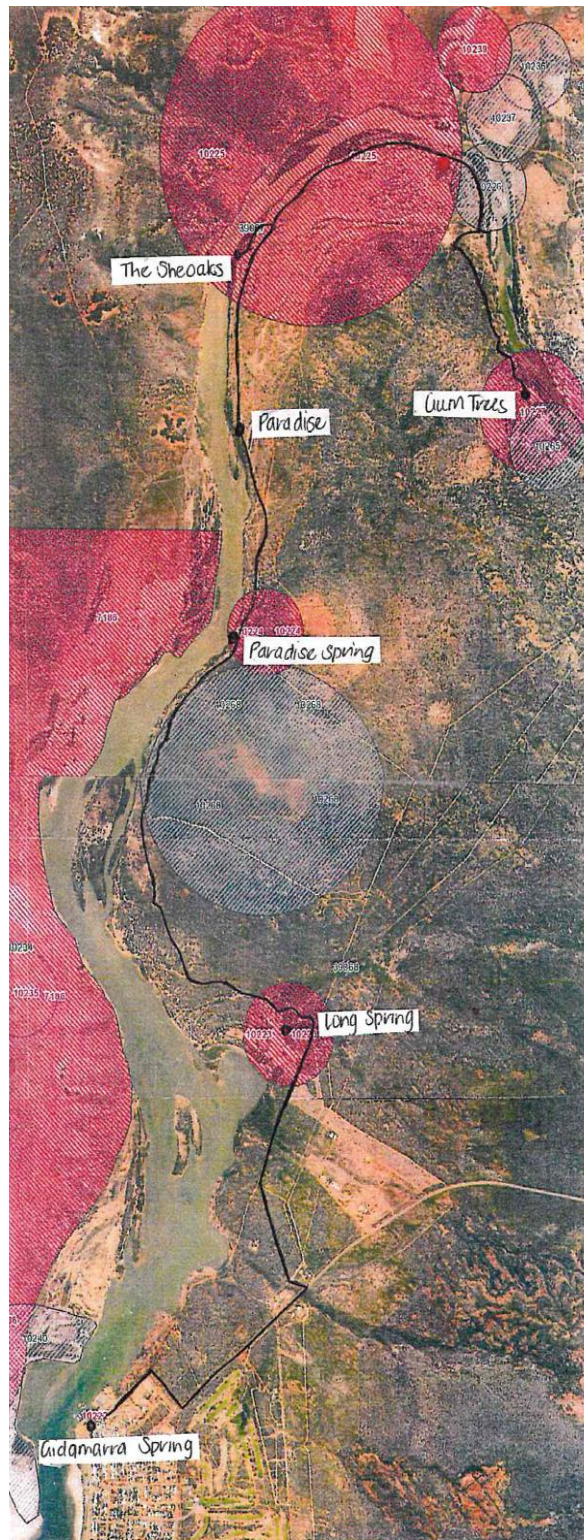


Figure 2 – Tour Vehicle



APPENDIX 2 – SCHEDULE OF SUBMISSIONS

Date	Submitter	Nature of Submission	Shire Comment	Shire Recommendation
1. 08/03/2023	Department of Planning Lands & Heritage	<p><i>NO OBJECTION</i></p> <p>On the basis of the application details submitted on 3 March 2023, no objections are raised to the Shire granting the applicant a Commercial Recreational Tourism Licence to undertake proposed activities within Reserves 12996 and 26591, Shire of Northampton Kalbarri.</p>	No response required	Submission noted
2. 08/03/2023	Kalbarri Edge Resort & Restaurant	<p><i>OBJECTION</i></p> <p>Vans pay a one off annual fee whereas we pay rates/electricity/sewerage/license fees/wages/super...the list goes on. You should be supporting hard hit local existing businesses.</p>	<p>This business offers a different food service at a number of locations on the Murchison Foreshore during a set summer/winter period and is not considered to conflict with or be in close proximity for any length of time to food service businesses in town.</p> <p>Mobile food vehicles are to operate in a way which complements existing food businesses within the Kalbarri townsite, however the policy also seeks to ensure mobile food vehicles are temporary in nature. The operation of the Nhandu Bill Tea & Damper tour vehicle operates for a limited number of tours two and three times a week which over a 12 month period is considered to be consistent with the objectives of the LPP for the proposed locations.</p>	Economic impacts are not typically valid planning considerations for applications involving private landholdings, and Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle and Condition (15) restricts food services so as to avoid conflict with existing businesses.
3. 14/03/2023	A McRae	<p><i>NO OBJECTION</i></p> <p>No objection raised to this particular food van but have concerns to the philosophy of food vans in general and their contribution to maintaining the town. How do we get viable businesses back into the shop front if we keep approving food vans.</p> <p>The Shire sent a response to my submission on food vans but the letter did not touch on any of the other points I raised, that</p>	This business offers a different food service at a number of locations on the Murchison Foreshore and is not considered to conflict with services being offered by existing commercial food businesses within the town.	Economic impacts are not typically valid planning considerations for applications involving private landholdings, and Council can apply Policy 8.5 and take economic impacts into consideration

		had nothing to do with the food van itself or if the other points were being actioned or dismissed. I hope to received a response to the bigger issues I raised and not just whether this application is approved.	Mobile food vehicles are to operate in a way which complements existing food businesses within the Kalbarri townsite, however the policy also seeks to ensure mobile food vehicles are temporary in nature. The operation of the Nhanda Bill Tea & Dampier tour vehicle operates for a limited number of tours two and three times a week which over a 12 month period is considered to be consistent with the objectives of the LPP for the proposed locations.	for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle and Condition (15) restricts food services so as to avoid conflict with existing businesses. It is further noted that Condition (6) addresses the matter of inconsistent or irregular service provision.
4. 21/03/2023	Department of Planning Lands & Heritage (Land Use Planning)	SUPPORT Land Use Planning supports the proposal and has no further comments	No response required	Submission noted
5. 24/03/2023	Graham Galloway	OBJECTION There are many vacant shops in town to which should be a priority to itinerant vendors. These itinerant vendors close up when they want to leaving no where in town to purchase items as it costs them nothing to close. Vendors should have a shop front to operate from allowing the van to be an extension of the business. I would also request that the van located near Jacques Point to be relocated to the carpark with toilet block as they are a main road safety issue.	Whilst content of submission is noted, no valid address is provided for submitter on submission form. The Application is for a Commercial Tourism Activity in association with a Mobile Food Van, which is different in nature to other Mobile Food Vans that operate in Kalbarri. Shire staff are currently undertaking a review of the Mobile Food Van Local Planning Policy and when it is readvertised it is recommended that the submitter lodge their concerns in this forum.	Submission noted
6. 27/03/2023	Department of Biodiversity Conservation & Attractions	SUPPORT <i>DBCA strongly supports the development of new Nhanda cultural tourism enterprises within the Shire of Northampton. DBCA recommends that the applicant consider contacting the WA Indigenous Tour Operators Council (WAITOC) to discuss the proposed tour business, particularly if the applicant is new to the cultural tourism industry. DBCA notes that collecting bush tucker (flora or fauna) by Aboriginal people for consumption by others during a commercial tour does not meet the definition of an Aboriginal</i>	No response required	Submission noted with copy of submission forwarded to applicant 27 March 2023 including recommendation to contact DBCA and WAITOC. Condition (25) and Advice Note (ii) addresses the requirement raised by DBCA.

		<p><i>customary activity and will require permits to take flora or fauna for commercial purposes.</i></p> <p><i>DBCA has no objections to the proposal as outlined in the letter.</i></p> <p>.</p>		
<p>7. 2/8/03/2023</p>	Graham Dunn	<p>SUPPORT</p> <p>This type of cultural and heritage tour business will be good for Kalbarri and visitors and should be encouraged. We wish the operators well. Thank you for the opportunity to comment.</p>	No response required	Submission noted

10.4 – SUMMARY OF PLANNING INFORMATION ITEMS

Date of Report	13 April 2023
Reporting Officer	Michelle Allen, Planning Officer

REF	APPLICANT	LOCATION	DEVELOPMENT/USE	DATE
005	T & R HOMES	24 MARY STREET, NORTHAMPTON	SINGLE DWELLING – R-CODE VARIATION	10 February 2023
006	KM DEADMAN	RESERVE 25307 GREY ST, KALBARRI	MOBILE FOOD VAN – ‘KAT-A- CHINO’	13 February 2023
008	E RUTHERFORD	4348 BINNU ROAD WEST, WEST BINNU	OUTBUILDING (R-CODE VARIATION)	16 February 2023
009	STATESIDE MAINTENANCE PTY LTD	PT LOT 1693 (NO. 48) FIFTH AVENUE, NORTHAMPTON	PATIO REPAIRS, LAUNDRY AND OUTBUILDING (CYCLONE SEROJA)	16 February 2023
010	A EDNEY	LOT 213 (NO. 20) WAITZIA WAY, KALBARRI	ADDITIONS TO SINGLE HOUSE (BALCONY & STAIRS)	24 February 2023
011	H & DJ WAITE	LOT 9 (NO. 12) RANCH COURT, KALBARRI	ELECTRIC FENCE (LOT BOUNDARY)	24 February 2023
012	AC WILTON & AM CULLEN	RESERVE 25307 GREY STREET, KALBARRI	MOBILE FOOD VEHICLE ‘THE BAO SHED’	17 February 2023 Ordinary Meeting
013	OUTBACK CARBON PTY LTD	LOTS 5005, 5059, 5064, 5065, 5067 AND 5068 (NO. 3810) BALLA- WHELARRA ROAD, BINNU	AGROFORESTRY TREE FARM (HARDWOOD EUCALYPTUS)	17 February 2023 Ordinary Meeting
014	AC WILTON & AM CULLEN	LOT 276 (NO. 107) EXPLORER AVENUE, KALBARRI	COMMERCIAL VEHICLE PARKING MFV ‘THE BAO SHED’	17 February 2023 Ordinary Meeting
015	WHETTINGSTEEL SUPER FUND	LOT 12 (NO. 221) HAMPTON ROAD, NORTHAMPTON	REPAIRS FRONT VERANDAH (ARTS & ANTIQUÉ SHOP) CYCLONE SEROJA	27 February 2023
016	GN & CA SHADFORTH	LOT 54 ANGLE STREET, ISSEKA	SINGLE HOUSE	27 February 2023
017	TERARA HOLDINGS PTY LTD	LOT 4484 (NO. 2524) PORT GREGORY ROAD, SANDY GULLY	SINGLE HOUSE	27 February 2023
018	SI & GH CREMASCO	LOT 71 (NO. 118) GREY STREET, KALBARRI	OUTBUILDING (R-CODE VARIATION)	23 March 2023
020	MARK ANTHONY	LOT 66 (NO. 4) HORAN WAY,	SINGLE DWELLING (R-CODE	22 March 2023

	DESIGN	HORROCKS	VARIATION)	
021	T & R HOMES	LOT 102 (NO. 12) LYNTON AVENUE, PORT GREGORY	SINGLE HOUSE (SCA1)	23 March 2023
022	J & B HEYWOOD	LOT 33 (NO. 6) ROWE STREET, KALBARRI	RETAINING WALL (R-CODE VARIATION)	23 March 2023
023	M EASTERBROOK (Cancelled) PA023-07	LOT 830 (NO. 14) BRIDGEMAN ROAD KALBARRI	OUTDOOR CINEMA (100 PATRONS)	23 March 2023
024	AJ & RM MINCHINTON	LOT 10 (NO. 10) RANCH COURT, KALBARRI	HOLIDAY HOUSE FOR SINGLE USE	27 March 2023

11. Finance Report

- 11.1 Accounts for Payment
- 11.2 Monthly Financial Statements – March 2023
- 11.3 Budget Review 2022/2023

7.4.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

File Reference	1.1.1
Date of Report	10 th April 2023
Reporting Officer	Leanne Rowe, Acting Deputy Chief Executive Officer
Responsible Officer	Leanne Rowe, Acting Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	List of Accounts	✓	

DISCLOSURE OF INTEREST:

BACKGROUND:

A list of payments submitted to Council on 21st April 2023, for confirmation in respect of accounts already paid or for the authority to those unpaid.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL 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).

STATUTORY IMPLICATIONS:

Local Government (Financial Management) Regulation 13 1996
Local Government Act 1995 Section 6.10

POLICY/PROCEDURE IMPLICATIONS:

Council Delegation F02 allows the CEO to make payments from the Municipal bank accounts. These payments are required to be presented to Council each month in accordance with Financial Management Regulations 13 (1) for recording in the minutes.

COMMENT:

Council to authorise the payments as presented.

RISK ASSESSMENT:

As Council has complied with legislative requirements there is no associated risk of failing to comply with Local Government Financial Regulations requiring monthly reporting of Financial Activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENT:

Absolute Majority required

STAFF RECOMMENDATION – 7.4.1

That Municipal Fund Cheques 22346 to 22358 inclusive totalling \$34,661.90, Municipal EFT payments numbered EFT24657 to EFT24765, and EFT24812 inclusive totalling \$944,939.25, Direct Debit payments numbered GJ0903 to GJ0913 inclusive totalling \$676,136.92 be passed for payment and the items therein be declared authorised expenditure.

APPENDIX 1 –

MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
22346	23-02-2023	PETTY CASH NORTHAMPTON	RECOUP	131.70
22347	28-02-2023	SYNERGY	ELECTRICITY CHARGES	4991.24
22348	10-03-2023	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	10155.60
22349	10-03-2023	GERALDTON MOWER & REPAIR SPECIALISTS	PLANT OILS	290.00
22350	10-03-2023	KALBARRI GAS	CALLION WAY ANNUAL CONTAINER SERVICE	70.00
22351	10-03-2023	SHIRE OF NORTHAMPTON	BCTIF OCT 22 COMMISSION	195.50
22352	21-03-2023	GERALDTON MOWER & REPAIR SPECIALISTS	PLANT PARTS	158.80
22353	21-03-2023	KLEENHEAT GAS	NTON OVAL EQUIP SERVICE CHARGE	93.50
22354	21-03-2023	SYNERGY	ELECTRICITY CHARGES	17976.71
22355	23-03-2023	SHIRE OF NORTHAMPTON (DOT)	DOT JETTY RENEWAL LM 1340 (HKS JETTY)	43.70
22356	27-03-2023	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES - 2006NR	200.00
22357	27-03-2023	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	151.75
22358	27-03-2023	LENNARD SHELF EXPLORATION P/L	RATES REFUND	203.40
				\$34,661.90

APPENDIX 1 –**ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT**

EFT #	Date	Name	Description	Amount
EFT24657	02-03-2023	RUSSELL JOHN BROMLEY	HKS FSHORE SHELTERS PAINTING	4100.00
EFT24658	02-03-2023	ANDREW CAMPBELL	REIMB ACCOMMODATION	366.77
EFT24659	02-03-2023	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	3575.00
EFT24660	10-03-2023	AFGRI GERALDTON	PLANT PARTS	4432.56
EFT24661	10-03-2023	AW CRAGAN & ALLCAPRI PTY LTD	VARIOUS BOBCAT WORKS	3819.75
EFT24662	10-03-2023	KALBARRI IGA	GOODS	132.42
EFT24663	10-03-2023	AUSTRALIA POST	POSTAGE	709.92
EFT24664	10-03-2023	BABA MARDA ROAD SERVICES	PARKER RD TRAFFIC CONTROL	4852.71
EFT24665	10-03-2023	THE BAO SHED	REFRESHMENTS	240.00
EFT24666	10-03-2023	BATAVIA COAST TRIMMERS	NCC REPAIR SHADE SAIL	240.00
EFT24667	10-03-2023	BLACKWOODS	LIFTING SLINGS	287.48
EFT24668	10-03-2023	NEIL EDWARD BROADHURST	REIMB REFRESHMENTS	121.99
EFT24669	10-03-2023	BUILDING & CONST INDUSTRY TRAINING FUND	BCTIF OCT 22	5147.05
EFT24670	10-03-2023	CLEANAWAY OPERATIONS PTY LTD	RES/COMM REFUSE COLLECTION/SITE MTCE	39019.62
EFT24671	10-03-2023	COATES HIRE OPERATIONS PTY LTD	OVAL TOILETS COMPACTOR HIRE	585.31
EFT24672	10-03-2023	BOC GASES AUSTRALIA	INDUSTRY GASES	63.98
EFT24673	10-03-2023	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	1440.21
EFT24674	10-03-2023	CORSIGN WA PTY LTD	HORROCKS RD SIGN	434.50
EFT24675	10-03-2023	TOLL TRANSPORT PTY LTD	FREIGHT	173.06
EFT24676	10-03-2023	CROWN HOTELS PERTH	LG WEEK ACCOM	1367.00
EFT24677	10-03-2023	RICHARD ERNEST DAVEY	REIMB STICKERS KAL AIRPORT	55.00
EFT24678	10-03-2023	DAZFAB ENGINEERING	NTON BOWLING CLUB - SHADE SAILS	11198.00
EFT24679	10-03-2023	SIMON DRAGE	VARIOUS NTON BUILDING MTCE	379.30
EFT24680	10-03-2023	EASTOUGH CARPENTRY	HKS SOUTH STAIRS INSTALL	5588.30
EFT24681	10-03-2023	EUROFINS ARL PTY LTD	ASBESTOS TESTING	363.00

EFT #	Date	Name	Description	Amount
EFT24682	10-03-2023	DPT OF MINES, INDUSTRY REG & SAFETY	BRB OCT 22	3067.85
EFT24683	10-03-2023	FENN PLUMBING & GAS	KAL FSHORE/KAL CAMP PLUMBING REPAIRS	1221.75
EFT24684	10-03-2023	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER COUNT/MTCE	151.74
EFT24685	10-03-2023	FORPARK AUSTRALIA	KAL FSHORE PLAYGROUND FLYING FOX	977.90
EFT24686	10-03-2023	GANTHEAUME BAY ELECTRICAL	ALLEN CENTRE EXCAV HIRE	302.50
EFT24687	10-03-2023	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM - QUARTER	1170.00
EFT24688	10-03-2023	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	1096.44
EFT24689	10-03-2023	GHD PTY LTD	DISASTER RECOVERY WORKS	7109.85
EFT24690	10-03-2023	GREAT NORTHERN RURAL SERVICES	NTON OVER RETIC CABLE/ECO FLORA	4069.18
EFT24691	10-03-2023	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD (BEAUREPAIRES)	FIT 1 GRADER TYRE	1280.00
EFT24692	10-03-2023	GREAT SOUTHERN FUEL SUPPLY	DEPOTS FUEL/FUEL CARDS	38207.64
EFT24693	10-03-2023	C + J HANSON PLUMBING CONTRACTORS	TEST RPZ VALVES, OFFICE PLUM, EXCAV HIRE	2821.90
EFT24694	10-03-2023	LYDIA HIGHFIELD CONSULTING	RECRUITMENT SERVICES	6000.00
EFT24695	10-03-2023	INDEPENDENT RURAL	RETIC, HARDWARE	1111.84
EFT24696	10-03-2023	KALBARRI EXPRESS FREIGHT	FREIGHT	175.21
EFT24697	10-03-2023	KALBARRI WAREHOUSE	RETIC, HARDWARE	316.50
EFT24698	10-03-2023	KALBARRI NEWSAGENCY	STATIONERY	123.65
EFT24699	10-03-2023	KALBARRI GARDEN & CLEAN UP SERVICES	KALB CAMP BENCHTOP/KAL DR SURG FASCIA	1815.00
EFT24700	10-03-2023	KEMPTON ELECTRICAL CONTRACTING	NTON SURGERY/OLD POLICE ST ELEC REPAIR	1595.75
EFT24701	10-03-2023	KIMBERLEY QUARRY PTY LTD	KAL RD SEALING AGG	6546.38
EFT24702	10-03-2023	KALBARRI SITEWORKS	JAKES CPARK SAND/RAMP WORKS	924.00
EFT24703	10-03-2023	LAKELINE RESOURCES PTY LTD (MOSS)	PT GREG FIRE HYDRANTS REPLACE	12881.25
EFT24704	10-03-2023	WILLIAM LINDSELL	REFUND KERB BOND	500.00
EFT24705	10-03-2023	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	323.40
EFT24706	10-03-2023	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT24707	10-03-2023	MIDWEST MULCHING MOWING	KALBARRI ROAD VERGE MOWING/MULCH	145464.00

EFT #	Date	Name	Description	Amount
EFT24708	10-03-2023	NORWEST BUILDING GROUP	NTON RAM SHED HIGHBAY LIGHTS/POINTS	33682.72
EFT24709	10-03-2023	THE WORKWEAR GROUP	UNIFORM	403.04
EFT24710	10-03-2023	NORTHAMPTON IGA	CLEANING SUPPLIES/GOODS	174.67
EFT24711	10-03-2023	GERALDTON CLEANPAK TOTAL SOLUTIONS	NTON OFFICE HAND TOWELS/TOILET PAPERS	398.50
EFT24712	10-03-2023	PORT GREGORY CARAVAN PARK	PT GREG FIRE TRUCK FUEL	126.42
EFT24713	10-03-2023	PAUL SHERIFF	UPDATE PLAY ACCOUNT	110.00
EFT24714	10-03-2023	SKYTRUST	SKYTRUST MONTHLY SUBSCRIPTION	493.90
EFT24715	10-03-2023	STATESIDE MAINTENANCE	CYCLONE CHIVERTON HOUSE REPAIRS	330000.00
EFT24716	10-03-2023	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	NTON REFUSE SITE DOZER WORKS	8250.00
EFT24717	10-03-2023	2V NET IT SOLUTIONS	COMPTER MTCE	739.00
EFT24718	10-03-2023	DATATRAX PTY LTD	KVC QUARTERLY TOUCH SCREEN	395.00
EFT24719	10-03-2023	TRAVELWEST PUBLICATIONS	KVC ADVERTISING	975.00
EFT24720	10-03-2023	LANDGATE	VALUATION EXPENSES	28.20
EFT24721	10-03-2023	IT VISION	SYNERGYSOFT EXTRA LICENCES	8471.65
EFT24722	10-03-2023	WESTRAC EQUIPMENT PTY LTD	PLANT PARTS	2966.16
EFT24723	10-03-2023	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	949.33
EFT24724	10-03-2023	NORTHAMPTON TYRES	PLANT PUNCTURE REPAIR	50.00
EFT24725	10-03-2023	CT & L WOODCOCK & SON PTY LTD	BAG ICE	50.00
EFT24726	10-03-2023	WURTH AUSTRALIA PTY LTD	DEPOT/PLANT SUPPLIES	178.48
EFT24727	15-03-2023	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4004.00
EFT24728	15-03-2023	LEON BAKER JEWELLERS	RETIREMENT GIFT	169.00
EFT24729	21-03-2023	ACACIA GARDENING SERVICES	HKS FSHORE RETIC ELECTRICAL FAULT	554.80
EFT24730	21-03-2023	BABA MARDA ROAD SERVICES (JUURLU BABA YAMITJI P/L)	PARKER RD TRAFFIC CONTROL	1690.43
EFT24731	21-03-2023	GRADING SERVICES AUSTRALIA PTY LTD (BAILEY'S GRAVEL)	SWAMPS RD GRADING	3267.00
EFT24732	21-03-2023	BLACKWOODS	PORTABLE FAN	161.59
EFT24733	21-03-2023	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM REFUSE COLLECTION/SITE MTCE	33463.38
EFT24734	21-03-2023	SIMON DRAGE	RAKE PL/OVAL HOUSE REPAIRS	3495.80

EFT #	Date	Name	Description	Amount
EFT24735	21-03-2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	FIREBUG, BOOTS, DISINFECT, HARDWARE	3051.70
EFT24736	21-03-2023	ENGIN	TELEPHONE CHARGES	351.97
EFT24737	21-03-2023	FULTON HOGAN INDUSTRIES PTY LTD	KALB RD/ESSEX ST RESEALING	138779.87
EFT24738	21-03-2023	GREAT NORTHERN RURAL SERVICES	RETIC, HARDWARE	14.70
EFT24739	21-03-2023	HERSEY'S SAFETY PTY LTD	TRAFFIC CONES, PPE,	2522.16
EFT24740	21-03-2023	HOSEXPRESS	PLANT HOSES	174.65
EFT24741	21-03-2023	KALBARRI AUTO CENTRE	VEHICLE SERVICE	1925.00
EFT24742	21-03-2023	KALBARRI EXPRESS FREIGHT	FREIGHT	110.69
EFT24743	21-03-2023	BP KALBARRI	RETIC, HARDWARE, RAPIDSET	613.59
EFT24744	21-03-2023	KALBARRI WAREHOUSE	PLANTS, HARDWARE	168.65
EFT24745	21-03-2023	JOSH STEPHEN MCLACHLAN	REFUND BUILDING SERVICES LEVY	61.65
EFT24746	21-03-2023	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT24747	21-03-2023	MIDWEST AERO MEDICAL AIR AMBULANCE	PRE-EMPLOYMENT MEDICAL	456.70
EFT24748	21-03-2023	KEVIN JOHN MOSS	PORT GREG WATER REIMBUSE FUEL	216.84
EFT24749	21-03-2023	NAPA	PLANT PARTS	224.40
EFT24750	21-03-2023	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	224.98
EFT24751	21-03-2023	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL REPAIRS/BATTERIES	3011.00
EFT24752	21-03-2023	DEPT OF THE PREMIER AND CABINET	ADVERTISING LPS 10	301.20
EFT24753	21-03-2023	PREMIUM PUBLISHERS	KVC MAPS/LOGO	1974.50
EFT24754	21-03-2023	TELSTRA	TELEPHONE CHARGES	2153.59
EFT24755	21-03-2023	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	MONEGARRY RD VERGE WORKS	3300.00
EFT24756	21-03-2023	TOTAL TOILETS	NTON OVAL PORTABLE TOILETS	1237.72
EFT24757	21-03-2023	VAC WEST	ESSEX ST PRE-SEAL SWEEP	1654.95
EFT24758	21-03-2023	VILLAGE POOLS	REFUND KERB DEPOSIT	500.00
EFT24759	21-03-2023	WESTRAC EQUIPMENT PTY LTD	GRADER CUTTING EDGES	4829.01
EFT24760	21-03-2023	WILSON COMPLETE	OLD POLICE ST/ARTS&CRAFTS REPAIRS	704.00
EFT24761	30-03-2023	WEST AUSTRALIAN NEWSPAPERS LTD	KVC ADVERTISING SUNDAY TIMES	3850.00
EFT24762	30-03-2023	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4719.00
EFT24763	30-03-2023	ROBERT MCKENZIE	ANIMAL EUTHANASIA	880.00

EFT #	Date	Name	Description	Amount
EFT24764	30-03-2023	GAVIN JAMES NEWHILL	ANIMAL EUTHANASIA	20.00
EFT24765	30-03-2023	LINDSAY DREW ROWE	REIMBURSE GLASSES	265.00
EFT24812	31-03-2023	ROWE CONSTRUCTION & MAINTENANCE	HKS FIRE SHED REPAIRS	3365.00
				<u>\$944,939.25</u>

APPENDIX 1 –

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	02-03-2023	PAYROLL	FN/E 01/03/2023	110,086.56
	06-03-2023	SUPERCHOICE	SUPERANNUATION PAY FN/E 1/03/2023	25,165.96
	16-03-2023	PAYROLL	FN/E 15/03/2023	104,332.00
	16-03-2023	SUPERCHOICE	SUPERANNUATION PAY FN/E 15/0/2023	24,324.60
	21-03-2023	PAYROLL	ONE-OFF PAY 21/03/2023	4,373.57
	30-03-2023	PAYROLL	FN/E 29/03/2023	115,690.99
	29-03-2023	SUPERCHOICE	SUPERANNUATION FN/E 29/03/2023 & ONE-OFF PAY 21/03/2023	24,631.02
GJ0903	31-03-2023	NATIONAL AUSTRALIA BANK	BANK FEES	203.92
GJ0904	31-03-2023	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	321.63
GJ0905	31-03-2023	COMMONWEALTH BANK	BPOINT FEES	135.24
GJ0906	31-03-2023	NATIONAL AUSTRALIA BANK	BPAY	117.92
GJ0910	07-03-2023	NATIONAL AUSTRALIA BANK	LOAN 153 PRINCIPAL PAYOUT	244,377.35
GJ0912	31-03-2023	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			KCC IINET	79.99
			COMPUTER EXPS 2VNET/ADOBE	2,078.17
GJ0913	07-03-2023	NATIONAL AUSTRALIA BANK	LOAN 153 PAYOUT ECONOMIC COSTS	20,209.00
				<u>\$676,136.92</u>

7.4.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2023 (ITEM 7.4.2)

File Reference	1.1.1
Date of Report	12 th April 2023
Reporting Officer	Grant Middleton, Deputy Chief Executive Officer
Responsible Officer	Grant Middleton, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	Monthly Financial Report for March 2023	✓	

DISCLOSURE OF INTEREST:

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 March 2023 are detailed from page 1 to page 22 per the attached Monthly Financial Report.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

The 31 March 2023 financial position is comprised of the following:

Total operating revenue has a surplus position of \$871,155 and operating expenditure has a deficit position of \$486,758 to the end of March 2023. The surplus revenue position is largely due to the receipt of \$750,000 for Insurance and LRC12 final grant revenue component. The expenditure variances are largely related to Cyclone Seroja building repair works that are offset by insurance payout revenue whilst the additional depreciation expenses are associated with the increased building valuations associated with the revaluation of Land and Buildings in 2021/2022.

Investing and Financing variances will reconcile as the year progresses and it is anticipated there will be no significant budget variations.

Further explanations of material variations are detailed by reporting program in Note 15 of the Monthly Financial Report.

STATUTORY IMPLICATIONS:

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

POLICY/PROCEDURE 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.

COMMENT:

Council to adopt the monthly Financial Report as presented.

RISK ASSESSMENT:

As Council has complied with legislative requirements there is no associated risk of failing to comply with Local Government Financial Regulations requiring monthly reporting of Financial Activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENT:

Absolute Majority required

STAFF RECOMMENDATION – 7.4.2

That Council adopts the Monthly Financial Report for the period ending 31 March 2023.

APPENDIX

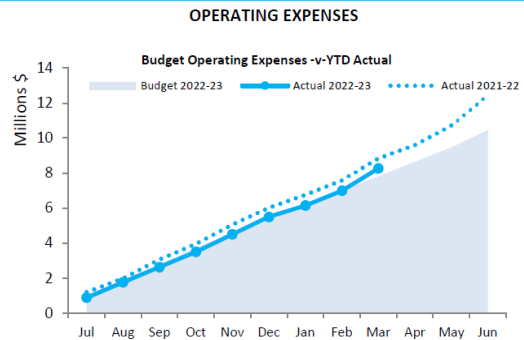
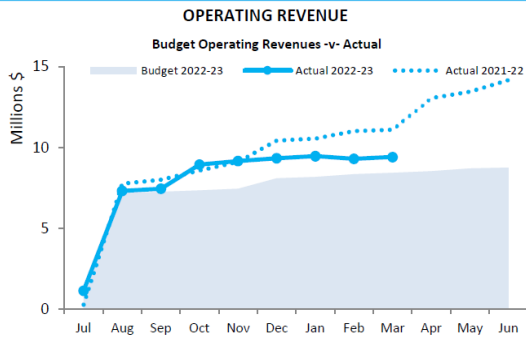
SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2023

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

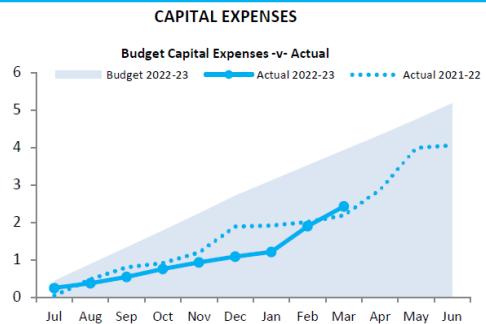
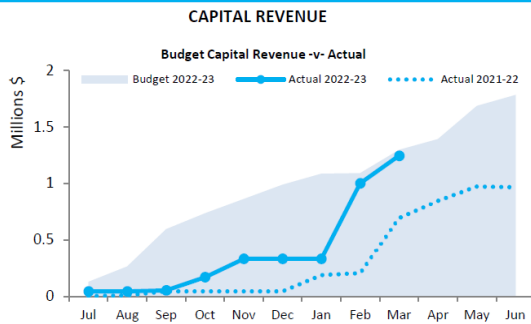
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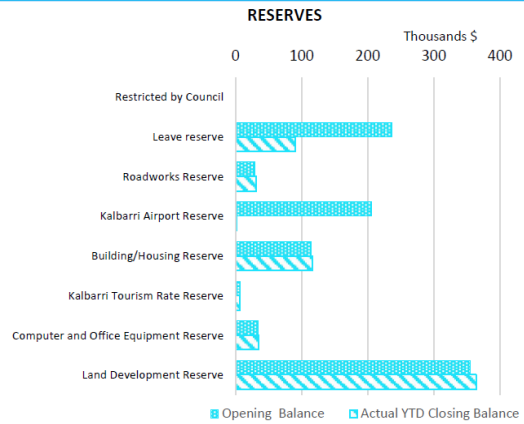
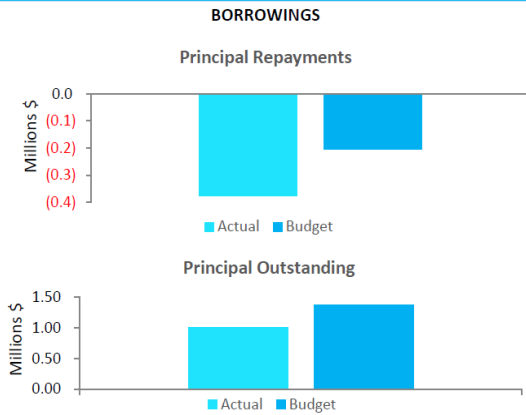
OPERATING ACTIVITIES



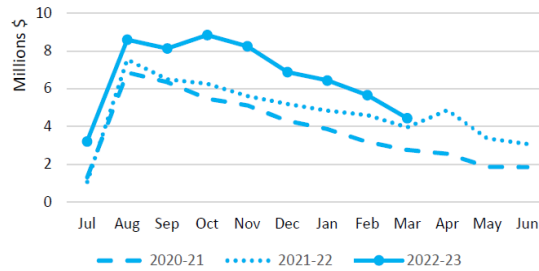
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.01 M	\$3.01 M	\$2.39 M	(\$0.62 M)
Closing	\$0.00 M	\$2.14 M	\$4.43 M	\$2.30 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$3.99 M	86.1%
Restricted Cash	\$0.64 M	13.9%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.12 M	
0 to 30 Days		84.7%
Over 30 Days		15.4%
Over 90 Days		0.3%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.36 M	92.7%
Trade Receivable	\$0.54 M	
Over 30 Days		21.7%
Over 90 Days		13.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.88 M	\$2.41 M	\$2.89 M	\$0.48 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$4.82 M	
YTD Budget	\$4.77 M	1.0%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$1.29 M	
YTD Budget	\$0.89 M	44.4%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$1.24 M	
YTD Budget	\$1.24 M	(0.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.61 M)	(\$2.80 M)	(\$0.81 M)	\$1.99 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.27 M	
Adopted Budget	\$0.24 M	8.7%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$2.05 M	
Adopted Budget	\$4.98 M	(58.8%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.71 M	
Adopted Budget	\$1.10 M	(35.3%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.29 M)	(\$0.49 M)	(\$0.04 M)	\$0.45 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.38 M
Interest expense	\$0.05 M
Principal due	\$1.01 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$0.64 M
Interest earned	\$0.02 M

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2023

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	3,011,814	3,011,814	2,389,563	(622,251)	(20.66%)	▼
Revenue from operating activities							
Rates		4,770,499	4,770,499	4,817,137	46,638	0.98%	▲
Operating grants, subsidies and contributions	11	1,133,783	891,939	1,287,605	395,666	44.36%	▲
Fees and charges		1,345,971	1,235,520	1,235,021	(499)	(0.04%)	▲
Interest earnings		40,000	34,122	146,267	112,145	328.66%	▲
Other revenue		1,468,540	1,468,540	1,750,000	281,460	19.17%	▲
Profit on disposal of assets	6	137,500	137,496	173,241	35,745	26.00%	▲
		8,896,293	8,538,116	9,409,271	871,155	10.20%	
Expenditure from operating activities							
Employee costs		(4,033,035)	(3,058,057)	(3,075,505)	(17,448)	(0.57%)	▼
Materials and contracts		(2,681,458)	(2,012,700)	(2,274,934)	(262,234)	(13.03%)	▼
Utility charges		(339,634)	(254,538)	(234,754)	19,784	7.77%	▲
Depreciation on non-current assets		(2,382,850)	(1,787,067)	(1,917,468)	(130,401)	(7.30%)	▼
Interest expenses		(53,237)	(39,906)	(46,687)	(6,781)	(16.99%)	▼
Insurance expenses		(227,456)	(227,359)	(223,935)	3,424	1.51%	▲
Other expenditure		(542,031)	(398,497)	(491,599)	(93,102)	(23.36%)	▼
		(10,259,701)	(7,778,124)	(8,264,882)	(486,758)	6.26%	
Non-cash amounts excluded from operating activities	1(a)	2,245,350	1,649,571	1,744,227	94,656	5.74%	▲
Amount attributable to operating activities		881,942	2,409,563	2,888,616	479,053	19.88%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,096,786	731,176	710,118	(21,058)	(2.88%)	▼
Proceeds from disposal of assets	6	244,000	230,991	265,253	34,262	14.83%	▲
Proceeds from financial assets at amortised cost - self supporting loans	8	37,470	37,468	271,188	233,720	623.79%	▲
Payments for property, plant and equipment and infrastructure	7	(4,984,264)	(3,797,613)	(2,054,774)	1,742,839	45.89%	▲
Amount attributable to investing activities		(3,606,008)	(2,797,978)	(808,215)	1,989,763	(71.11%)	
Financing Activities							
Proceeds from new debentures	8	200,000	0	0	0	0.00%	
Transfer from reserves	9	205,000	205,000	360,335	155,335	75.77%	▲
Repayment of debentures	8	(202,648)	(202,637)	(376,608)	(173,971)	(85.85%)	▼
Transfer to reserves	9	(490,100)	(490,100)	(21,677)	468,423	95.58%	▲
Amount attributable to financing activities		(287,748)	(487,737)	(37,950)	449,788	(92.22%)	
Closing funding surplus / (deficit)	1(c)	0	2,135,662	4,432,014	2,296,352	(107.52%)	▲

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 04 April 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(137,500)	(137,496)	(173,241)
Add: Depreciation on assets		2,382,850	1,787,067	1,917,468
Total non-cash items excluded from operating activities		2,245,350	1,649,571	1,744,227

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

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

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 March 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(1,267,703)	(982,603)	(643,945)
Less: - Financial assets at amortised cost - self supporting loans	4	(37,470)	(35,627)	(16,353)
Less: Land Held for Resale		(235,000)		
- Other liabilities - Adjustment to current non current liabilities		39,605		(25,766)
Add: Borrowings	8	402,648	202,648	(173,960)
Add: Provisions employee related provisions	10	718,085	706,956	732,724
Total adjustments to net current assets		(379,835)	(108,626)	(127,300)

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

Current assets

Cash and cash equivalents	2	1,452,197	4,180,625	4,633,654
Financial assets at amortised cost	2	37,740	0	0
Rates receivables	3		160,407	364,008
Receivables	3	427,563	260,289	544,813
Other current assets	4	246,568	47,195	40,897
Less: Current liabilities				
Payables	5	(663,501)	(717,614)	(465,295)
Borrowings	8	(402,648)	(202,648)	173,960
Contract liabilities	10		(497,341)	0
Provisions	10	(718,084)	(732,724)	(732,724)
Less: Total adjustments to net current assets	1(b)	(379,835)	(108,626)	(127,300)
Closing funding surplus / (deficit)		0	2,389,563	4,432,014

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash Deposits	Municipal	941,227.06		941,227.06		NAB		At call
Petty Cash	Cash on Hand	1,050.00		1,050.00				
Investment	Reserves	0.00	643,945.01	643,945.01		NAB	4.31%	30/06/2023
Investment	Term Deposit	1,016,856.79		1,016,856.79		NAB	3.65%	28/04/2023
Investment	Term Deposit	1,016,063.12		1,016,063.12		NAB	3.65%	28/04/2023
Investment	Term Deposit	1,014,512.36		1,014,512.36		NAB	4.20%	31/05/2023
Total		3,989,709.33	643,945.01	4,633,654	0			
Comprising								
Cash and cash equivalents		3,989,709.33	643,945.00	4,633,654	0			
		3,989,709.33	643,945.00	4,633,654	0			

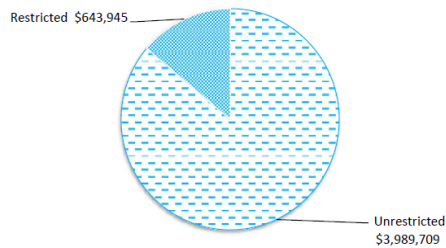
KEY INFORMATION

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

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

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

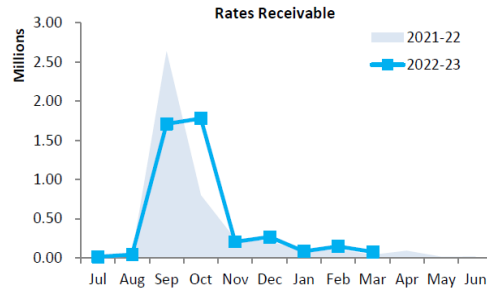
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 June 2022	31 Mar 2023
	\$	\$
Opening arrears previous years	56,814	160,407
Levied this year	4,817,137	4,817,137
Less - collections to date	(4,713,544)	(4,613,536)
Gross rates collectable	160,407	364,008
Net rates collectable	160,407	364,008
% Collected	96.7%	92.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(4,624)	280,866	22,473	6,374	47,701	352,790
Percentage	(1.3%)	79.6%	6.4%	1.8%	13.5%	
Balance per trial balance						
Sundry receivable						352,790
GST receivable						74,617
Rubbish Receivables						47,509
Emergency Services Levy						69,897
Total receivables general outstanding						544,813

Amounts shown above include GST (where applicable)

KEY INFORMATION

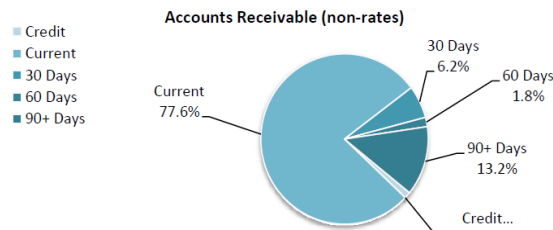
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 March 2023
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	35,627		(19,274)	16,353
Inventory				
Fuel	11,568	12,976		24,544
Total other current assets	47,195	12,976	(19,274)	40,897

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

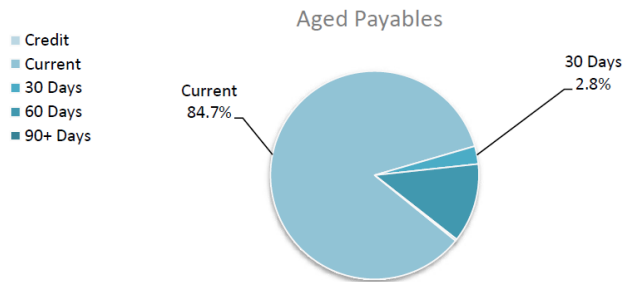
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	101,802	3,367	14,759	308	120,235
Percentage	0%	84.7%	2.8%	12.3%	0.3%	
Balance per trial balance						
Sundry creditors						120,235
Accrued salaries and wages						5,755
ATO liabilities						102,388
Prepaid Rates						75,205
Bonds and Deposits						161,712
Total payables general outstanding						465,295

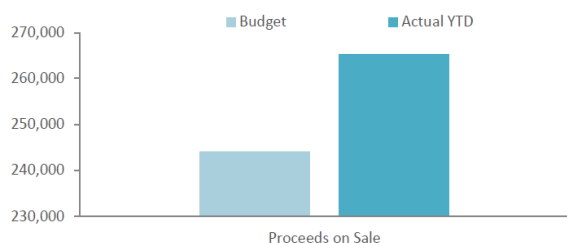
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41761	Toyota Prado - CEO	22,000	52,000	30,000	0	20,824	50,000	29,176	0
	Law, order, public safety								
41729	Ajana/Binnu Fast Attack - DFES			0	0	13,201	44,545	31,345	0
	Transport								
41769	P283 - Ute LH Kalbarri	11,000	12,000	1,000	0			0	0
41770	P284 - Ute LH Main't N'hpton	13,500	20,000	6,500	0			0	0
41758	P271 - Ute LH Road Construction	0	20,000	20,000	0	0	24,990	24,990	0
41716	P238 - Cat Grader 12M	60,000	140,000	80,000	0	57,987	127,273	69,286	0
41758	P258 - Ute General Northampton	0	0	0	0	0	18,445	18,445	0
		106,500	244,000	137,500	0	92,012	265,253	173,242	0



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	596,410	452,967	538,316	85,349
Plant and equipment	865,300	697,791	548,797	(148,994)
Infrastructure - Roads	2,352,084	1,764,054	920,331	(843,723)
Infrastructure - Footpaths & Carparks	376,470	282,303	3,526	(278,777)
Infrastructure - Parks & Ovals	109,000	86,751	21,633	(65,118)
Infrastructure - Airport	630,000	472,500	22,170	(450,330)
Infrastructure - Water & Sewer Reticulation	55,000	41,247	0	(41,247)
Payments for Capital Acquisitions	4,984,264	3,797,613	2,054,774	(1,742,839)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,096,786	731,176	710,118	(21,058)
Borrowings	200,000	0	0	0
Other (disposals & C/Fwd)	244,000	230,991	265,253	34,262
Cash backed reserves				
Leave reserve	0		155,335	155,335
Kalbarri Airport Reserve	(205,000)		205,000	205,000
Contribution - operations	3,648,478	2,835,446	719,068	(2,116,378)
Capital funding total	4,984,264	3,797,613	2,054,774	(1,742,839)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

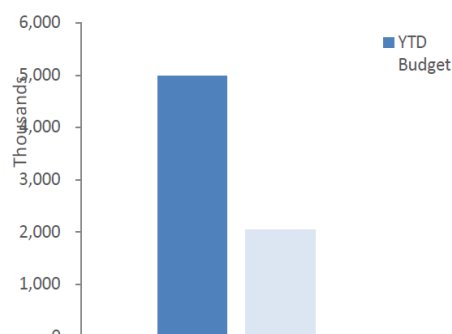
Initial recognition and measurement for assets held at cost

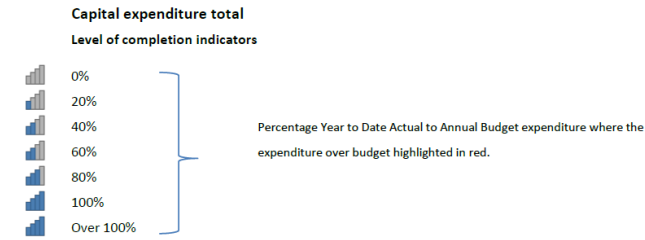
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions





Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
	Office Generator changeover switching	13,300	13,299	13,257	-42
	CEO Vehicle	60,000	59,997	59,045	-952
	Northampton Recreation Ground Ablutions	140,060	70,937	142,986	72,049
	Sallys Tree Ablutions outdoor showers	8,000	4,052	8,198	4,146
	Chinamans ablutions outdoor showers	8,000	4,052	8,198	4,146
	Seal Access Road to Horrocks Dump Point	27,500	20,619	23,636	3,017
	Horrock Foreshore - stairs and shower	24,000	18,000	21,633	3,633
	Kalbarri Recreation Jetty Repairs	65,000	48,753	0	-48,753
	NCC - Change Room Upgrade	40,000	39,996	0	-39,996
	Port Gregory Carpark and BBQ	141,310	105,966	0	-105,966
	Kalbarri Community Camp Kitchen	134,750	134,742	123,808	-10,934
	Stud Breeders Shed - Northampton	227,600	170,694	252,136	81,442
	Kalbarri Multi-Use Centre	30,000	22,500	2,990	-19,510
	Horrocks North Holding Tanks	20,000	19,998	0	-19,998
	Road Construction	2,324,584	1,743,435	896,695	-846,740
	Footpath/Carpark Construction	235,160	176,337	3,526	-172,811
	Maintenance Grader	440,000	329,998	426,178	96,180
	Back Hoe	230,000	172,499	0	-172,499
	Ute Leading Hand M'tce Kalbarri	50,000	49,999	1,855	-48,144
	Ute Leading Hand M'tce Northampton	48,000	47,999	48,462	463
	Safety Officer (50% share)	24,000	24,000	0	-24,000
	Kalbarri Depot Ablution	8,000	5,994	0	-5,994
	Airport - Runway and Apron Seal	630,000	472,500	22,170	-450,330
	Port Gregory Water Supply - Tank/Shed	55,000	41,247	0	-41,247
		4,984,264	3,797,613	2,054,774	-1,742,839

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	
Housing										
Staff Housing	154	117,155	0	0	(18,743)	(37,792)	98,412	79,363	(2,013)	(4,344)
Recreation and culture										
RSL Hall Extensions	156	360,605	0	0	(24,077)	(48,402)	336,528	312,203	(4,592)	(9,604)
Transport										
Plant Purchases	153	46,346	0	0	(46,346)	(46,346)	-0	0	(745)	(1,606)
Plant Purchases	157	276,264	0	0	(16,254)	(32,638)	260,010	243,626	(2,243)	(6,120)
Plant Purchases	158	0	0	200,000			0	200,000		
		800,370	0	200,000	-105,420	-165,178	694,950	835,192	-9,593	-21,674
Self supporting loans										
Education and welfare										
Pioneer Lodge		327,177	0	0	-16,353	-16,353	310,824	310,824	(9,041)	(14,983)
Other property and services										
Staff Housing (CEO)		254,835	0	0	-254,835	-21,117	0	233,718	(28,053)	(16,580)
		582,012	0	0	-271,188	-37,470	310,824	544,542	(37,094)	(31,563)
Total		1,382,382	0	200,000	-376,608	-202,648	1,005,774	1,379,734	(46,687)	(53,237)
Current borrowings		202,648					-173,960			
Non-current borrowings		1,179,734					1,179,734			
		1,382,382					1,005,774			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2022-23

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

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	236,560	1,250	4,085	5,000	5,000	0	(155,335)	242,810	90,310
Roadworks Reserve	29,456	500	1,630	0	0	0	0	29,956	31,086
Kalbarri Airport Reserve	205,535	100	330	0	0	(205,000)	(205,000)	635	865
Building/Housing Reserve	114,710	500	1,630	480,000	0	0	0	595,210	116,340
Kalbarri Tourism Rate Reserve	6,975	0	0	0	0	0	0	6,975	6,975
Computer and Office Equipment Reserv	33,861	250	820	0	0	0	0	34,111	34,681
Land Development Reserve	355,506	2,500	8,182	0	0	0	0	358,006	363,688
	982,603	5,100	16,677	485,000	5,000	(205,000)	(360,335)	1,267,703	643,945

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		497,341	0		(497,341)	0
Total other liabilities		497,341	0	0	(497,341)	0
Employee Related Provisions						
Annual leave		265,551	0			265,551
Long service leave		467,173	0			467,173
Total Employee Related Provisions		732,724	0	0	0	732,724
Total other current assets		1,230,065	0	0	(497,341)	732,724
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2022			31 Mar 2023	31 Mar 2023			
	\$	\$	\$	\$	\$	\$	\$	
Operating grants and subsidies								
General purpose funding								
GRANTS COMMISSION - GENERAL	0	0		0		280,291	210,216	210,218
LRCI PHASE 1/2/3 REVENUE 20/21,21/22,22/23	0	0		0				170,306
GRANTS COMMISSION - ROADS	0	0		0		173,134	129,849	129,851
Law, order, public safety								
EMERGENCY SERVICES LEVY - BFB	0	0		0		45,120	35,414	32,737
EMERGENCY SERVICES LEVY - SES	0	0		0		40,768	28,999	29,580
Education and welfare								
NCCA GRANTS/CONTRIBUTIONS REVENUE	0	0		0		32,500	32,500	65,000
Transport								
- MRD MAINTENANCE	0	0		0		201,476	201,476	205,809
	0	0	0	0	0	773,289	638,454	843,500
Operating contributions								
Governance								
CONTRIBUTIONS	0	0		0		0	0	55
CONTRIBUTIONS	0	0		0		15,000	11,250	9,945
REBATES AND COMMISSIONS	0	0		0		41,422	31,059	43,623
General purpose funding								
LEGAL CHARGES RATES (NO GST)	0	0		0		5,000	3,744	9,896
RATE EQUIVALENT PAYMENTS	0	0		0		22,372	0	0
Law, order, public safety								
REIMBURSEMENTS	0	0		0		2,000	1,494	10,715
Health								
CONTRIBUTIONS	0	0		0		16,000	11,997	0
REIMBURSEMENTS - OTHER	0	0		0		2,000	1,494	713
Education and welfare								
NCCA - REIMBURSEMENTS	0	0		0		0	0	34,333
NCCA CCS REBATE	0	0		0		5,000	3,744	1,944
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - I	0	0		0		0	0	12,764
Housing								
REIMBURSEMENTS - HOUSING OTHER	0	0		0		20,000	14,994	9,363
Community amenities								
CONTRIBUTIONS	0	0		0		50,000	37,494	42,410
REIMBURSEMENTS - DRUMMUSTER	0	0		0		4,000	2,997	0
REIMBURSE (ADVERTISING/PLANNING COMMISSION)	0	0		0		200	144	0
REIMBURSEMENTS	0	0		0		7,400	5,544	11,960
OTHER COMMUNITY AMENITIES - CONTRIBUTIONS/GRA	0	0		0		0	0	3,273
Recreation and culture								
CONTRIBUTIONS/REIMBURSEMENTS	0	0		0		0	0	15,802
CONTRIBUTIONS/DONATIONS	0	0		0		0	0	7,871
REIMBURSEMENTS	0	0		0		5,400	4,050	6,045
CONTRIBUTIONS	0	0		0		0	0	23,840
REIMBURSEMENTS- REC. CTRE/GOLF CLUB	0	0		0		12,000	9,000	27,700
REIMBURSEMENTS	0	0		0		0	0	511
150 YEAR CELEBRATIONS - REVENUE (INC BRICKS/MEMO)	0	0		0		0	0	12
CONTRIBUTIONS/REIMBURSEMENTS	0	0		0		0	0	6,320
Transport								
CONTRIBUTION (INC STREET LIGHTING)	0	0		0		3,750	2,808	3,438
Economic services								
BUILDING REIMBURSEMENTS	0	0		0		1,750	1,305	717
REIMBURSEMENTS	0	0		0		4,000	2,997	418
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT	0	0		0		5,000	3,744	2,720
PT GREGORY SPEC AREA RATE	0	0		0		1,000	747	1,000
Other property and services								
LEASE FEES - HALF WAY BAY COTTAGES	0	0		0		16,000	11,997	16,000
INSURANCE CLAIMS - VEHICLES	0	0		0		2,000	1,494	2,200
DIESEL FUEL REBATE	0	0		0		30,000	22,500	25,345
WHS COORDINATOR INCOME RECOUP	0	0		0		47,620	35,712	25,344
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - I	0	0		0		16,580	12,429	28,053
CYCLONE SEROJA - DFRAWA INCOME	0	0		0		0	0	10,534
REIMB. - WORKERS COMPENS.	0	0		0		25,000	18,747	49,244
	0	0	0	0	0	360,494	253,485	444,105
TOTALS	0	0	0	0	0	1,133,783	891,939	1,287,605

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2022			31 Mar 2023	31 Mar 2023			
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Community amenities								
LRCI - NCC ABLUTIONS				0		0	0	70,000
Transport								
ROADS TO RECOVERY FUNDING				0		453,484	340,110	158,484
LRCI - LITTLE BAY ROAD				0		290,302	217,719	275,000
WA BIKE NETWORK GRANT				0		61,000	45,747	20,000
REGIONAL ROAD GROUP FUNDING				0		92,000	69,003	41,333
RUNWAY RESEAL - LRCI GRANT				0		200,000	149,994	145,301
	0	0	0	0	0	1,096,786	822,573	710,118

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 13
BONDS AND DEPOSITS**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 Mar 2023
	\$	\$	\$	\$
Transportable House Bonds	4,500	11,900	0	16,400
Footpath Bonds	28,007	5,000	(5,000)	28,007
Building Levies (BCITF & BRB)	265	34,996	(26,736)	8,525
Community Bus Bond	5,200	800	(400)	5,600
Unclaimed Monies - Rates	5,179	0	0	5,179
RSL Hall Key Bond	430	230	(230)	430
Special Series Plates	3,520	930	(600)	3,850
Northampton Child Care Association	23,654	85	0	23,739
Horrocks Memorial Wall	515	1,750	(1,067)	1,198
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	0	0	1,800
Horrocks - Skate/Pump Park	0	2,000	(80)	1,920
RSL - Kalbarri Memorial	16,130	15,754	0	31,883
DOT - Department of Transport	0	228,673	(228,673)	0
Cyclone Seroja Donations	47,259	100	(47,359)	0
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	0	3,500	(2,260)	1,240
Miscellaneous Deposits	0	240	0	240
	168,160	305,957	(312,404)	161,712

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

NOTE 14
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash	Increase in	Decrease in	Amended Budget Running Balance
				Adjustment	Cash	Available Cash	
				\$	\$	\$	\$
	Budget adoption		Opening Surplus(Deficit)			(622,251)	(622,251)
152820.08	Eco Flora Kalbarri	10.10.3	Operating Expenses		15,000		(607,251)
150600.08	Municipal Roadworks – Smith Street	10.10.3	Operating Expenses			(15,000)	(622,251)
150620.02	Kings Park	10.10.3	Operating Expenses		1,250		(621,001)
149920.02	Parks, Reserves, Garden General	10.10.3	Operating Expenses			(1,250)	(622,251)
102720.01	Salaries	10.10.3	Operating Expenses		50,000		(572,251)
158500.08	Muni Road Maintenance – Dozer Hire	10.10.3	Operating Expenses			(25,000)	(597,251)
158500.08	Muni Road Maintenance – Verge Mowing/Mulchin	10.10.3	Operating Expenses			(25,000)	(622,251)
104080.08	Consultancy Services	11.12.6	Operating Expenses		8,000		(614,251)
138120.08	Refuse Collection	11.12.6	Operating Expenses			(8,000)	(622,251)
152140.08	R441 Grey Street Asphalt Works	11.4	Capital Expenses		600,000		(22,251)
152140.08	R440 Little Bay Road Construction	11.4	Capital Expenses			(600,000)	(622,251)
152100.08	RT41 Grey Street R2R Asphalt Works	11.4	Capital Expenses			(7,040)	(629,291)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		7,040		(622,251)
150300.08	RRG Kalbarri Road Re-seal Works	11.4	Capital Expenses			(11,333)	(633,584)
155810.18	RRG Kalbarri Road Grant Revenue	11.4	Capital Revenue		11,333		(622,251)
150600.08	Muni - Kalbarri Road Re-seal Works	11.4	Capital Expenses			(5,667)	(627,918)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		5,667		(622,251)
135150.08	Stud Breeders Shed (Ram Pavilion)	11.4	Capital Expenses			(20,000)	(642,251)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		20,000		(622,251)
146110.19	Contract Liability	Budget Review	Capital Revenue		497,341		(124,910)
145010.11	General Rates	Budget Review	Operating Revenue		40,000		(84,910)
146030.17	Interest on Investments	Budget Review	Operating Revenue		100,000		15,090
111630.19	NCCA Grant	Budget Review	Operating Revenue		32,500		47,590
113320.09	Payment to Reed	Budget Review	Capital Expenses			(32,500)	15,090
128430.14	Property Rental	Budget Review	Operating Revenue			(5,000)	10,090
133230.14	Refuse Site Fees	Budget Review	Operating Revenue		10,000		20,090
133430.14	Business Refuse Fees	Budget Review	Operating Revenue			(2,500)	17,590
133630.14	Scrap Metal Sales	Budget Review	Operating Revenue		12,500		30,090
162810.19	MRD Grant	Budget Review	Operating Revenue		4,000		34,090
102720.01	Admin Salaries	Budget Review	Operating Expenses			(140,000)	(105,910)
138120.08	Rubbish Collection Charges	Budget Review	Operating Expenses		200,000		94,090
142820.08	Consultant Planning	Budget Review	Operating Expenses		20,000		114,090
155220.08	Old Police Station	Budget Review	Operating Expenses			(10,000)	104,090
164120.01	Building Salaries	Budget Review	Operating Expenses		15,000		119,090
171520.01	Superannuation	Budget Review	Operating Expenses		25,000		144,090
173120.02	Fuel & Oil	Budget Review	Operating Expenses			(25,000)	119,090
167520.08	Pt Gregory Water Supply	Budget Review	Operating Expenses			(11,000)	108,090
149820.08	Horrocks Recreational Oval	Budget Review	Operating Expenses			(3,000)	105,090
105020.08	Northampton Depot	Budget Review	Operating Expenses			(7,000)	98,090
154140.99	Pt Gregory Water Supply - Capital Works	Budget Review	Capital Expenses		21,000		119,090
104080.08	Asset Revaluation	Budget Review	Operating Expenses			(40,000)	79,090
105020.09	Computer Expenses	Budget Review	Operating Expenses			(8,000)	71,090
133440.08	Northampton Rec Ground Ablutions	Budget Review	Capital Expenses			(10,000)	61,090
Reserves	Transfer from Reserves	Budget Review	Capital Revenue		155,000		216,090
				0	1,850,631	(1,634,541)	216,090

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2022-23 year is \$5,000 or 0.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	(622,251)	(20.66%)	▼			Ver due to LRCI Contract Liability and additional accruals @ 30 June 2022. Addressed in the March Budget Review.
Revenue from operating activities						
Rates	46,638	0.98%	▲	Additional Interim Rating largely cyclone Seroja related		
Operating grants, subsidies and contributions	395,666	44.36%	▲	Var due to LRCI2 final revenue component and contributions revenue		
Interest earnings	112,145	328.66%	▲	Additional revenue due to increased interest investment rates		
Other revenue	281,460	19.17%	▲	Var associated with additional insurance payment of \$250k		
Profit on disposal of assets	35,745	26.00%	▲	Profit on disposal of CEO vehicle, (x2) utes and the Cat 12M Grader only		
Expenditure from operating activities						
Employee costs	(17,448)	(0.57%)	▼			Variance due to payout offset by savings due to vacant positions.
Materials and contracts	(262,234)	(13.03%)	▼			Will reconcile EOY
Utility charges	19,784	7.77%	▲	Variance associated with power costs		
Depreciation on non-current assets	(130,401)	(7.30%)	▼			Variance due to additional depreciation associated with building revaluation process
Interest expenses	(6,781)	(16.99%)	▼			Will reconcile EOY
Other expenditure	(93,102)	(23.36%)	▼			Will reconcile EOY
Non-cash amounts excluded from operating activities	94,656	5.74%	▲			Refer above, this variance is largely associated with additional depreciation and profit on disposal of assets
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(21,058)	(2.88%)	▼			Will reconcile EOY
Proceeds from disposal of assets	34,262	14.83%	▲			The majority of veh & plant trades completed
Proceeds from financial assets at amortised cost - self su	233,720	623.79%	▲			Variance due to payout of CEO housing loan
Payments for property, plant and equipment and infrast	1,742,839	45.89%	▲	Will reconcile as the year progresses and major works completed including the airport runway, roadworks etc		
Financing activities						
Transfer from reserves	155,335	75.77%	▲			Reserve Transfers processed, the variance included the reserve transfer to fund payout costs
Repayment of debentures	(173,971)	(85.85%)	▼	Var will reconcile		
Transfer to reserves	468,423	95.58%	▲	Transfer to reserves to be processed in June 2023		
Closing funding surplus / (deficit)	2,296,352	(107.52%)	▲	Var due to the lag in completing major projects including roadworks and the airport runway reseal		

7.4.3 BUDGET VARIATIONS (ITEM 7.4.3)

File Reference	1.1.2
Date of Report	12 th April 2023
Reporting Officer	Grant Middleton, Deputy Chief Executive Officer
Responsible Officer	Grant Middleton, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	LRCI Phase 3 – Work Schedule	✓	

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council to approve the following budget variation request:

Kalbarri Airport Runway and Apron Reseal Works

The 2022/2023 Budget has an expenditure provision of \$630,000 for Kalbarri Airport runway and apron reseal. Due to additional costs associated with consultant fees and the provision of a Work Site Safety Officer (CASA requirement), associated line marking, and increased bitumen costs the total reseal works have been estimated at \$685,000 with a contingency of \$15,000 taking the total to \$700,000.

Additionally it has been identified that there was an error in the 2022/2023 budget allocation which listed the Local Roads and Community Infrastructure Program Phase 3 (LRCI3) Grant revenue at \$200,000 for this project, the LRCI3 grant revenue is in fact \$290,602. This change in the LRCI3 grant allocation will enable the works to be completed without removing or deferring any further projects listed in the 2022/2023 budget. The municipal funds associated with the runway reseal works will reduce from \$225,000 to \$204,398.

The expenditure and budget variation details are per the information provided below:

Current budget for the project is comprised of the following:

Expenditure – GL 4624

Bitumen Contractors	\$580,000
Tender Evaluation and Supervision Contractor	<u>\$50,000</u>
Total	\$630,000

Revenue – GL 4675/4665

LRCI 3 Grant Funding	\$200,000
Transfer From Aerodrome Reserve	\$205,000
Muni funds	<u>\$225,000</u>
Total	\$630,000

Revised Budget allocation required

Expenditure – GL 4624	
Bitumen Contractors	\$557,000
Line Marking	\$50,000
Tender Evaluation and Supervision Contractor	\$62,000
Work Site Safety Officer (CASA requirement)	\$16,000
Contingency	<u>\$15,000</u>
Total	\$700,000

Revenue – GL 4675/4665	
LRCI 3 Grant Funding	\$290,602
Transfer From Aerodrome Reserve	\$205,000
Muni Funds	<u>\$204,398</u>
Total	\$700,000

The Federal Government funded LRCI3 grant includes funding for the following:

Kalbarri Airport – Runway Reseal	\$290,602
Grey street Asphalt Works	\$550,000
NCC Ablutions	<u>\$140,000</u>
Total	\$980,602

Council has received \$490,301 which is 50% of the total funding allocation. It is anticipated that all LRCI3 work will be completed by 30/6/2023. The requirement for LRCI3 funds to be fully expended by 30/6/23 has been revised to 30/6/2024.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

There will be no overall increase to the 2022/2023 budget provision to accommodate the revised budget allocations listed above due to the additional revenue exceeding the additional expenditure associated with the works. Additionally, the budget revision will not impact on the Long Term Financial Plan (LTFP).

STATUTORY IMPLICATIONS:

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

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

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

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1):

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

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

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY/PROCEDURE IMPLICATIONS:

No Policy or Procedure implications

COMMENT:

All of the budget variation items listed are considered to be a priority in nature and need to be funded this financial year.

COA/Job No.	COA/Job Description	Adopted Budget	Proposed Revised Budget	Budget Variance	Comments
146240.08	Kalbarri Airport runway reseal works	\$630,000	\$700,000	\$70,000	Additional funds to complete the reseal works
146750.18	LRCI3 Grant Revenue	\$200,000	\$290,602	\$90,602	Additional grant funds from LRCI3

RISK ASSESSMENT:

The associated risk of not approving the budget variations will impact on project being completed and subsequently the Kalbarri Airport to operate safely. The risk rating is considered Level 4 – Major.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies

VOTING REQUIREMENT:

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

STAFF RECOMMENDATION – 7.4.3

That Council approve of the following Budget Variation's and this be declared authorised expenditure.

1. Vary the Kalbarri Airport Runway reseal construction budget from \$630,000 to \$700,000.
2. Vary the Local Roads and Infrastructure (LRCl3) grant allocation for the Kalbarri Airport Reseal from \$200,000 to \$290,602 per the Local Roads and Community Infrastructure Program Phase 3 – Work Schedule.

GL 146240.08	Kalbarri Airport runway reseal works +\$70,000
GL 146750.18	Local Roads and Infrastructure (LRCl3) grant +\$90,602

APPENDIX



Local Roads and Community Infrastructure Program Phase 3 - Work Schedule - Project Nomination

Funding recipients are required to nominate project(s) they plan to undertake with LRCI Program Phase 3 funding by providing information to the Department of Infrastructure, Transport, Regional Development and Communications ('Department') via emailing LRCI@infrastructure.gov.au. A separate Project Nomination form must be completed for each project or group of small projects that an Eligible Funding Recipient wishes to undertake. For ease of assessment, and to limit requests for more information, please complete all fields as completely and accurately as possible.

#	Name: Northampton Western Australia Project Name (Project location or street address: Work category)	Project Description / Problem Being Addressed (Please align project description to project work categories on Page 3 where possible)	Infrastructure Type (Please select one item)	Total Project Cost [\$] Funding required should not exceed allocation	LRCI Phase 3 Funding Required [\$]	LRCI Phase 3 Funding Allocation				Project Location Coordinates	Project Land / Asset Owner ** (Please select one item)	Indigenous employment or business use Yes/ no	Recycled materials used Yes/ no	
						Construction Start Date [MM/YY]	Construction Completion Date [MM/YY]	Estimated jobs supported (Numerical figure - refer FAQ instructions)						Project Electorate (Please list the Federal Project Electorate)
								Council employees	Contractors					
1	Kalbarri Aerodrome Runway and Apron re-seal	Runway and apron are now overdue for re-seal, Council was unable to secure alternative grant funding to assist with works	Combination	630,000	290,672	2/23	3/23	3	10	Durack	Kalbarri S 27°41'31.55" E 114°16'06.58"	Council	No	No
2	Little Bay Road	Construct new road to Little Bay - Herrecks St provide safe and legal access	Road	550,000	550,000	05/22	08/22	4	10	Durack	Herrecks S 28°22'44.30" E 114°25'01.66"	Council	No	No
3	NRG Public Ablications	Replace aging abluitions at the Northampton Recreation Ground	Community	140,000	140,000	03/22	06/22	4	6	Durack	Northampton S 28°21'14.55" E 114°38'54.44"	Council	No	No
4	Grey Street	Asphalt resurfacing	Road	550,000	550,000	04/23	06/23	1	6	Durack	Kalbarri S 27°42'31.37" E 114°09'05.52"	Council	No	No
5			Choose an item.									Choose an item.		
6			Choose an item.									Choose an item.		
	Total			1,320,000	980,602									

Has the availability of funding under the Local Roads and Community Infrastructure Program required you to hire additional Council staff?	Choose an item.	Number
		0

#	* If project is not fully funded by LRCI, state details of Council or other contribution Item 4 - Council will be contribution the balance \$153,000	** If Project Land or Asset Owner is not Council, please indicate nature of permission N/A	If applicable, details of any recycled materials used on the project N/A

7.4.4 BUDGET SUBMISSIONS 2023/2024 (ITEM 7.4.4)

File Reference	1.1.1
Date of Report	10 th April 2023
Reporting Officer	Grant Middleton, Deputy Chief Executive Officer
Responsible Officer	Grant Middleton, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	Detailed Budget Submissions	✓	

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council to consider budget submissions from groups or organisations for funding in the 2022/2023 Budget.

The public advertising period for the lodgement of Budget submissions for projects to be considered in the 2023/2024 budget closed on 31st March 2023. The document was advertised and available on Council's website with hardcopy forms at both the Northampton and Kalbarri Offices.

The submissions detailed below have been received and Council is requested to consider if these projects are to be included within the 2023/2024 Draft Budget for consideration. Details of the funding requests have been provided as an attachment to this agenda item. There are no deferred projects from the 2022/2023 budget process that need to be considered for 2023/2024.

It is also suggested that applicants actively pursue alternate funding opportunities where projects can be funded from other sources to offset expenditure. In some cases it may be prudent to defer items until 2024/2025 whilst funding is being sought.

It is requested that Council consider the following projects for listing in the draft 2023/2024 budget.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

Any budget items listed for inclusion will be included in the 2023/2024 draft budget.

STATUTORY IMPLICATIONS:

POLICY/PROCEDURE IMPLICATIONS:

No Policy or Procedure implications

COMMENT:

New Budget Requests

1. Northampton Visitor Centre - \$35,000

The Northampton Tourist Association has requested an operating grant of \$35,000 for the 2023/2024 financial year.

Management comment – The Visitor Center request of \$35,000 is the same amount that was approved by Council in the 2021/2022 & 2022/2023 budget. The group plans to upgrade signage and work on the Information Bay. The group is also responsible for the insurance of the AFL figures. The Northampton Tourist Association Operational Grant was \$25,000 for 2016/2017 - 2020/2021, and \$35,000 for 2021/2022 – 2022/2023

2. Kalbarri Visitor Centre - \$50,000

The Kalbarri Visitor Centre has requested funding totaling \$50,000 for their annual operational subsidy. This request represents the same funding allocated for the last three years. The Kalbarri Visitor Centre is a level 1 accredited Visitor Centre and provides valuable ongoing support for the local tourist industry as tourists return to the region in greater numbers.

Management comment – The Kalbarri Visitor Centre Operational Grant was \$25,000 2013/2014., \$30,000 – 2014/2015 - 2015/2016, \$35,000 2016/2017 – 2018/2019, \$50,000 – 2019/2020 – 2022/2023

3. Kalbarri Visitor Centre (Specified Area Rate) - \$30,000

There has been a request for funding of \$30,000 to continue with the Specified Area Rate to be utilised for TV, digital and print media campaigns and attendance at tourism trade shows.

Management comment – The Kalbarri Specified Area rate of \$30,000 was levied from 2017/2018 – 2022/2023 for advertising and promotion, \$31,500 in 2016/2017 for advertising and promotion, \$30,000 in 2015/2016 comprising \$15,000 advertising and promotion and \$15,000 for entry statements. The Visitor Centre has been working to clear unspent Specified Area funds from prior years including the 2022/2023 allocation. Any unspent funds at 30th June 2023 will be spent during the 2023/2024 financial year.

3. St John Ambulance Northampton \$1,160

The Northampton St John volunteer Ambulance service has requested funding of \$1,160 for defibrillator pads and batteries for community based defib units within the Shire.

Management comment – St John have not been allocated funding in prior years budgets for the defib units.

4. Northampton Old School - \$4,000

The Northampton Old School community has requested funding assistance for grounds and buildings upkeep.

Management comment – This old school is a Council owned facility but operated by the lease holders. No funding has been provided in prior years for this activity. Major building maintenance is generally paid for by the Shire.

5. Northampton District Bowling Club- \$4,840

The Northampton Bowling Club has requested \$4,840 in assistance to fund the replacement of the electricity switch board. This upgrade was required due to the club installing solar panels in 2022.

Management comment – The club submitted this funding request last financial year but unfortunately the request was not included for consideration in the 2022/2023 budget. The bowling club premises are Council owned and operated by the bowling club.

6. PEET Park Kalbarri- \$7,000

The Peet Park Community project was completed in 2012. The reticulation infrastructure requires attention as there are problems with burst pipes and subsequently lawn areas and gardens have died off.

Management comment – The applicant has estimated the cost to repair the reticulation at \$7,000, it is anticipated that the reticulation could be repaired by Council staff rather than engaging an external contractor.

7. Northampton Motors and Machinery Restoration Group \$5,000

The Northampton Motors and Machinery Restoration Group Inc is seeking support with the construction of a new shed. The new 8m x 15m shed/exhibition facility will cost approximately \$41,300 (inc GST) to purchase and construct and the group is seeking a contribution of \$5,000 to assist with the project. The group has been proactive and has already secured the relevant planning and building approvals.

Management comment – The group has not received any funding in the past and the Shire has the land as a vested reserve and the existing buildings on our Asset Register and Insurance Schedule.

8. Kalbarri Sport and Recreation Club \$6,000

The Kalbarri Sport and Recreation club has requested assistance with the purchase of 100 chairs, 25 barstools and 10 trestle tables. The total cost of the furniture is approximately \$12,000 and the group will contribute \$6,000. Additionally there has been a request to repair/replace the inside storeroom and kitchen roller doors. Staff had included a provision of \$3,000 in the draft 2023/2024 for the associated works.

Management comment – The Sport and Recreation building is a Shire asset, this is the first request for assistance from the group for this type of assistance.

9. Kalbarri Childcare \$1,000

The Kalbarri Childcare committee has requested assistance with the purchase of paint, palms, soil and garden beds. The committee would like to paint their cubby house and plant palms in the garden beds to beautify the area and start a veggie patch for the children.

Management comment – The childcare facility is operated by volunteers out of a Shire owned building

10. Binu Tennis Club \$25,000

The Binu Tennis Club Inc (and Hall) have requested funding to install a suspended ceiling and air conditioning at the Binu Hall. The cost to install the suspended ceiling is approximately \$50,000 and the cost to install the air conditioning and upgrade power is approximately \$30,000. If you allow for a contingency of \$5,000 the total cost of the upgrades will be approximately \$85,000. The group will contribute \$20,000 plus NAG have committed to contributing funding for the project.

Management comment – The Binu Hall is a Shire asset that is operated and maintained by the groups. The requirement for a suspended ceiling and air conditioning has been under consideration for a number of years. The facility is utilised extensively and the provision of an insulated ceiling with improved lighting and air conditioning will improve the amenity of the building considerably.

11. KMECC Committee STAGE 1 \$55,000 & Stage 2 \$52,500

The following funds have been requested for the procurement and costs associated with the proposed Kalbarri Multi-Purpose Evacuation Community Centre.

Stage 1 – Project Management \$10,000, Architect Fees \$10,000, Land Survey \$5,000, Engineering Documents \$20,000 & Geotechnical and Soil Report \$10,000

Stage 2 – Costs to develop concept design \$30,000, Quantity Surveyor \$7,500, Economic analysis Report \$5,000, Business Case Report \$5,000 & Grant Application \$5,000

Management comment – The Kalbarri Multi Purpose Evac Centre project is in the early phase of concept and design with public consultation undertaken and a draft concept design presented, the group has proposed an alternative lay-out in the attached documentation. Council will need to determine the amount, timing and funding source for any proposed buildings on this site.

12. Astrotourism Town Project \$30,000

There has been a request for the Shire to be part of Astrotourism Town Project. The 12 month project to establish a Dark sky Tourism destination, The four phases of the project will include the following:

- Phase 1: Dark sky location site assessment and selection
- Phase 2: Community engagement and capacity building
- Phase 3: Promotion and advocacy
- Phase 3: Free Community stargazing Event

Management comment – The Shire has not contributed funding for this type of event in recent years.

RISK ASSESSMENT:

The associated risk of not approving the budget requests for listing in the draft 2023/2024 budget will vary depending on the level of risk associated with each project.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
			affected < 1 month				external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Simple Majority Required

STAFF RECOMMENDATION – 7.4.4

That Council consider the above projects for inclusion within the draft 2023/2024 Budget.

APPENDIX

From: Justeen Varney <nokanena@bigpond.com>
Sent: Monday, April 10, 2023 3:56 PM
To: Grant Middleton <dceo@northampton.wa.gov.au>
Subject: Anticipated spending Npton Tourist Assn Inc

Hello Grant

Thanks for your prompt reply to my initial Invoice.

Below is the present anticipated spending of the Northampton Tourist Association in the next 12 months or so, depending upon availability of labour.

* New sign on northern wall of now repaired Shearing Shed Cafe(destroyed in Cyclone)

* New signs on Northern side of IGA)
Quoted at approx \$3,000.00 for both

*Increased Insurance Premium to cover AFL display adjacent to Miners Arms as well as our own stock \$3,000.00

*Erection of new Information Bay building south of Town. The original one was demolished in the cyclone. We were paid out on this. At a very low amount \$11,500.00. A sketch plan has been agreed to. This has not been drawn to scale. Simon Drage is assisting us with completing a plan to scale for presentation to Council. A quote has not been drawn up by a builder. Simon has agreed to submit the plan to a builder he has recommended for Council approval. He anticipates that it will cost around \$50,000.00. This building would also have to be insured when completed.

We have some funding on Term Deposit in anticipation of being able to achieve the Information Bay aims in the near future. General funds in our working account should cover the other items.

Please let me know if this is a suitable submission.

Justeen Varney - Treasurer

Northampton Tourist Association (Inc)

April 10 2023



NORTHAMPTON
Western Australia

Northampton Tourist Association (INC)
PO Box 289 Northampton WA 6535
Ph: 9934 1488
Email: info@northampton.com.au
ABN 22 162 089 380

April 5 2023

INVOICE 542023

**Annual Funding for Northampton Tourist Association Inc
for 2023/24 period**

.....\$35,000.00

Bank details

BSB 086 886
A/c 517612480

Justeen Varney
Treasurer – Northampton Tourist Association Inc

historically beautiful

Kalbarri Visitor Centre

31st March 2023

Mr Grant Middleton
Deputy Chief Executive Officer
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

Dear Grant,

RE: Budget Submission – Kalbarri Visitor Centre – Operating Subsidy – 2023-2024

The Kalbarri Visitor Centre (KVC) wish to apply for an annual operating subsidy from the Shire of Northampton of \$50,000 for the 2023-2024 financial year.

The Shire have been very supportive over recent years where previous operating subsidies have enabled the Visitor Centre to continue to support the community and its visitors. We thank the Shire for their ongoing financial assistance which is instrumental for the Visitor Centre to continue this work.

We have a strong team in place providing professional service and assistance to visitors as well as a strong, supportive voluntary committee who are passionate about the KVC and tourism. We are continuing to build on our sturdy foundation of membership which demonstrates solid support for our services and the centre.

There is much pride in our Level 1 Accreditation Visitor Centre and there is an optimistic and positive outlook for Kalbarri's future. Kalbarri is moving forwards from the recent challenging years with visitors continuing to return to the region, and in so supporting local businesses.

We trust Council with its many financial considerations will review our request in favour, to continue this essential service to the town and the Shire of Northampton.

Many thanks.

Kind Regards



Natalie Moir
Manager
Kalbarri Visitor Centre Management Committee

Kalbarri Visitor Centre

31st March 2023

Mr Grant Middleton
Deputy Chief Executive Officer
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

Dear Grant,

RE: Budget Submission – Kalbarri Tourism Specialised Area Rate – 2023-2024

We would like to thank Council for its ongoing support.

As Council are aware, one of the primary roles of the Kalbarri Visitor Centre is to promote and service the Kalbarri region as an attractive tourism destination within the Shire. We thank the Shire for the approved funding granted to the KVC that has allowed us to achieve this.

The Specified Area Rate funding is vitally important in promoting Kalbarri as a desirable tourism destination and assists to increase visitation to the town. Funds from previous years and the current year have enabled the Centre to create a new TV commercial to screen on air and on digital media platforms, as well as various print mediums to promote Kalbarri, this has been crucial as we continue to move forward from the recent challenging years.

We request an allocation of \$30,000 from the 2023-2024 Kalbarri Tourism Specified Area Rate to be granted to the Centre. This will allow us to continue marketing Kalbarri by means of TV, digital, print media and attendance at tourism trade shows to strengthen our presence as one of the top and most unique holiday destinations in WA.

Thank you for your consideration, we look forward to a favourable outcome.

Kind Regards



Natalie Moir
Manager
Kalbarri Visitor Centre Management Committee



SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: Amy Teakle (St John Ambulance Northampton, Chairperson)
Address: 770 Horrocks road, Sandy gully, WA, 6535
Email: amy_s-91@live.co.uk
Phone Number: 0458948960

Description of Request	Estimated Cost \$
Defibrillator pads and batteries, for community based defibs within the Northampton shire	1160
2 x SAM-360P pad/battery packs @ \$130 each	
8 x Pads @ \$71.76 each	
2 x Batteries @ \$164.11 each	

Please return this form by Friday 31st March 2023
PO Box 61 Northampton 6535 or Fax 99341072
email: ceo@northampton.wa.gov.au



SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: Kuarle MANGA / NORTHAMPTON C/O SCHOOL COMMUNITY.

Address: ROBINSON ST, NORTHAMPTON.

Email: ~~art~~ gallery@mosai.com.au / ~~mosai.com.au~~ ^{ajjermagne@gmail.com}

Phone Number: 0902303867 - KARINA.
0929413451 - ALAN.

Description of Request	Estimated Cost \$
* FUNDING ASSISTANCE INCREASE FOR CARPENTRY + BUILDINGS MAINTENANCE.	4,000
* Kuarle Munga now has an operating indigenous art gallery attracting local and interstate visitors.	Signage
We are requesting that Street signage be installed from the Highway to direct people to Robinson St and from Robinson St to the gallery	2 sense about? cost of these.

Please return this form by Friday 31st March 2023
 PO Box 61 Northampton 6535 or Fax 99341072
 email: ceo@northampton.wa.gov.au



NORTHAMPTON SHIRE COUNCIL				
File: 11-1-3				
Admin	Eng	Hlth Bldg	Town Plan	Rang
CEO				

11E
62 5169-0
14 APR 2022

NORTHAMPTON DISTRICT BOWLING CLUB INC.
PO BOX 215
NORTHAMPTON 6535
ABN 94860 693395

POSTED
CR33279

President Ross Johnson 0428948848

Secretary Diane MacKay Email:dianemarymackay@gmail.com

8th April 2022

Mr Garry Keeffe
CEO
Shire of Northampton
PO Box 61
Northampton 6535

Dear Garry

The switchboard at the Bowling Club had to be replaced to facilitate the installation of the solar panels.

As this was the original switchboard for the building I was requested to write and ask if the Shire would be willing to reimburse us for the cost of the replacement.

I have enclosed the account for \$4,840.00

Diane MacKay

Secretary

Original

36

14 APR 2022

TAX INVOICE* / STATEMENT*

(* DELETE AS APPROPRIATE)

TO Northampton ^{Bowling} Club. DATE 15.1.22
Northampton 6535

ABN (of Recipient) NAB ORDER NO. 36

FROM RSB. 086643 Spalding Electrical Services
ACC. 507527637-32 Newman St. 6530

ABN (of Supplier) 2040150539 CC 000103

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
	upgrade of switch board + moving of light switch.			
	as quoted	440.00	440.00	880.00

TOTAL INCLUSIVE OF G.S.T. []


Total includes G.S.T. of 440.00

\$14,840.00

SHIRE OF NORTHAMPTON *Kalbarrri*

RECEIVED *SF*

17.03.2023

Date	SHIRE OF NORTHAMPTON
	Council's Annual Budget 2023/2024
	Request Form

Name: <i>IAN BURNELL + JESSICA BOOTH</i>
Address: <i>15 CARLTON CRESCENT KALBARRI WA 6536</i>
Email: <i>burnell@iprimus.com.au</i>
Phone Number: <i>0498 119 597</i>

Description of Request	Estimated Cost
<i>IN 2011 THE PEET PARK COMMUNITY PROJECT</i>	<i>\$</i>
<i>WAS COMPLETED AND INCLUDED RETICULATION</i>	
<i>FUNDED BY \$3000 SHIRE BUDGET, DONATIONS</i>	
<i>FROM HUNTER RETICULATION AND VOLUNTEER</i>	
<i>LABOUR.</i>	
<i>RECENT AND ONGOING PROBLEMS WITH</i>	
<i>RETIC LINES BURSTING HAS RESULTED</i>	
<i>IN THE LAWN AND GARDEN DIE-OFF.</i>	
<i>CONTROL BOX AND SPRINKLER HEADS</i>	
<i>STILL FUNCTIONAL BUT RETICULATION</i>	
<i>LINE APING NEEDS REPLACING</i>	
<i>ASAP TO PREVENT FURTHER</i>	
<i>DETERIORATION:</i>	
<i>PROFESSIONAL REPLACEMENT COST EST</i>	<i>\$7000</i>
<i>OR SHIRE STAFF MAINTENANCE PROGRAM</i>	
<i>PROJECT LOCATION</i>	
<i>PEET PARK</i>	
<i>CARLTON CRESCENT</i>	
<i>KALBARRI</i>	

Please return this form by Friday 31st March 2023

PO Box 61 Northampton 6535 or Fax 99341072

email: ceo@northampton.wa.gov.au



SHIRE OF NORTHAMPTON

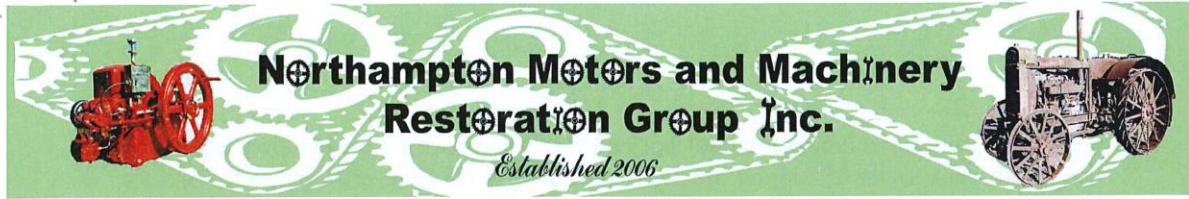
Council's Annual Budget 2023/2024

Request Form

Name: Northampton Motors and Machinery Restoration Group Inc.
 Address: c/- R. Allen
 PO Box 559, Northampton WA 6535
 Email: rdmallen@bigpond.com
 Phone Number: Richard Allen 0429203044

Description of Request	Estimated Cost \$
Please see the following attachments :-	
<ul style="list-style-type: none"> Letter for Budget Request to Shire of Northampton NMMRG Budget Proposal - Infrastructure Expansion Project Quotation - Aussie Sheds Group In-principle Letter of Support from Shire of Northampton. 	
Request to Shire of Northampton. (Full cost of project \$47,374-00)	\$5000-00

Please return this form by Friday 31st March 2023
 PO Box 61 Northampton 6535 or Fax 99341072
 email: ceo@northampton.wa.gov.au



ABN 46 169 518 527

Chairman

Allan Nicholson ('Kiwi')
0498 669084
marshabrodie52@gmail.com

Secretary

Michelle Allen
0427 174227
rdmhallen@bigpond.com

Treasurer

Dianne Hulme
(08) 99361050
diannehulme1@gmail.com

24 March 2023

The Acting Chief Executive Officer and Councillors
Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535

Dear Maurice and Shire of Northampton Council Members

RE – BUDGET REQUEST – COUNCIL'S ANNUAL BUDGET 2023/2024

We are writing to you to introduce our Group and to seek financial support from you within Council's 2023/2024 Annual Budget cycle. This request is made to support fundraising efforts already undertaken by the Group to fund our Infrastructure Expansion Project.

The Northampton Motors and Machinery Restoration Group Inc. is a not-for-profit group of volunteers who actively work to restore local machinery and equipment which is then displayed at their working museum precinct situated on the corner of Gwalla Street and Third Avenue, Northampton.

Since the formation of the Group sixteen years ago, many pieces of machinery and motors have been donated or loaned to the Group who have worked collectively to restore these items to working order which are then displayed at the museum. We believe this restoration activity is what makes this 'working museum' markedly different to many others within the district.

It is very evident that the group has outgrown its ability to properly house the district's expanding collection of historical machinery and equipment. Therefore, over the past year we have actively worked to raise funds to further develop the museum precinct to include the addition of a new shed/exhibition facility estimated to cost \$41,300, including GST. So far, the Group have successfully raised the sum of \$36,300 by undertaking a variety of fundraising activities and by successfully receiving funds from several individual graingrowers and two local groups including the Northampton Lions Club and the Northampton Agri Group.

Currently, the Group faces a \$5,000 shortfall and therefore submits a formal Budget Request to Council for inclusion in Council's Annual Budget 2023/2024 requesting support to the sum of \$5,000 to enable us to complete the expansion of our facility and to continue restoring and displaying the historical collections of Northampton.

We have prepared a Project Proposal that includes a budget for the project which is attached together with a Letter of Support previously provided by the Shire of Northampton and the quotation from Aussie Sheds. It is further noted that the Group has been granted both Development (Planning) Approval and a Building Permit has been issued for the proposed structure.

On behalf of members of the Northampton Motors and Machinery Restoration Group we thank you for your time and your consideration of our request and advise that we would be happy to meet and discuss this proposal with you at any time.

We look forward to hearing from you regarding the above matter.

Yours faithfully,

Richard and Michelle Allen

Richard and Michelle Allen
Committee and Secretary



AUSSIE SHEDS GROUP

QUOTATION

QUOTE ISSUED 7/11/2022
JOB REFERENCE 46131
Motor Museum Northampton
Gwalla Street
Northampton 6535
0429203044

STRUCTURE DETAILS

8m wide, 15m Long and 3m High
Length Consisting of 4 Bays. Each 3.75m Wide
Suitable for Reg B T/Cat 2.45
Footing as:
Building has 11Deg Gable Roof in Corrugated 0.42 CB
Walls are Corrugated 0.42 CB

OPTIONS INCLUDED

Labour
Floor 100mm
Freight
Mobe
1x Personal Access Door
2x Sliding Door

OPTIONS NOT INCLUDED (Please initial if you would like to proceed with any of the below)

Site Plans, Shire & Water Corp Approvals – cost + 20%
Site Works – cost + 20%
Freight - \$500
Mobe - \$2,000

COLOURS please confirm @ installment 2 on order

TOTAL BUILT PRICE \$41,300

PAYMENT SCHEDULE

Installment 1	\$2,000	Engineering Drawings released
Installment 2 On Order	\$17,500	Due at ordering of kit
Installment 3 Before Delivery	\$17,500	Due 1 week before the build
Installment 4 On Completion	\$4,300	

We are being advised material lead time is approx. 6months, this is subject to change based on current climate and availability. Build time subject to current build list (approx. 12+ months).

This quote is valid for a period of 1 month. This quote is subject to price increases until such time contract is paid in full.

Variations are to be requested in writing and are valid only with authorization from Aussie Sheds.

All materials remain the property of Aussie Sheds until paid in Full. All keys will stay with Aussie Sheds until all installments are paid.

Overdue accounts will be charged at 10 % / annum. Credit card payment shall be charged at 2.0% after installment 1.

Cancellations of contract need to be forwarded in writing and will be entitled to refund less costs incurred at a maximum of 50%.

PH: 1300 300 022

Email: sales@aussiesheds.com.au

Any fencing removal, barrowing of concrete or site inaccessible by truck will be charged at \$500 each. Power must be provided otherwise \$60/day for generator hire. Shire fees, site plans, removal of excess material by owner if not in Options included. We require a 3m clearance around the shed for install, failure to meet this requirement may attract additional charges. This price covers entirely our offer. Anything that has been discussed or implied that is not covered specifically in this quote has not been allowed for and will not be supplied. If we have missed something out that you require, then please contact us and we will revise quotation.

By Owner: Power, site plans, site works & sand pad, shire fees, site truck access, removal of excess material, rock & hard digging (if required)

Bank Details: Westpac BSB: 036 103 Account Number: 358 026

Accepted and signed by:.....*Dall.*..... Date: *10/11/2022*



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: 13.3.2 / 9.1.4 / A4908 / OCR38526
Enquiries: Garry Keeffe – ceo@northampton.wa.gov.au

Northampton Motors and Machinery Group Inc
PO Box 559
NORTHAMPTON WA 6535

Dear Allan and NMMRG Committee

**RE: IN-PRINCIPLE SUPPORT - PROPOSED OUTBUILDING
LOT 500 (NO. 52) GWALLA STREET, NORTHAMPTON**

Thank you for your earlier correspondence in relation to seeking in-principle support for the construction of a new display shed (outbuilding) upon Lot 500 (No. 52) Gwalla Street, Northampton. Your request was considered at Council's Ordinary Meeting on 16 August 2019, whereby the following was resolved:

"That Council grants in-principal support to the Northampton Motors and Machinery Group for the construction of a proposed outbuilding upon Lot 500 (No. 52) Gwalla Street, Northampton, so that the group can progress with funding and development applications."

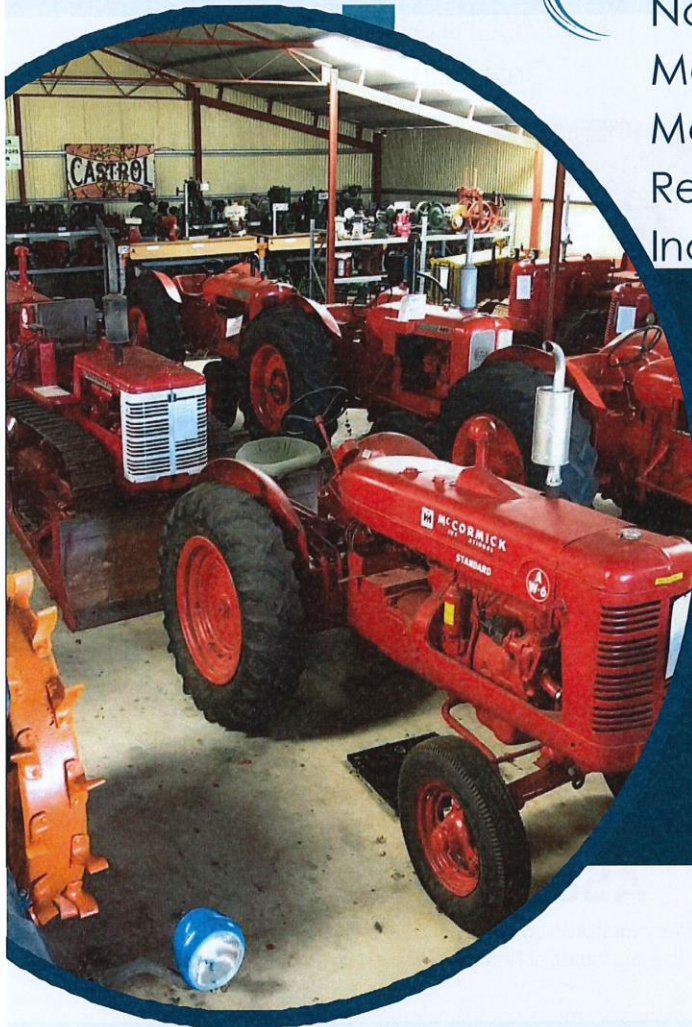
We are happy to advise that Council's in-principle support remains current and you may continue to seek funding for your project, and we look forward to receiving your applications for Development and Building Approval for the outbuilding in the future.

Please quote the above Reference in any future correspondence to Council on this matter, and if you have any queries or require any further information please do not hesitate to contact this office.

Yours faithfully

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

2 August 2022



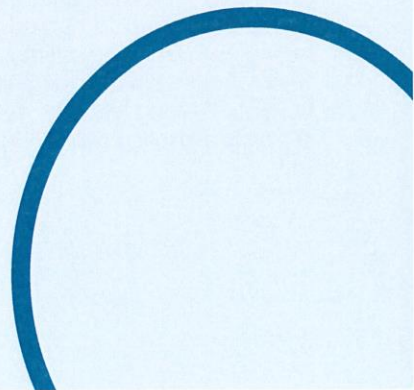
Northampton
Motors and
Machinery
Restoration Group
Inc.


Shire of Northampton Budget Request 2023/2024

Prepared by :
NMMRG (Richard & Michelle
Allen)

Infrastructure Expansion Project

August 2022





Northampton Motors and
Machinery Restoration
Group Inc




About

The Northampton Motors and Machinery Restoration Group Inc. is an incorporated not-for-profit organisation established to preserve the agricultural heritage of the Northampton region.

The Group has worked to create a stronger, more socially-inclusive community that provides support to individuals by advancing their mental health and preventing or relieving social isolation whilst contributing to the heritage, tourism, health and well-being goals of the town.

The Group is led by more than 40 committed volunteers who have existed for over 15 years actively bringing men and women together in a safe and friendly environment and they are a unique take on the 'community shed' concept. This Group works in a variety of ways to steadfastly preserve the heritage of the grain growing and agricultural district of Northampton and is committed to not just creating a 'community attic' that only focuses on collecting, storing and displaying artifacts. They have developed an active 'working museum' precinct where the people are as important as the artifacts and play an increasing role in community building, life-long learning, entertainment and economic development. The Museum is currently attracting over 1000 visitors a year.





Northampton Motors
and Machinery
Restoration Group Inc

Meet Representatives of Our Team



Allan Nicholson ('Kiw?')
Chairman



Trevor Smith
Vice-Chairman



Michelle Allen
Secretary



Dianne Hulme
Treasurer



Proposed Shed location

“This Museum is not a “community attic” that just collects, stores and displays historical artifacts. It plays an important role in community building, life-long learning, entertainment and economic development.”





Daily Snapshot

It's a cool winter's morning and the easterly wind is gusting but the Northampton Motors and Machinery Museum on Gwalla Street is surprisingly busy.

Whilst the activity being undertaken resembles that done in backyard sheds many years ago, this precinct is different. The door to the main shed is open and you catch a glimpse of the rows of restored equipment and machinery inside. In the corner, a table and chairs are set up and the urn is on with the muffled sound of chatter and laughter greeting you as you venture inside.

Trevor, Ray and Dianne are preparing for the morning cuppa to start the day and their happy chatter makes for a warm welcome. Trevor has been a member pretty much since the Group opened its doors and can always recall the early collection activity and an item's history. Ray loves to spend time with visitors walking them through the precinct gently answering their questions. Dianne is here to enjoy a cuppa before collecting her youngest grandchild who loves the chance to 'practice driving' a tractor.

Off to the side **Michelle** is preparing to paint the door and install the sign that will clearly identify the location of the Museum's library.

In the smaller shed nearby, benches are stocked with a variety of tools and a few projects in various stages of completion occupy the vacant floor space. To the side of the workshop runs the 'lean-to shed'. One section is being enclosed where the two Ruston engines now reside and the Foden truck and several other pieces of machinery happily sit on display.

Despite the cold, **Kiwi** is working outside starting on a list of outside jobs - weeding, pruning and raking as he takes great pride in the state of the precinct.

Richard is in the workshop, scraping down a metal frame and sign panel in preparation for its restoration.

Many members reckon at certain times of the year they spend as much time at the Museum as they would do at a job. The opportunity to stay active and connected with peers and their community is greatly valued by these people. "It's a great place to be, especially when you look back at what an item was like before you started working on it and then when you get to put it on display, it really is good", says Kiwi.

The abundance of equipment together with the experience of museum members who are able to impart their knowledge, makes it a great place to learn and build new skills. This precinct provides the opportunity to build something back up like it was years ago and then give it back to the community.





Northampton Motors and Machinery Restoration Group Inc

Project



Description

Many motors, equipment and items of memorabilia have been donated to and collected by the Group from the agricultural community of Northampton.

The group has worked collectively to fundraise so as to restore to working order the equipment and machinery which is then displayed at their premises in Gwalla Street, Northampton.

The community organisation has outgrown its ability to properly house the district's expanding collection of historical agricultural machinery and equipment and a new shed is required to further expand exhibition facilities on the site and this project will achieve that.

Having the ability to house equipment/machinery undercover once restored is essential as it preserves the items restored to working order for future generations of the agricultural community.

Redeveloping the site to include the addition of a new shed/exhibition facility, will support continued growth of the collection and the organisation.



Outcomes

To inspire and guide volunteer efforts within the community to develop and preserve the district's agricultural heritage via a positive and co-operative approach.

To expand infrastructure which is linked to ongoing growth and support of the community organisation and its members with many having spent much of their working lives within the agricultural industry.

Building sustainable infrastructure that will last for decades to protect the district's restored historical treasures for the long term promotes a positive image of the agricultural industry and tells a respectful and positive story over time.

Tourism opportunities are greatly expanded having improved infrastructure on site. Opening hours during winter and right throughout the year can be broadened as more items are restored and presented undercover.

Historical tourism is a major drawcard to regional towns and cities and Northampton is no exception. The agri-history of Northampton is exceptional.

Agriculture has been a driving force of the Australian story and retaining and restoring key items guarantees that generations ahead will know and understand just how far the agricultural sector has come in terms of mechanics, technology and innovation.



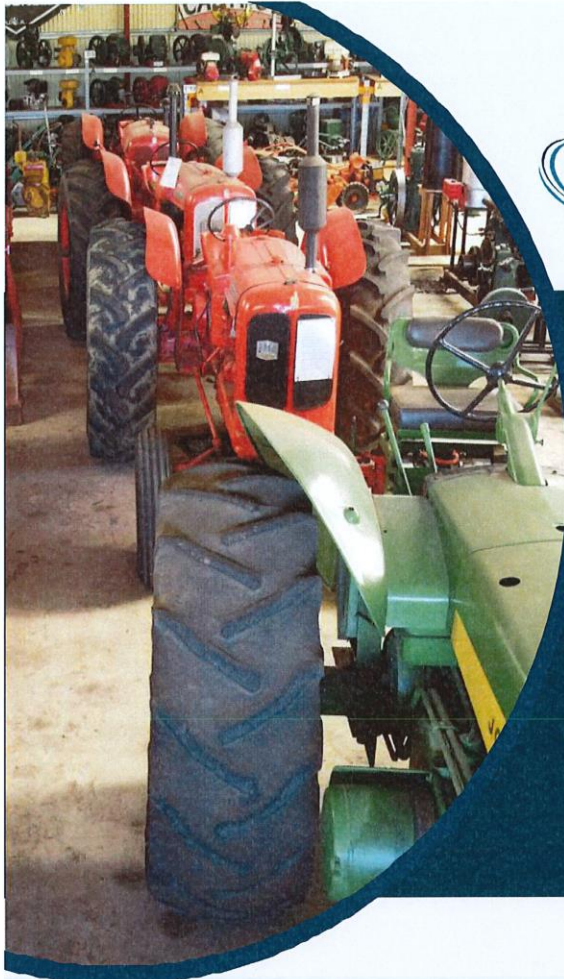


Budget

PROJECT ITEMS		NMMRG	IN-KIND
		Cash & Volunteer	In-kind (Others)
FUNDING			
Shed (Individual Graingrowers)	21245		
Shed (Lions Club Northampton)	5000		
Shed (AFL Rams Community Support Fund)	5000		
Shed (Cash from the NMMRG Inc.)	5055	5055	
Budget Request (Shire of Northampton)	5000		
Total Funding	41300		
COSTS			
Building (Aussie Sheds Group)	41300		
Gravel (materials 70m3)	850		850
Gravel (Cartage 70m3)	400		400
Cracker dust (Materials)	210	210	
Cracker dust (Cartage 70m3)	400		400
Site preparation/coordination/deliveries	960.2	960.2	
Machinery hire - (Loader -site preparation)			750
Machinery hire - (Bobcat - site preparation)			440
Grant writing & supporting documentation	960.2	960.2	
Sign (Story board - acknowledging sponsors)	500	500	
Catering (Opening) - Food	250	250	
Advertising	100	100	
Stationary	100	100	
Site clean up & removal of construction debris	960.2	930.2	
Acquittal of grant	384.08	384.08	
TOTAL	47374.68	9449.68	2840

*Volunteer value calculated using <https://www.volunteeringwa.org.au/resources/volunteer-benefits-calculator>





Northampton Motors and
Machinery Restoration
Group Inc

Contact Us



Richard: 0429 203 044



rdmhallen@bigpond.com



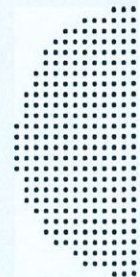
PO Box 559 NORTHAMPTON
WA 6535

Thank You

We welcome your contribution to our infrastructure expansion project.

The Group welcomes the ability to expand and achieve this project with the support and financial involvement of external bodies. The Group continues to target all funding opportunities available to achieve its goals.

Contributions can be made to
Northampton Motors & Machinery Restoration Group
BSB No - 086 886 / Account No - 792884368





SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: Kalbarri Sport and Recreation club
Address: Porterstreet Kalbarri WA 6536
P.O. Box 247
Email: kalbarriSportandRecreation@gmail.com
Phone Number: Nicole Kielman (treasurer) - 0407 420 839

Description of Request	Estimated Cost \$
clean, durable, easy storage furniture.	
100x Specto chair (grey) \$75ea	\$7,500
24x Tolix barstool \$89ea	\$2,136
10x Trestle table \$245ea	\$2,450
Total (not inc shipping)	\$12,086.00
* Sport and Recreation club can contribute \$6,000 towards the new furniture.	
Replace damaged inside storeroom and kitchen roller doors.	\$3,000

Please return this form by Friday 31st March 2023

PO Box 61 Northampton 6535 or Fax 99341072

email: ceo@northampton.wa.gov.au

Address: 5 Kimber Street. JU 1
 Kalbarri, WA
 Email: anna.lambeck@hotmail.com
 Phone Number: 0427 666 353

Description of Request	Estimated Cost \$
We would like to update the outdoor play area of our local playgroup.	
We would like to paint the cubby house & plant palms in the retained garden beds provided.	
We would also like to start a veggie patch for the kids to learn the benefits of growing their own food.	
Items required:	
6 x golden cane palms	\$ 240.00
2 x raised garden bed (Bunnings)	\$ 460.00
4 x soil trailers	\$ 200.00
4 x tins of paint	\$ 100.00
Total:	\$ 1000.00

Please return this form by Friday 31st March 2023

PO Box 61 Northampton 6535 or Fax 99341072

email: ceo@northampton.wa.gov.au



SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: Binnu Tennis Club Inc. (and Hall)
Address: North West Coastal Highway, Binnu
Email: binnutennisclub@gmail.com (and R Burns - kalinyafarming@bigpond.com)
Phone Number: 0408931924

Description of Request	Estimated Cost \$
I have had 3 quotes provided for air conditioning but it would be dependant	
on the type of ceiling installed and power board requirements. I had 3 quotes coming in at	
around \$25000 but am allowing for a power board upgrade and electrical work of \$5000	
We don't have details of this in the GBSC quote as the Shire	
instructed GBSC to provide a quote last year and we are re-using this one	
recognising that there could be a price increase from then and not knowing	
the work they were instructed do for power/lighting requirements.	\$30 000
GBSC 2022 quote (plus %5 if that seems reasonable)	Shire has this
	confidential quote
	which we believe
	is around
	\$50 000
Binnu Tennis Club and Hall will contribute \$20 000 and I have a	
request before the Northern Agri Group committee for a cash contribution	
but they don't meet until the first week in April so I will let Shire know	
of the outcome of this.	

Please return this form by Friday 31st March 2023
 PO Box 61 Northampton 6535 or Fax 99341072
 email: ceo@northampton.wa.gov.au

OUR REF DC:MO
QUOTE: 12765

1/09/2022

Mr Garry Keefe
CEO
Shire of Northampton

Dear Garry,

Proposed Tender: Binnu Hall New Suspended Ceiling to Main Hall

Thank you for providing GBSC with the opportunity to submit a tender for the proposed alteration works to install a new suspended ceiling to the Binnu Hall as detailed below and as per the grid sketch attached.

GBSC is a locally owned and multi-disciplined construction company delivering services throughout the Midwest and Pilbara Regions. Established in 2001, GBSC directly employs over 100 people and are a market leader in terms of engaging local contractors and community members within the areas we operate in.

GBSC have a proven track record of delivering projects on time, within budget whilst also delivering a high-quality finished project. Our dynamic team provides a diversified and experienced knowledge base to our clients so that we may deliver projects and positive outcomes together. Our commitment to HSEQ provides clearly defined and documented systems, policies and procedures that allow us to deliver your project in a safe and responsible manner.

- Remove existing high bay lights
- Install new 3m high suspended grid with pre painted ceiling tiles including 28 off 1200 x 300mm LED lights. Lights to be switched from 1 x 3 bank of switches
- R3.5 insulation to the ceiling
- Mechanical works are excluded
- Our price is valid for 180 days only

MID WEST
PO Box 2074, 16 Box Street
Geraldton WA 6530
Tel (08) 9923 4000 | Fax (08) 9921 8317

PILBARA
PO Box 1707, Karratha WA 6714
Lot 7 Exploration Drive, Karratha WA 6714
Tel (08) 9182 1557 | Fax (08) 9182 1215

ABN 2709773469
EC 11205
RB 11023
WARA 21
PR: P0100898
Demo: WAD364



Total excluding GST	\$45,010
GST	\$ 4,501
Total including GST	<u>\$49,511</u>

We look forward to further discussions. If you have any queries, please do not hesitate to contact the undersigned on 08 99234000.

Yours sincerely,

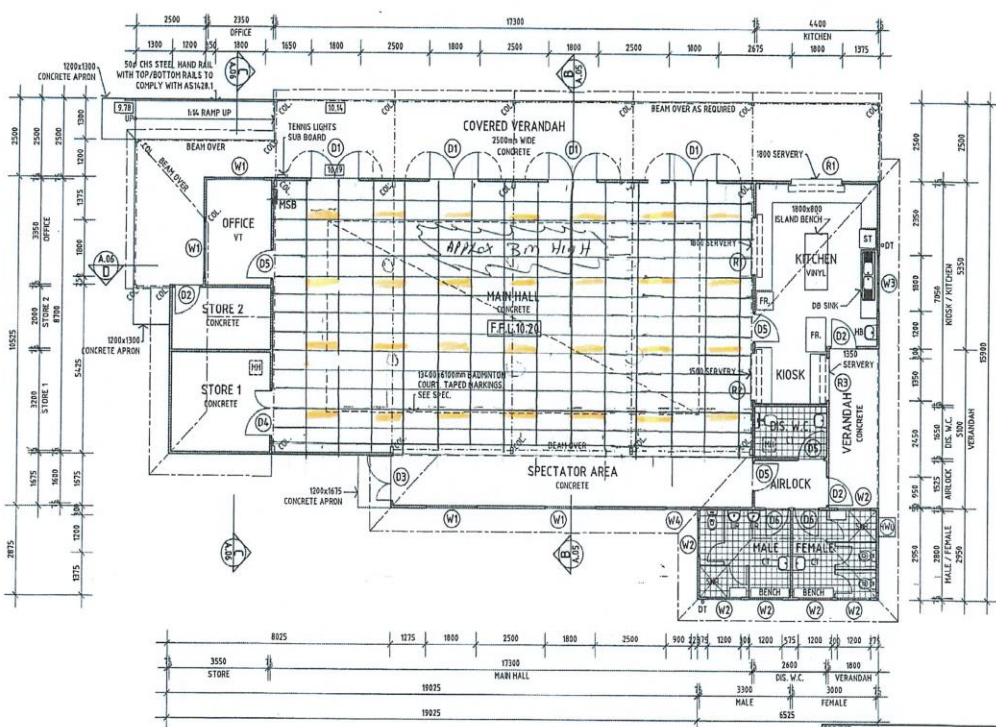
Dave Chapman
Senior Estimator

MID WEST
PO Box 2074, 16 Box Street
Geraldton WA 6530
Tel (08) 9923 4000 | Fax (08) 9921 8317

PILBARA
PO Box 1707, Karratha WA 6714
Lot 7 Exploration Drive, Karratha WA 6714
Tel (08) 9182 1557 | Fax (08) 9182 1215

ABN 27097773469
EC 11205
RB 11023
WARA 21
FR: PC100886
Demo: WAD364





FLOOR PLAN
SCALE 1:100

FLOOR AREAS

MAIN HALL	150m ²
SPECTATOR AREA	220m ²
ROOFS	74m ²
COVERED VERANDAH	70m ²
TOTAL AREA	316m ²

LEGEND

COL	COLUMN
CT	CERAMIC TILE
DT	TRAP
H.B.	HAND BASIN
H.W.	HOT WATER UNIT
M.H.	MANHOLE IN CEILING
SHR.	SHOWER
UR.	URINAL
V.B.	VANITY BASIN
VT	VINYL TILE

STUR WALL FRAMING

Rev.No.	Date	Revision
2	12/03/10	LAYOUT AMENDED
1	12/10/09	ISSUE FOR TENDER

PROJECT
**BINNU PROGRESS ASSOCIATION
REPLACEMENT HALL
BINNU W.A.**

DATE: 01/2005	SCALE: 1:100	DWG No: A.02/2
---------------	--------------	-----------------------

**EASTMAN
POLETTI
SHERWOOD**



DATE 1 THE BAKELY STREET GERALDTON WA 8250 (P.O. BOX 27) TEL. 08 9364 4844 FAX 08 9364 2424



SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: KMECC COMMITTEE

Address: MEETINGS HELD AT KALBARRI SPORTS AND RECREATION BUILDING.
 Ric Davey - President
 Phil Crogen - Deputy President
 David Quimby - Secretary

Email: KalbarriMECC@gmail.com

Phone Number: David Quimby: 0412 900 826

Description of Request	Estimated Cost
<p>KALBARRI MULTI-PURPOSE EVACUATION COMMUNITY CENTRE PROCUREMENT STAGING AND COSTS</p> <p>The committee has researched precedent projects and contacted relevant consultants in order to understand procurement process and costs. The committee has considered this expert advice these and recommends staging and budgeting for the following consultants and reporting and can provide contacts for suitable consultants to prepare fee proposals for their services.</p>	
STAGE 1	
Project Manager: Shire employee / Consultant to manage and coordinate all consultants, documents, stakeholders and etc.	\$10,000
Architects to provide master - planning options, concept plan and coordinate stage 1 consultants.	\$10,000
Land Surveyor to prepare Feature and Contour Survey of entire proposed Lot site and adjacent road reserve to halfway across Porter Street.	\$5,000
Engineers to prepare advice on the condition of existing infrastructure and services: Mechanical, Electrical, Hydraulic, Civil and Fire.	\$20,000
Geotechnical and Soil Classification Report.	\$10,000
STAGE 2	
Architecture, Hydraulic, Electrical, Mechanical, Fire, Civil, Building Surveyor, Heritage and ESD consultants to develop concept design, prepare a reverse brief and construction cost estimate.	\$30,000
Quantity Surveyor to prepare Opinion of Probable Costs. Their costing will incorporate costs from other consultants above.	\$7,500
Economic Analysis Report	\$5,000
Business Case Report	\$5,000
Grant Applications	\$5,000

COPY TO: ceo@northampton.wa.gov.au

Kalbarri
Multipurpose,
Evacuation &
Community
Centre

Committee Report
March 2023



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2.0	CONCEPT DESIGN REVIEW	4
3.0	PREFERRED SITE	5
	PREFERRED SITE PLAN	6
	INDICATIVE LAYOUT PLAN	7
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5.0	CONCLUSION	9



Kalbarri Tennis Club



Kalbarri Kakkas Football Club

1.0 INTRODUCTION

In the wake of Cyclone Seroja a need for an evacuation centre for Kalbarri was identified. The proposed evacuation centre provides an opportunity to provide additional and improved sport, recreation and community facilities.

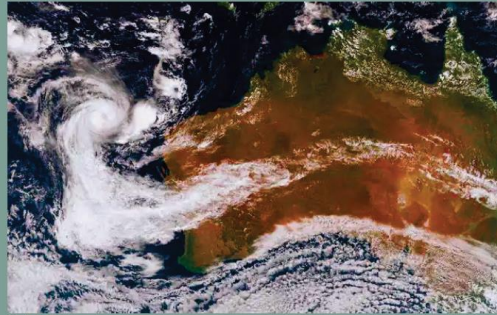
In February 2022 the Shire commissioned Eastman Polletti Sherwood Architects to prepare a concept design, coordinate consultants to obtain site information and liaise with a quantity surveyor to prepare an opinion of probable cost for a Multi-Purpose Evacuation Centre.

Following the Shire's request for community comments the KMECC Committee was formed by key sporting and community stakeholders to provide briefing to the Shire, review concept design proposals, and to advocate for an appropriate and high quality development. The Committee holds meetings regularly and all are welcome.

Committee members include and are not limited to:
Ric Davey - President
Phil Crogen - Deputy President
David Quimby - Secretary
Sean Gorman - Technical Advisor
Andrew Lawson
Connie Kearny - Gymnastics
Jerome Teakle - Kalbarri Tennis
Nicole Kilman - Kalbarri Netball
Lauren Sweetman - Kalbarri Development Association

This report has been prepared by the KMECC Committee to assist the Shire of Northampton and Kalbarri Community procure the proposed Kalbarri Multipurpose, Evacuation, and Community Centre. It provides recommendations and information that the Committee requests be considered by the Shire in conjunction with the 2023/24 budget request form submitted by the KMECC Committee.

committee email contact:
KalbarriMECC@gmail.com



Cyclone Seroja



Kalbarri Netball

2.0 CONCEPT DESIGN REVIEW

The Shire engaged Eastman Polletti Sherwood Architects to prepare concept design plans and coordinate consultants as per their fee proposal submitted to the Shire on the 10th of February 2022. A draft concept plan was prepared and issued by the Shire for Community comment.

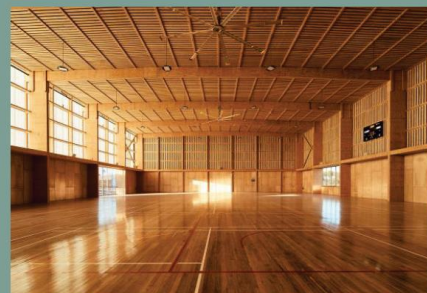
Following a review of this concept design the KMECC Committee confirms the following recommendations and feedback:

2.1 Shire review of the Architects' indicative program and scope of works as per their approved fee proposal.

2.2 Architects to proceed with incomplete architectural services - including coordinating other consultants noted in their fee proposal.

2.3 Retain the existing Sports and Recreation building to allow ongoing community use while the new facilities are constructed.

2.4 In order to retain the existing Sports and Recreation building and as requested by the Shire a preferred development location is shown in the following section of this report.



Precedent: Pingelly Community Centre - Indoor Multipurpose Court



Precedent: Pingelly Community Centre - Northern Facade

3.0 PREFERRED SITE

The following pages illustrate the Committee's preferred development location.

The preferred development location is enabled by slightly rotating the existing oval and will augment existing buildings, courts and facilities.

The committee recommends engaging consultants to provide advice on the existing site conditions, existing buildings, climate, infrastructure, and services. This advice will inform master planning, costing and concept design development.

A heritage assessment of the "Old Kalbarri Hall" may need to be commissioned if it needs to be moved or modified to accommodate the proposed development.

Cost estimation and Staging of required consultants and reporting is provided the following section of this report.

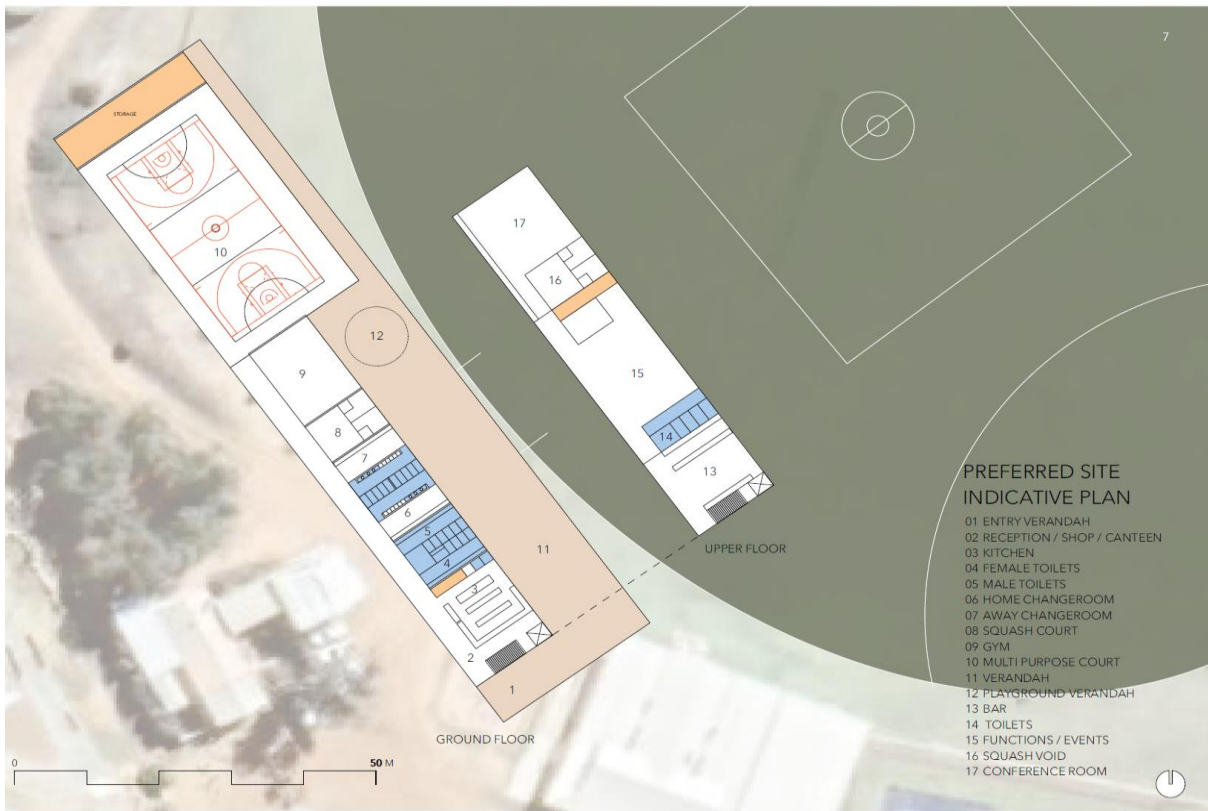


Preferred site is west (right) of the existing Sports and Recreation Building.



View to National Park from preferred site





4.0 PROCUREMENT STAGING AND COSTS

To assist with progressing this project the committee has researched precedent projects and contacted relevant consultants in order to understand procurement sequencing and costs. The committee has considered this expert advice and requests the 2023/24 Shire of Northampton Budget include funding the following consultants and reporting.

cost estimate	STAGE 1
\$10,000	Project Manager: Shire employee / Consultant to manage and coordinate all consultants, documents, stakeholders and etc.
\$10,000	Architects to provide master-planning options, concept design and coordinate stage 1 consultants.
\$5,000	Land Surveyor to prepare a Feature and Contour Survey of entire Lot the Oval is situated on and adjacent road reserve to halfway across Porter Street.
\$20,000	Engineers to prepare advice on the condition of existing infrastructure and services: Mechanical, Electrical, Hydraulic, Civil and Fire.
\$2,000	Geotechnical and Soil Classification Report.
cost estimate	STAGE 2
\$30,000	Architecture, Hydraulic, Electrical, Mechanical, Fire, Civil, Building Surveyor, Heritage and ESD consultants to develop concept design, prepare a reverse brief and construction cost estimate.
\$7,500	Quantity Surveyor to prepare Opinion of Probable Costs. Their costing will incorporate costs from other consultants above.
\$5,000	Economic Analysis Report
\$5,000	Business Case Report
\$5,000	Grant Applications

5.0

CONCLUSION

The KMECC Committee looks forward to working with the Shire of Northampton and Kalbarri Community to make this project a reality. Our goal is to improve the community's health, well being, economy and spirit by advocating and assisting.

Meeting minutes, consultant contacts, drawings and precedent research can be provided on request.

Please make contact if you have any questions or wish to attend the next meeting.

contact:
KalbarriMECC@gmail.com
David Quimby: 0412 900 826



29 March 2023

KMECC Committee
Attn: Phil Crogan
Email: projects@simplelife.net.au

To Phil Crogan

Kalbarri Multipurpose Evacuation & Community Centre

Thank you for the opportunity to review and comment on the Kalbarri Multipurpose Evacuation & Community Centre (KMECC) Committee Report March 2023.

The Mid West Chamber of Commerce & Industry (Mid West CCI) and the Kalbarri Sub-Committee are pleased to support the application by the KMECC committee to put to the Shire of Northampton to assist with funding procurement and staging costs to support the project.

Following the mass loss of infrastructure including the PCYC caused by Cyclone Seroja it has not only identified the need for an evacuation centre. It also will be a multipurpose centre to fill a much needed gap in the community for sport, recreational and community facilities.

The Mid West CCI and Kalbarri Committee has long been concerned on the negative impacts still being felt by the community. Contributed to this is the shortfall of infrastructure for local and tourism experiences. Following the recent Kalbarri Business Forum, the business community identified that there is a large disconnect with how the town is marketed to the current visitor experience and the reality of what is available to keep visitors in the town longer, a centre such as this can provide positive recreational experiences for both local and visitors alike.

We are pleased to support this KMECC application of Procurement Staging and Costs with consultants fees to be included in the Shire of Northampton Budget 2023/24 budget considerations.

Kind Regards

Joanne Fabling
CEO
Mid West Chamber of Commerce & Industry.

Melissa Finlay & Jessica Gudgeon-Thorpe
Co-Chairs of
Mid West CCI Kalbarri Sub Committee



SHIRE OF NORTHAMPTON

Council's Annual Budget 2023/2024

Request Form

Name: Guy Acosta

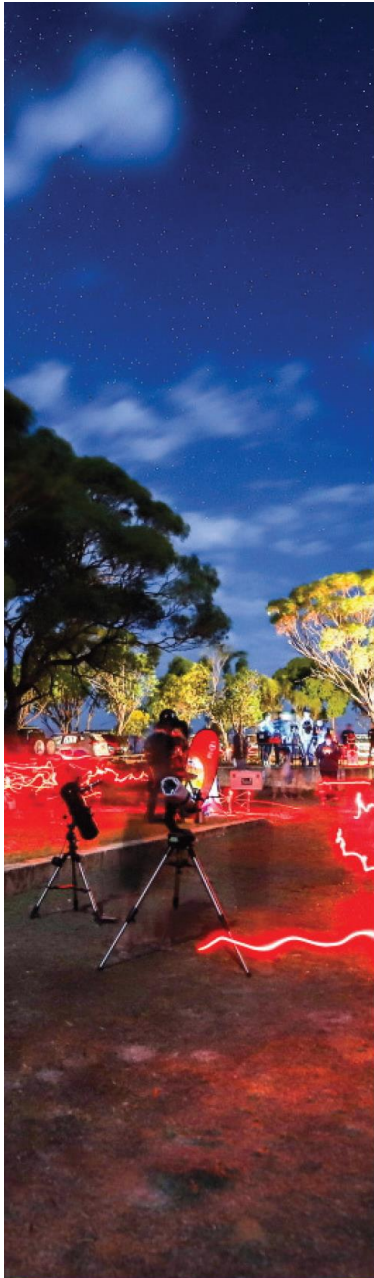
Address: 12 Karina Mews, Kalbarri, WA 6536

Email: guy.acosta@gmail.com

Phone Number: 0428598428

Description of Request	Estimated Cost \$
Request for the Shire of Northampton to be part of Astrotourism Town Project initiative from Astrotourism WA.	30,000
I think it would be good and beneficial for the Shire of Northampton to join this ongoing project that has been successfully running around regional WA.	
Kalbarri and Northampton have pristine dark sky that is ideal for doing any astro activities from Stargazing to Astrophotography. The educational workshop is great thing to do for the locals. It's the right time to join other shire such as Mingenew, Mullewa, Three Spring, Morawa, Perenjori, etc to be listed as an Astrotourism town.	

Please return this form by Friday 31st March 2023
PO Box 61 Northampton 6535 or Fax 99341072
email: ceo@northampton.wa.gov.au



ASTROTOURISM TOWNS PROJECT SUMMARY

Overview

This 12 month project offers communities the ideal platform to establish their identity as a Dark Sky Tourism destination. It delivers comprehensive support to grow community capacity and build economic development.

The project establishes communities as "Astrotourism Towns" on WA's Dark Sky Tourism map. The project aims to:

- Map out a Dark Sky Tourism trail that will welcome visitors for stargazing and astronomical activities;
- Select unique selling points of the local area to highlight individuality and give a competitive edge;
- Grow jobs, build community capacity and identify opportunities for Dark Sky Tourism experiences;
- Facilitate the protection of Western Australia's dark night sky; and
- Leverage promotional opportunities from the 2023 Ningaloo Total Solar Eclipse.

Outcomes

The Astrotourism Towns Project is much more than a once off stargazing event. The project has regional WA communities at its heart and, after establishing as an Astrotourism Town, ongoing annual membership (currently valued at \$3,000 excluding GST per annum) gives you the opportunity to continue building economic and social outcomes.

A variety of outcomes emerge through the Astrotourism Towns Project including:

- Growing regional tourism economy, jobs and business;
- Building community capacity for visitor service providers: digital marketing, product packaging, funding applications and event management;
- Family-friendly events where adults socialise in a non-sporting and alcohol-free environment;
- STEM engagement for local students and raised awareness of study and career pathways in WA's space science industry;
- Increasing astronomy, night sky, Aboriginal Astronomy and light pollution knowledge; and
- Extension of Local Government economic and community development.



Astrotourism WA Pty Ltd
ABN: 83 642 011 792

Carol Redford
stars@astrotourismwa.com.au
www.astrotourismwa.com.au
0427 554 035



PROJECT STEPS & ACTIVITIES

Phase 1: Dark sky location site assessment and selection

- Consultation meeting with Local Government representatives, local tourism industry leaders along with other appropriate organisations such as Community Resource Centres and tourism groups to identify:
 - Observing Sites where visitors are welcome for stargazing activities and to use telescopes and binoculars.
 - Astrophotography Hot Spots where visitors are welcome for stargazing activities and to use cameras.
- Night time assessment of sites to choose the best dark sky locations for astronomy and stargazing activities.
- Night sky quality measurements to monitor the darkness at Observing Site and Astrophotography Hot Spot locations.

Please note: No special infrastructure is required at either location. However, public amenities such as ablutions, shelter and/or picnic facilities are welcomed by Astrotourists.

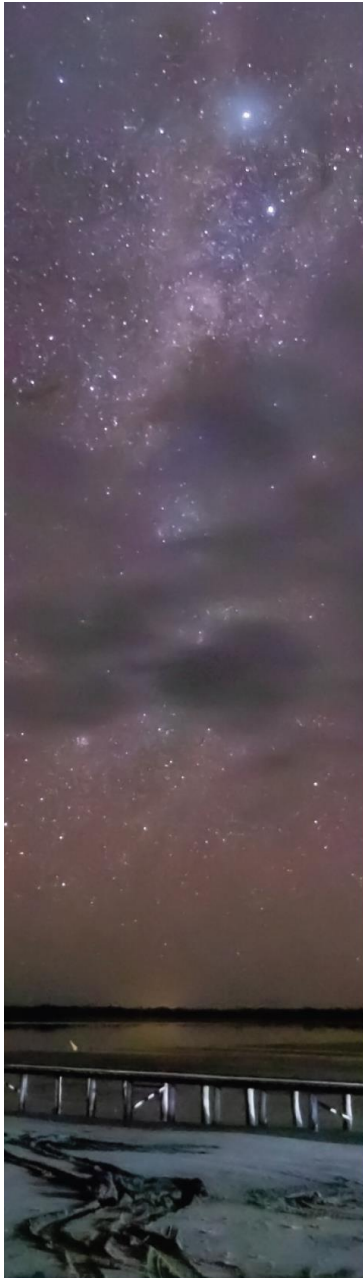
Phase 2: Community engagement and capacity building

- Establish relationships with local tourism industry groups/leaders, schools, Community Resource Centres and local newspapers.
- Monthly communications to increase knowledge of astronomy, what's up in the night sky and raise awareness about light pollution and how to protect the dark sky environment.
- Mentor local tourism industry on how best to assist visitors for stargazing and astronomical activities. Upskilling will empower Visitor Centre and/or Community Resource Centre staff, volunteers and other interested community members. They will be provided with introductory knowledge on the importance of dark night sky protection, what can be seen, where to access information and how to share this knowledge with others.
- Increase astronomy/STEM knowledge for community and local school students.
- Support interested regional enterprise to develop stargazing, astronomy and/or Aboriginal Astronomy products and services.
- Utilise Tourism WA's Dark Sky Tourism Market Research Study to assist with the development of business cases for local projects related to Dark Sky Tourism.
- Educational DL brochure/flyer stocked in Astrotourism Towns and a variety of other locations.



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ASTROTOURISM
WESTERN AUSTRALIA

PROJECT STEPS & ACTIVITIES

Phase 3: Promotion and advocacy

- The Astrotourism Town will be promoted on three website pages on the Astrotourism WA website (www.astrotourismwa.com.au):
 - Astrotourism Town profile page
 - Observing Site page
 - Astrophotography Hot Spot page

Each page links back to local tourism and visitor services provided by the Shire, Visitor Centre or Community Resource Centre.

- The Astrotourism Town, Observing Site and Astrophotography Hot Spot also hold a listing on the Astrotourism WA digital map.
- The Astrotourism Towns are promoted through:
 - Tourism WA, Australia's Golden Outback (AGO), Australia's Coral Coast (ACC), Destination Perth (DP) and Australia's North West (ANW). Astrotourism WA is a Gold Member of each Regional Tourism Organisation and collaborates to promote and advocate for Dark Sky Tourism.
 - WA's amateur astronomy and astrophotography clubs and groups. Astrotourism WA is part of a local network of 6,000+ astro-enthusiasts.
 - Astrotourism WA's social media platforms, eNewsletters and media releases.
- Five astrophotography images are processed for general use.
- Astrotourism Towns are included on a travel itinerary featuring dark sky tourism places which are designed to keep visitors in the region longer. This itinerary will link the region together and gives Tourism WA and the Regional Tourism Organisations a key marketing tool to use for promotion.
- When opportunities arise, Astrotourism WA works with tour operators to create itineraries through Astrotourism Towns.
- Astrotourism WA also advocates for the reduction of light pollution to protect WA's world-class dark night sky with:
 - Western Power and Horizon Power;
 - WA Local Government Association's Transition to LED Street Lighting Working Group; and
 - Department of Planning (Dark Sky and Astrotourism Policy).

Phase 4: Free Community Stargazing Event

This event is designed to engage local community members and invite visitors to Astrotourism Towns. It includes a presentation on dark sky tourism, light pollution, why WA's regions are world-class destinations for Astrotourists, stargazing, viewing through telescopes, green laser pointer tour of the night sky to point out constellations and general Q&A. The event is engaging, easy to understand and entertaining. It also includes the design of a digital event poster and social media banners to enable promotion.



ASTROTOURISM
WESTERN AUSTRALIA

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PROOF AND REASONING FOR DARK SKY TOURISM

Research

1. In 2020/21, Tourism WA commissioned an Australia-wide market research study to inform the strategic development and marketing of Western Australia as a Dark Sky Tourism destination. Findings:

- 35% of the potential market are "Astro Enthusiasts". They:
 - have a high level interest in astronomy related topics;
 - have done, or more likely to do astronomy related activities in the future; and
 - are planning or open to astro-related travel.
- High interest is stronger among:
 - males;
 - those 35-54; and
 - families.

These demographics help to diversify existing visitor profiles.

- 71% of "Astro Enthusiasts" anticipate spending the same or more than a typical holiday.
- Six in ten "Astro Enthusiasts" are interested in looking at the night sky on holiday. However, only four in ten have managed to do so in the last three years which identifies a gap in the market.

Ref: Tourism WA, [Informing Tourism WA's Dark Sky Tourism Products and Strategy](#), August 2021

2. Internationally, Dark Sky Tourism is proven to be a valuable sector of the Tourism Industry. Research conducted for the Colorado Plateau (where the States of Arizona, Utah, Colorado and New Mexico meet) in 2019 estimated that:

- Over 10 years Dark Sky Tourists will spend US\$5.8 billion;
- 10,000+ jobs annually will be created to realise US\$2.4 billion in wages.

Ref: Mitchell and Galloway, [Dark sky tourism: economic impacts on the Colorado Plateau Economy](#), USA, April 2019

3. Light pollution is an increasing global problem and impacts the view of the stars. Global light pollution has increased by at least 49% over 25 years. More than 80% of the world's population live under light-polluted skies and the Milky Way is hidden from more than one-third of humanity. WA has a globally competitive edge with a world-class dark night sky.

Ref: University of Exeter, [First Estimation of Global Trends in Nocturnal Power Emissions Reveals Acceleration of Light Pollution](#), UK, August 2021



ASTRO TOURISM
WESTERN AUSTRALIA

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TOTAL SOLAR ECLIPSE LEGACY

More Total Solar Eclipses in WA than anywhere else in the world!

From 2023 until 2039 there are 13 total solar eclipses visible from Earth. 31% are visible from Western Australia.

WA turns out to be a total solar eclipse hot spot over the next 16 years! Nowhere else on Earth experiences the number of total solar eclipses more than WA.

The following total solar eclipses will be visible from WA:

- **Apr 2023** – Gascoyne (Exmouth)
- **Jul 2028** – Kimberley (Prince Regent and Purnululu National Parks, Lake Argyle, Kununurra)
- **Jul 2037** – Mid West (Geraldton, Mullewa, Yalgoo, Mount Magnet)
- **Dec 2038** – Pilbara (Onslow, Tom Price, Paraburdoo, Karijini)

Total solar eclipses bring a global spotlight to locations where they are visible. Tens of thousands of eclipse chasers will travel to very remote places in order to witness total solar eclipses. International media are hungry to cover the story of total solar eclipses and are an avenue to spread marketing and promotional messages to the world.

After 2038, there's a 26 year total solar eclipse drought in Australia. The next total solar eclipse in Australia won't be visible until 2066 when one will cross the South West (Margaret River, Walpole).

Something to explore: Dark Sky Tourism and Eclipse Strategic Planning is a way to ensure the region capitalises on the pathway to 2038 and leverages the global spotlight these international events will bring.

International marketing and communication messages at the time of each of these eclipses will leave a legacy for regional WA like never before. If the opportunity is capitalised upon, international visitation will continue in the years following each eclipse and offers the ideal opportunity to promote dark sky tourism and grow the regional tourism economy.



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ASTROTOURISM
WESTERN AUSTRALIA

ABOUT CAROL REDFORD

Marketing qualifications, along with ten years of experience working in regional economic development and five years owning/operating the public astronomy observatory in Gingin have combined to be the three pillars of strength that Carol is harnessing to develop Dark Sky Tourism for Western Australia.

A passion for stargazing has ignited the drive to create a vision for WA's dark night sky asset so that it will be protected from light pollution and shared with visitors from around the world for decades and perhaps centuries to come.

She has also written numerous articles for various publications, is interviewed regularly on radio and television and was a finalist in the 2018 Agrifutures WA Rural Woman of the Year.

ROLES

Carol is the Founder and Chief Executive Officer of Astrotourism WA Pty Ltd. She is collaborating with Local Government to develop the Dark Sky Tourism sector of the Tourism Industry and increase overnight visitors to regional WA. Together, the communities are striving to protect WA's world-class dark night sky from artificial light pollution and brand WA the stargazing capital of the world.

Carol also runs Stargazers Club WA that introduces beginners to astronomy. She is Co-Chair of WA's astronomy and space science community, [Astronomy WA](#) and is a "Dark Skies Ambassador" with the [International Astronomical Union](#), [International Dark-Sky Association](#) and the [Australasian Dark Sky Alliance](#).

*"I'm on a mission to
make Western Australia
the stargazing capital of
the world!"*



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ADDRESS

Shire of Northampton
PO Box 61
Northampton WA 6535

Quote 1083

DATE 15/05/2022

ITEM	QTY	AMOUNT
Astrotourism Town Project Establishment 12 month project to establish a Dark Sky Tourism destination. Phase 1: Dark sky location site assessment and selection Phase 2: Community engagement and capacity building Phase 3: Promotion and advocacy Phase 4: Free Community Stargazing Event	1	24,750.00

SUBTOTAL 24,750.00

GST TOTAL 2,475.00

TOTAL A\$27,225.00

Accepted By

Accepted Date

EFT Payments:
Account name: Astrotourism WA Pty Ltd
BSB: 086006
Account: 229292259

12. Corporate and Administration Report

12.1 WALGA – Best Practice Governance Review

12.2 Regional Early Education Development – Lease 47 Smith St, Kalbarri

7.5.1 WALGA - BEST PRACTICE GOVERNANCE REVIEW

Location	All WA Local Government Authorities
Applicant	Western Australian Local Government Association (WALGA) State Council
Owner/Lessee	NA
File Reference	4.1.4
Date of Report	31 March 2023
Reporting Officer	Acting Chief Executive Officer
Responsible Officer	Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
7.5.1(a)	WALGA Steering Committee (Final-Report)		✓
7.5.1(b)	WALGA Constitution		✓
7.5.1(c)	WALGA Webinar Power Point Presentation		✓

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council resolved the following at the December 2022 OCM on this matter:

“Council advise WALGA as a response to the WALGA Best Practice Governance Review their preference is Option 5(i.e. the Status Quo be retained).”

WALGA advises the following on the Best Practice Governance Review feedback from local government authorities:

“Submissions were received from 99 Local Governments, of these 35 supported the current model, 33 Model 1, 11 Model 3, 8 Model 4, 5 Model 2 and 9 did not have a preference. Noting responses were not received from 40 Local Governments. This represents a comprehensive review and as always, the range of responses were as varied and diverse as is our State.

Taking all the data and feedback into account the Steering Committee endorsed Model 1 to be offered as an alternate model for consideration against the current model at this year’s AGM.”

State Council, at their 1 March meeting, considered the Steering Committee’s recommendations and resolved as follows:

That:

1. The Best Practice Governance Review Stage 3 Final Report be received;
2. The proposed changes to WALGA’s governance structure as per the revised Model 1, detailed in the Stage 3 Final Report, be noted;
3. **Members be engaged on the detail of the model and a Final Report be presented to the May 2023 State Council meeting for consideration;**
4. Any recommendation to the 2023 AGM include Option 5 as the Current Model and Option 1 as an alternative to the Current Model; and
5. Subject to points 1, 2, 3 and 4 above, constitutional changes be developed for consideration by State Council.

Changes made by the WALGA State Council to Model 1 from the Original Report (provided at the December 2022 OCM) to the Final Report are as follows:

- *The Policy Council renamed to State Council (demonstrating no change to the current State Council)*
- *The State Council will elect the President and the Deputy President. Previously the Board elected the President and Deputy President.*
- *The Board will have to consult with the State Council on key items being the Strategic Plan and the State Budget Submission*
- *The State Council and Zones will meet at least 3 times and not 2 times as previously stated.*

COMMUNITY & GOVERNMENT CONSULTATION:

WALGA advised all LGAs wanting to gain a broader understanding of the details of Model 1, Elected Members and senior officers were invited to attend a webinar where the review team provided an overview of Council submissions to the consultation process, and outlined the details of Model 1, and the process going forward.

The webinar was held from **2:00pm until 3:00pm on Tuesday, 21 March 2023.**

WALGA advised feedback was required by **Friday, 31 March** which will be included in the agenda item for Zone meetings. Feedback received after 31 March, but before **Friday, 21 April**, will be provided to State Council directly. The problem with the above timeline for the Shire of Northampton was:

1. The Webinar held on 21/3/2023 to explain Model 1 was after the Shire's Ordinary Council Meeting (OCM) held on 17/3/2023.
2. The deadline for comments of 31/3/2023 is prior to the Shire's next OCM scheduled for 21/4/2023.
3. Comments received after 31/3/23 and prior to 21/4/23 would not form part of the WALGA State Council or Zone Agendas yet would be provided to State Council members direct. This is considered an inappropriate process and indicates late submission being rendered less significant than those received by 31/3/2023.

A verbal request from the Acting CEO seeking an extension to the submission closure date, to both the WALGA President and CEO, resulted in a firm response of no extension being possible. The reason provided was due to the tight timeframe to have the Model 1 option being sent to legal consultants for the WALGA Constitutional amendments to be compiled in readiness for the WALGA AGM to be held on 18 September 2023.

I believe such an important matter should not be rushed through, as it appears to have been, and more time should have been afforded for LGA's and Zones to better understand and deal with the possible issues associated with Model 1.

WALGA has confirmed the following as the next steps in the process:

State Council 3 May	State Council 5 July	2023 AGM 18 September
Following the Member feedback period, a report will be presented to Zones and State Council recommending a way forward for the Governance Review.	Subject to State Council support the Project will then move into stage 4, during which amendments to WALGA's constitution will be drafted for consideration by State Council at its meeting in July.	Any proposed changes to the Constitution will be presented to Members for consideration at the 2023 Annual General Meeting.

FINANCIAL IMPLICATIONS:

There may be additional costs associated with the introduction of Model 1 as this structure adds another layer to the existing structure and it may be necessary to pay the WALGA Board representatives (specifically the three additional, skill-based members). However, these perceived additional costs may be offset by less regularity of the proposed State Advisory Council meetings. The cost comparison to the Status Quo (Model 5) and Model 1 should be determined and form part of the discussion/consultation process as any possible additional costs will come from the LGAs WALGA annual subscriptions.

STATUTORY IMPLICATIONS:

Though it appears there is no specific State or Commonwealth Statute directly involved with amending the WALGA Constitution. The Associations Constitution is a legally binding document, which must be adhered to when considering any form of change to this constitution.

Clause 29 of the WALGA Constitution states

29. AMENDMENT TO THE CONSTITUTION

The Constitution of the Association may be altered, added to or repealed by:

1. *A resolution at any meeting of the State Council on the receipt of a special majority of not less than 75% of representatives or by their deputy representatives; and*
2. *A resolution at an Annual General Meeting or Special General Meeting passed by a majority of not less than 75% of delegates or duly authorise a proxy vote to be exercised on their behalf, provided that:*
 - a) *75% of Ordinary Members who are eligible to vote are present or represented; and*
 - b) *the Chief Executive Officer has given not less than sixty (60) days notice of any proposal to alter, add or repeal the Constitution to all Ordinary Members.*

WALGA has 139 LGA members with each LGA is given two votes at the WALGA AGM's. This is a total of 278 votes with 209 (75%) needing to vote in the affirmative for any proposed constitutional change to be successful.

There are 32 Metro LGAs (including Serpentine Jarrahdale, Mundaring & Mandurah) and 107 Regional LGA's (including large regional centres such as Geraldton, Bunbury, Busselton, Kalgoorlie, Albany), Therefore, if the regional LGAs overwhelmingly oppose a constitutional change to introduce Model 1, as it is considered an erosion of regional representation on the WALGA State Council, then they do have a strong base to ensure the vote at the AGM is below the minimum 75% affirmative threshold required i.e.

- 26% No Vote = approx.. 73 votes (or approx...37 LGAs combined votes).

A full copy of the WALGA Constitution is provided at **Attachment 7.5.1(b)**.

POLICY/PROCEDURE IMPLICATIONS:

No Shire Policy or Procedure affected.

COMMENT:

The Shire President attended the WALGA Webinar on the 21 March 2023 and sent an email to all Elected Members on 22 March 2023 (via the Acting CEO), seeking feedback for an *Out-Of-Session* submission to be presented to WALGA. This email highlighted the following items to be included into a submission:

- a) It will not be easy to select 4 Board members from 12 Country Zones. The temptation will be to do this in regions rather than the merit of State Councillors. It is believed this will result in a majority of the regional LGAs having their voice at the WALGA State Council totally removed.
- b) The existing WALGA Zone system is considered by some as being cumbersome yet still provides a better conduit of communication from regional LGAs to the State Council than what is being proposed. The proposed Model 1 being advocated by the WALGA State Council for consideration would eventually render the Zone system superfluous if Zones do not have the ability to be at the decision-making table of WALGA. If LGAs feel they are not being represented appropriately at WALGA it is believed they will ignore the Zone system.
- c) The Model 1 proposal simply retains the existing 24 Elected Member structure as an Advisory body to the 11 Member Board, which will be the decision makers. This just adds another level of governance to the WALGA process and if the Zones participation in the regional areas disintegrates due to individual LGA disinterest, in time it is envisaged the regional Zones significantly reducing in number (e.g., Zone amalgamations) or even disappearing. This will not be the case in the Metropolitan areas as they will still have strong representation (i.e., 4 WALGA Board Members elected from 5 Zones).
- d) Regional Local Governments collectively (yet unsuccessfully) lobbied against the State Government's move to amend the make-up of the State Legislative Council, which resulted in significant reduction in regional representation on the Legislative Council. The WALGA State Council's proposed Model 1 for the restructure of the WALGA Governance is yet again another example of metropolitan centric politics aiming to deplete the regional voice and representation.
- e) The argument has been made of the population disparity between the metropolitan and non-metropolitan areas of the State (i.e., approx.. 75% Metro – v – 25% Non-Metro) and how this should be considered as part of the WALGA State Council structure. This gets back to the State Government's *one vote – one value* rationale and totally ignores the productivity value the State derives from the regions (e.g., mining, agriculture, fishing, etc.). WALGA State Council should be careful in using the population issue as a reason to introduce a new governance model as this will result in the regional LGAs being ostracised and could lead to a push for the regional LGAs considering the option to revert back to their own Association (i.e., to Country Shire Council Association structure of the past). This would be an undesirable outcome.
- f) One would assume the three Independent Board members would be from the Metro area. This has the potential to reduce the representation of the non-metro regions.
- g) It is assumed board members would need to be appropriately paid. Currently the State Councillors are paid approximately \$3000. Will Board Members be paid significantly more.

As a result of feedback from both Elected Members and Staff the following are some additional points which were added to the items above and have been included into the WALGA submission:

- h) The WALGA data analysis on submissions received appears to have manipulated the figures to create an outcome reflecting a majority of respondent required a change to the current structure (i.e., Model 5). The data should be calculated on a "*First-Past-The-Post*" response, not on "*Preferences*". It should not be assumed those who voted for Models other than Models 1 & 5 would prefer wholesale changes (i.e. Model 1). Local Government argued (unsuccessfully) for the "*First-Past-The-Post*" vote counting process and opposed the "*Preferential or Optional Preferential*" system when responding to the recent Local Government Act Reform process. If the "*First-Past-The-Post*" count system was used to calculate the submissions, then it is obvious the current status quo is most favoured (i.e. Model 5).
- i) It was stated at the Webinar WALGA State Council would consider **Council Endorsed Submission**. As WALGA's timeframe for the current consultation process limits the ability for

Agenda Items to be presented to Council for endorsement then it is requested all submissions are accepted in this instance and not only those with prior Council endorsement.

- j) Independent Board Members:
 - i. What is the need for these members?
 - ii. Should there be an even number (i.e., 2 or 4) and it be stipulated these be evenly appointed from Metro and Non-Metro areas to ensure there is not an imbalance created by these members?
- k) Will the positions of President and Deputy President continue to be rotated between Metro and Non-Metro Elected Members as is the case now?
- l) Has any thought been given to perhaps looking at reducing the number of Regional Zones and adjusting the Metropolitan Zones to include some of the Outer Metro LGAs? Maybe this could be more easily sold than the current Model 1 which will always be tainted with the comment of under representation of regional LGAs i.e.
 - i. Regions (107 LGAs) – reduced from 12 to 4 derived from 12 existing Zones.
 - ii. Metro (32 LGAs) – reduced 12 to 4 derived from 5 existing Zones.

Regional Local Government areas are serviced by State departments/organisation adequately and perhaps some reference to these boundaries could be considered to reduce the number of regional zones e.g.

- iii. 9 Regional Development Commissions
- iv. 10 Regional Road Groups

There could also be some Zone boundary adjustments to bring some of the Outer Metro LGAs in the Metro Zones. An example could be as follows:

- v. Seven (7) Regional Zones – All LGAs still represented.
- vi. Seven (7) Metro/Outer Metro Zones – All LGAs still represented.
- vii. Ex-Officio President

This could potentially reduce WALGA State Council number down from 25 to 15 (which is assumed is the desired outcome). This is basically a variation to Model 3 with the removal of the Board, which is simply adding another tier of governance within the WALGA structure.

With telecommunication technology the Zone meeting can be held by teleconference, rather in-person so the tyranny of distance should be an issue. Maybe limited in-person meetings for Zones. This would also help WALGA will staff travel, accommodation, etc.

RISK ASSESSMENT:

The perceived risk with the WALGA Constitution being changed to reflect proposed Model 1 (as presented by the WALGA State Council) could have an *uncontained, irreversible impact* on regional local government representation on the WALGA State Council. This Model could also see the diminished relevance, importance and possible existence of the current WALGA Zone system. Therefore the risk in this instance is considered **major/catastrophic**.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Simple Majority required

STAFF RECOMEMDATION

Council endorses the following *out-of-session* submission presented to the WALGA State Council on the *WALGA Best Practice Governance Review Stage 3 Final Report* and the resolution by the State Council to present Model 1 to the 2023 WALGA Annual General Meeting:

- a) It will not be easy to select 4 Board members from 12 Country Zones. The temptation will be to do this in regions rather than the merit of State Councillors. It is believed this will result in a majority of the regional LGAs having their voice at the WALGA State Council totally removed.
- b) The existing WALGA Zone system is considered by some as being cumbersome yet still provides a better conduit of communication from regional LGAs to the State Council than what is being proposed. The proposed Model 1 being advocated by the WALGA State Council for consideration would eventually render the Zone system superfluous if Zones do not have the ability to be at the decision-making table of WALGA. If LGAs feel they are not being represented appropriately at WALGA it is believed they will ignore the Zone system.
- c) The Model 1 proposal simply retains the existing 24 Elected Member structure as an Advisory body to the 11 Member Board, which will be the decision makers. This just adds another level of governance to the WALGA process and if the Zones participation in the regional areas disintegrates due to individual LGA disinterest, in time it is envisaged the regional Zones significantly reducing in number (e.g., Zone amalgamations) or even disappearing. This will not be the case in the Metropolitan areas as they will still have strong representation (i.e., 4 WALGA Board Members elected from 5 Zones).
- d) Regional Local Governments collectively (yet unsuccessfully) lobbied against the State Government's move to amend the make-up of the State Legislative Council, which resulted in significant reduction in regional representation on the Legislative Council. The WALGA State Council's proposed Model 1 for the restructure of the WALGA Governance is yet again another example of metropolitan centric politics aiming to deplete the regional voice and representation.

- e) The argument has been made about the population disparity between the metropolitan and non-metropolitan areas of the State (i.e., approx.. 75% Metro – v – 25% Non-Metro) and how this should be considered as part of the WALGA State Council structure. This gets back to the State Government's *one vote – one value* rationale and totally ignores the productivity value the State derives from the regions (e.g., mining, agriculture, fishing, etc.). WALGA State Council should be careful in using the population issue as a reason to introduce a new governance model as this will result in the regional LGAs being ostracised and could lead to a push for the regional LGAs considering the option to revert back to their own Association (i.e., to Country Shire Council Association structure of the past). This would be an undesirable outcome.
- f) One would assume the three Independent Board members would be from the Metro area. This has the potential to reduce the representation of the non-metro regions.
- g) It is assumed board members would need to be appropriately paid. Currently the State Councillors are paid approximately \$3000. Will Board Members be paid significantly more.
- h) The WALGA data analysis on submissions received appears to have manipulated the figures to create an outcome reflecting a majority of respondent required a change to the current structure (i.e., Model 5). The data should be calculated on a "*First-Past-The-Post*" response, not on "*Preferences*". It should not be assumed those who voted for Models other than Models 1 & 5 would prefer wholesale changes (i.e. Model 1). Local Government argued (unsuccessfully) for the "*First-Past-The-Post*" vote counting process and opposed the "*Preferential or Optional Preferential*" system when responding to the recent Local Government Act Reform process. If the "*First-Past-The-Post*" count system was used to calculate the submissions, then it is obvious the current status quo is most favoured (i.e. Model 5).
- i) It was stated at the Webinar WALGA State Council would consider **Council Endorsed Submission**. As WALGA's timeframe for the current consultation process limits the ability for Agenda Items to be presented to Council for endorsement then it is requested all submissions are accepted in this instance and not only those with prior Council endorsement.
- j) Independent Board Members:
 - iii. What is the need for these members?
 - iv. Should there be an even number (i.e., 2 or 4) and it be stipulated these be evenly appointed from Metro and Non-Metro areas to ensure there is not an imbalance created by these members?
- k) Will the positions of President and Deputy President continue to be rotated between Metro and Non-Metro Elected Members as is the case now?
- l) Has any thought been given to perhaps looking at reducing the number of Regional Zones and adjusting the Metropolitan Zones to include some of the Outer Metro LGAs? Maybe this could be more easily sold than the current Model 1 which will always be tainted with the comment of under representation of regional LGAs i.e.
 - viii. Regions (107 LGAs) – reduced from 12 to 4 derived from 12 existing Zones.
 - ix. Metro (32 LGAs) – reduced 12 to 4 derived from 5 existing Zones.

Regional Local Government areas are serviced by State departments/organisation adequately and perhaps some reference to these boundaries could be considered to reduce the number of regional zones e.g.

- x. 9 Regional Development Commissions
- xi. 10 Regional Road Groups

There could also be some Zone boundary adjustments to bring some of the Outer Metro LGAs in the Metro Zones. An example could be as follows:

- xii. Seven (7) Regional Zones – All LGAs still represented.
- xiii. Seven (7) Metro/Outer Metro Zones – All LGAs still represented.
- xiv. Ex-Officio President

This could potentially reduce WALGA State Council number down from 25 to 15 (which is assumed is the desired outcome). This is basically a variation to Model 3 with the removal of the Board, which is simply adding another tier of governance within the WALGA structure.

With telecommunication technology the Zone meeting can be held by teleconference, rather in-person so the tyranny of distance should be an issue. Maybe limited in-person meetings for Zones. This would also help WALGA will staff travel, accommodation, etc.

7.5.2 Regional Early Education Development – Lease 47 Smith St, Kalbarri

Location	Kalbarri Childcare – 47 Smith St, Kalbarri
Applicant	Regional Early Education Development Inc.
Owner/Lessee	Shire of Northampton
File Reference	8.1.2 & 9.1.3
Date of Report	29 March 2023
Reporting Officer	Acting Chief Executive Officer
Responsible Officer	Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
7.5.2(a)	Kalbarri Childcare letter to REED		✓
7.5.2(b)	REED Proposed Kalbarri Lease Agreement		✓
7.5.2(c)	REED Constitution (2022)		✓
7.5.2(d)	Current REED Lease Agreement – Northampton Childcare		✓
7.5.2(e)	Kalbarri Occasional Childcare Lease Extension		✓
7.5.2(f)	Kalbarri Littlies Playgroup Lease Agreement		✓

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

An approach has been made by Regional Early Education Development Inc. (REED) to lease the Shire owned property at 47 Smith St, Kalbarri and advising of the proposed merger between REED and the Kalbarri Childcare. This merger has been requested by Kalbarri Childcare (see **Attachment 7.5.2(a)**).

The Shire has previously established a property lease arrangement with REED at Lot 483 Stephen Street, Northampton for them to run the Northampton Childcare facility. A copy of this Lease Agreement is provided at **Attachment 7.5.2(d)** for Council Information. This was agreed to by Council at the April 2022 Ordinary Council Meeting i.e.

Moved Cr SUCKLING, seconded Cr STEWART

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

CARRIED 6/0

COMMUNITY & GOVERNMENT CONSULTATION:

REED has provided correspondence from Kalbarri Childcare where this organisation has requested the merger with REED.

No further consultation has been undertaken by the Shire staff on this matter with Kalbarri Childcare

No contact was made with the *Kalbarri Littlies Playgroup* as it appears they have a totally separate lease arrangement for their operations located at 175 Kaiber St, Kalbarri (see **Attachment 7.5.2(f)**).

FINANCIAL IMPLICATIONS:

The existing Kalbarri Occasional Childcare Lease has no annual fee payable and the propose lease agreement provided by REED also states no annual lease payment.

The existing Agreement the Shire has with REED for the Northampton Child Care facility is also nil (i.e. \$1 annually on demand). Therefore, if the status quo is to be retained there will be no financial implication.

STATUTORY IMPLICATIONS:

The Shire is exempt from the disposition of property requirements under the Local Government Act 1995 and Local Government (Functions & General) Regulation, 1996 as the purpose of the lease is considered educational.

I have confirmed the REED purpose by obtaining a copy of the organisations constitution (see Clause 3 in **Attachment 7.5.2(c)**).

LG Act 1995

3.58. Disposing of property

- 1) *In this section —
dispose includes to sell, **lease**, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.*
- 2) *Except as stated in this section, a local government can only dispose of property to —*
 - a) *the highest bidder at public auction; or*
 - b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- 3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
 - a) *it gives local public notice of the proposed disposition —*
 - i. *describing the property concerned; and*
 - ii. *giving details of the proposed disposition; and*
 - iii. *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

 - b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- 4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - a) *the names of all other parties concerned; and*
 - b) *the consideration to be received by the local government for the disposition; and*

- c) *the market value of the disposition —*
 - i. *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - ii. *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- 5) **This section does not apply to —**
- a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - d) **any other disposition that is excluded by regulations from the application of this section.**

LG (Functions & General) Regulation, 1996

30. **Dispositions of property excluded from Act s. 3.58**

- 1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- 2) *A disposition of land is an exempt disposition if —*
 - a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
 - i. *its market value is less than \$5 000; and*
 - ii. *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*

or

 - b) **the land is disposed of to a body, whether incorporated or not —**
 - i. *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
 - ii. *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*

or

 - c) *the land is disposed of to —*
 - i. *the Crown in right of the State or the Commonwealth; or*
 - ii. *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
 - iii. *another local government or a regional local government;*

or

 - d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
 - e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
 - f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
 - g) *it is the leasing of residential property to a person.*

POLICY/PROCEDURE IMPLICATIONS:

No Policy or Procedure affected.

COMMENT:

The Staff Recommendation is to approve the establishment of a lease agreement with REED for 47 Smith St, Kalbarri, where the existing childcare is operating from under Kalbarri Occasional Childcare.

The Staff Recommendation also suggest the formal termination of the exiting lease agreement the Shire has with Kalbarri Occasional Childcare. It appears this lease has lapsed anyway with the term end date indicated in the lease as being 20 August 2021.

It also appears evident from the correspondence sent by Kalbarri Occasional Childcare to REED the existing operations is finding it difficult to continue financially. Hence (I believe) the request made to REED.

RISK ASSESSMENT:

The associated risk would be the loss of childcare service in Kalbarri, which I believe would be consider a **Major** issue.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
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Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Absolute Majority or Simple Majority required

STAFF RECOMMENDATION

Council:

- 1) Approve leasing of 47 Smith St, Kalbarri, the Regional Early Education Development Inc as detailed in the Draft Lease Agreement provided at Attachment 7.5.2(b) of this report.
- 2) Council formally terminate the Lease Agreement with Kalbarri Occasional Childcare for 47 Smith St, Kalbarri.