



File No: 4.1.14

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Councillor,

The next Ordinary Meeting of the Northampton Shire Council will be held on Friday 17th April 2020 by electronic means commencing at 1.00pm.

A handwritten signature in blue ink, appearing to be 'G. Keeffe', is placed above the printed name.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER
9th April 2020



~ Agenda ~

17th April 2020

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 17th April 2020, by

electronic means commencing at 1.00pm.

**GARRY KEEFFE
CHIEF EXECUTIVE OFFICER**

9th April 2020

SHIRE OF NORTHAMPTON

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Signed  _____

Date 9th April 2020

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
17th April 2020

1. OPENING

2. PRESENT

- 2.1 Leave of Absence
- 2.2 Apologies

3. QUESTION TIME

4. DISCLOSURE OF INTEREST

Councillors are to advise the Presiding Member or Chief Executive Officer prior to the meeting commencing of items they have a financial interest in or alternatively declare their interest immediately before the item that is to be discussed.

5. CONFIRMATION OF MINUTES

- 5.1 Ordinary Meeting of Council – 20th March 2020
- 5.2 Special Meeting of Council – 26th March 2020

6. RECEIVAL OF MINUTES

7. REPORTS

- 7.1 Works & Technical Services
- 7.2 Health & Building
- 7.3 Town Planning
- 7.4 Finance
- 7.5 Administration & Corporate

8. COUNCILLORS & DELEGATES REPORTS

- 8.1 Presidents Report
- 8.2 Deputy Presidents Report
- 8.3 Councillors' Reports

9. NEW ITEMS OF BUSINESS FOR DECISION

10. NEXT MEETING

11. CLOSURE

TABLE OF CONTENTS

3.1	OPENING	3
3.2	PRESENT	3
3.2.1	LEAVE OF ABSENCE	3
3.2.2	APOLOGIES	3
3.3	QUESTION TIME	3
3.4	DISCLOSURE OF INTEREST	3
3.5	CONFIRMATION OF MINUTES	4
3.5.1	CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 21 st FEBRUARY 2020	4
3.5.2	BUSINESS ARISING FROM MINUTES	4
3.6	RECEIVAL OF MINUTES	4
3.6.1	AUDIT COMMITTEE MEETING MINUTES	4
3.6.2	COMPLIANCE AUDIT RETURN 2019 and BUSINESS CONTINUITY/DISASTER RECOVERY PLAN	4
3.7	WORKS & ENGINEERING REPORT	5
3.7.1	INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)	5
3.8	HEALTH & BUILDING REPORT	5
3.8.1	BUILDING APPROVALS (ITEM 7.2.1)	5
3.9	TOWN PLANNING REPORT	5
3.9.1	PROPOSED CONTAINER DEPOSIT SCHEME INFRASTRUCTURE SITES – IN SHOP/OVER COUNTER RETURN POINT – LOT 537 (NO. 55) HACKNEY STREET, KALBARRI AND CONTAINER COLLECTION/STORAGE SITE – LOT 3 (NO. 8) ATKINSON CRESCENT, KALBARRI (ITEM 7.3.1)	5
3.9.2	SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.5)	7
3.10	FINANCE REPORT	8
9.10.1	ACCOUNTS FOR PAYMENT (ITEM 7.4.1)	8
9.10.2	MONTHLY FINANCIAL STATEMENTS – FEBRUARY 2020 (ITEM 7.4.2)	8
9.10.3	2019/2020 BUDGET REVIEW (ITEM 7.4.3)	8
9.10.4	ASSET VALUE WRITE OFF (ITEM 7.4.4)	9
3.11	ADMINISTRATION & CORPORATE REPORT	9
3.11.1	YAMATJI NATIONS LANDS – NATIVE TITLE (ITEM 7.5.2)	9
3.11.2	HORROCKS JETTY LIGHT (ITEM 7.5.3)	10

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
20th March 2020**

3.11.3	AFL FIGURES (ITEM 7.5.4)	10
3.11.4	LOCAL GOVERNMENT HOUSE DEED OF TRUST (ITEM 7.5.5)	11
3.11.5	COOLCALALAYA ROAD (ITEM 7.5.6)	11
3.11.6	TRAVEL CLAIM – CR SMITH (ITEM 7.5.7)	11
3.11.7	WITTECARRA CREEK SCULPTURES (ITEM 7.5.8)	12
3.11.8	PAYMENT OF EMPLOYEES IF QUARANTIED FOR COVID 19 (ITEM 7.5.9)	12
3.11.1	OUTSTANDING RATES & CHARGES (ITEM 7.5.1)	13
3.12	PRESIDENT’S REPORT	14
3.13	VICE PRESIDENT’S REPORT	14
3.14	COUNCILLORS REPORTS	14
3.14.1	CR SUDLOW	14
3.14.2	CR PIKE	15
3.14.3	CR STEWART	15
3.14.4	CR SMITH	15
3.14.5	CR HAY	15
3.14.6	CR SUCKLING	16
3.15	NEW ITEMS OF BUSINESS	16
3.16	NEXT MEETING OF COUNCIL	16
3.17	CLOSURE	16

3.1 OPENING

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

3.2 PRESENT

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr S Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Cr L Sudlow		Northampton Ward
Mr Garry Keeffe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mrs Michelle Allen	Planning Officer	

3.2.1 LEAVE OF ABSENCE

Nil

3.2.2 APOLOGIES

Cr S Stock-Standen

Northampton Ward

3.3 QUESTION TIME

None

3.4 DISCLOSURE OF INTEREST

Nil

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
20th March 2020

3.5 CONFIRMATION OF MINUTES

3.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 21st FEBRUARY 2020

Moved Cr SUDLOW, seconded Cr STEWART

That the minutes of the Ordinary Meeting of Council held on the 21st February 2020 be confirmed as a true and correct record.

CARRIED 8/0

3.5.2 BUSINESS ARISING FROM MINUTES

Nil

3.6 RECEIVAL OF MINUTES

3.6.1 AUDIT COMMITTEE MEETING MINUTES

Moved Cr SUCKLING, seconded Cr KRAKOUER

That the minutes of the Audit Committee Meeting held on the 20th March 2020 be received.

CARRIED 8/0

3.6.2 COMPLIANCE AUDIT RETURN 2019 and BUSINESS CONTINUITY/DISASTER RECOVERY PLAN

Moved Cr SMITH, seconded Cr SUDLOW

That Council adopt the recommendation of the Shire of Northampton Audit Committee to adopt the Compliance Audit Return 2019 and the Business Continuity/Disaster Recovery Plan as presented

CARRIED 8/0

3.7 WORKS & ENGINEERING REPORT

3.7.1 INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)

Noted

3.8 HEALTH & BUILDING REPORT

3.8.1 BUILDING APPROVALS (ITEM 7.2.1)

Noted.

3.9 TOWN PLANNING REPORT

3.9.1 PROPOSED CONTAINER DEPOSIT SCHEME INFRASTRUCTURE SITES – IN SHOP/OVER COUNTER RETURN POINT – LOT 537 (NO. 55) HACKNEY STREET, KALBARRI AND CONTAINER COLLECTION/STORAGE SITE – LOT 3 (NO. 8) ATKINSON CRESCENT, KALBARRI (ITEM 7.3.1)

Moved Cr SUDLOW, seconded Cr SUCKLING

That Council

1. Grant Development Approval for an 'in shop / over the counter / bag drop' infrastructure site on Lot 537 (No. 55) Hackney Street, Kalbarri and for a 'container collection/storage' infrastructure site on Lot 3 (No. 8) Atkinson Crescent, Kalbarri subject to the following conditions:
 - (a) Development shall be in accordance with the attached approved plans dated 20 March 2020 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without prior written approval of the local government.

- (b) If the development/use the subject of this approval is not substantially completed within a period of two (2) years after the date of this determination the approval shall lapse and be of no further effect.
 - (c) The development must not result in any change to the approved land use in a way that would result in the use no longer complying with any of the relevant development standards and/or requirements of the Scheme.
 - (d) 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.
 - (e) The collection site/s must not restrict any vehicular or pedestrian access to or from, or entry to any building on, the land on which the infrastructure is located.
 - (f) The infrastructure must not obstruct the operation of, or access to, any utility services on the land on which the infrastructure is located or on adjacent land.
 - (g) The infrastructure must be located in an area to be visually unobtrusive, and must be secured, locked and immovable.
 - (h) The loading and/or unloading of collection containers by the Applicant at the in-shop site (Lot 537/No. 55 Hackney Street, Kalbarri) is to occur after the close of trading each day.
 - (i) The removal of collection containers from the waste storage facility site (Lot 3/No. 8 Atkinson Crescent, Kalbarri) shall occur on a regular basis, to the approval of the Local Government.
 - (j) No goods or materials are to be stored externally or in the areas set aside for parking, landscaping or within access driveways.
 - (k) The infrastructure must not display any advertising signage other than promotional or branding material approved under the operation of the container deposit scheme, and be consistent in colour and finish to that of nearby existing buildings and to the approval of the Local Government.
-

Advice Notes:

- Note 1: *If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.*
- Note 2: *Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.*
- Note 3: *If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14, an application must be made within 28 days of determination.*
- Note 4: *Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition.*
- Note 5: *To ensure compliance with all environmental health regulations, advice must be obtained from the Shire of Northampton's Environmental Health Officer.*

CARRIED 5/3

Cr Pike and Cr Simkin voted against the motion.

3.9.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.5)
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Noted.

3.10 FINANCE REPORT

9.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr SUCKLING, seconded Cr SUDLOW

That Municipal Fund Cheques 21850 to 21866 inclusive totalling \$50,476.88, Municipal EFT payments numbered EFT20390 to EFT20495 inclusive totalling \$434,609.89, Trust Fund Cheques 2500 to 2504, totalling \$1,003.94, Direct Debit payments numbered GJ08003 to GJ0812 inclusive totalling \$224,910.44 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

9.10.2 MONTHLY FINANCIAL STATEMENTS – FEBRUARY 2020 (ITEM 7.4.2)

Moved Cr STEWART, seconded Cr HAY

That Council adopts the Monthly Financial Report for the period ending 29th February 2020.

CARRIED 8/0

9.10.3 2019/2020 BUDGET REVIEW (ITEM 7.4.3)

Moved Cr HAY seconded Cr SUCKLING

That Council in accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996 adopt the review of the 2019/2020 Budget and note any variances or recommendations.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
20th March 2020

9.10.4 ASSET VALUE WRITE OFF (ITEM 7.4.4)

Moved Cr KRAKOUER, seconded Cr SUCKLING

That Council write off the following Asset Values totalling \$6,845.03 in accordance with Section 6.12 of the Local Government Act.

1. 36604 NORTHAMPTON MAIN OFFICE AIRCONDITIONER	\$3,143.43
2. 41697 METRO COUNT ROAD CLASSIFIERS	\$533.87
3. 41728 KALBARRI MOWER TORO TITAN ZX8420 ZERO TURN	\$1,267.12
4. 41738 TORO TIMECUTTER MOWER	\$1,900.61

CARRIED BY AN ABSOLUTE MAJORITY 8/0

3.11 ADMINISTRATION & CORPORATE REPORT

3.11.1 YAMATJI NATIONS LANDS – NATIVE TITLE (ITEM 7.5.2)

Moved Cr SIMKIN, seconded Cr STEWART

That Council:

1. Formulate a letter of correspondence to Hon. Ben Wyatt MLA, (Treasurer, Minister for Finance, Aboriginal Affairs and Lands), seeking to meet with him to discuss the matters raised in previous correspondence sent to the Department of Premier and Cabinet on 6 March 2020.
2. Should a response be forthcoming from the Department of Premier and Cabinet or the Minister for Aboriginal Affairs prior to the April 2020 Council meeting that a Special Meeting of Council be convened to consider their response.
3. Should no response be received from the Department of Premier and Cabinet or the Minister for Aboriginal Affairs by the 1 May 2020 that Council immediately close the Lucky Bay camping area.

CARRIED 8/0

3.11.2 HORROCKS JETTY LIGHT (ITEM 7.5.3)

Moved Cr SUDLOW, seconded Cr STEWART

That Council replace the Horrocks Jetty light at a cost of \$3,510 GST exclusive and this be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

3.11.3 AFL FIGURES (ITEM 7.5.4)

Council adjourned the meeting at 1.43pm to undertake an inspection of the areas that the AFL figures are proposed or could be located within Northampton town.

Meeting reconvened at 2.09pm with the following in attendance:

Cr Simkin, Cr Krakouer, Cr Suckling, Cr Sudlow Cr Hay, Cr Pike, Cr Smith, Cr Stewart, Cr Hay, Cr Smith, Garry Keeffe, Grant Middleton and Michelle Allen.

Moved Cr STEWART, seconded Cr SUCKLING

That Council write a formal letter to the Northampton Tourist Association advising they do not support the placement of the AFL Figures at Sites 1 and 2, as proposed in their letter dated 19 February 2020, due to Heritage Precinct provisions and that Council:

1. Considers the following sites in Northampton to be suitable options for placement of the AFL figures:
 - (i) Essex Street on road verge in front of the RSL Hall;
 - (ii) Northampton Community Centre on Harvey Road, between the 60km sign and the entrance to the Centre;
 - (iii) The south wall of the Ram Shed; and
 - (iv) Around the new parking area of the Northampton Lions Park.
2. Considers the AFL figurines should be of an 'action' style design and not the current proposed 'standing' style design.

3. Instruct the Northampton Tourist Association to undertake community consultation on the final design style and location and provide the feedback from the community consultation to Council to allow a final decision on the project.

CARRIED 8/0

3.11.4 LOCAL GOVERNMENT HOUSE DEED OF TRUST (ITEM 7.5.5)

Moved Cr KRAKOUER seconded Cr SMITH

That Council provide consent to a variation to the Trust Deed for the Local Government House Trust (The Trust) as presented by the WA Local Government Association.

CARRIED 8/0

3.11.5 COOLCALALAYA ROAD (ITEM 7.5.6)

Moved Cr SUCKLING , seconded Cr STEWART

That Council advise the Shire of Murchison that it supports its proposal to seek a review of the Coolcalalaya Road to form part of the 2030 Road Strategy, as a Type 2 road, however also advises:

1. The current road maintenance grading programme to the station homestead is considered adequate for the low volume of vehicles using the road; and
2. That there are no future plans for any major upgrades to the road.

CARRIED 8/0

3.11.6 TRAVEL CLAIM – CR SMITH (ITEM 7.5.7)

Moved Cr SIMKIN, seconded Cr HAY

That Council determines no travel allowance be paid to Councillors for the RSL Hall redevelopment official opening.

CARRIED 6/2

Cr Smith and Cr Krakouer voted against the motion

3.11.7 WITTECARRA CREEK SCULPTURES (ITEM 7.5.8)

Moved Cr SMITH, seconded Cr SUCKLING

That Council will approve the placement of sculptures on Reserve 3550 Wittecarra Creek subject to the following:

1. That each sculpture be less than two (2) metres in height.
2. That the maximum number of four (4) sculptures is permitted at the site.
3. That prior to placement of sculptures, designs are to be submitted to the CEO who is given delegated authority to approve sculpture designs and placement.
4. That the Kalbarri Canoe and Cray Carnival Committee group is considered responsible for the maintenance of the sculptures; and
5. That Council reserves the right to remove the sculptures should they fall into a state of disrepair or are of a design that is not approved or considered appropriate.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

3.11.8 PAYMENT OF EMPLOYEES IF QUARANTIED FOR COVID 19 (ITEM 7.5.9)

Moved Cr SMITH, seconded Cr KRAKOUER

That Council grant up to 15 days of COVID 19 leave to all Shire of Northampton employees including casuals who:

1. Have contracted COVID 19.
2. Need to care for another person who has COVID 19 or is required to self-isolate, or cannot access school or other care arrangements because of COVID 19 or are otherwise prevented from working because of COVID 19.
3. Leave is available after an employee's existing paid personal, carers or sick leave credits have been exhausted.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on
20th March 2020

4. COVID 19 leave is paid leave, with pay calculated in the same way as for annual leave, excluding loading.
5. Does not affect existing annual leave or long service leave accruals.
6. COVID 19 leave is not accruable.

CARRIED 8/0

3.11.1 OUTSTANDING RATES & CHARGES (ITEM 7.5.1)

Moved Cr SUCKLING seconded Cr STEWART

That Council discuss this item “*in-camera*” at 2.42pm

Moved Cr HAY seconded Cr SUDLOW

That Council continue the meeting “*out of camera*” at 2.47 pm.

Moved Cr SMITH seconded Cr STEWART

That Council commence the selling of the following lots as per Division 6 of the Local Government Act 1995 to recover outstanding rates and charges:

1. Lot 791 Horrocks Road, Sandy Gully - Northescape Pty Ltd
2. Lot 31 Clematis Cres, Kalbarri - Agudo Pty Ltd
3. Unit 4 Lot 4 Smith Street, Kalbarri - WA Maisey
4. Lot 67 Coral Boulevard, Kalbarri - JC Melo
5. Part Lot 41 Clotworthy Street, Diesel & Dust Restaurant

CARRIED 8/0

3.12 PRESIDENT'S REPORT

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

02/02/2020	Northern Zone Meeting, Mingenew
04/03/2020	Grants Commission Hearing, Northampton
04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton
10/03/2020	National Party of WA, Geraldton
11/03/2020	Opening of RSL Hall redevelopment, Northampton
12/03/2020	Regional Road Group Sub-Group Meeting, Geraldton
19/03/2020	Community Strategic Planning Workshop, Kalbarri

3.13 VICE PRESIDENT'S REPORT

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

04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton
11/03/2020	Opening of RSL Hall redevelopment, Northampton

3.14 COUNCILLORS REPORTS

3.14.1 CR SUDLOW

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

04/03/2020	Grants Commission Hearing, Northampton
04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton
11/03/2020	Opening of RSL Hall redevelopment, Northampton
16/03/2020	Community Strategic Planning Workshop, Northampton
17/03/2020	Community Strategic Planning Workshop, Port Gregory
17/03/2020	Community Strategic Planning Workshop, Horrocks
18/03/2020	Community Strategic Planning Workshop, Binu
19/03/2020	Community Strategic Planning Workshop, Kalbarri

3.1.4.2 CR PIKE

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

04/03/2020	Grants Commission Hearing, Northampton
11/03/2020	Opening of RSL Hall redevelopment, Northampton

3.1.4.3 CR STEWART

Since the last Council meeting Cr STEWART reported his attendance at:

26/02/2020	Kalbarri Visitors Association Meeting, Kalbarri
03/03/2020	Country Health Plan, Kalbarri
04/03/2020	Grants Commission Hearing, Northampton
04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton

3.1.4.4 CR SMITH

Since the last Council meeting Cr SMITH reported his attendance at:

04/03/2020	Grants Commission Hearing, Northampton
04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton
10/03/2020	Kalbarri Visitor Centre Meeting, Kalbarri
11/03/2020	Opening of RSL Hall redevelopment, Northampton

3.1.4.5 CR HAY

Since the last Council meeting Cr HAY reported his attendance at:

04/03/2020	Grants Commission Hearing, Northampton
04/03/2020	Department Premier & Cabinet, Yamatji Nation Indigenous Land Use Agreement, Northampton
17/03/2020	Community Strategic Planning Workshop, Port Gregory
17/03/2020	Community Strategic Planning Workshop, Horrocks
18/03/2020	Community Strategic Planning Workshop, Binu

3.14.6 CR SUCKLING

Since the last Council meeting Cr SUCKLING reported her attendance at:

26/01/2020	RSL Australia Day Breakfast, Northampton
31/01/2020	Meeting Procedures Training Day, Geraldton
19 & 26/02/2020	Northampton Tourist Association, Northampton
11/03/2020	Opening of RSL Hall redevelopment, Northampton
17/03/2020	Community Strategic Planning Workshop, Horrocks

3.15 NEW ITEMS OF BUSINESS

Moved Cr SUDLOW seconded CR SMITH

That due to the poor attendance by the public at the Community Strategic Planning Workshops recently held in the district, advertising be conducted to remind the community again that surveys can be submitted until the end of March 2020.

CARRIED 8/0

3.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday 17th April 2020 commencing at 1.00pm in the Council Chambers, Northampton.

3.17 CLOSURE

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 3.01pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 16 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 20TH MARCH 2020.

PRESIDING MEMBER: _____

DATE: _____

1 PRESENT

Cr C Simkin	President	Northampton Ward
Cr T Hay		Northampton Ward
Cr R Suckling		Northampton Ward
Cr E Sudlow		Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr P Stewart		Kalbarri Ward
Cr D Pike		Kalbarri Ward
Mr G L Keeffe		Chief Executive Officer

2 APOLOGIES

Cr S Krakouer	Kalbarri Ward
Cr W Smith	Kalbarri Ward

3 OPENING OF MEETING

The President, Cr Simkin declared the meeting open at 5:00pm.

4 QUESTION TIME

Due to the urgent calling of the Special Meeting, advertising of the meeting and to allow for question time could not occur there no question time could occur.

5 COVID 19 CRISIS MATTERS

The CEO presented a report of matters that Council is requested to determine to assist residents and staff during the current COVID 19 crisis. Councillor discussion took place on the matters.

Moved Cr SUCKLING seconded Cr SUDLOW

That Council:

1. Immediately cease the raising of interest for all unpaid rates and charges until further notice.
2. That no further legal action for recovery of rates and charges occur until further notice.
3. That refuse site charges for residents disposing of refuse at the Northampton and Kalbarri refuse sites no longer be charged with the exception of bulk tyres, mattresses and asbestos where charges for those items to remain.
4. That The Northampton Football Club be reimbursed their 2020 Northampton oval hire fee of \$2,256 due to no football fixtures occurring.

SHIRE OF NORTHAMPTON

Minutes of a Special Meeting of Council held by electronic means on Thursday 26th March 2020 for the purpose of considering measures for the COVID 19 crisis.

5. That the Kalbarri Aerodrome be closed to all general aviation traffic with the exception of the Royal Flying Doctor Service, Royal Australian Airforce, WA Police and other emergency services.

CARRIED BY ABSOLUTE MAJORITY 7/0

Moved Cr STOCK-STANDEN, seconded CR SUCKLING

That Council adopt the recommendation of the CEO for protection of staff and business continuity to operate the Northampton office with a two team system with the teams to work one week on and one week off working from their place of residence with full salary entitlements be paid to affected staff who are required to work the one week on and one week off.

CARRIED BY ABSOLUTE MAJORITY 7/0

6 CLOSURE

There being no further business for discussion, the President thanked those members present for their attendance and declared the meeting closed at 5.19pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 2 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON THURSDAY 26 TH MARCH 2020.

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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7.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM
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REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	8th April 2020

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

Specific Road Works

- Maintenance grading carried out on Isachar Back, Teakle, Hatch, Yerina Springs, Coolacalaya, Yallabarharra, Geraldine, Brooks, and Ogilvie West Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Isachar Back, Hatch, Oakabella Homestead, Bishop Gully, Yallabarharra and Yerina Springs Road/s.

Maintenance Items

- General – Signage and closure of facilities surrounding the Covid 19 Pandemic. (Toilets/water fountains/Hand Wash facilities at toilets/ Lucky Bay, Little Bay, Bowes River, Kalbarri Road signs, Vehicle cleaning etc.)
- Northampton and Rural areas – General sign replacement and maintenance works.
- Northampton – Various Northampton townsite and rural road verge chemical spraying and verge pruning works.
- Northampton Tip site – Green waste and general tidy up works.
- Northampton – Small concrete kerbing reinstatement works undertaken to Gwalla Street side entry pit locations and Gwalla Street and West Street intersection.
- Kalbarri – Selective verge mowing and tree pruning works.
- Kalbarri – Pothole and other reseal preparation works.
- Kalbarri – Eco Flora tank repairs undertaken to patch tear in tank liner.

Other Items (Budget)

- Hatch Road – Works completed to install and construct floodway crossing. All works completed except final hot bitumen reseal works and install of road furniture.
- Harvey/Horry Road – Works completed to construct and seal 3.6kms from end of existing bitumen up Muskerry Hill. Reseal works, culvert headwall works, and guidepost installation works required.
- Northampton cemetery memorial tree – Works commenced to stone wall installation surrounding the approved plan.
- Northampton – Hampton Gardens paving and improvement works completed.

- Northampton - Erwood Road roadworks commenced. Works completed to a cold emulsion bitumen surface. Outstanding works including concrete kerbing and reseal pending availability of hot bitumen out of Perth.
- Northampton – Basic clearing /preparation works to Bateman Street and Fifth Avenue construction works.
- Northampton – Lions car park construction. – works have continued.
- Kalbarri – Foreshore footpath solar lights/bollards completed.
- Port Gregory - Shoulder reconditioning works commenced.
- Northampton Community Centre – Assistance given, and minor works undertaken to basketball court reconstruction/surfacing works.

Plant Items

- Nil.

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2019/2020)

(April 2020)

2019/2020 Budget Works	Job No	Status	Comments
<u>Regional Road Group Projects</u>			
Kalbarri Road (Shared funding - RTR) Shoulder Reconditioning works 46.00 - 54.00 slk	RR12	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
Port Gregory Road Shoulder Reconditioning works - full length	RR13		Works commenced
<u>Roads to Recovery</u>			
Binnu West Road (Carry over) Realign Chilimony Road intersection	RT25	COMPLETE	Completion of Grant extension
Kalbarri Road (Shared funding - RTR) Shoulder Reconditioning works 46.00 - 54.00 slk	RT29	COMPLETE	Works awarded to RDH, Works completed 6th October 2019
Port Gregory Road (Shared funding - RTR) Shoulder Reconditioning works - full length	RT26		Works commenced
Harvey Road / Horry Road Construction and Bitumen seal (3.6km's)	RT32		Works completed, 3.6kms completed Reseal and culvert headwall installation remaining
Erwood Street and Thornton Avenue Construction and Bitumen seal	RT33		Works commenced
<u>Commodity Route Funding</u>			
Harvey Road / Horry Road (Share funding R2R) Construction and Bitumen seal (3.6km's)	T727		Works completed, 3.6kms completed Reseal and culvert headwall installation remaining
Cont.			
2019/2020 Budget Works	Job No	Status	Comments

<u>MUNICIPAL FUND CONSTRUCTION</u>			
<u>Northampton</u>			
Northampton - Bateman Street Construct and Seal 210m	R971		
Northampton - Lions Park Construct and seal car park			Works commenced
<u>Kalbarri</u>			
Kalbarri - Blue Holes access - c/park (C/Over 2018/2019) Construct access road, car park, fencing, landscaping	R989		
Kalbarri - Walker Street (C/Over 2018/2019) Reseal (0.107 - 0.370)	R979		
Kalbarri - Karina Mews Street (C/Over 2018/2019) Kerb replacement and Reseal	R982		
Kalbarri - Gantheaume Crescent Reseal (0.120 - 0.820)	R987		
Kalbarri - Patrick Crescent Reseal (0.000 - 0.330)	R988		
Kalbarri - Ralph Street Reseal (0.000 - 0.530)	R989		
Port Gregory Road Shoulder Reconditioning - Edge reinstatement provisions	R991		Works commenced
Kalbarri - CBD area Police Station Asphalt reseal	R963		
Kalbarri - Porter Street Asphalt reseal	R976		
Kalbarri - Smith Street Asphalt reseal	R990		
Cont.			
2019/2020 Budget Works	Job No	Status	Comments
<u>Rural</u>			

Hatch Road Install culvert and seal crossing	R985		Works commenced Bitumen reseal and site tidy up outstanding
<u>MUNICIPAL FOOTPATHS</u>			
Northampton - Stephen Street (C/Over 2018/2019) Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		
Kalbarri - Glass Street Install DUP Tiki Cove to Medical Centre	F709		
Kalbarri - Grey Street Install DUP Rushton Street to Red Bluff Road	F708		Contractor quote received for all works. Being reviewed
Kalbarri - Malaluca Pathway Undertake identified reinstatement works	T379	COMPLETE	
Port Gregory Install DUP Port Street to Lynton Avenue		COMPLETE	
Cont.			
MUNICIPAL FUND CONSTRUCTION	Job No	Status	Comments
<u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u>			

Northampton - Hampton Gardens Replace stairs at toilet			Materials received
Northampton - Hampton Gardens Install paving and table/chairs on west side		COMPLETE	Pending installation of table and chairs
Northampton - Lions Park Ablutions Install pump and additional leach drains			Works commenced
Northampton - Oval renovation Undertake Verti mowing		COMPLETE	
Kalbarri - Grey Street/Red Bluff car park Install 3 x seats and concrete slabs		COMPLETE	
Kalbarri - Oval/Tennis court area Install safety barrier booth ends		COMPLETE	
Kalbarri Depot Remove loading ramp and repair fencing		COMPLETE	
Kalbarri Depot Construct and install bus shed/shelter		COMPLETE	Managed/Supervised by CEO
Kalbarri Depot Install cover/roof over concrete tank.			Materials received at Kalbarri Depot
Kalbarri - Blue Holes car park area Fence upgrade at completion of car park			
Binnu tip site Establish new site/trenches			
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (6 wheeler) Purchase new - trade/sell existing P228 Truck		Awarded	Advertised - Delivery April / May 2020
Northampton - New Truck Trailer Purchase new - trade/sell existing P262 (NR9376) Trailer Cont.		Awarded	Advertised - Delivery April / May 2020
2019/2020 Budget Works	Job No	Status	Comments
Northampton - New Vibe Roller Purchase new - trade/sell existing P204 (NR8941) Roller		COMPLETE	

Northampton - Utility - Gardener/Cleaner Purchase New - trade/sell P236 (NR9890)- N/ton utility		COMPLETE	
Northampton - Utility - Northampton Ranger Purchase New - trade/sell P236- Horrocks utility		COMPLETE	
Northampton - Utility - Grader operator Purchase New - trade/sell P198 (NR82) - Nton tip utility			Vehicle replacement deferred to 2020/21
Northampton - Utility - Grader operator Purchase New - trade/sell P202 (NR8245) - Kalbarri tip utility		COMPLETE	
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Set of hand held 2-way radios		COMPLETE	
Northampton - Tip site generator			
Northampton - Chainsaw small			
Northampton Gardeners - R/charge extend hedge pruner		COMPLETE	
Northampton Gardeners - R/charge blower		COMPLETE	
Northampton Gardeners - R/charge garden shears		COMPLETE	
Northampton Gardeners - Battery charger		COMPLETE	
Northampton Gardeners - Petrol auger and bit		COMPLETE	
Northampton Gardeners - Felco secateurs x 2		COMPLETE	
Northampton Gardeners - Silvan backpack sprayer x 2		COMPLETE	
Northampton Gardeners - Folding tree pruning saw		COMPLETE	
Kalbarri - Rechargeable drill with batteries		COMPLETE	
Kalbarri - Rechargeable angle grinder/drill with batteries		COMPLETE	
Kalbarri - Gardener - Blower		COMPLETE	
Kalbarri - Manual push fertiliser spreader			
Kalbarri - Tow fertiliser spreader		COMPLETE	
General - Valve/service locator		COMPLETE	
General - Reticulation Fertiliser impregnation unit		COMPLETE	

HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF MARCH 2020	2
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7.2.1	INFORMATION ITEM: BUILDING STATISTICS
DATE OF REPORT:	10th April 2020
RESPONSIBLE OFFICER:	Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for March 2020.

OFFICER RECOMMENDATION – ITEM 7.2.1
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For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2020														
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials			Area m2	Value	Fees			
						1. Floor	2. Wall	3. Roof			1. App Fee	2. BCIF	3. BRB	4. Other
04/03/2020	1755	D&N Hayward 3 Ethel Creek St NEWMAN	Owner/Builder	7 (Lot 2) Ranch Crt KALBARRI	Shed	1. Concrete	2. Steel	3. C/Bond	240	\$28,614	1. \$105.00	2. \$57.23	3. \$61.65	4. \$0.00
04/03/2020	1772	D&M Mayer PO Box 200 NORTHAMPTON	Shoreline Outdoor World PO Box 3223 BLUFF POINT	4 (Lot 5) Thornton St NORTHAMPTON	Patio	1. Concrete	2. Steel	3. C/Bond	54	\$13,440	1. \$105.00	2. \$0.00	3. \$61.65	4. \$15.00
04/03/2020	1773	S Simpson PO Box 32 NORTHAMPTON	Owner/Builder	65 (Lot 12) Stephen St NORTHAMPTON	Carport	1. Concrete	2. Steel	3. C/Bond	47	\$10,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$10.00
05/03/2020	1718	G&S O'Brien PO Box 500 NORTHAMPTON	M Barnden PO Box 184 NORTHAMPTON	7 (Lot 138) Simkin Place PORT GREGORY	Carport	1. Gravel	2. N/A	3. C/Bond	71	\$7,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$5.00
10/03/2020	1776	Survarna Family Trust PO Box 40 NORTHAMPTON	Aztec Signs 2 Investment Rd WANGARA	203 (Lot 700 & 701) Hampton Rd NORTHAMPTON	Carport	1. Concrete	2. N/A	3. N/A	N/A	\$10,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$15.00
11/03/2020	1764	B&S Dicker PO Box 531 KALBARRI	C Saunders PO Box 1465 GERALDTON	8 (Lot 27) Amber Vista KALBARRI	Outbuilding	1. Concrete	2. Steel	3. C/Bond	67	\$17,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
11/03/2020	1762	Y Whitehead G Turner PO Box 336 KALBARRI	G Turner PO Box 336 KALBARRI	10 (Lot 367) Pederick Place KALBARRI	Patio	1. Concrete	2. N/A	3. C/Bond	13	\$4,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
11/03/2020	1775	R Parker PO Box 636 NORTHAMPTON	Owner/Builder	83 (Lot 414) Forrest St NORTHAMPTON	Patio	1. Pavers	2. N/A	3. C/Bond	38	\$6,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$5.00
17/03/2020	1778	R S Pearce 77 Hickman Road SILVER SANDS 6210	Owner/Builder	109 (Lot 29) Hampton Road NORTHAMPTON	Dwelling & Outbuilding	1. Concrete	2. C/Bond	3. C/Bond	207 & 68	\$223,671	1. \$424.97	2. \$447.34	3. \$306.43	4. \$0.00
17/03/2020	1780	Sanpoint Ent Pty Ltd PO Box 39 KALBARRI	Batsvia Metal Roofing 21 Box St GERALDTON	60 (Lot 188) Jeffrey Browne Way KALBARRI	Remove Roofing	1. N/A	2. N/A	3. ACM	310	\$8,900	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
17/03/2020	1781	Sanpoint Ent Pty Ltd PO Box 39 KALBARRI	Batsvia Metal Roofing 21 Box St GERALDTON	60 (Lot 188) Jeffrey Browne Way KALBARRI	Re Roof	1. N/A	2. N/A	3. C/Bond	310	\$10,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
26/03/2020	1782	Paxman & Rykers PO Box 334 KALBARRI	G Duffy PO Box 303 KALBARRI	32 (Lot 80) Mortimer St KALBARRI	Remove Roofing	1. N/A	2. N/A	3. ACM	144	\$3,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
26/03/2020	1783	Paxman & Rykers PO Box 334 KALBARRI	G Duffy PO Box 303 KALBARRI	32 (Lot 80) Mortimer St KALBARRI	Re Roof	1. N/A	2. N/A	3. C/Bond	144	\$8,385	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
26/03/2020	1763	J & S Wolczyk PO Box 446 KALBARRI	F Rystenberg PO Box 432 KALBARRI	5a (Lot 340) Crocos Circuit KALBARRI	Carport	1. Concrete	2. N/A	3. Zinc	18	\$8,500	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00

TOWN PLANNING CONTENTS

7.3.1	PROPOSED DEVELOPMENT APPROVAL AND LICENSE AGREEMENT RENEWAL – MOBILE FOOD VEHICLE – JETTY FISH TRUCK – RESERVE 52436 GREY STREET, KALBARRI AND COMMERCIAL PARKING AND STORAGE OF FOOD VAN UPON LOT 755 (NO. 26) BATAVIA CIRCLE, KALBARRI.....	2
7.3.2	SUMMARY OF PLANNING INFORMATION ITEMS	25

7.3.1 PROPOSED DEVELOPMENT APPROVAL AND LICENSE AGREEMENT RENEWAL – MOBILE FOOD VEHICLE – JETTY FISH TRUCK – RESERVE 52436 GREY STREET, KALBARRI AND COMMERCIAL PARKING AND STORAGE OF FOOD VAN UPON LOT 755 (NO. 26) BATAVIA CIRCLE, KALBARRI.

LOCATION:	Reserve 52436 Grey Street, Kalbarri /Lot 755 (No. 26) Batavia Circle, Kalbarri
APPLICANT:	Russell Smith
OWNER:	State of Western Australia / Shire of Northampton / FJ & PJ Herman
FILE REFERENCE:	10.6.1.3/10.6.7/ R52436/A1650
DATE OF REPORT:	8 April 2020
REPORTING OFFICER:	Michelle Allen – Planning Officer Garry Keefe – Chief Executive Officer
APPENDICES:	
1.	Application description
2.	Schedule of Submissions

AUTHORITY / DISCRETION:

Executive *the substantial direction setting and oversight role of the Council. For example, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*

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

SUMMARY:

An Application for renewal of Mobile Food Vehicle Permit for an annual period has been received for the mobile food van (the Jetty Fish Truck) to operate from Reserve 52436 (adjacent to the Land-Backed Wharf). The Applicant sells fresh and frozen seafood from the mobile food van at the reserve location.

Advertising of the original proposal was undertaken in March/April 2019 with 21 days allowed for submissions to be made in respect of the application. During the advertising period two submissions were received, being:

- one (1) objection to the proposed storage of the commercial vehicle at the residential address (please note that the Applicant now intends to store the commercial vehicle in the Industrial area rather than the residential area); and

- one (1) submission from an adjacent landowner to Reserve 52436 supporting the proposed mobile food vehicle.

Advertising is currently being undertaken of the 'Commercial Vehicle Parking' application upon residential Lot 755 (No. 26) Batavia Circle, Kalbarri for the parking of the commercial vehicle (mobile food vehicle) outside of trading hours.

This report recommends conditional approval of the Application for Development Approval to utilise Reserve 52436 for the purpose of operating a Mobile Food Vehicle.

LOCALITY PLANS:

Figure 1. Location of Reserve 52436 Grey Street, Kalbarri

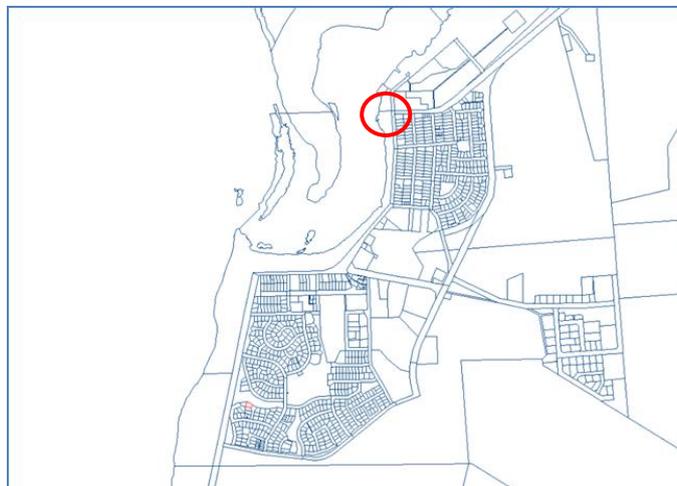


Figure 2. Site Plan of Reserve 52436 Grey Street, Kalbarri



Figure 3. Location of Lot 755 (No. 26) Batavia Circle, Kalbarri

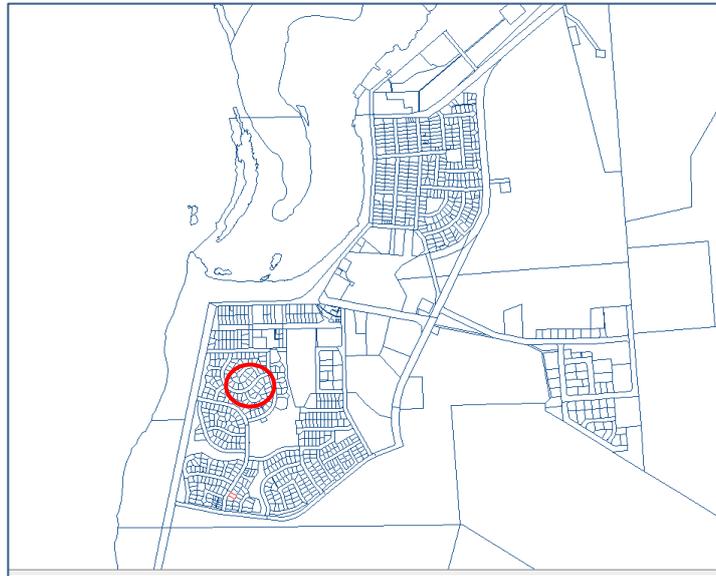


Figure 4. Site Plan of Lot 755 (No. 26) Batavia Circle, Kalbarri



BACKGROUND:

The Applicant formerly operated his Mobile Food Vehicle (the Jetty Fish Truck) from Reserve 50396, being the Kalbarri Land-backed Wharf. However, the Department of Transport, when reviewing the applicant's Use Agreement, advised the applicant he would not be able to connect to power or water on-site but would be able to use a generator to supply power for his truck. As

Council does not support the use of generators on a permanent basis along the Murchison River Foreshore, it was proposed to Mr Smith (the Applicant) that he could apply for use of the Reserve 52436 and connect to a metered power supply and utilise water from the adjacent ablution block.

Based upon this advice and the difficulty in negotiating a new agreement with the Department of Transport for the ongoing use of the Land-Backed Wharf area, the Applicant lodged a formal Application for Development Approval for Council's consideration at their meeting on 17 April 2019 where approval was granted for twelve months with expiry date being 17 April 2020. He is now seeking annual renewal of that approval.

The Proposal:

The Applicant is proposing to continue operating a Mobile Food Vehicle, known as the Jetty Fish Truck, upon a portion of Reserve 52436 Grey Street, Kalbarri (the reserve area immediately adjacent to the Kalbarri Land-Backed Wharf), as marked in red in **Figure 2**, above. This location is on a bitumen covered area and is located south-east of the fuel tank and south of the ablution block and will be approximately on a 3m x 6.5m land area. The Applicant shall at no time interfere or obstruct the operations and activities of the commercial fishing activities upon the Kalbarri Land-Backed Wharf, or any approved users of the land-backed wharf and will move the mobile food vehicle from this position when the area is required by the Fuel Truck who utilises that area when delivering fuel.

The mobile food vehicle is an Isuzu 300 medium diesel truck, has existing Environmental Health approvals, and has signage wrapped around its external façade, as shown in **Appendix 1**.

The fish truck will operate up to seven days per week between the hours of 8am and 6pm. On-site power will be accessed by the food van via a metered outlet upon Reserve 52436, except in instances where a generator is required (e.g. power outages).

The Applicant proposes to use free-standing signage, with the location of that signage proposed as follows:

- One sign N/W side of jetty on bitumen;
- one sign N/E side of jetty on bitumen; and
- three flags.

Outside of trading hours, the mobile food vehicle is proposed to be stored at the Applicant's place of residence, being Lot 735 (No. 26) Batavia Circle, Kalbarri, however advertising of that application will not close until 13 April 2020.

In consideration of the application the following information is also provided:

Lot Size	8,175m ²
Access & Frontage	Access via Grey Street
Services	Water and Power
Surrounding Land Uses	Reserves (Harbour Purposes)- immediately adjacent, and Recreation & Parklands further south and north), Special Control Area 3 – Anchorage Mixed Use Precinct Tourism, and Murchison River activities and uses

COMMUNITY & GOVERNMENT CONSULTATION:

The original application for the operation of the proposed mobile food vehicle was advertised in 2019 in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 26 days from 15 March 2019 until 10th April 2019 as per the following:

- Public advertising - notice of the development placed in the Geraldton Guardian;
- 68 letters to adjacent land and business owners in the Anchorage Precinct;
- 4 letters to adjacent property owners to proposed home business (for the parking and storage of the commercial vehicle);
- A Notice of the development was also advertised at each of the Shire's administration buildings; and
- A Notice of the development was also advertised upon the Shire's website.

During the above advertising periods the following submissions were received:

- One (1) objection to the proposed storage of a commercial vehicle upon the residential landholding;
- One (1) submission of support for the proposed use of Reserve 52436;

A submission schedule, including a summary of the submissions and comments made from that advertising process in 2019, is provided as **Appendix 2** to this report.

FINANCIAL & BUDGET IMPLICATIONS:

The applicant has paid the sum of \$280.00 being payment of the development application renewal fee of \$30.00 for Site C and the mobile food vehicle permit fee of \$250 for a three month period (as per Local Planning Policy *Mobile food Vehicles*) to 16 July 2020.

The adoption of *Local Planning Policy – Mobile Food Vehicles (LPP)* in March 2019, the Applicant is required under the new LPP, to pay the following fees and charges:

- An Application renewal fee for Site C of \$30; and
- A permit fee (dependent on time period) as detailed in LPP *Mobile Food Vehicles (LPP)* as follows:
 - Three month permit = \$250;
 - Six month permit = \$500;
 - 12 month permit = \$1000; and
 - Temporary permit (less than three months) = \$100.

The Applicant has chosen to pay the mobile food vehicle permit fee for a three month period and to renew on a quarterly basis with the scheduled quarterly payment of \$250 due on the following dates:

- 17 July 2020;
- 16 October 2020;
- 15 January 2021; and
- 16 April 2021, which will also be scheduled date for annual renewal of the Mobile Food Vehicle application.

It is further noted, that should payment of the permit fee not be renewed quarterly, the current application will become void.

The Applicant will be required to pay for their own power use upon Reserve 52436.

Alternatively, should Council refuse this application and the Applicant proceeds 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

Shire of Northampton Local Planning Scheme No. 11

The land is zoned 'Reserve – Public Open Space' under Local Planning Scheme No. 11 with the objectives of the Reserve being:

- *“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.”*

The land area is also a public reserve (Reserve 52436) that is vested with the Shire of Northampton for 'Fishing and Tourist Industries Purposes'. No objectives are specifically cited for this reserve and therefore the objectives would be considered to be activities that support and enhance fishing and tourism use and development.

The operation of a food vehicle is considered to be a 'Use Not Listed' under the Scheme and therefore does not fall within a defined use class under the Scheme Zoning Table. Section 3.3.4 of the Scheme is applied in this instance:

“The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -

- determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government;*
- determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.”*

Therefore, for a 'Use Not Listed', it must be determined whether the proposal is considered to be consistent with the objectives of the 'Public Open Space' and 'Fishing and Tourist Industries Purposes' reserves.

As the Application also requires the approval of the Applicant's residential lot for use for Commercial Vehicle Parking, the following provisions of the *Local Planning Scheme No. 11* also apply, in relation to the proposed use of Lot 755 (No. 26) Batavia Circle, Kalbarri.

Lot 755 Batavia Circle is zoned "Residential R17.5" under *Local Planning Scheme No. 11 – Kalbarri* with the Scheme stating the following purposes and intent for the 'Residential' zone:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

The proposed use of the residential land falls under the definition of 'Commercial Vehicle Parking' which is defined under the Scheme as being:

"premises used for parking of one or 2 commercial vehicles but does not include -

- (a) any part of a public road used for parking or for a taxi rank; or*
- (b) parking of commercial vehicles incidental to the predominant use of the land"*

The use 'Commercial Vehicle Parking' is listed as an "A" use under the *Local Planning Scheme No. 11*, meaning that:

"the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions."

As a 'Commercial Vehicle Parking' application, the length of any Development Approval for the commercial vehicle parking upon a residential lot (i.e. private

residence) is limited to a twelve month period with an annual review, as per Clause 4.8.11 of the Scheme:

“4.8.11 Parking of Boats and Commercial Vehicles

- (a) The local government may permit the parking of only one commercial vehicle on a lot in the “Residential”, Rural Residential” or “Environmental Conservation” zone provided -
 - (i) the amenity of the neighbourhood in the opinion of the local government is not adversely affected;*
 - (ii) the vehicle forms an essential part of the occupation of an occupant of the dwelling;*
 - (iii) the vehicle does not exceed either 3 metres in height or 12 metres in length;*
 - (iv) any vehicle exceeding 8 metres in length is screened from public view; and*
 - (v) no major repairs to the vehicle is undertaken and any minor repairs, maintenance, service or cleaning of any commercial vehicle or truck is undertaken in an area screened from public view.**
- (b) Approval shall be issued on an annual basis only and if, in the opinion of the local government, the commercial vehicle is causing a nuisance or annoyance to owners or occupiers of land in the locality, the local government may not re-issue an approval.*
- (c) A vehicle shall be considered to be parked on a lot for the purposes of these provisions if it remains on that lot for more than one hour in aggregate over any period of twenty four hours, unless the vehicle is being used bona fide in connection with ongoing construction work legally being carried out on the lot.*
- (d) Commercial vehicles which are parked temporarily on a property for the purpose of delivering or loading goods associated with domestic residential use are exempt from clause 4.8.10.*
- (e) No person shall on any lot within the Residential Zone keep, park, repair or store any boat, trailer, caravan or any associated material not specifically for the immediate use by the occupant in front of the building setback line.”*

The Applicant would therefore be required to re-apply for Development Approval (for the commercial vehicle parking) annually, should an approval be granted by Council.

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;*
- (j) 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 IMPLICATIONS:

Local: Shire of Northampton Kalbarri Townsite Strategy

Shire of Northampton Local Planning Policy – Mobile Food Vehicles

Shire of Northampton Kalbarri Townsite Strategy

The strategic vision of the Kalbarri Townsite Local Planning Strategy is:

“To develop a long term Strategy for the future development and enhancement of Kalbarri that recognises, builds upon and promotes the tourism and residential values of the location in an environmentally and economically sustainable manner.”

The strategic objectives of the Strategy are:

- *“To enhance Kalbarri’s position as a premier family holiday destination within Western Australia while recognising the*

continuing value and importance of non-family Intrastate, Interstate and International visitors.

- *To broaden Kalbarri’s economic and employment base by furthering Kalbarri’s position as a desirable alternative residential and employment location within the Mid-West.*
- *To protect and enhance Kalbarri’s unique urban values and particularly its connectivity to the surrounding natural environment together with its compactness and high level of walkability.”*

The subject site sits adjacent to the ‘A1 – Fisherman’s Wharf’ planning area of the Anchorage Precinct under the *Shire of Northampton Kalbarri Townsite Strategy*. The *Strategy* identifies the following use and development provisions for the A1 – Fisherman’s Wharf site, as per the table below:

Planning Area	Use & Development Provisions
A1	<p>Fisherman’s Wharf :</p> <p>Land-backed Wharf with Restaurant / Kiosk / Fish & Chips / Outdoor Seating & AI Fresco Dining.</p> <p>Consider also inclusion of a Marine Interpretive Centre (Physical, European & Aboriginal use, Marine Flora & Fauna, Sea Horse Centre) as part of the Fisherman’s Wharf development. Alternatively, include in larger single Interpretive Centre with Visitor Centre incorporating the equivalent Terrestrial aspects.</p> <p>Require cash-in-lieu contributions to construction / upgrading of public carparks in vicinity and particularly POS area and Boat Trailer carparks in lieu of provision of on-site parking.</p> <p>Identify site boundaries in association with Department of Planning (DP) and State Land Services (SLS) and reserve appropriately with power to lease.</p> <p>Following completion of site definition prepare Detailed Local Structure Plan of site as basis for future subdivision, land and seabed leases and development approvals. Advertise Detailed Local Structure Plan for public comment for a minimum 28 days. Assess comments received and finalise for adoption by Council and WA Planning Commission.</p>
	<p>Rezone site under new Kalbarri Planning Scheme to Special Use Zone - Tourist Commercial and related provisions including an Interpretation of Tourist Commercial – minimum 42 day public advertising during rezoning</p>

period.

Development to be subject to :

- Approval by Council and WA Planning Commission of a Detailed Local Structure Plan of site and minimum 28 day public advertising period; and
- Approval to Commence Development including condition requiring payment of cash-in-lieu for parking prior to issue of a Building Licence.

Local Planning Policy – Mobile Food Vehicles

The *Local Planning Policy for Mobile Food Vehicles* was adopted by Council at their 15 March 2019 Ordinary Meeting.

The *Local Planning Policy* states the following objectives:

- *“Provide guidance on the requirements for the operation of mobile food vehicles within the Shire of Northampton;*
- *Allow mobile food vehicles to operate in locations which support the activation of underutilised public spaces;*
- *Ensure mobile food vehicles operate in a way which complements existing food businesses within town sites;*
- *Ensure mobile food vehicles are of a temporary nature;*
- *Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and*
- *Ensure mobile food vehicle operators practise safe food handling in accordance with the Food Act 2008.”*

The Local Planning Policy also details the following sites as being suitable for mobile food vehicles, identifying the proposed site as being able to accommodate two mobile food vehicles:

“Kalbarri:

- *Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf (Site C)*
- *Red Bluff Beach Road (Site D)”*

The Policy also states the following in relation to proposed mobile food vehicles:

“3.6 Waste Management

3.6.1 *The mobile food vehicle operator is required to maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:*

- a) *When trading at an approved location the trade area must be cleaned frequently;*
- b) *No waste or litter from the vehicle may be disposed of into Shire of Northampton's rubbish bins. Mobile food vehicle operators must provide adequately sized bins for patrons use and remove all rubbish from the approved location at the end of trade;*
- c) *A holding tank for wastewater must be located beneath the vehicle; and*
- d) *Waste water, solid waste, litter or any other pollutant must not be placed on the site or allowed to enter the stormwater system, and must be disposed of appropriately and in compliance with relevant legislation and local government requirements.*

3.7 Fixtures

3.7.1 *A mobile food vehicle may only be permitted to have temporary fixtures (subject to attaining the approval of the local government) such as tables, chairs, signs and umbrellas and be in accordance with the following:*

- a) *The fixtures are to be of a temporary nature and removed from the site at the end of trade each day;*
- b) *The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;*
- c) *All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm; and*
- d) *Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic.*

3.8 Noise

3.8.1 *The use of amplified noise is prohibited.*

3.8.2 *Generators must not have a manufacturer specified operational volume greater than 75dB. Noise emissions will be required to be monitored on an ongoing basis to ensure ageing equipment remains below this threshold, or compliance procedures may apply.*

3.8.3 Notwithstanding the above provision (clause 3.8.2) all mobile food vehicle noise (including the generator) must comply with the assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.

3.9 Advertising

3.9.1 All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign and one tear drop banner and:

- a) Shall be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle, with this location being subject to the approval of the Shire of Northampton;*
- b) A-frame signs shall not exceed any dimension of 1m or an area of 1m² on any side;*
- c) Shall be secured in accordance with any requirements of the Shire of Northampton; and*

A-frame signs and tear drop banners will be considered to be temporary fixtures and must comply with the requirements detail in cl. 3.7 of this policy.

3.10 Power

3.10.1 Mobile food vehicles need to be provided with their own power supply unless otherwise approved by Council. The use of generators upon Reserve 52436 will not be permitted except in emergency situations (e.g. power outages).

3.11 Public Risk Management

3.11.1 The permit holder assumes responsibility for any acts of negligence arising from their activity.

3.11.2 The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location.”

STRATEGIC IMPLICATIONS:

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

- Strategy/s:
1. Promotion of industrial and commercial activities that add value to the existing industries and activities within the shire.
 2. Functionality of Marine facilities

Key Actions: 3.3.2 Protect existing marine/boating facilities

COMMENT:

A number of factors have been considered in relation to this proposed use, with each of these factors being detailed separately below.

Alignment with Statutory and Strategic Documents

Reserve 52436 is a Crown Reserve managed by the Shire of Northampton and having the purpose of “Fishing and Tourist Industries Purposes”. It is considered that the operation of a fish truck is consistent with the purpose of the Reserve.

The Shire of Northampton’s *Kalbarri Townsite Strategy* seeks to enhance and develop Kalbarri as a tourist and family holiday destination, and it is considered that this application supports the strategy’s objectives. It is also considered that the proposal is consistent with the use and development provisions of the strategy for the “Fisherman’s Wharf” Planning Area.

With regard to Council’s newly adopted Policy, it is considered that the Applicant meets the objectives and provisions of the Policy, and will be required to connect to a metred power outlet upon the Reserve, with which the Applicant will assume all power costs incurred.

Parking and Storage of a Commercial Vehicle

The Applicant is proposing to park and store the fish truck at their place of residence, but the advertising period for the Commercial Vehicle Parking application does not close until 13 April 2020. Subject to an objection being received in relation to the proposed storage of the fish truck within the residential area, it is considered appropriate to permit the mobile food vehicle to be stored within the property boundaries of Lot 2 (No. 26) Batavia Circle,

Kalbarri outside of trading hours. Should a valid author identified planning objection be received, it is considered appropriate that Council grant delegated authority to the Chief Executive Officer to determine the matter of parking and storage of the mobile food van.

Signage

The Applicant has proposed that signage be located on the north-west and north-east sides of the jetty on bitumen, and that three flags also be used

adjacent to the fish truck. As per Council's Local Planning Policy for Signage, it is recommended that the Applicant be approved for two A-Frame (or flag) signs, one to be located immediately adjacent to mobile food vehicle and the other to

be located within Reserve 52436 being determined in consultation with, and to the approval of, the Shire of Northampton.

VOTING REQUIREMENT:

Absolute Majority Required. No.

CONCLUSION:

It is considered that the Application for Development Approval is consistent with the *Shire of Northampton's Local Planning Scheme, Kalbarri Townsite Strategy and Local Planning Policies – Mobile Food Vehicles*. Therefore, it is recommended that Council approve the Application for Development Approval, subject to the conditions detailed below.

However, should a valid, author-identified planning objection be received during the advertising period, then delegated authority will be granted to the Chief Executive Officer to determine the matter of parking and storage of the mobile food vehicle.

OFFICER RECOMMENDATION – ITEM 7.3.1

APPROVAL

That Council, having taken into consideration the provisions of the Shire of Northampton’s Local Planning Scheme No. 11 (Kalbarri) and the Shire’s Local Planning Policies *Mobile Food Vehicles* grant approval for a mobile food vehicle to operate upon Reserve 52436, subject to the following conditions:

- 1. Development/use shall be in accordance with the attached approved plans dated 17 April 2020 and subject to any modifications required as a consequence of this approval the endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;**
- 2. Any additions to, or change to, the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**
- 3. This Development Approval and Mobile Food Vehicle Permit is valid until 16 April 2021, after which the further renewal of the approval by the local government is required annually. It is the responsibility of the operator to apply in good time before expiration, and the local government will not automatically re-issue approvals;**
- 4. That Council determines the application renewal fee of \$30 plus mobile food vehicle permit fee of \$250 for a three month period (as per Local Planning Policy – *Mobile food Vehicles*) as the appropriate fee for this application;**
- 5. That it is the responsibility of the operator to pay the appropriate mobile food vehicle permit fee in good time before expiration, and the local government will not automatically issue renewal notices;**
- 6. That the scheduled quarterly payment fee of \$250 per three month period is due and payable on the following dates:
- 17 July 2020;
- 16 October 2020;
- 15 January 2021; and
- 16 April 2021.**
- 7. Should payment of the permit fee not be received by the due date, the current application will become void and no longer valid;**
- 8. The Mobile Food Vehicle Permit issued shall be displayed on the dash**

- or another prominent visible location of the approved vehicle at all operating times;
9. The approval is for one (1) Mobile Food Vehicle only;
10. The Applicant shall at no time interfere or obstruct the operations and activities of the commercial fishing activities upon the Kalbarri Land-Backed Wharf, or any approved users of the land-backed wharf, to the satisfaction of the local government;
11. Should substantiated ongoing complaints be received in relation to Condition No. (10), the Shire of Northampton reserves the right to review and/or revoke this Development Approval;
12. The Applicant shall obtain 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 – Mobile Food Vehicles*;
13. The approved hours of operation of this food van are between 8am and 6pm, 7 days per week;
14. This approval allows the following signs:
- Reserve 52436 - two (2) portable A-Frame or flag signs:**
- (i) one sign to be located immediately adjacent to the food van upon Reserve 52436; and
 - (ii) the location of the second sign to be determined by the local government so as not to conflict with the entry statement to the land-backed wharf;
15. The approved signs as per Condition No. (14) must be removed at the end of trading each day and shall only be displayed when trading is currently being undertaken;
16. No further signs shall be permitted in relation to this Development Approval;
17. This approval is issued only to R. Smith 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;
18. The food van is approved to sell fresh and frozen seafood items only;

- 19. 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;**
- 20. 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;**
- 21. 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;**
- 22. The use of a generator upon Reserve 52436 is only allowed during power outages and when the on-site power source is not accessible. At all other times, the Applicant shall utilise the power source provided by the Shire of Northampton;**
- 23. The Applicant shall be wholly financially responsible for the use of electricity accessed via the metered outlet upon Reserve 52436;**
- 24. Subject to no objections being received after the close of the advertising period on 13 April 2020, the mobile food vehicle is permitted to be stored within the property boundaries of Lot 755 (No. 26) Batavia Circle, Kalbarri outside of trading hours subject to:**
 - (i) the van being stored within the property boundaries; and**
 - (ii) the food van not causing injury to or prejudicially affecting the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise; and**
 - (iii) the Applicant meeting the requirements of Condition 26, as per below;**
- 25. Should a valid, author identified planning objection be received during the advertising period with regards to parking and storing of the vehicle on Lot 755 (No. 26) Batavia Circle, Kalbarri, delegated authority will be authorised to the Chief Executive Officer to determine the matter that relates to parking and storage of the mobile food vehicle in Kalbarri;**

- 26. No food is to be prepared within the dwelling upon Lot 755 (No. 26) Batavia Circle, Kalbarri and all food preparation shall be contained within the food vehicle, unless further application is made to, and approval is granted by, the Shire of Northampton;**
- 27. The parking and storage of the commercial vehicle (food vehicle) upon Lot 755 (No. 26) Batavia Circle, Kalbarri requires annual approval, and the Applicant is advised that they must re-apply to the Shire of Northampton prior to the end of each financial year (30th June) to gain approval for the parking of the food van upon this residential lot; and**
- 28. 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.**

Advice Notes

- 1. *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.***
- 2. *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;***
- 3. *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be made within 28 days from the date of this notice.***
- 4. *If a commercial vehicle owner/driver, who has been granted approval to park a vehicle on a lot, wishes to replace the vehicle with a different type of commercial vehicle, or park the vehicle in a different location to that approved, a new application is required to be lodged with the local government.***

APPENDIX 1. APPLICATION DESCRIPTION

The Jetty Fish Truck proposed to be sited upon Council Reserve 52436 Grey Street in Kalbarri, in an area to the north of the fuel tank and west of the ablution block to be approximately 3m x 6.5m. The Fish truck will sell fresh and frozen seafood products.

Proposed hours/days of business are: 7 days per week, 8am – 5pm

Number of staff: 2, plus 2 casuals

Proposed Signage - One sign N/W side of jetty on bitumen, one sign N/E side of jetty on bitumen, three flags

Noise emitting devices – Temporary Generator

Vehicle details: Isuzu 300 medium diesel truck – see photos below

Proposed storage of van outside of trading hours - 57 Gantheaume Crescent, Kalbarri-



PPENDIX 2. SCHEDULE OF SUBMISSIONS (received at time of original Mobile Food Vehicle application in March/April 2019).

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1	26/3/2019	Energy West Social Multiple units, Kalbarri Beach Resort	SUPPORT No further detail provided.	Noted.
2	3/4/2019	K Baldwin Lot 890 (No. 55) Gantheaume Cr, Kalbarri	OBJECTION 1. Waste from truck is discharged into garden in front of premises which emits offensive odour. 2. The proposal should have included an expiry date for when storage of the vehicle ceases, eg 6-12 months.	Noted. Odour impacts are a valid planning consideration, however the Applicant has now advised that the truck will be stored within the Industrial Area, rather than the Residential Area, and therefore impact upon adjoining landowners is expected to be minimised.

7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 17 APRIL 2020
REPORTING OFFICER: Michelle Allen – Planning Officer

COMMENT:

The following informs Council of the various planning items (including delegated approvals) that have been dealt with since last reported to Council. Further information regarding any of the items can be obtained from the Planning Officer.

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
014	Elite Compliance Pty Ltd	LOT 29 (NO. 109) HAMPTON RD, NORTHAMPTON	SINGLE DWELLING AND OUTBUILDING	12 March 2020
015	F Rystenbergl	LOT 940 (NO. 5A) CROCOS CIRCUIT, KALBARRI	CARPORT WITH R-CODE VARIATIONS	23 March 2020
016	P Dooley/Hutt Lagoon Pty Ltd	LOT 537 (No. 55) HACKNEY ST, KALBARRI LOT 3 (NO. 8) ATKINSON CRESCENT, KALBARRI	TWO (2) CONTAINER DEPOSIT SCHEME INFRASTRUCTURE SITES KALBARRI	20 March 2020 Ordinary Meeting
017	E B Lindsell	LOT 81 (NO. 53) DARWINIA DRIVE, KALBARRI	HOME BUSINESS - BAKEHOUSE	30 March 2020
018	RK & SM Heaton	LOT 35 (NO.99) STEPHEN STREET, NORTHAMPTON	OUTBUILDING - SITE VARIATION	3 April 2020

OFFICER RECOMMENDATION – ITEM 7.3.2

For Council Information

7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – MARCH 2020	11
7.4.3	BANK OVERDRAFT/SHORT TERM FACILITY	40

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8th April 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Leanne Rowe/Grant Middleton
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 17th April 2020, for confirmation in respect of accounts already paid or for the authority to those unpaid.

FINANCIAL & BUDGET IMPLICATIONS:

A list of payments is required to be presented to Council as per section 13 of the Local Government Act (Financial Management Regulations 1996).

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.1

That Municipal Fund Cheques 21867 to 21882 inclusive totalling \$79,102.75, Municipal EFT payments numbered EFT20496 to EFT20619 inclusive totalling \$360,673.19, Trust Fund Cheques 2505 to 2509, totalling \$1,216.15, Direct Debit payments numbered GJ09005 to GJ0913 inclusive totalling \$245,502.31 be passed for payment and the items therein be declared authorised expenditure.



SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

Chq #	Date	Name	Description	Amount
21867	03/03/2020	JAALI BARTON	REFUND DOG REGISTRATION	30.00
21868	06/03/2020	DEPART PLANNING, LAND & HERITAGE	SUB DIV NORTH CT/ MITCHELL ST HKS	647.00
21869	06/03/2020	SHIRE OF NORTHAMPTON	PAYROLL SUNDRY DEBTOR DEDUCTIONS	26570.00
21870	10/03/2020	SYNERGY	ELECTRICITY CHARGES	17216.19
21871	12/03/2020	AUSTRALIA POST	POSTAGE	39.00
21872	12/03/2020	TELSTRA	TELEPHONE CHARGES	1570.59
21873	12/03/2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	1132.11
21874	12/03/2020	KALBARRI GAS	ANNUAL CONTAINER SERVICE	68.00
21875	12/03/2020	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	5784.57
21876	18/03/2020	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	175.40
21877	20/03/2020	CRAIG SIMKIN	REIMB FUEL	78.16
21878	24/03/2020	TELSTRA	TELEPHONE CHARGES	977.29
21879	24/03/2020	SYNERGY	ELECTRICITY CHARGES	17422.99
21880	26/03/2020	AUSTRALIA POST	POSTAGE	930.46
21881	26/03/2020	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	6059.79
21882	26/03/2020	GERALDTON MOWER & REPAIR SPECIALISTS	MOWER PARTS	401.20
				<u>\$79,102.75</u>

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT20496	04/03/2020	SPC GARDENS	BATEMAN RES RETICULATION	3850.00
EFT20497	05/03/2020	MIDWEST GROUNDWATER	PT GREG WATER 2 RHINO TANKS DEPOSIT	5104.00
EFT20498	05/03/2020	LD & LJ ROWE	REIMB PAYROLL TRAINING	133.33
EFT20499	05/03/2020	LEO RYAN	REIMB DODO LAND LINE	39.90
EFT20500	09/03/2020	LD & LJ ROWE	REIMB UNI FEES	1501.95
EFT20501	12/03/2020	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	VARIOUS BOBCAT WORKS	1079.32
EFT20502	12/03/2020	KALBARRI IGA	GOODS	91.93
EFT20503	12/03/2020	AUTO ELITE	VEHICLE SERVICE	518.85
EFT20504	12/03/2020	BORAL CONSTRUCTION MATERIALS GROUP LTD	HARVEY HORRY 7MM AGGREGATE	6564.18
EFT20505	12/03/2020	BOSTON CONTRACTING	LUCKY BAY RES WATER DELIVERY	209.00
EFT20506	12/03/2020	RUSSELL BROMLEY	ROADS BOARD PAINT WINDOW FRAMES	430.00
EFT20507	12/03/2020	BRUCE ROCK ENGINEERING	TRUCK CONTROL BOX/GRADER A FRAME	6800.66
EFT20508	12/03/2020	CENTRAL WEST PUMP SERVICE	VARIOUS PUMP REPAIRS	5286.50
EFT20509	12/03/2020	CHAPMAN ANIMAL HOSPITAL	STERILISATION SUBSIDY	20.00
EFT20510	12/03/2020	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	69.15
EFT20511	12/03/2020	CORSIGN WA PTY LTD	SIGNS	1122.55
EFT20512	12/03/2020	TOLL TRANSPORT PTY LTD	FREIGHT	68.20
EFT20513	12/03/2020	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE	470.49
EFT20514	12/03/2020	DEVISE URBAN PLANNING	PLANNING SERVICES	3718.00
EFT20515	12/03/2020	SIMON DRAGE	OVAL RES/NCCA BUILDING MTCE	1690.00
EFT20516	12/03/2020	GARRY DUNGATE	NTON CEM REMOVE TREE/RELAY PAVERS	275.00
EFT20517	12/03/2020	ENGIN PTY LTD	ENGIN CHARGES	212.20
EFT20518	12/03/2020	GANTHEAUME BAY ELECTRICAL	KANGA HIRE RETIC LINES	750.00
EFT20519	12/03/2020	GERALDTON SIGN MAKERS	BILLBOARD SIGNS	4438.50
EFT #	Date	Name	Description	Amount
EFT20520	12/03/2020	GREAT NORTHERN RURAL SERVICES	RETIC PARTS	249.37

SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

EFT20521	12/03/2020	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUELS, FUEL CARDS	22597.55
EFT20522	12/03/2020	HASLEBYS HARDWARE SUPPLIES	SOIL WETTER, HARDWARE	2549.50
EFT20523	12/03/2020	HIPPOCKET WORKWEAR & SAFETY GERALDTON	EMBROIDER LOGO	22.00
EFT20524	12/03/2020	HOSEXPRESS	PLANT SUPPLY HOSE	60.48
EFT20525	12/03/2020	KALBARRI AUTO CENTRE	TRUCK 2 TYRES	495.00
EFT20526	12/03/2020	KALBARRI EXPRESS FREIGHT	FREIGHT	118.58
EFT20527	12/03/2020	KALBARRI LAWNMOWING SERVICE	LAWN MOWING	200.00
EFT20528	12/03/2020	KALBARRI NEWSAGENCY	STATIONERY	32.90
EFT20529	12/03/2020	KALBARRI GRAVEL & SAND SUPPLIES	KAL SPORT/REC MULCH FRONT GARDEN	240.00
EFT20530	12/03/2020	KALBARRI CABINET	KCC SUPPLY AND FIT CUPBOARDS	4125.00
EFT20531	12/03/2020	KALBARRI PHYSIO/WELLNESS CENTRE	ALICE DAY PHYSIOTHERAPY	477.40
EFT20532	12/03/2020	L & MR KRASSOVSKY	RATE REFUND	2000.00
EFT20533	12/03/2020	MARKETFORCE	ADVERTISING	1822.76
EFT20534	12/03/2020	J D MCATEE	SALLY'S TREE WHEELCHAIR ACCESS PLAN	250.00
EFT20535	12/03/2020	MIDWEST DIVERSE CONTRACTING	HATCH RD INSTALL HEADWALLS/WING	39150.10
EFT20536	12/03/2020	MERCURE HOTEL PERTH	TRAINING ACCOMMODATION	446.00
EFT20537	12/03/2020	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT20538	12/03/2020	GERALDTON TOYOTA	NR1 SERVICE	527.38
EFT20539	12/03/2020	MIDWEST MULCHING MOWING	FIRE PREVENTION MULCHING	6270.00
EFT20540	12/03/2020	NAPA GERALDTON	PARTS	296.29
EFT20541	12/03/2020	NORTHAMPTON IGA	GOODS	280.47
EFT20542	12/03/2020	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	417.36
EFT20543	12/03/2020	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL WORKS	2291.50
EFT20544	12/03/2020	NORTHAMPTON COMMUNITY NEWS INC	NCCA ADVERTISING	50.00
EFT20545	12/03/2020	NOVUS WINDSCREENS GERALDTON	PLANT FIT AND TINT DOOR GLASS	558.50
EFT #	Date	Name	Description	Amount
EFT20546	12/03/2020	GERALDTON CLEANPAK TOTAL SOLUTIONS	DISINFECTANT, HANDTOWELS	191.19
EFT20547	12/03/2020	DEP OF PREMIER AND CABINET	LPS NO 10 AMENDMENT NO6	245.48
EFT20548	12/03/2020	PROTECTOR FIRE SERVICES	SUPPLY 2 FIRE EXTINGUISHER	224.40

SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

EFT20549	12/03/2020	PURCHER INTERNATIONAL	PARTS	78.43
EFT20550	12/03/2020	QUICK CORPORATE AUSTRALIA	OFFICE DESK	253.28
EFT20551	12/03/2020	REPEAT PLASTICS WA	ENDUROPLANK	4160.92
EFT20552	12/03/2020	THE SHEARING SHED CAFE	REFRESHMENTS	240.00
EFT20553	12/03/2020	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	DOZER HIRE GRAVEL STOCKPILE	10406.00
EFT20554	12/03/2020	TOTALLY WORKWEAR - GERALDTON	BOOTS	142.76
EFT20555	12/03/2020	WELRICK TRANSPORT PTY LTD	PLANT MODIFICATIONS SPREADER BOX	753.50
EFT20556	12/03/2020	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES	9650.72
EFT20557	12/03/2020	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1676.05
EFT20558	12/03/2020	NORTHAMPTON TYRES	FIT & SUPPLY 3 TYRES, ALIGN, PUNCTURE REP	1070.00
EFT20559	12/03/2020	WREN OIL	OIL WASTE DISPOSAL	49.50
EFT20560	12/03/2020	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT20561	12/03/2020	AUSTRALIAN TAXATION OFFICE	BAS FEB 2020	28596.00
EFT20562	19/03/2020	GLENN BANGAY	REIMB NODE1	79.95
EFT20563	19/03/2020	GERALDTON AUTO WHOLESALERS	DMAX SING CAB 4X2 (GRADER UTE)	31630.75
EFT20564	19/03/2020	GRANT MIDDLETON	REIMB WESTNET	340.56
EFT20565	19/03/2020	MITCHELL & BROWN	SUMSUNG PHONE & COVERS	388.90
EFT20566	19/03/2020	KARENE SEDGWICK	REIMB ACCOMM & FUEL LIBRARY TRAINING	166.82
EFT20567	19/03/2020	OWEN SIMKIN	REIMB FUEL	21.06
EFT20568	19/03/2020	SPC GARDENS	BATEMAN ST RES RETICULATION	2849.00
EFT20569	26/03/2020	ABCO PRODUCTS PTY LTD	SOAP DISPENSERS, HAND SOAP, 5L SAN	1211.79
EFT20570	26/03/2020	AFGRI EQUIPMENT AUST PTY LTD	PARTS	1351.14
EFT20571	26/03/2020	AIRPORT LIGHTING SPECIALISTS PTY LTD	AIRPORT LIGHTING PARTS	491.70
EFT #	Date	Name	Description	Amount
EFT20572	26/03/2020	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	VARIOUS BOBCAT WORKS	3647.82
EFT20573	26/03/2020	AUTO ELITE	VEHICLE REPAIRS	509.52
EFT20574	26/03/2020	BAILEY'S GRAVEL AND SANDS	GRAVEL AND MULCH	455.00
EFT20575	26/03/2020	BUNNINGS BUILDING SUPPLIES	KALB GARDEN PLANTS	280.01

SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

EFT20576	26/03/2020	MIDWEST CHEMICAL & PAPER DISTRIBUTORS	HAND GEL/SANITISER	391.85
EFT20577	26/03/2020	CLARKSON FREIGHTLINES	FREIGHT REPLAS	494.01
EFT20578	26/03/2020	CONCEPT MEDIA PTY LTD	KVC ADEVERTING	2071.88
EFT20579	26/03/2020	TOLL TRANSPORT PTY LTD	FREIGHT	75.47
EFT20580	26/03/2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4147.00
EFT20581	26/03/2020	SIMON DRAGE	NTON NEWS REPAIR DOWNPIPES	148.50
EFT20582	26/03/2020	EXTERIA	KALBARRI FORESHORE SHELTERS	18445.90
EFT20583	26/03/2020	FENN PLUMBING & GAS	CHINAMANS PLUMBING	423.50
EFT20584	26/03/2020	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	656.80
EFT20585	26/03/2020	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM - QUARTER	780.00
EFT20586	26/03/2020	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE, PARTS	1033.93
EFT20587	26/03/2020	HASLEBYS HARDWARE SUPPLIES	NCCA BROOM	16.00
EFT20588	26/03/2020	HIPPOCKET WORKWEAR & SAFETY GERALDTON	LOGO EMBROIDERY	22.00
EFT20589	26/03/2020	HOSEXPRESS	HYDAULIC LINE/HOSE	88.97
EFT20590	26/03/2020	KALBARRI AUTO CENTRE	DMAX 4 TYRES	880.00
EFT20591	26/03/2020	KALBARRI EXPRESS FREIGHT	FREIGHT	124.63
EFT20592	26/03/2020	KALBARRI WAREHOUSE	HARDWARE	977.55
EFT20593	26/03/2020	KALBARRI LAWNMOWING SERVICE	LAWNMOWING	190.00
EFT20594	26/03/2020	KALBARRI PEST CONTROL	URBAN PEST CONTROL	1670.00
EFT20595	26/03/2020	LG PEOPLE / CULTURE	STRATEGIC PLANNING PROCESS	12650.00
EFT20596	26/03/2020	ALANA MANNERS	REFUND LUCKY BAY FEES	15.00
EFT20597	26/03/2020	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT #	Date	Name	Description	Amount
EFT20598	26/03/2020	MIDWEST TREE SERVICES	LOP & WOODCHIP STARFIRE CLOSE	297.00
EFT20599	26/03/2020	RON NEUMANN	PATHWAY REPAIRS	1000.00
EFT20600	26/03/2020	NIGELS SERVICE CENTRE	SANITISER 7L, 20L PINE FRESH	561.86
EFT20601	26/03/2020	NORTHAMPTON AUTO ELECTRICS	PLANT BATTERY	265.00
EFT20602	26/03/2020	GERALDTON CLEANPAK TOTAL SOLUTIONS	CLEANING SUPPLIES/SANITISERS	1767.48

SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

EFT20603	26/03/2020	PATIENCE SANDLAND PTY LTD	PT GREG BLUE METAL	1496.00
EFT20604	26/03/2020	PURCHER INTERNATIONAL	PARTS	3354.86
EFT20605	26/03/2020	REPEAT PLASTICS WA	SLIMLINE SETTING	2098.22
EFT20606	26/03/2020	ROAD RUNNER MECHANICAL SERVICES	TRUCK REPAIRS EVAPORATOR CONDENSOR	376.20
EFT20607	26/03/2020	THE SHEARING SHED CAFE	REFRESHMENTS	210.00
EFT20608	26/03/2020	SPRAYER BARN GERALDTON PTY LTD	KALB BACKPACK SPRAY UNIT	242.00
EFT20609	26/03/2020	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	NCCA FIRST AID COURSE	159.00
EFT20610	26/03/2020	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	GRAVEL PUSHUP	5082.00
EFT20611	26/03/2020	2V NET IT SOLUTIONS	COMPUTER/DESKTOP WORKSTATIONS	18774.00
EFT20612	26/03/2020	LANDGATE	VALUATION EXPENSES	101.99
EFT20613	26/03/2020	VERLINDENS ELECTRICAL GERALDTON	TENNIS COURT INSTALL LIGHTING	36993.00
EFT20614	26/03/2020	IT VISION	COMPUTER EXP ENABLE LIVE SECURITY FTP	1100.00
EFT20615	26/03/2020	WESTRAC EQUIPMENT PTY LTD	PARTS	1993.73
EFT20616	26/03/2020	NORTHAMPTON TYRES	SUPPLY & FIT 6 TYRES, PUNCTURE REPAIR	2325.00
EFT20617	26/03/2020	AT & DE WILSON PTY LTD	RSL GUTTERS	3784.00
EFT20618	26/03/2020	CT & L WOODCOCK	OATBAIT, HAND CLEANERS, HARDWARE	1645.95
EFT20619	26/03/2020	WURTH AUSTRALIA WEST	PARTS	264.81
				<u>360,673.19</u>

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2505	05/03/2020	DEPT OF MINES INDUSTRY REGULATION	BRB FEBRUARY 2020	283.25
2506	05/03/2020	SHIRE OF NORTHAMPTON	BRB COMMISSION FEBRUARY 2020	25.00
2507	10/03/2020	OLYMPIANS BASKETBALL CLUB	KIDSPORT RE-ISSUE CHEQUE	260.00
2508	10/03/2020	THE TARTAGLIA FAMILY TRUST	KERB DEPOSIT REFUND RE-ISSUE CHEQUE	500.00
2509	25/03/2020	WILSONS SIGN SOLUTIONS	HKS MEMORIAL WALL PLAQUE	147.90
				\$1,216.15



SHIRE OF NORTHAMPTON
FINANCE REPORT – 17 APRIL 2020

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	05/03/20	PAYROLL	FN/E 04/02/2020	93184.00
	05/03/2020	SUPERCHOICE	SUPERANNUATION FN/E 04/02/2020	21954.05
	19/03/2020	PAYROLL	FN/E 18/02/2020	88714.00
	20/03/20	SUPERCHOICE	SUPERANNUATION FN/E 18/02/2020	21977.50
GJ0905	31/03/2020	NATIONAL AUSTRALIA BANK	BANK FEES	71.70
GJ0906	31/03/2020	NATIONAL AUSTRALIA BANK	MERCHANT FEES	60.23
GJ0907	31/03/2020	COMMONWEALTH BANK	BPOINT FEES	142.16
GJ0908	31/03/2020	NATIONAL AUSTRALIA BANK	BPAY	131.12
GJ0910	31/03/1920	CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	209.00
			CONFERENCE FLIGHTS	825.52
			AUST POST IDENTIFICATION VERIFICATION	1239.52
				196.00
GJ0911	31/03/2020	DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	81.02
			KAL CHILD CARE IINET	79.99
			2V NET COMPUTER EXPS OFFICE 365	456.09
			COMP EXPS POWERBOARDS	51.13
			KICK SOLUTIONS MAPS	46.00
			TRAINING FLIGHT	218.38
			ALLEN CENTRE LOCK	6.99
				948.6
GJ0912	31/03/20	NATIONAL AUSTRALIA BANK	LOAN 152 PRINCIPAL SS LOAN	9165.05
GJ0913	31/03/20	NATIONAL AUSTRALIA BANK	LOAN 152 INTEREST SS LOAN	7914.38
				\$245,502.31

7.4.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8th April 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for March 2020

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 March 2020 are detailed from page 1 to page 27 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31 March 2020 financial position is comprised of the following:

Total operating revenue has a positive variance of \$199,594. Part of this revenue variance can be attributed to the Bush Fire Risk Mitigation grant (50%) payment totalling \$45,000, the additional BFB Supplemental Operating payment of \$11,931, the Northampton Child Care operating grant payment of \$62,000 and the Rates Trainee grant payment of \$30,000. These grants plus the revenue from the LIA (Kitson Court) Land sale were not included in the 19/20 budget but will be offset by expense items during the second half of this financial year.

Total operating expenditure has a negative variance of \$90,218 which is largely due to the equity write off totalling \$150,830 due to the handover of the aged housing units in Kalbarri being offset by savings in municipal roadworks and parks and gardens.

The operating expenditure and revenue variances are not considered significant and generally relate to timing differences between budget and actuals. Significant variances have been considered in the budget review process.

Investing and Financing variances are expected to reconcile by the end of the financial year. It is anticipated there will be no significant budget variations apart from road projects. Any significant delays associated with road projects will be reported as the year progresses.

Further explanations of material variations are detailed by reporting program in Note 14 of the Monthly Financial Report.

STATUTORY IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

That Council adopts the Monthly Financial Report for the period ending 31 March 2020.

SHIRE OF NORTHAMPTON

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2020

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

TABLE OF CONTENTS

Monthly Summary Information	2
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Other assets	11
Note 5 Payables	12
Note 6 Rate Revenue	13
Note 7 Disposal of Assets	15
Note 8 Capital Acquisitions	16
Note 9 Borrowings	18
Note 10 Cash Reserves	20
Note 11 Operating grants and contributions	22
Note 12 Non operating grants and contributions	23
Note 13 Trust Fund	24
Note 14 Budget Amendments	25
Note 15 Variance	27

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2020**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 January 2020.

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

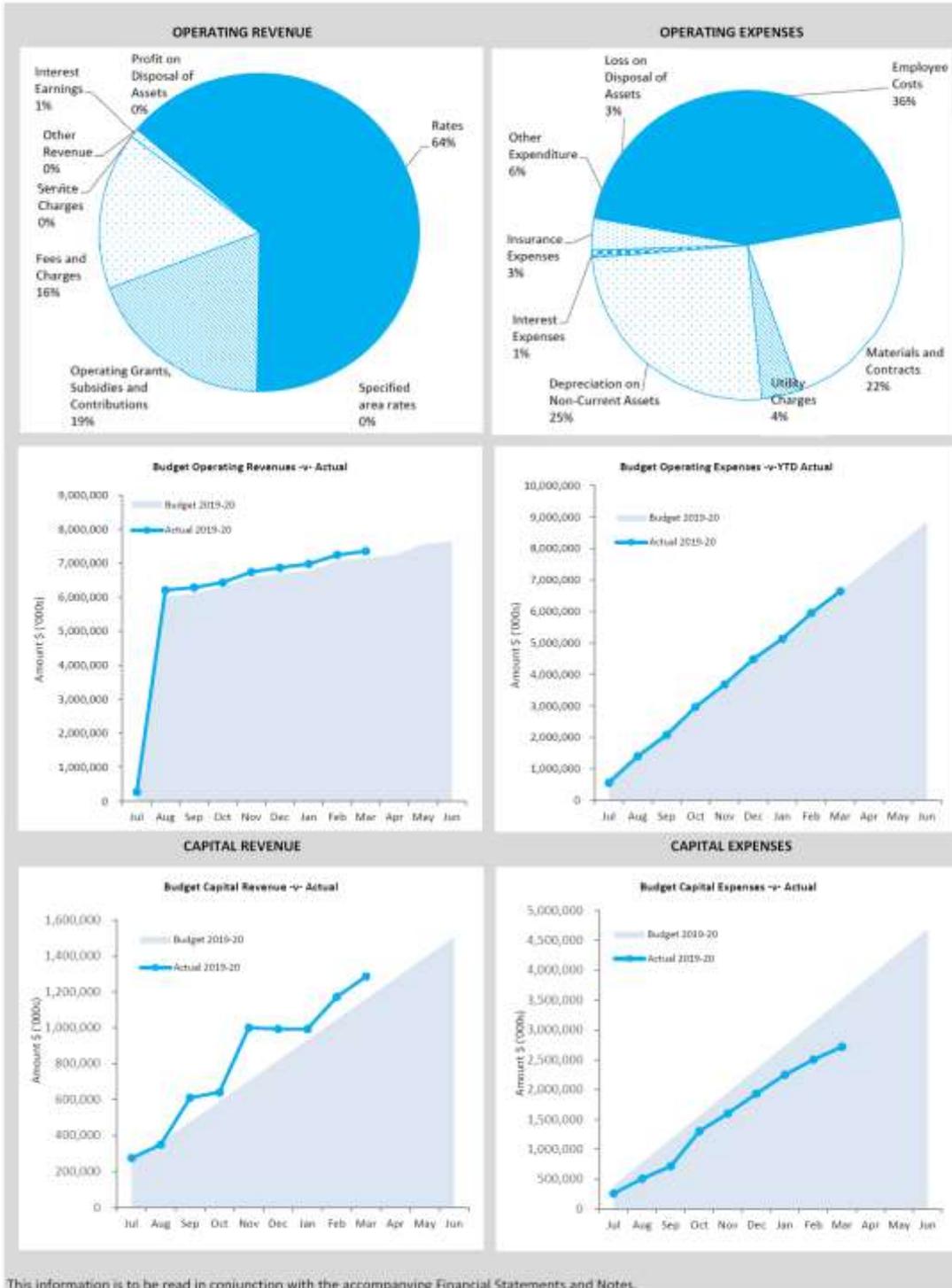
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2020

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	
Revenue from operating activities							
Governance		60,154	45,108	75,452	30,344	67.27%	▲
General purpose funding	6	5,650,065	5,399,741	5,355,613	(44,128)	(0.82%)	▼
Law, order and public safety		73,383	55,008	127,047	72,039	130.96%	▲
Health		40,112	30,069	20,349	(9,720)	(32.32%)	▼
Education and welfare		226,362	175,317	211,673	36,356	20.74%	▲
Housing		53,436	40,068	47,769	7,701	19.22%	▲
Community amenities		886,277	853,995	840,111	(13,884)	(1.63%)	▼
Recreation and culture		81,418	61,020	87,193	26,173	42.89%	▲
Transport		180,166	178,254	177,524	(730)	(0.41%)	▼
Economic services		274,600	222,708	282,366	59,658	26.79%	▲
Other property and services		122,565	91,899	127,684	35,785	38.94%	▲
		7,648,538	7,153,187	7,352,781	199,594		▲
Expenditure from operating activities							
Governance		(884,872)	(671,479)	(715,972)	(44,493)	(6.63%)	▼
General purpose funding		(220,112)	(165,051)	(176,640)	(11,589)	(7.02%)	▼
Law, order and public safety		(338,993)	(254,061)	(279,186)	(25,125)	(9.89%)	▼
Health		(168,239)	(126,135)	(145,794)	(19,639)	(15.59%)	▼
Education and welfare		(314,994)	(236,160)	(230,943)	5,217	2.21%	▲
Housing		(100,877)	(75,519)	(70,882)	4,637	6.14%	▲
Community amenities		(1,584,857)	(1,188,207)	(1,093,486)	94,721	7.97%	▲
Recreation and culture		(1,650,663)	(1,237,338)	(1,145,960)	91,378	7.39%	▲
Transport		(3,094,055)	(2,215,602)	(2,128,755)	86,847	3.92%	▲
Economic services		(467,989)	(350,847)	(399,016)	(48,169)	(13.73%)	▼
Other property and services		(40,565)	(30,312)	(254,296)	(223,984)	(738.93%)	▼
		(8,866,216)	(6,550,711)	(6,640,929)	(90,218)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,625,333	1,830,870	205,537	12.65%	▲
Amount attributable to operating activities		940,342	2,227,809	2,542,722	314,913		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	1,164,983	1,286,223	121,240	10.41%	▲
Proceeds from disposal of assets	7	116,900	109,788	68,491	(41,297)	(37.62%)	▼
Purchase of property, plant and equipment	8	(4,534,836)	(3,400,920)	(2,721,956)	678,964	19.96%	▲
Amount attributable to investing activities		(2,917,550)	(2,126,149)	(1,367,242)	758,907		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self supporting loans	9	36,391	27,270	34,443	7,173	26.30%	▲
Transfer from reserves	10	58,694	44,021	58,694	14,674	33.33%	▲
Repayment of debentures	9	(157,325)	(117,994)	(115,219)	2,775	2.35%	
Transfer to reserves	10	(60,200)	(45,150)	(89,718)	(44,568)	(88.71%)	▼
Amount attributable to financing activities		242,560	(91,853)	(111,800)	(19,947)		▼
Closing funding surplus / (deficit)	1(c)	0	1,744,455	2,827,551			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 0.00% whichever is the greater.

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

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 5

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

Assets that were acquired for consideration that was less than fair value principally to enable the Shire to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significance less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation have not been recognised in revenue and expenditure as the fair value of the services cannot be reliably estimated and the services would not have been purchased if they had not been donated.

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 6

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,734,648	1,734,648	1,763,871	29,223	1.68%	▲
Revenue from operating activities							
Rates	6	4,703,547	4,693,229	4,706,088	12,859	0.27%	▲
Operating grants, subsidies and contributions	11	1,557,893	1,200,783	1,401,016	200,233	16.68%	▲
Fees and charges		1,280,648	1,166,478	1,179,755	13,277	1.14%	▲
Interest earnings		106,450	92,697	65,922	(26,775)	(28.88%)	▼
Profit on disposal of assets	7	0	0	14,007	14,007	0.00%	
		7,648,538	7,153,187	7,366,788	213,601		▲
Expenditure from operating activities							
Employee costs		(3,365,648)	(2,523,699)	(2,380,328)	143,371	5.68%	▲
Materials and contracts		(2,164,572)	(1,622,619)	(1,489,588)	133,031	8.20%	▲
Utility charges		(320,250)	(240,021)	(264,533)	(24,512)	(10.21%)	▼
Depreciation on non-current assets		(2,149,300)	(1,611,909)	(1,675,065)	(63,156)	(3.92%)	▼
Interest expenses		(64,877)	(48,636)	(52,917)	(4,281)	(8.80%)	▼
Insurance expenses		(209,440)	(156,744)	(221,190)	(64,446)	(41.12%)	▼
Other expenditure		(583,409)	(335,539)	(401,503)	(65,964)	(19.66%)	▼
Loss on disposal of assets	7	(8,720)	(11,544)	(169,812)	(158,268)	(1371.00%)	▼
		(8,866,216)	(6,550,711)	(6,654,936)	(104,225)		▼
Non-cash amounts excluded from operating activities	1(a)	2,158,020	1,625,333	1,830,870	205,537	12.65%	▲
Amount attributable to operating activities		940,342	2,227,809	2,542,722	314,913		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,500,386	1,164,983	1,286,223	121,240	10.41%	▲
Proceeds from disposal of assets	7	116,900	109,788	68,491	(41,297)	(37.62%)	▼
Payments for property, plant and equipment	8	(4,534,836)	(3,400,920)	(2,721,956)	678,964	(19.96%)	▲
Amount attributable to investing activities		(2,917,550)	(2,126,149)	(1,367,242)	758,907		▲
Financing Activities							
Proceeds from new debentures	9	365,000	0	0	0	0.00%	
Proceeds from self-supporting loans	9	36,391	27,270	34,443	7,173	26.30%	▲
Transfer from reserves	10	58,694	44,021	58,694	14,674	33.33%	▲
Repayment of debentures	9	(157,325)	(117,994)	(115,219)	2,775	2.35%	
Transfer to reserves	10	(60,200)	(45,150)	(89,718)	(44,568)	(98.71%)	▼
Amount attributable to financing activities		242,560	(91,853)	(111,800)	(19,947)		
Closing funding surplus / (deficit)	1(c)	0	1,744,455	2,827,551			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual 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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities			
		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	8,720	155,805
Add: Depreciation on assets		2,149,300	1,675,065
Total non-cash items excluded from operating activities		2,158,020	1,830,870

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

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

		Last Year Closing 30-06-2019	Year to Date 31 March 2020
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(926,128)	(957,152)
Less: Land Held for Resale		(235,000)	(235,000)
Add: Borrowings	9	157,324	42,105
Add: Provisions - employee	10	757,961	757,961
Total adjustments to net current assets		(245,843)	(392,086)

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

Current assets			
Cash and cash equivalents	2	2,898,520	3,188,646
Rates receivables	3	290,052	456,607
Receivables	3	165,426	234,929
Other current assets	4	243,023	240,259
Less: Current liabilities			
Payables	5	(694,825)	(123,541)
Borrowings	9	(157,324)	(42,105)
Provisions	10	(735,158)	(735,158)
Less: Total adjustments to net current assets	1(b)	(245,843)	(392,086)
Closing funding surplus / (deficit)		1,763,871	2,827,551

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Cash Deposits	Municipal	702,836		702,836		NAB		At call
Petty Cash	Cash on Hand	1,650		1,650				
Investment	Reserves	0	957,153	957,153		NAB	1.08%	15/05/2020
Cash Deposits	Trust	0	54,221	54,221	54,221	NAB		At Call
Retention	Term Deposit	16,053		16,053		NAB	1.47%	14/10/2020
Investment	Term Deposit	1,007,919		1,007,919		NAB	0.62%	20/02/20
Investment	Term Deposit	503,035		503,035		NAB	0.74%	18/03/2020
Total		2,231,493	1,011,374	3,242,867	54,221			
Comprising								
Cash and cash equivalents		2,231,493	1,011,374	3,242,867	54,221			
		2,231,493	1,011,374	3,242,867	54,221			

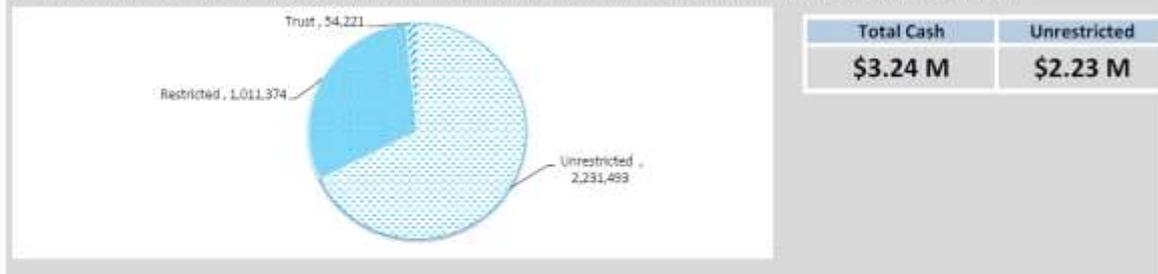
KEY INFORMATION

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

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

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

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



OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

	31-Mar-20	30 June 2019		Current	30 Days	60 Days	90+ Days	Total
Rates receivable	\$ 456,607	\$ 251,835	Receivables - general	\$ 75,988	\$ 8,140	\$ 2,382	\$ 18,854	\$ 104,652
Opening arrears previous years	251,835	302,667	Receivables - general	(712)				
Levied this year	4,705,088	4,574,430	Percentage	72.6%	7.5%	2.3%	18%	
Less - collections to date	(4,501,315)	(4,525,263)	Balance per trial balance					
Equals current outstanding	456,607	251,835	Sundry receivable					104,652
			GST receivable					34,938
Net rates collectable	456,607	251,835	Rubbish Receivables					48,899
% Collected	90.8%	94.8%	Accrued Income					(9,921)
			Emergency Services Levy					56,361
			Total receivables general outstanding					234,929
			Amounts shown above include GST (where applicable)					

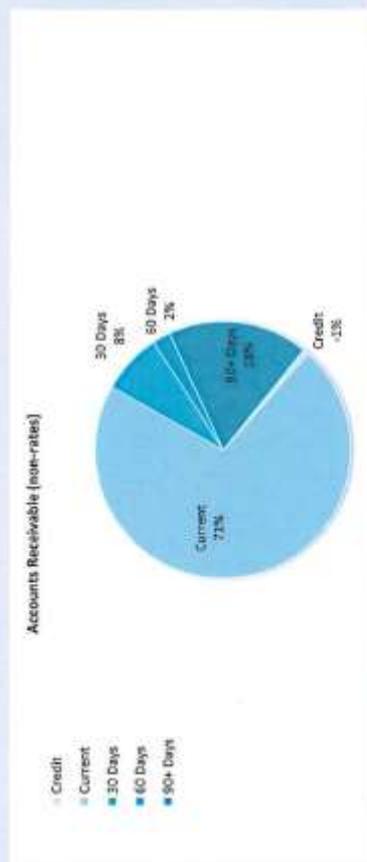
KEY INFORMATION

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



Collected **94.8%**

Rates Due **\$251,835**



Debtors Due **\$234,929**

Over 30 Days **28%**

Over 90 Days **18%**

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 March 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Materials	8,023	(2,764)	0	5,259
Land Held for Resale	235,000	0	0	235,000
Total other current assets				240,259
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

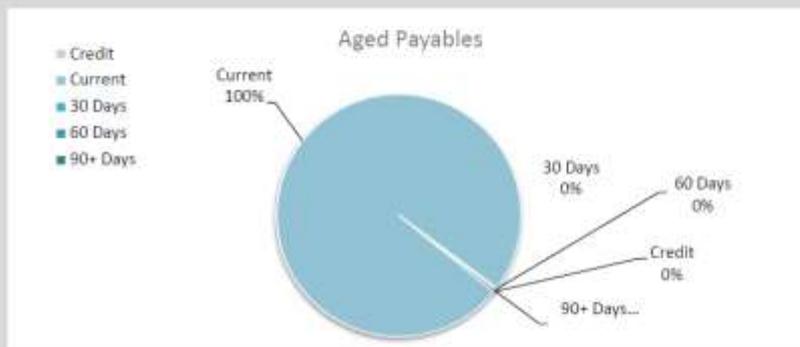
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	18,154	(57)	0	(62)	18,035
Percentage	0%	100.7%	-0.3%	0%	-0.3%	
Balance per trial balance						
Sundry creditors		20,188				20,188
Accrued salaries and wages	3,379					3,379
ATO liabilities		69,913				69,913
Bonds and Deposits		30,060				30,060
Total payables general outstanding	3,379	120,161	0	0	0	123,541

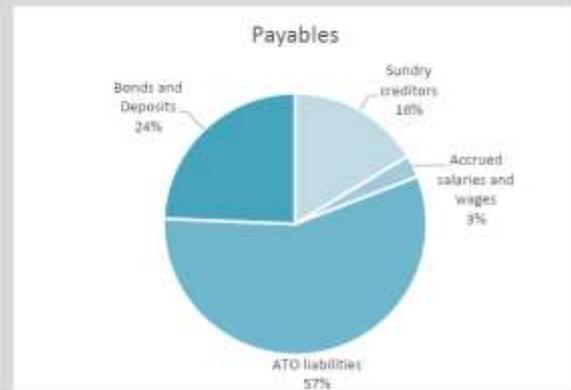
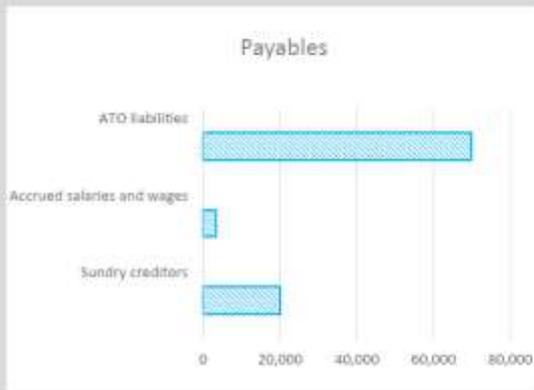
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$123,541
Over 30 Days
-1%
Over 90 Days
-0.3%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual				
			Rateable Value	Rate Revenue	Total Revenue	Interim Rates	Back Rates	Total Revenue		
General rate revenue										
Gross rental value										
General GRV	0.079912	1,565	17,471,427	1,692,940	0	1,692,940	1,701,415	2,373	0	1,703,788
Unimproved value										
General UV	0.012610	438	177,062,768	2,355,757	0	2,355,757	2,355,757	0	0	2,355,757
Sub-Total		2,003	194,534,195	4,048,697	0	4,048,697	4,057,172	2,373	0	4,059,545
Minimum payment										
Gross rental value										
General GRV	565	1,015	7,299,852	573,475	0	573,475	570,650	0	0	570,650
Unimproved value										
General UV	565	71	3,203,562	40,115		40,115	34,465	(8)	1,237	35,694
Sub-total		1,086	10,503,414	613,590	0	613,590	605,115	(8)	1,237	606,344
Discount						0				(1,269)
Total general rates						4,662,287				4,664,620
Specified area rates										
Kalbarri Tourism	0.001733		17,324,563	30,000	0	30,000	30,250	0	0	30,250
Port Gregory Water Supply	0.019819		568,148	11,260	0	11,260	11,217	0	0	11,217
Total specified area rates			17,892,711	41,260	0	41,260	41,468	0	0	41,468
Total						4,703,547				4,706,088

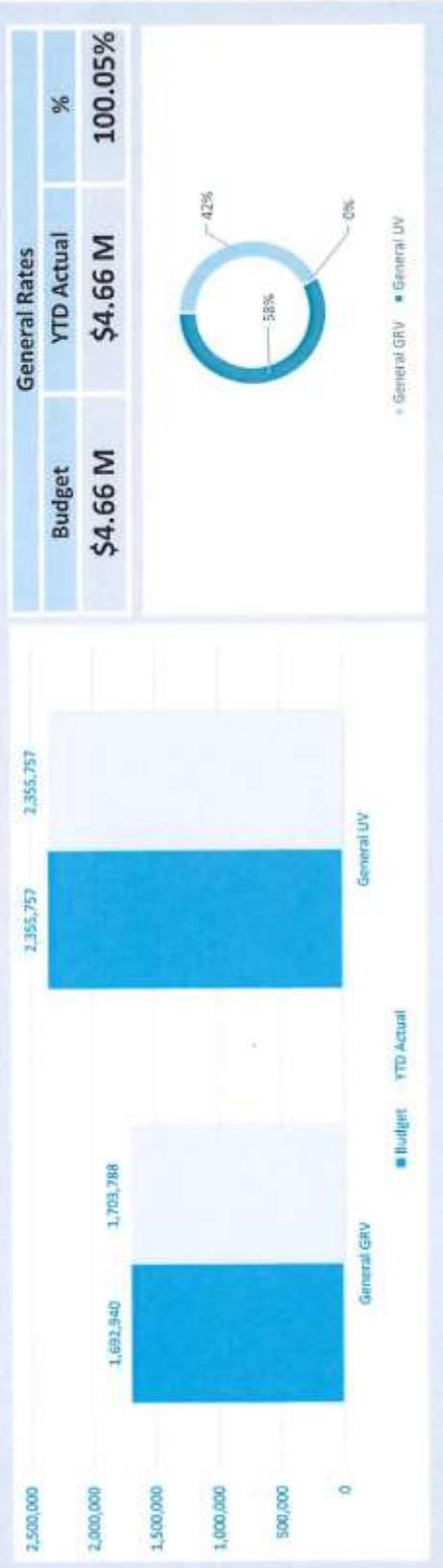
Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2019, the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
Plant and equipment									
Governance									
41751	P265 - Ford Everest (CEO)	17,120	28,400	11,280	0	16,519	28,364	11,844	0
36604	Office Airconditioner - Northampton	0	0	0	0	3,143		0	(3,143)
Education and welfare									
30067	Aged Care Units Hackney Street Kalb - Transport	0	0	0	0	150,830	0	0	(150,830)
Transport									
41756	P269 - Isuzu Dmax 4x2 (Grader Op Mai	11,000	3,000	0	(8,000)			0	0
41739	P259 - Mazda BT50 4x2 ute (Grader Op	7,000	2,000	0	(5,000)			0	0
41727	P244 - Ford Ranger 2.2 T/D (M/tee Clea	8,000	500	0	(7,500)			0	0
41720	P236 - Isuzu Dmax (Horrocks)	11,000	3,000	0	(8,000)	10,420	6,400	0	(4,020)
41707	P228 - Mitsubishi Fuso Tipper 2011	35,500	35,000	0	(500)			0	0
41686	P207 - Pig Trailer side/rear tipper	10,000	15,000	5,000	0			0	0
41683	P204 - Dynapac Vibe Roller	26,000	30,000	4,000	0	25,337	27,500	2,163	0
41762	P275 - Mitsubishi Triton (Lucky Bay)	0	0	0	0	10,481	5,500	0	(4,981)
41681	P202 - Ford Ranger 2WD - Kalb Tip	0	0	0	0	3,864	727	0	(3,137)
41697	Metro Road Counter	0	0	0	0	534	0	0	(534)
41728	Kalbarri - Toro Titan Mower ZX8420	0	0	0	0	1,267	0	0	(1,267)
41738	Northampton - Toro Timecutter Mower	0	0	0	0	1,901	0	0	(1,901)
		125,620	116,900	20,280	(29,000)	224,296	68,491	14,007	(169,812)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$116,900	\$68,491	59%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

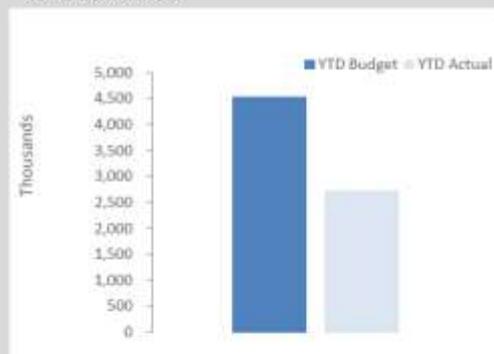
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	854,035	640,503	651,908	11,405
Furniture and equipment	21,500	16,119	16,545	426
Plant and equipment	751,400	563,535	382,788	(180,747)
Infrastructure - Roads	1,928,213	1,446,057	1,388,855	(57,202)
Infrastructure - Footpaths & Carpark	536,238	402,129	45,721	(356,409)
Infrastructure - Parks & Ovals	443,450	332,577	230,139	(102,438)
Infrastructure - Other	0	0	6,000	6,000
Capital Expenditure Totals	4,534,836	3,400,920	2,721,956	(678,964)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Borrowings	365,000	0	0	0
Other (disposals & C/Fwd)	116,900	109,788	68,491	(41,297)
Cash backed reserves				
Leave Reserve	0	256,008	0	(256,008)
Roadworks Reserve	0	29,641	0	(29,641)
Kalbarri Airport Reserve	0	85,516	0	(85,516)
Building/Housing Reserve	0	121,865	0	(121,865)
Kalbarri Aged Persons Accommodation Reserve	58,694	0	58,694	58,694
Computer and Office Equipment Reserve	0	33,944	0	(33,944)
Land Development Reserve	0	364,161	0	(364,161)
Port Gregory Water Supply Reserve	0	36,500	0	(36,500)
Tourism Infrastructure Reserve	0	100,000	0	(100,000)
Contribution - operations	2,493,856	763,111	1,600,748	837,637
Capital funding total	4,534,836	3,400,920	2,721,956	(678,964)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.53 M	\$2.72 M	60%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 16

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
	Governance				
	Replace Councillor iPads x 9	5,000	3,749	0	5,000
	Replace Desktop computers x 11	16,500	12,370	16,545	(45)
	Replace CEO Vehicle	54,100	40,572	54,275	(175)
	Governance Total	75,600	56,691	70,821	4,779
	Communities Amenities				
	New ablutions at Blueholes	110,000	82,494	0	110,000
	Northampton Cemetery Fence	48,500	36,375	37,564	10,936
	Erect shelter at HCC Playground	25,000	18,750	0	25,000
	Communities Amenities Total	183,500	137,619	37,564	145,936
	Recreation And Culture				
	Construct Extension to RSL Hall	610,100	457,569	520,306	89,794
	Replace Stairs Horrocks	18,000	13,500	19,993	(1,993)
	Horrocks Information Shelter	7,800	5,850	7,800	(0)
	Install Replas Seats Grey St/Red Bluff	6,600	4,950	4,891	1,709
	Kalbarri Foreshore Parkland Redevelopment	127,300	95,472	94,495	32,805
	Blue Holes Carpark Redevelopment R969	135,450	101,565	0	135,450
	Northampton Community Centre Courts Upgrade	210,250	157,680	65,396	144,854
	Kalbarri Camp School Disabled Ablutions	26,000	19,494	26,447	(447)
	Lions Park - Asphalt Seal Car Park	103,385	77,526	21,718	81,667
	Old School Building Upgrades	77,935	58,446	74,135	3,800
	Recreation And Culture Total	1,322,820	992,052	835,180	487,640
	Transport				
	Road Construction	1,928,213	1,446,057	1,388,855	539,358
	Footpath Construction	297,403	223,038	24,003	273,400
	Bus Shed - Kalbarri Depot	30,000	22,500	31,021	(1,021)
	Tip Truck Northampton	250,000	187,497	0	250,000
	Tipping Trailer Northampton	85,000	63,749	0	85,000
	Vibe Roller	180,000	134,998	170,560	9,440
	Utility - Grader Operator x 2	82,000	61,500	30,946	51,054
	Utility - Northampton Mtce/Cleaner	28,300	21,225	28,674	(374)
	Utility - Northampton Ranger	52,000	39,000	42,678	9,322
	Transport Total	2,932,916	2,199,564	1,716,738	1,216,178
	Economic Services Other Property and Services				
	Lucky Bay Caretaker vehicle	20,000	14,994	55,653	(35,653)
	Tanks - Port Gregory Water Supply	0	0	6,000	(6,000)
	Other Property and Services Total	20,000	14,994	61,653	(41,653)
	Capital Expenditure by Program Total	4,534,836	3,400,920	2,721,956	1,812,880

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 17

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

Repayments - borrowings

Information on borrowings

Particulars	1 July 2019		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
	\$	\$	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Housing										
Loan 154 - Staff Housing	223,447	0	0	0	17,005	34,288	206,442	189,159	4,417	8,497
Recreation and culture										
Loan 156 - RSL Hall Extensions	477,359	0	0	0	22,641	45,516	454,718	431,843	6,906	10,771
Transport										
Loan 153 - Plant Purchases	154,454	0	0	0	41,130	41,130	113,324	113,324	7,201	7,716
Loan 157 - Plant Purchases	0	0	0	365,000	0	0	0	365,000	0	0
	855,260	0	0	365,000	80,776	120,934	774,464	1,099,326	18,524	26,984
Self supporting loans										
Education and welfare										
Loan 155 - Pioneer Lodge	372,568	0	0	0	14,542	14,542	365,368	358,026	15,870	17,126
Recreation and culture										
Loan 151 - Kalbarri Bowling Club	3,839	0	0	0	1,891	3,839	1,948	0	133	202
Other property and services										
Loan 152 - Staff Housing (CEO)	311,752	0	0	0	18,010	18,010	302,907	293,742	18,391	20,565
	688,159	0	0	0	34,443	36,391	670,223	651,768	34,393	37,893
Total	1,543,419	0	0	365,000	115,219	157,325	1,444,707	1,751,094	52,317	64,877
Current borrowings	157,325						42,105			
Non-current borrowings	1,386,094						1,402,602			
	1,543,419						1,444,707			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

New borrowings 2019-20

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate %	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
Loan 157 - Plant Purchases	\$ 0	\$ 365,000	WATC	Fixed	10	\$ 0	1.79	\$ 0	\$ 365,000	\$ 365,000
	0	365,000				0		0	365,000	365,000

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal repayments	\$115,219
Interest earned	\$65,922
Reserves balance	\$0.96 M
Interest expense	\$52,917
Loans due	\$1.44 M

Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

Cash backed reserve

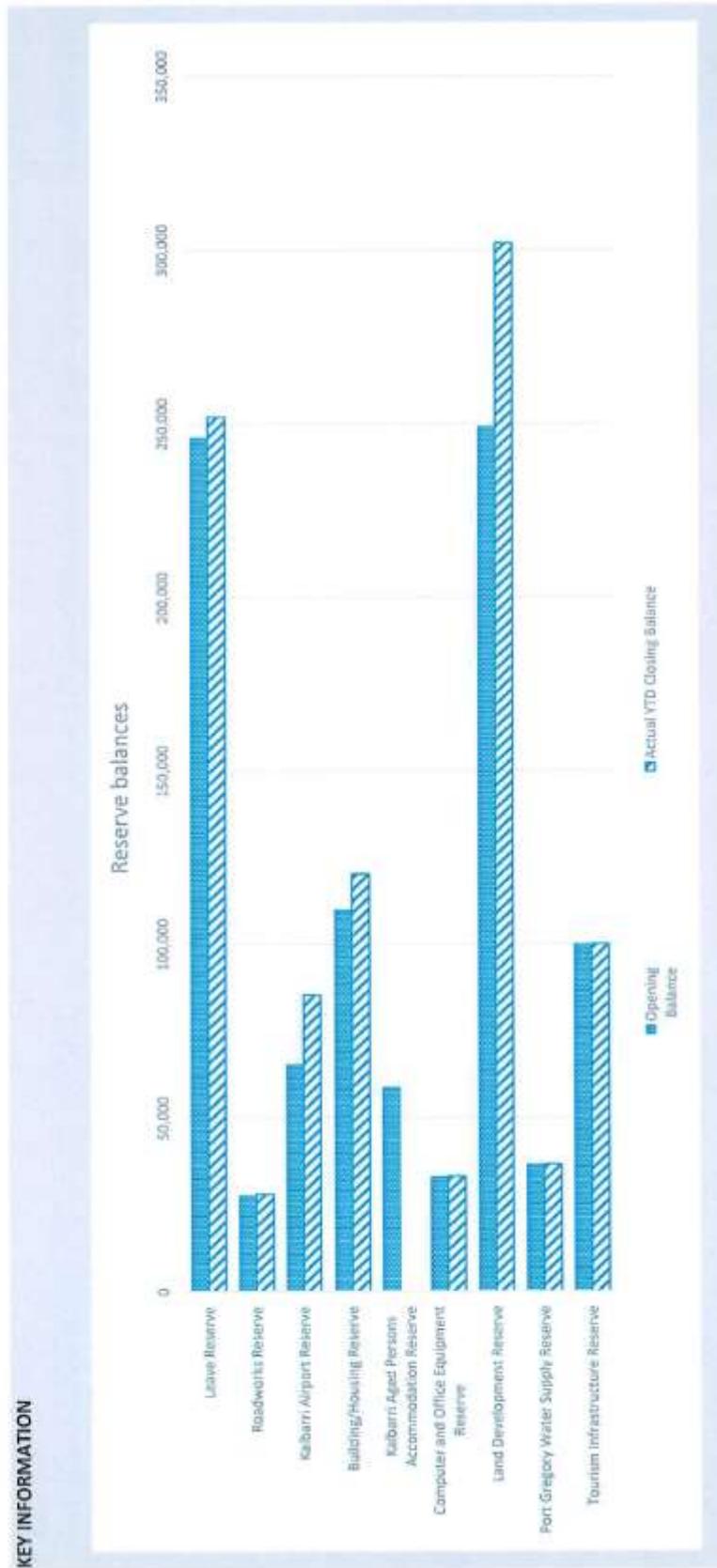
Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers		Actual Transfers		Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
				In (+)	Out (-)	In (+)	Out (-)				
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	246,008	5,000	938	5,000	0	5,000	0	0	0	256,008	251,946
Roadworks Reserve	27,641	2,000	373	0	0	0	0	0	0	29,641	28,014
Kalbarri Airport Reserve	65,315	200	42	20,000	0	20,000	0	0	0	85,515	85,357
Building/Housing Reserve	109,865	2,000	373	10,000	0	10,000	0	0	0	121,865	120,238
Kalbarri Aged Persons Accommodation Rese	58,694	0	0	0	(58,694)	0	(58,694)	(58,694)	0	0	0
Computer and Office Equipment Reserve	32,944	1,000	192	0	0	0	0	0	0	33,944	33,136
Land Development Reserve	249,161	15,000	2,800	0	0	50,000	0	0	0	264,161	301,961
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve	100,000	0	0	0	0	0	0	0	0	100,000	100,000
	926,128	25,200	4,718	35,000	(58,694)	85,000	(58,694)	(58,694)	(58,694)	927,634	957,152

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

KEY INFORMATION



NOTE 11

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2020	Current Liability 31 Mar 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission - General/	0	0	0	0	0	442,069	331,551	347,691
Grants Commission - Roads/	0	0	0	0	0	397,616	298,212	250,766
Law, order, public safety								
Emergency Services Levy - BFB	0	0	0	0	0	31,710	23,780	38,320
Emergency Services Levy - SES	0	0	0	0	0	25,523	19,141	30,843
Grant Revenue - BFERM	0	0	0	0	0	0	0	45,000
Education and welfare								
NCCA Operational Grant/Fundraising	0	0	0	0	0	62,000	46,494	62,000
Community amenities								
GRANT - CHARMAP	0	0	0	0	0	25,000	18,747	15,000
Transport								
MRD - Maintenance	0	0	0	0	0	172,575	172,575	172,575
Economic services								
Pink Lake Facilities Grant	0	0	0	0	0	0	0	25,435
	0	0	0	0	0	1,156,493	910,500	987,630

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 22

NOTE 12
NON-OPERATING GRANTS AND CONTRIBUTIONS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

Description/Provider	Unspent non operating grants, subsidies and contributions liability			Non operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability 31 Mar 2020	Liability 31 Mar 2020	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies						
Recreation and culture						
Kalbarri Foreshore Redevelopment	0	0	0	0	52,965	
Northampton Community Centre	0	0	0	134,417	100,809	
Old School	0	0	0	12,493	12,493	
Transport						
Regional Road Group Funding	0	0	0	306,666	229,995	
Royalties For Regions - White Cliffs/Binnu West Rd	0	0	0	146,326	146,326	
Roads to Recovery Funding	0	0	0	453,484	340,110	
Commodity Route Funding	0	0	0	447,000	335,250	
	0	0	0	1,500,386	1,164,983	1,286,223

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2019	Received	Paid	31 Mar 2020
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	27,040	(25,649)	1,574
Community Bus Bond	4,800	1,600	(2,000)	4,400
Unclaimed Monies - Rates	4,044	3,116	0	7,160
Nomination Deposits	0	240	0	240
Council Housing Bonds	0	1,400	(1,400)	0
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	420	230	(650)	0
Special Series Plates	770	1,240	(1,570)	440
Northampton Child Care Association	22,235	16,547	(22,235)	16,547
Horrocks Memorial Wall	0	1,000	(323)	677
One Life	1,940	0	(500)	1,440
Rubbish Tip Key Bond	1,400	400	0	1,800
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	0	19,342	(448)	18,894
DOT - Department of Transport	0	14,044	(14,044)	0
	36,842	86,198	(68,819)	54,222

**NOTE 14
BUDGET AMENDMENTS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Opening surplus adjustment		surplus/deficit adjustment	\$	\$	\$	\$
	29,223			29,223	0	0	29,223
	<u>Expenditure Adjustments</u>						
4012	Additional costs associated with traineeship		Operating Expenses			(22,640)	6,583
0032	Election Expenses - Savings		Operating Expenses	2,280			8,863
0112	Northern Zone WALGA Fees - No fees to be incurred 19/20		Operating Expenses	1,800			10,663
0502	Computer Expenses - WALGA Council connect budgeted in members (error)		Operating Expenses	5,000			15,663
1152	ESL - Port Gregory BFB Shed toilet		Operating Expenses		(10,000)		5,663
2312	Kalbarri Doctors Surgery - Floor coverings replacement savings		Operating Expenses	6,050			11,713
3172	Oval Residence - Extra costs for septic system replacement		Operating Expenses		(1,526)		10,187
3282	Lot 605 Salamit Place - Extra cost internal painting		Operating Expenses		(1,095)		9,092
3232	Lot 43 Bateman Street - Replace reticulation		Operating Expenses		(5,000)		4,092
4372	Planning Fees - Refund fees (Summerstar) Council approved		Operating Expenses		(5,000)		(908)
2342	Northampton Cemetery - Additional costs for stage 1 memorial tree		Operating Expenses		(1,564)		(2,472)
4752	Port Gregory Ablutions - Replace Cisterns		Operating Expenses		(2,800)		(5,272)
4972	Horrocks Jetty - Additional costs incurred re-bracketing platform		Operating Expenses		(1,550)		(6,822)
4972	Horrocks each Access Steps - Reduced costs incurred		Operating Expenses	2,100			(4,722)
3694	Kalbarri Foreshore Redevelopment - Savings shelters, BBQ's, bollards		Capital Expenses	30,600			25,878
4962	Kalbarri Oval - Barrier fence installation savings		Operating Expenses	2,000			27,878
5262	Kalbarri Community Camp - Savings roller door replacement		Operating Expenses	1,375			29,853
3634	Kalbarri Community Camp - Savings disabled ablutions installation		Capital Expenses	1,064			30,917
3754	Northampton Community Centre - Extra costs court tender		Capital Expenses		(3,630)		27,287
3754	Northampton Community Centre - Extra costs for lighting (budget error)		Capital Expenses		(5,720)		21,567
5122	Northampton Recreation Oval - Additional costs due to bore repair		Operating Expenses		(3,470)		18,097
5522	Old Police Station - Re-punch verandah floor nails		Operating Expenses		(1,600)		16,497
4712	Heritage Railway Precinct - Consumer power pole replaced		Operating Expenses		(2,506)		13,991
5060	Roadworks - Works deferred Bateman St construct & seal		Capital Expenses	31,000			44,991
5060	Roadworks - Works deferred Karina Mews reseal and kerb replacement		Capital Expenses	29,850			74,841
5060	Roadworks - Works deferred Fifth avenue - construct & seal		Capital Expenses	33,750			108,591
5060	Roadworks - Little Bay Road deferred - FAG's shortfall		Capital Expenses	50,000			158,591
5060	Robinson St - Installation of street light		Capital Expenses		(4,521)		154,070

SHIRE OF NORTHAMPTON | 25

Please refer to the compilation report

NOTE 14
BUDGET AMENDMENTS

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
5090	Port Gregory Footpath - Costs less than original estimate		Capital Expenses	\$	3,616		\$ 157,686
4224	Utility Purchase - Net savings of vehicle changeover (December 2019 meeting)		Operating Expenses		27,390		185,076
5932	Kalbarri Airport - ARU Replacement less than estimate		Operating Expenses		1,025		186,101
6372	Tourism Promotion - Signage - Only three of four signs purchased		Operating Expenses		4,035		190,136
6402	Lucky Bay Camping Site - Extra cost incurred septic tank pump outs		Operating Expenses			(2,640)	187,496
6402	Lucky Bay Camping Site - Vehicle purchase savings		Capital Expenses		2,847		190,343
6752	Port Gregory Water Supply - Supply & install tanks, remove old tanks		Operating Expenses			(28,000)	162,343
6752	Port Gregory Water Supply - New Control antennae		Operating Expenses			(2,765)	159,578
7322/7332	Tyre Purchase & Repair - Additional costs incurred to date		Operating Expenses			(8,720)	150,858
7172	Workers compensation Insurance - Adjustment for 18/19 insurance payment		Operating Expenses			(2,762)	148,096
	<u>Revenue Adjustments</u>						148,096
4501	Rates General - Additional Rates levied		Operating Revenue		2,400		150,496
4570	Rates Written Off		Operating Revenue			(1,268)	149,228
4611/4621	Financial Assistance Grants - Actual less than budget estimate		Operating Revenue			(41,762)	107,466
0133	Grant - Rates Trainee Officer Grant		Operating Revenue		30,000		137,466
0583	ESL - Supplemental Operating Grant		Operating Revenue		11,931		149,397
2843	Residential Housing Rent - Extra rent from Salamit Place		Operating Revenue		12,250		161,647
3253	Refuse Charges Residential - Extra Income		Operating Revenue		5,424		167,071
3263	Refuse Charges Commercial - Less income than estimated		Operating Revenue			(2,760)	164,311
4523	Grant Funding - Kalbarri Foreshore Shelters		Operating Revenue		52,965		217,276
5993	Port Gregory Water Supply - BASF contribution not in budget		Operating Revenue		3,000		220,276
				0	383,575	(163,299)	

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**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 2019-20 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	30,344	67.27%	▲ Permanent	Var due to Rates Trainee grant payment
General purpose funding	(44,128)	(0.82%)	▼ Permanent	Var associated with reduced FAG's grant
Law, order and public safety	72,039	130.96%	▲ Permanent	Var predominately due to BFRM grant payment plus ESL supplemental operating grant
Health	(9,720)	(32.32%)	▼ Permanent	Var due to less EHO/Build reimbursement chargeing
Education and welfare	36,356	20.74%	▲ Timing	Var due to NCCA grant/rebate plus aged housing rent
Housing	7,701	19.22%	▲ Permanent	Var due to additional housing rent received Actuals and budget will converge as the year progresses
Community amenities	(13,884)	(1.63%)	▼ Timing	
Recreation and culture	26,173	42.89%	▲ Permanent	Var due to NCC Tank claim insurance payment
Economic services	59,658	26.79%	▲ Timing	Var due to budget profile, will reconcile
Other property and services	35,785	38.94%	▲ Timing	Var due to the reimbursement of workers compensation payments
Expenditure from operating activities				
Governance	(44,493)	(6.63%)	▼ Timing	Actuals and budget will converge as the year progresses
General purpose funding	(11,589)	(7.02%)	▼ Permanent	Var due to legal fees
Law, order and public safety	(25,125)	(9.89%)	▼ Timing	Var due to payment timing plus Pt Gregory BFB toilet
Health	(19,659)	(15.59%)	▼ Permanent	Var due to allocation of costs for doctors housing Var due to reduced NCCA expenses being offset by Kal'b aged housing maintenance exp
Education and welfare	5,217	2.21%	▲ Permanent	
Community amenities	94,721	7.97%	▲ Timing	Var due to lag in rubbish collection costs invoices
Recreation and culture	91,378	7.39%	▲ Permanent	Var due to reduced Parks and Gardens exp
Transport	86,847	3.92%	▲ Permanent	Var due to reduced municipal roadworks expenditure
Economic services	(48,169)	(13.73%)	▼ Timing	Var due to budget profile, will reconcile
Other property and services	(223,984)	(738.93%)	▼ Permanent	Var due to Kal'b Aged Housing units asset write off & Plant Operation cost allocation
Investing activities				
Non-operating grants, subsidies and contributions	121,240	10.41%	▲ Timing	Actuals and budget will converge as the year progresses
Capital acquisitions	678,964	19.96%	▲ Timing	Roadworks progressing with some project delays, Truck and Pig Trailer delivery May 2020
Financing activities				
Self-supporting loan principal	7,173	26.30%	▲ Timing	Will reconcile, budget timing situation only
Transfer from reserves	14,674	33.33%	▲ Timing	Will reconcile, budget timing situation only
Transfer to reserves	(44,568)	(98.71%)	▼ Timing	Will reconcile, budget timing situation only

7.4.3 BANK OVERDRAFT/SHORT TERM FACILITY

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8th April 2020
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton

BACKGROUND:

Due to the impact of COVID 19 (Corona Virus) on all sectors of the economy it is anticipated that a bank overdraft or credit facility will be required to offset cash flow issues that may arise for the Shire.

Potentially cash flow will be impacted in the short term by default or late rates payments while long term revenue will be impacted by the nil increase in rates and charges for the 2020/2021 financial year and our rates revenue receival profile for 2020/2021. Cash flow has been relatively predictable to date but past revenue profiles will not necessarily reflect what transpires in the next 6 to 12 months.

Each year Council sends rates accounts during the month of August with rates payments predominately received during September and October. The removal of the rates discount has had a moderate impact on the payment profile however future rates payments will clearly be impacted by COVID 19 and our ratepayers capacity to pay. Subsequently rates payments will potentially be slower and subject to payment over the year rather than by the initial due date. It is anticipated that options 2 (Two Payments) and option 3 (Four payments) will be utilised to a greater extent.

Staff presented council with a balanced budget for the 2019/2020 financial year which did not include the provision of an overdraft. The Shire hasn't had the requirement for an overdraft facility for a long period however we need to be prepared for what transpires. Therefore a short term facility of \$1,000,000 from Western Australian Treasury Corporation (WATC) is requested to cover any short term cash flow issues during 2020/2021 and beyond and ensure all payments can be processed as required. The WATC is the preferred lender for local government as the private banking sector is unable to match the interest rates they provide.

The regulations currently prescribe that any loan facility not included in the Annual Budget is to be advertised for a period of 21 days. However as this facility will be included in the 2020/2021 budget there is no requirement to advertise, additionally changes to the regulations have been proposed which will remove the advertising requirements while the state of emergency prevails.

FINANCIAL & BUDGET IMPLICATIONS:

There are costs associated with utilising an overdraft or short term facility however it is anticipated that a credit facility from WATC will be cheaper than an overdraft from the bank.

WATC Facility

The current rate for two months is 0.78% plus the GFEE will be added to the cost but there are no costs to establish or line fees. Funds can be borrowed from 1 to 365 days.

NAB Overdraft

The current QuickBiz prime overdraft rate is 5.12% for two months, a monthly fee will apply and charges calculated per the information provided below:

Interest is a variable rate and available on application

Debit interest is calculated on the daily outstanding balance and is charged to the account on the last banking day of the month

Fees for the NAB Business Overdraft are available on application

Fees may apply to your linked transaction account

STATUTORY REQUIREMENTS

Local Government Act 1995 – Section 6.20

6.20. Power to borrow (1) Subject to this Act, a local government may — (a) borrow or re-borrow money; or (b) obtain credit; or (c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit, to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law. (2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (power to borrow) and details of that proposal have not been included in the annual budget for that financial year — (a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and (b) the resolution to exercise that power is to be by absolute majority.

VOTING REQUIREMENT:

Absolute Majority

OFFICER RECOMMENDATION – ITEM 7.4.3

That Council authorise the use of a credit facility with WATC of \$1,000,000 and the credit facility be included in the 2020/2021 budget.

ADMINISTRATION & CORPORATE REPORT

7.5.1	LEASE/RENT FEE REDUCTIONS	2
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7.5.1 LEASE/RENT FEE REDUCTIONS

FILE REFERENCE: 9.1.4
DATE OF REPORT: 6 April 2020
REPORTING OFFICER: Garry Keeffe

SUMMARY:

Council to determine if rent reductions are to apply in 2020/21 where properties under control of Council are leased/rented to third parties.

BACKGROUND:

A request has been received from Summerstar Pty Ltd if Council would consider reducing their 2020/21 Horrocks Beach Caravan Park lease by six months in value. They state that the COVID 19 has limited visitors to our area as a major factor in the drop of income for their park. The land that the Horrocks Caravan park is located on is a crown reserve with a Management Order drawn in favour of Council with power to lease.

They do not expect a refund for a portion of the current financial year only consideration for the new 2020/21 year.

A similar request has now also been received from the Murchison Caravan Park where they lease two crown reserves from Council as per the Horrocks situation.

They too have indicated consideration for a rent reduction in 2020/21.

COMMENT:

As a result of the above requests, a review of all similar situations has been undertaken and Council is now requested to provide direction if any of the following are to have a rent reduction in 2020/21. It is considered that those listed below have been affected by the COVID 19 crisis through ban on tourism and reduction in exports (crayfish).

<u>Property</u>	<u>Current Annual rent/lease</u>
Horrocks Caravan Park – Summerstar Pty Ltd	\$20,144
Murchison Caravan Park – Lot 589	\$13,528
Lot 588	\$21,871
Kalbarri Fishing Fuel Supplies – 4 Degrees	\$ 3,836
Kalbarri Boat Hire	\$ 1,097

Northampton Oval – Education Dept for School use	\$ 3,111
Kalbarri Air Charter – annual fee for hangar lease	\$ 642
annual fee for Landing fees	\$ 1,240

Situations where a refund is not considered to be warranted at this stage are for the following:

Northampton Oval	Northampton Football Club	\$ 2,256
	Northampton Cricket Club	\$ 205
	NR Agricultural Society	\$ 556
	Kalbarri Cricket Club	\$ 205
Northampton & Kalbarri Doctors Surgeries		\$10,612
Northampton Light Industrial Units (total amount raised)		\$29,920
Half Way Bay Cottage leases (total amount raised)		\$16,000
Rent on residences tenanted to private persons		\$46,436

The Council has already indicated that the 2020/21 budget is to be prepared with a nil increase in all rates, fees and charges which includes the above.

FINANCIAL & BUDGET IMPLICATIONS:

Should Council agree to a six month or other reduction on lease/rent fees it will have an impact on the 2020/21 Budget where expenditure for a project/s to cover such reduction will need to be excluded from the 2020/21 budget.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.1

For Council determination