



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 18th February 2022 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

- 11.00am – Presentation by Llew Withers on Shire of Northampton Public Health Plan.
- 11.30am – Presentation by Hon Vince Catania MLA

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read "Garry L Keeffe", is positioned above the name and title of the Chief Executive Officer.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

11th February 2022



~ Agenda ~

18th February 2022

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 18th February 2022, at the

Allen Centre, Kalbarri commencing at 1.00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

11th February 2022

SHIRE OF NORTHAMPTON

DISCLAIMER

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

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

Signed  _____

Date 11th February 2022

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
18th February 2022

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 – 17th December 2021
- 5.2 Special Meeting of Council – 27th January 2022

6. RECEIVAL OF MINUTES

- 6.1 Audit Committee – 18th February 2022

7. REPORTS

- 7.1 Works & Technical Services
- 7.2 Health/Building
- 7.3 Town Planning
- 7.4 Finance
- 7.5 Administrative & 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

| | | |
|---------|--|----|
| 12.1 | OPENING | 3 |
| 12.2 | PRESENT | 3 |
| 12.2.1 | LEAVE OF ABSENCE | 3 |
| 12.2.2 | APOLOGIES | 3 |
| 12.3 | QUESTION TIME | 3 |
| 12.4 | DISCLOSURE OF INTEREST | 3 |
| 12.5 | CONFIRMATION OF MINUTES | 4 |
| 12.5.1 | CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING FRIDAY 19 th NOVEMBER 2021 | 4 |
| 12.6 | WORKS & ENGINEERING REPORT | 4 |
| 12.6.1 | INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1) | 4 |
| 12.6.2 | REQUEST FOR QUOTE (RFQ – 04/2022) SUPPLY OF FLEET VEHICLES – 2021/2022, SUPPLY ONE (1) X SEDAN, THREE (3) X UTILITIES, NO TRADES | 4 |
| 12.7 | HEALTH & BUILDING REPORT | 5 |
| 12.7.1 | BUILDING APPROVALS (ITEM 7.2.1) | 5 |
| 12.8 | TOWN PLANNING REPORT | 5 |
| 12.8.1 | LOCAL PLANNING POLICY REVIEW – LOW IMPACT RURAL TOURISM (ITEM 7.3.1) | 5 |
| 12.8.2 | SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2) | 5 |
| 12.8.3 | REQUEST FOR TIME EXTENSION TO PROPOSED SHORT TERM EXPANSION MOTEL ACCOMMODATION – 5 MOTEL UNITS (3 TRANSPORTABLE AND 2 ACCOMMODATION PODS) – LOT 188 (NO. 60) JEFFREY BROWNE WAY, KALBARRI (ITEM 7.3.3) | 6 |
| 12.8.4 | STANDARD AMENDMENT – TOURISM WITH ADDITIONAL USE 'WORKFORCE ACCOMMODATION' FOR VARIOUS LOTS (ITEM 7.3.4) | 10 |
| 12.9 | FINANCE REPORT | 11 |
| 12.9.1 | ACCOUNTS FOR PAYMENT (ITEM 7.4.1) | 11 |
| 12.9.2 | MONTHLY FINANCIAL STATEMENTS –NOVEMBER 2021 (ITEM 7.4.2) | 11 |
| 12.10 | ADMINISTRATION & CORPORATE REPORT | 11 |
| 12.10.1 | 2022 COUNCIL MEETING DATES (ITEM 7.5.1) | 11 |
| 12.10.2 | LOCAL GOVERNMENT REFORM (ITEM 7.5.2) | 12 |
| 12.10.3 | REQUEST FOR SPONSORSHIP (ITEM 7.5.3) | 20 |

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on
Friday 17th December 2021**

| | | |
|---------|---|----|
| 12.10.4 | WATER WHEELCHAIR STORAGE SHED (ITEM 7.5.4) | 20 |
| 12.10.5 | BUSHFIRE ASSESSMENT LEVEL – AGREEMENT FOR MAINTENANCE WORKS (ITEM 7.5.5) | 20 |
| 12.10.6 | CYCLONE SEROJA – INSURANCE CLAIM PROGRESS (ITEM 7.5.6) | 21 |
| 12.10.7 | LITTLE BAY ROAD EXTENSION & LEASE OF LITTLE BAY CAMPING GROUND (ITEM 7.5.7) | 21 |
| 12.11 | PRESIDENT’S REPORT | 21 |
| 12.12 | DEPUTY PRESIDENT’S REPORT | 22 |
| 12.13 | COUNCILLORS’ REPORTS | 22 |
| 12.14.1 | CR HAY | 22 |
| 12.14.2 | CR STEWART | 22 |
| 12.14.3 | CR GIBB | 23 |
| 12.14 | NEW ITEMS OF BUSINESS | 23 |
| 12.14.1 | WA FOOTBALL LEAGUE FIXTURE - NORTHAMPTON | 23 |
| 12.14.2 | WESTERN POWER OUTAGES | 23 |
| 12.14.3 | ACKNOWLEDGEMENT OF SERVICE | 24 |
| 12.15 | NEXT MEETING OF COUNCIL | 24 |
| 12.16 | CLOSURE | 24 |

12.1 OPENING

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

12.2 PRESENT

| | | |
|--------------------|---|------------------|
| Cr L Sudlow | President | Northampton Ward |
| Cr R Horstman | | Northampton Ward |
| Cr T Gibb | | Kalbarri Ward |
| Cr T Hay | | Northampton Ward |
| Cr D Pike | | Kalbarri Ward |
| Cr R Suckling | | Northampton Ward |
| Cr P Stewart | | Kalbarri Ward |
| Cr R Burges | | Kalbarri Ward |
| Mr Garry Keeffe | Chief Executive Officer | |
| Mr Grant Middleton | Deputy Chief Executive Officer | |
| Mr Neil Broadhurst | Manager of Works and Technical Services | |
| Mrs Michelle Allen | Planning Officer | |

12.2.1 LEAVE OF ABSENCE

Nil

12.2.2 APOLOGIES

Cr S Stock-Standen

Northampton Ward

12.3 QUESTION TIME

Nil

12.4 DISCLOSURE OF INTEREST

Nil

12.5 CONFIRMATION OF MINUTES

**12.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING
FRIDAY 19th NOVEMBER 2021**

Moved Cr SUCKLING seconded Cr STEWART

That the minutes of the Ordinary Meeting of Council held on the 19th November 2021 be confirmed as a true and correct record.

CARRIED 8/0

12.6 WORKS & ENGINEERING REPORT

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

Noted

**12.6.2 REQUEST FOR QUOTE (RFQ – 04/2022) SUPPLY OF FLEET VEHICLES
– 2021/2022, SUPPLY ONE (1) X SEDAN, THREE (3) X UTILITIES, NO
TRADES**

Moved Cr HORSTMAN seconded Cr HAY

That Council accepts the following quotes for the supply of fleet vehicles:

- Geraldton Toyota, for the supply of one new Toyota Hybrid Camry Ascent Automatic sedan. Total price to Council \$30,263 (exc. GST).
- Geraldton Auto Wholesalers for the supply of one new Isuzu DMAX space/extra cab automatic utility. Total price to Council \$47,945.46 (exc. GST).
- Geraldton Auto Wholesalers for the supply of one new Isuzu DMAX dual cab utility. Total price to Council \$46,255.46 (exc. GST).
- Geraldton Auto Wholesalers for the supply of one new Isuzu DMAX single cab high ride utility. Total price to Council \$33,052.73 (exc. GST).

CARRIED 8/0

Neil Broadhurst departed the meeting at 1.13pm.

12.7 HEALTH & BUILDING REPORT

12.7.1 BUILDING APPROVALS (ITEM 7.2.1)

Noted.

12.8 TOWN PLANNING REPORT

**12.8.1 LOCAL PLANNING POLICY REVIEW – LOW IMPACT RURAL TOURISM
(ITEM 7.3.1)**

Moved Cr STEWART seconded Cr SUCKLING

That Council:

1. Pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolve to:

- a. Adopt the proposed draft Local Planning Policy for public comment and advertise the Policy for a period of 21 days;
- b. Should no written, author-identified objections be received during the 21 day advertising period, then adopt for final approval the proposed Local Planning Policy and proceed to publish a notice to this effect in the local newspaper;
- c. Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report; and
- d. Revoke the Low Impact Rural Tourism Local Planning Policy 2014.

CARRIED 8/0

12.8.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.2)

Noted.

12.8.3 REQUEST FOR TIME EXTENSION TO PROPOSED SHORT TERM EXPANSION MOTEL ACCOMMODATION – 5 MOTEL UNITS (3 TRANSPORTABLE AND 2 ACCOMMODATION PODS) – LOT 188 (NO. 60) JEFFREY BROWNE WAY, KALBARRI (ITEM 7.3.3)

Moved Cr SUCKLING, seconded Cr STEWART

That Council grant formal development approval for a limited time period of the proposed transportable motel units on Lot 188 (No. 40) Jeffrey Browne Way, Kalbarri consisting of thirty-three (33) one-bedroom motel units with ensuites and one laundry building in total, subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 17 December 2021 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the Local Government;
2. Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition;
3. Development approval is granted to four (4) accommodation pods and one (1) laundry unit to be located adjacent to the southern boundary of the lot as marked in 'RED' on the attached approved plans dated 17 December 2021 for a temporary period of two years expiring on 16 July 2023. After expiry of the temporary approval period, should operations continue the Applicant/Owner will be subject to a renewed Application for Development Approval and approval may or may not be granted based on compliance with relevant Planning Legislation and Policy;
4. Development approval is granted to three (3) transportable motel units on wheels and two (2) accommodation pods to be located adjacent to the eastern side boundary of the lot as marked in "RED' on the attached approved plans dated 17 December 2021 for a temporary period expiring on 31 October 2022. After expiry of the temporary approval period, should operations continue the Applicant/Owner will be subject to a renewed Application for Development Approval and approval may or may not be granted based on compliance with relevant Planning Legislation and Policy;

5. Prior to the issuing of a building permit, further detail be provided to the local government, demonstrating an adequate potable water supply to the approval of the Water Corporation is available for the proposed development
6. Prior to the issuing of a building permit, further detail be provided to the local government, demonstrating an adequate power supply to the approval of Western Power is available for the proposed development. Should connection to the electricity network not be available further detailed information be provided to the local government, demonstrating means of power supply.
7. Due to close proximity to town centre, all mechanical service systems (including air conditioners and generators), are to be designed and installed to prevent emitted noise levels from exceeding the relevant decibel levels as set out in the Environmental Protection (Noise) Regulations 1997 (as amended).
8. Prior to the issuing of a building permit, a detailed wastewater disposal application shall be completed that pertains to the proposed development which is to the approval of the Department of Health WA and the Local Government.
9. A building permit shall be issued by the local government prior to the commencement of any work on the site;
10. A detailed schedule of external finishes, materials and colours to be used in the construction of the development shall be submitted prior to lodgment of an application for a building permit and shall be of non-reflective materials consistent or complimentary in colour with the surrounding natural landscape features to the approval of the Local Government;
11. All stormwater is to be disposed of on-site to the specifications and approval of the local government. On application for a building permit a detailed design of stormwater collection and disposal system of developed areas is to be supplied to the approval of the Local Government (refer to Advice Note 4);
12. Any soils disturbed or deposited on site shall be stabilised to the approval of the Local Government;

13. Installation of crossing places, verge gradients and designated car parking areas shall be constructed, line marked and drained to the standards and specification of the Local Government (refer to Advice Note 4);
14. All parking of vehicles to be provided for within the property boundary and the street verge area is to be kept free of vehicles;
15. The Owner/Applicant shall install a boundary fence to match the existing fence on the southern boundary to a height of 2.1 metres upon the eastern side boundary and fencing and gates on the western side of the development as marked in 'RED' on the attached approved plan(s) dated 17 December 2021 so as to minimise visual impacts;
16. Prior to the commencement of the development/land use a landscaping plan shall be submitted to and approved by the local government. The approved landscaping plan shall include details pertaining to fencing, pathways, screening, shade and plantings and is to be implemented in full prior to the commencement of the approved use and maintained thereafter to the approval of the Local Government. Plantings are to include fast growing trees and shrubs;
17. Any lighting device/s is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries or cause any glare nuisance to any passing motorists;
18. The site shall be so ordered and maintained as not to prejudicially affect the amenity of the locality by reason of appearance;
19. Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the street/s, to the approval of the Local Government;
20. A Bushfire Attack Level (BAL) assessment, in accordance with *State Planning Policy 3.7 Planning in Bushfire Prone Areas* be undertaken and submitted, with any further conditions from this assessment addressed, prior to lodgment of an application for a building permit, to the approval of the Local Government;

21. A separate area shall be set aside for the loading and unloading of vehicles, from the existing and proposed car parking areas, to the approval of the Local Government (refer to Advice Note 4);
22. An overall carparking plan shall be provided to include designated parking areas and bays for all uses on the site and to include vehicle access/egress points from all public roads, to the approval of the Local Government (refer to Advice Note 4);
23. At the cessation of the Development Approval, all temporary structures, waste disposal facilities and drainage facilities shall be permanently removed from the site to the approval of the Local Government;
24. At the end of the approval period, the site shall be left in a neat and tidy condition following the removal of the structures.
25. Prior to the issue of any building permit for a repurposed or second-hand structure the Local Government shall require the lodging of;
 - (a) A bond amount equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard, with a minimum amount of \$5,000;
 - (b) A statutory declaration, signed by the applicant(s) and appropriately witnessed, indicating that the bond will be forfeited to Council if the approved installation works are not carried out within the approved timeframe.
 - (c) Bond monies will only be refunded (if not forfeited) after works required to prevent forfeiture have been carried out to the approval of the Building Surveyor.

Advice Note

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

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on
Friday 17th December 2021

2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained;
3. With regard to Condition No's. 5 and 8 the landowner/proponent is required to make arrangements accordingly to the approval of the Department of Health WA and the Local Government;
4. With regard to Conditions No. 11, 13, 21 and 22, it is advised the Applicant/Owner should liaise with the Shire of Northampton's Manager of Works and Technical Services to determine crossover, verge gradient, car parking design and drainage requirements for developed areas.
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of determination.

CARRIED 8/0

| |
|--|
| 12.8.4 STANDARD AMENDMENT – TOURISM WITH ADDITIONAL USE 'WORKFORCE ACCOMMODATION' FOR VARIOUS LOTS (ITEM 7.3.4) |
|--|

Moved Cr HORSTMAN, seconded Cr SUCKLING

That Council:

1. Advises the Department of Planning, Lands and Heritage that as soon as sites are publicly identified, Council will initiate an amendment to the *Shire of Northampton Local Planning Scheme No. 11 – Kalbarri Townsite*, to rezone land where appropriate to 'Tourism' with an 'Additional Use – Workforce Accommodation' in order to address the accommodation shortage in Kalbarri.

CARRIED 8/0

12.9 FINANCE REPORT

12.9.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

Moved Cr GIBB, seconded Cr HAY

That Municipal Fund Cheques 22141 to 22147 inclusive totalling \$25,477.45, Municipal EFT payments numbered EFT22850 to EFT22987 inclusive totalling \$996,080.05, Trust Fund Cheques 2656 to 2667, totalling \$14,810.82, Direct Debit payments numbered GJ0504 to GJ0510 inclusive totalling \$246,469.61 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

12.9.2 MONTHLY FINANCIAL STATEMENTS –NOVEMBER 2021 (ITEM 7.4.2)

Moved Cr HAY, seconded Cr STEWART

That Council adopts the Monthly Financial Report for the period ending 30 November 2021.

CARRIED 8/0

12.10 ADMINISTRATION & CORPORATE REPORT

10.10.1 2022 COUNCIL MEETING DATES (ITEM 7.5.1)

Moved Cr PIKE seconded Cr GIBB

1. That Council holds their ordinary meetings on the following dates for 2022:

| | |
|---------------------------|----------------------------|
| February 18 th | July 15 th |
| March 18 th | August 19 th |
| April 22 nd | September 16 th |
| May 20 th | October 21 st |
| June 17 th | November 18 th |
| | December 16 th |

2. That all meetings commence at 1.00pm.

3. That the February, May, August and November meetings be held at the Allen Centre in Kalbarri with all other meetings to be held at the Northampton Council Chambers.

CARRIED 8/0

| |
|--|
| 12.10.2 LOCAL GOVERNMENT REFORM (ITEM 7.5.2) |
|--|

Moved Cr STEWART, seconded Cr SUCKLING

1.1 Early Intervention Powers

That Council support the proposed reforms as they align with the sectors position on external oversight and support

That the Minister for Local Government be requested to explore alternative mechanisms for resolving local level complaints

That Council advises WALGA that when the local government is responsible to deal with a minor incident is being transitioned to the Inspectorate is clearly detailed.

1.2 Local Government Monitors

That Council support the proposed reforms and make comment that it will be important for the situation of when the Local Government's responsibility to deal with a minor behavioral complaint being transitioned to the Inspectorate is clearly detailed

1.3 Conduct Panel

That Council support the proposed reforms and advise WALGA that It would be beneficial for the pool of monitors include people located in the regions and not be just metropolitan based only.

Also that cost will be a factor and request the Department of Local Government if it intends to cap the individual local government costs for monitor engagement, or the State cover costs for certain types of issues as it will reduce future costs.

And will local governments be encouraged to proactively engage the inspector and monitors instead of expensive consultants, or will it lead to further intensive scrutiny in other areas?

1.4 Review of Penalties

That Council support the proposed reforms however make comment that the change should be accompanied by an automatic adjustment to quorum and Absolute Majority quorum and Absolute Majority requirement to accommodate the reduction in elected members.

1.5 Rapid Red Card Resolutions

That Council support the proposed reforms however make the following comments:

- (a) As per 1.4 should be accompanied by an automatic adjustments to quorum and Absolute Majority requirements to accommodate the reduction in Elected Members periods.
- (b) “Red Card” proposal to empower Presiding Members to enforce behavioral standards. Clarification is required on management of poor Presiding Member’s behaviour. For example, does the Deputy Presiding Member have powers if a complaint is made against the Presiding Member? Could a “vote of no confidence” mechanism be introduced to allow Councillors to censure Presiding Members who behave poorly or do not exercise their responsibilities?
- (c) The Standardisation of Standing Orders is tentatively supported, providing that the new Orders do not place an increased administrative burden on small local governments.

1.6 Vexatious Complaint Referrals

That Council support the proposed reforms.

1.7 Minor Other Reforms

That Council support the proposed reforms.

2.1 Resource Sharing

That Council support the proposed reforms.

2.2 Standardisation of Crossovers

That Council support the proposed reforms however reiterate that although the proposed amendment is supported, a *One-Size-Fits-All* approach may not be appropriate as the crossover requirement in a city or large Regional Centre may not be appropriate in a small townsite in a regional remote LGA. Will need to be somewhat a bit flexible in rural and remote areas.

2.3 Introduce Innovation Provisions

That Council support the proposed reforms.

2.4 Streamline Local Laws Process

That Council support the proposed reforms.

2.5 Simplifying Approvals for Small Business and Community Events

That Council support the proposed reforms.

2.6 Standardise Meeting Procedures, including Public Question Time

That Council support the proposed reforms.

2.7 Regional Subsidiaries

That Council support the proposed reforms.

3.1 Recording and Livestream of all Council Meetings

That Council not support the reforms at this stage and WALGA be requested to seek clarification if band 3 or 4 Local Government Authorities have to store and archive the audio recordings of meetings? If so, how long are these recordings required to be held by the LGA?

Is the intention for all video & audio records of meetings to be stored & archived by the DLGSC or is this only the confidential items?

3.2 Recording all Votes at Council Meetings

That Council support the proposed reforms

3.3 Clearer Guidance for Meeting Items that may be Confidential

That Council support the proposed reforms however make comment that:

- (a) What happens in situations where the Council resolves to nominate or support a person for a particular award, ie Australia of the Year Awards etc. Therefore, further clarification on those types of decisions needs to be provided.
- (b) Sending files to DLGSC seems unnecessary and will require resources and internet that may be lacking in smaller LGs.
- (c) Reform proposal needs to be clear around commercial in confidence information .

3.4 Additional Online Registers

That Council not support the proposed reform changes as for smaller local authorities it is another compliance to be undertaken. The ever-increasing number and types of Registers is becoming an issue. Specifically, the internal administrative resources required to ensure these Registers are maintained and updated.

That Council recommend that Annual publication of these registers, rather than quarterly, would be far more achievable for smaller LGs.

That Council recommend that it would also be appropriate for the DLGSC to put out a list and templates on the currently (and future) Register required under the LG Act

3.5 Chief Executive Office – Key Performance Indicators be Published

That Council:

- (a) Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature;
- (b) Not support the results of performance reviews being published.

4.1 Community and Stakeholder Engagement Charters

That Council Support will only be provided upon receipt of the detail in the Model Charter and a process where this should not be an administrative burden, adding to the already excessive red tape Local Government Authorities are required to work under.

That Council also make comment that the Council is also elected by the people to govern and make decision on behalf of the residents, is this process the beginning of taking away the key role of elected members?

Should this reform be approved that this be optional for Tier 3 & 4 Local Governments.

4.2 Ratepayer Satisfaction Surveys

Although this reform only relates to Tier 1 and 2 Local Governments, Council recommends that this requirement should not become mandatory for Tier 3 and 4 Local Governments.

4.3 Introduction of Preferential Voting

That Council not support the proposed reform for introduction of preferential voting and retain the current first-past-the-post voting method.

4.4 Public Vote to Elect Mayor or President

That Council not support the proposed reform that the public elect the Mayor and President as this leads to limited commitment to Council from the popularly elected Mayor/President as they were not elected by the Council.

4.5 Tiered Limits on Number of Councillors

That Council not support the proposed reform that all local governments with a population under 5,000 to only have a maximum of 5 Councillors and should have the option of having five to seven Councillors as this will assist with the difficulties in establishing quorums and achieving absolute majority votes when required in situations where Councillors are absent, especially during seasonal commitments.

Council also suggested that the ability to attend meetings via technology be expanded to ensure quorums if maximum members are introduced.

4.6 No Wards from Small Councils – Tiers 3 and 4

That Council supports the proposed reform for no wards for small Councils as a Councillor is elected to represent the whole Shire not just a section of that Shire.

4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility

That Council support the proposed reforms

4.8 Reform of Candidate Profiles

That Council support the proposed reforms

4.9 Minor Other Electoral Reforms

That Council support the proposed reforms

5.1 Introduce Principles in the Local Government Act

That Council support the proposed reforms

5.2 Greater Role Clarity

That Council support the proposed reforms

5.3 Council Communications Agreement

That Council support the reform in part and recommend a change in that the communication arrangements be in the form of a Council Policy and not a formal agreement and the process needs to ensure it does not become an administrative burden requiring more resources to administer.

5.4 Superannuation Payments to Elected Members

That Council reiterates its previous decision that it does not support the payment of superannuation to elected members.

5.5 Local Government May Establish Education Allowances

That Council support the proposed reform.

5.6 Standard Election Caretaker Period

That Council not support the reform proposals as is currently written for the following reasons:

- (a) State Government election cycles are every four years, whereas Local Government elections are every two years. This will result in there being caretaker periods in LG every two years.
- (b) The proposed reform does not take into consideration when the caretaker period is to commence and end. If this is to commence at the time Nominations are called (first week of September) and conclude when new (or returning) Elected Members are sworn in (e.g. late October) this could create a logistical issue with the LG's decision making process.
- (c) There is uncertainty whether the proposed caretaker period also includes Extraordinary Elections, which occur more regularly immediately after the biennial LG Ordinary Election process.
- (b) How does the caretaker period interact with decisions that may have statutory timeframes associated with them?
- (e) The reform proposed has the potential to place a large decision-making burden on a newly elected incoming Council (before they have completed mandatory training).

5.7 Remove WALGA from the Local Government Act

That Council support the proposed reform.

5.8 CEO Recruitment

That Council support the proposed reform however recommend that it would be appropriate for the panel members to include people located in the regions and not be metropolitan based only.

Cost to engage independent person also needs to be taken into consideration.

6.1 Model Financial Statements and Tiered Financial Reporting

That Council fully support this proposal however reiterates the need to ensure that the result does achieve what the change in legislation intends, that is to make it easier for the general resident to understand.

6.2 Simplify Strategic and Financial Planning

That Council support the proposed reforms.

6.3 Rates and Revenue Policy

That Council supports the proposed reform however questions its relevance as it is considered that such a policy is already covered under the Long Term Financial Plan and part of the existing Rate Setting Budget financial statement? The Rate Setting Budget actually balances the Local Governments Annual Budget (excluding Non-Cash items).

6.4 Monthly Reporting of Credit Cards

That Council support the proposed reform as it already undertakes this reporting on a monthly basis.

6.5 Amended Financial Ratios

That Council support the proposed reforms.

6.6 Audit Committees – Independent Chairperson & Membership

That Council:

- (a) not support majority independent members of the Audit Committee, nor that the chairperson is to be an independent person.
- (b) Supports Audit Committees of Local Governments with an Elected Member majority including independent members, and to consider proactive risk management issues.

6.7 Building Upgrade Finance

That Council support the proposed reform.

6.8 Cost of Waste Services to be Specified on Rates Notices

That Council support the proposed reform.

CARRIED 8/0

12.10.3 REQUEST FOR SPONSORSHIP (ITEM 7.5.3)

Moved Cr HAY, seconded Cr BURGES

That Council contribute the difference between the estimated costs for the Kalbarri Australia Day Celebrations and the grant funding if received to a maximum of \$10,000 and this payment be made from the Cyclone Seroja donated funds currently held in Trust for Kalbarri cyclone related matters.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

12.10.4 WATER WHEELCHAIR STORAGE SHED (ITEM 7.5.4)

Moved Cr STEWART, seconded Cr GIBB

That Council approve of the location of the disabled water wheelchair storage shed on the Kalbarri foreshore near Kalbarri Boat Hire operations abutting the recently angled section of the new retaining wall near the foreshore access road.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

12.10.5 BUSHFIRE ASSESSMENT LEVEL – AGREEMENT FOR MAINTENANCE WORKS (ITEM 7.5.5)

Moved Cr SUDLOW, seconded Cr SUCKLING

That Council:

1. Adopt the “Agreement for Maintenance Works” as presented and this to be used to enter into agreements with property owners who are required to maintain vegetation on land under the control and management of Council that is neighbouring their property to comply with their Bushfire Risk Assessment Level.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on
Friday 17th December 2021

2. That the Chief Executive Officer be given delegated power to approve and enter into “Agreements for Maintenance Works”.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

12.10.6 CYCLONE SEROJA – INSURANCE CLAIM PROGRESS (ITEM 7.5.6)

Noted.

12.10.7 LITTLE BAY ROAD EXTENSION & LEASE OF LITTLE BAY CAMPING GROUND (ITEM 7.5.7)

Moved Cr SUCKLING seconded Cr HORSTMAN

That Council approve the entering into a lease of part of Reserve 49842 for the management of the Little Bay Camping area for a term of 10 years, with an annual rent of \$500, subject to the approval of the Minister for Planning Lands and Heritage.

CARRIED 8/0

12.11 PRESIDENT’S REPORT

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

- 22/11/2021 Northern Zone Council Meeting - Mingenew
- 23/11/2021 Nicole Nelson, Craig Poletti – Kalbarri Foreshore Plans, Council Chambers Northampton
- 24/11/2021 WA Country Health Board – Council Chambers Northampton
- 25/11/2021 Insurance Issues following Cyclone Seroja, Zoom meeting
- 30/11/2021 Annual General Meeting, Kalbarri Visitor Centre – Kalbarri
- 1/12/2021 Melissa Pexton, State Recovery Controller TC Seroja DFES – Council Chambers Northampton
- 2/12/2021 Regional Drought Resilience Meeting, Department Primary Industries & Regional Development – Geraldton
- 5/12/2021 Centenary First Schedule Air Service in Australia – Murchison House Station, Kalbarri
- 7/12/2021 Cyclone Seroja Recovery Support Meeting - Northampton Community Centre
- 8/12/2021 Cyclone Seroja Recovery Support Meetings – Kalbarri Golf Club
- 10/12/2021 Shire of Northampton Christmas function – Northampton Bowling Club

13/12/2021 Dr Tara Hamilton, Doctor – Kalbarri

16/12/2021 Exit Audit Meeting – Zoom meeting

12.12 DEPUTY PRESIDENT'S REPORT

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

22/11/2021 Northern Zone Council Meeting – Mingenew

1/12/2021 Melissa Pexton, State Recovery Controller TC Seroja DFES – Northampton

9/12/2021 Local Recovery Coordination Group Meeting, Northampton

10/12/2021 Shire of Northampton Christmas function – Northampton Bowling Club

11/12/2021 Extraordinary Election, Kalbarri Ward – Council Chambers Kalbarri

13/12/2021 Melissa Pexton, State Recovery Controller TC Seroja DFES – Zoom meeting

14/12/2021 Local Recovery Coordination Group Meeting – St Johns Ambulance Sub-Centre Northampton

12.13 COUNCILLORS' REPORTS

12.14.1 CR HAY

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

1/12/2021 Melissa Pexton, State Recovery Controller TC Seroja DFES – Northampton

12.14.2 CR STEWART

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

24/11/2021 Kalbarri Visitor Centre meeting - Kalbarri

30/11/2021 Annual General Meeting, Kalbarri Visitor Centre – Kalbarri

1/12/2021 Melissa Pexton, State Recovery Controller TC Seroja DFES – Council Chambers Northampton

14/12/2021 Kalbarri Visitor Centre meeting - Kalbarri

12.14.3 CR GIBB

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

- | | |
|------------|---|
| 1/12/2021 | Melissa Pexton, State Recovery Controller TC Seroja DFES – Council Chambers Northampton |
| 8/12/2021 | Cyclone Seroja Recovery Support Meetings – Kalbarri Golf Club |
| 15/12/2021 | Honourable Vince Catania, MLA - Kalbarri |

12.14 NEW ITEMS OF BUSINESS

12.14.1 WA FOOTBALL LEAGUE FIXTURE - NORTHAMPTON

Cr SUDLOW advised of recent meetings held with the WA Football League, the Great Northern Football League and the AFL Rams Supporters Club and the possibility of holding a WAFL football game in Northampton in April/May of 2022 as part of the community Cyclone Recovery process.

Cost to conduct the game will be from a combination of WAFL, state government and the AFL Rams Supporters Club. No financial contribution from the Council is being requested at this stage.

One requirement to allow the game to proceed will be the need to remove the concrete cricket pitch which will be reinstated after the WAFL game.

No decision of Council is required at this stage and Council will be kept informed as this progresses.

12.14.2 WESTERN POWER OUTAGES

Cr SUDLOW raised the matter of the recent power outages within the district and the need to clarify the process Western Power follows during total fire and harvest bans.

Moved Cr STEWART seconded Cr GIBB

That the Shire President correspond with Western Power and seek clarification of the processes followed by Western Power on reinstating power during total fire and harvest bans and continues to work with other local governments to lobby relevant members of parliament to the issues of power outages faced by regional landowners at these times.

CARRIED 8/0

12.14.3 ACKNOWLEDGEMENT OF SERVICE

Cr SUDLOW acknowledged the work of Shire staff during 2021 and in particular the leadership and commitment of the CEO, Garry Keeffe who has now served 25 years as the Shire's CEO and 45 years working in local government.

Moved Cr SUDLOW seconded Cr SUCKLING

That Council formally acknowledges the work of the CEO, Garry Keeffe, during his 45 years working in Local Government and in particular thanks him for his 25 years working as the CEO of the Shire of Northampton and the extra work undertaken this year as a result of Cyclone Seroja.

CARRIED 8/0

12.15 NEXT MEETING OF COUNCIL

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

12.16 CLOSURE

There being no further business, the President wished members and staff a Merry Christmas and a happy and safe New Year and thanked everyone for their attendance and declared the meeting closed at 2.50pm.

SHIRE OF NORTHAMPTON
Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on
Friday 17th December 2021

THESE MINUTES CONSISTING OF PAGES 1 TO 20 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 18th FEBRUARY 2022.

PRESIDING MEMBER: _____

DATE: _____

1 PRESENT

| | | |
|--------------------|------------------|-------------------------|
| Cr E Sudlow | President | Northampton Ward |
| Cr R Horstman | Deputy President | Northampton Ward |
| Cr S Stock-Standen | | Northampton Ward |
| Cr T Hay | | Northampton Ward |
| Cr D Pike | | Kalbarri Ward |
| Cr R Burges | | Kalbarri Ward |
| Cr T Gibb | | Kalbarri Ward |
| Cr P Stewart | | Kalbarri Ward |
| Mr G L Keeffe | | Chief Executive Officer |

2 APOLOGIES

| | |
|---------------|------------------|
| Cr R Suckling | Northampton Ward |
|---------------|------------------|

3 OPENING OF MEETING

The President, Cr Sudlow, declared the meeting open at 1.38pm.

4 QUESTION TIME

Being a special meeting and held by electronic means there was no questions put to Council.

5 NORTHAMPTON OVAL REFURBISHMENT – WAFL FIXTURE

Cr Sudlow thanked all Councillors in attendance at such short notice and advised that the reason for the Special Meeting is for Council to determine if it is to expend funds to upgrade the Northampton oval to allow for a Western Australian Football League fixture to be held at Northampton on 30 April 2022.

For the fixture to occur the oval in its current condition is not suitable and requires the removal of the concrete cricket pitch, removal of a large section of grass in the central oval area to level the surface then re-grass this area and top dress the oval. It was initially thought that when this proposal was being considered that there would be no cost to the Council as costs would be covered from the AFL RAMS Supporters Group, the WA Football Commission and the East Fremantle Football Club, however this is now not the case.

The State Government has provided funding of \$100,000 to cover travel, accommodation and other costs for the two clubs who will play the fixture, being East Fremantle and East Perth.

Whilst the clubs are in the area they will undertake football clinics at schools and clubs with the region and Northampton.

The fixture will involve a league and a women's WAFL game.

The cost to refurbish the oval from a quote supplied is \$54,080. In addition to this cost the Council will also be required to re-instate the cricket pitch, no cost for these works are available however have been requested.

Reason for the urgent Special Meeting today is that this evening the East Fremantle Football Club will be making a final decision if the fixture is to proceed at Northampton or be relocated to a Geraldton oval and is dependant if the Northampton oval refurbishment is to proceed. In addition for the oval refurbishment to occur, the contractor to undertake the works needs to be advised on Friday 28th January 2022 to commence the required works to ensure the oval is ready for the 30 April 2022.

The CEO provided the following additional requirements for the fixture:

Possibility of the need to employ a person by Council to help with organising of event in liaison with the WA Football Commission, Great Northern Football League, Northampton Football Club and the East Fremantle Football Club, however this will be minimal due to short time period that person is required for.

There will be a requirement for additional toilets, engagement of security personnel, raised coaches' boxes, scissor lift for WAFL cameraman, 6 x 3m marquee for umpires. The organising committee is responsible for these costs which will be covered by ticket sales to the game.

Management of car parking and crowd placement/control.

CEO also advised that the new RAM Shed will not have commenced construction by this date and therefore the existing concrete pad can be used for additional food/drink areas, seating etc.

Benefits from the event to the Shire and Community:

- Good promotion of the Shire and the Northampton town
- Bring an economical benefit from visitors to the town for the event
- Catalyst for other possible large scale events
- All ticket sales go to the organising committee, which in this case be the Northampton Football Club and other local organisations that the club may use
- A refurbished playing surface to the oval
- New to standard goal and point posts

Risks associated with this proposal are:

- Game could still be cancelled due to playing surface not achieving the required standard for the game
- COVID pandemic could affect the conducting of the game

CEO reported that the WA Football Commission has now confirmed that part of the \$35,000 that the AFL RAMS Supporters Group have contributed to the fixture, \$10,000 of that contribution will now be provided to the Council to assist with the oval upgrade and they are also endeavoring to source other funding to assist the Council.

The CEO therefore recommended to Council that based on the discussions on the matter and advice provided and that the Council was in favour to have this WAFL fixture in Northampton that Council resolve to progress with the oval refurbishment at an estimated cost of \$54,080 and authorise funding of an estimated \$44,000 to undertake the refurbishment works and advise the WA Football Commission accordingly.

This expenditure will need to be declared as authorised expenditure and to be carried by an absolute majority.

Moved Cr BURGES seconded CR STOCK-STANDEN

That Council approve the expenditure, estimated \$44,000, to refurbish the playing surface of the Northampton Oval to allow for a WA Football League fixture to be played on the oval on the 30 April 2022 and continue to seek other funding to assist towards this cost.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

| |
|------------------|
| 6 CLOSURE |
|------------------|

There being no further business for discussion, the President thanked those members present for their attendance and declared the meeting closed at 2.05Pm.

| |
|---|
| THESE MINUTES CONSISTING OF PAGES 1 TO 2 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 18 FEBRUARY 2022 |
|---|

| |
|-------------------------|
| PRESIDING MEMBER: _____ |
|-------------------------|

| |
|-------------|
| DATE: _____ |
|-------------|

WORKS & ENGINEERING REPORT CONTENTS

| | | |
|-------|--|---|
| 7.1.1 | INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM | 2 |
| 7.1.2 | HORROCKS FORESHORE – COMMUNITY KITCHEN BBQ REPLACEMENT OF EXISTING BBQ UNIT | 4 |

| | |
|--------------|---|
| 7.1.1 | INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM |
|--------------|---|

| | |
|---------------------------|-------------------------------------|
| REPORTING OFFICER: | Neil Broadhurst - MWTS |
| DATE OF REPORT: | 9th February 2022 |

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

Specific Road Works

- Maintenance grading carried out on Blue Well, Balla Whellarra, Horry, Binu East and Wickens Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Billa Whellarra, Binu East and Wickens Road/s.

Maintenance Items

- General – Various signage and road furniture works.
- Northampton – Community Centre – Drainage issue surrounding groundwater or possible reticulation water leakage. Unresolved at this stage.
- Northampton – Reinstallation of Basketball hoop etc at Guide Park.
- Northampton townsite – Powerline clearance works.
- Northampton and Kalbarri – Potholes works undertaken.
- Northampton and Kalbarri – Australia Day celebration setup and cleanup works.
- Kalbarri Tip Site – Inert Hole tip fire.
- Kalbarri – Oval, Eco Flora and Capital Hill - General bore and reticulation pump issues.
- Kalbarri – Foreshore area – Extensive damage to a large number of solar powered lights/bollards.
- Binu Tip Site – Works progressing to close existing area and development and opening of new site.
- Binu – Maintenance and water supply pipe clearance works.
- Rural – Sealing Aggregate sites cleared for stockpiling.
- Port Gregory Waste Site – Temporary closure to deal with Asbestos dumping.
- Waste Disposal sites – Extensive maintenance and push up works.

Other Items (Budget)

- Northampton – Gwalla Street / Second Avenue works progressing.
- Northampton – Cemetery – Installation of shelter and paving.
- Northampton – Oval renovation works, and assistance associated with WAFL football game at NCC.
- Kalbarri – Foreshore rehabilitation works from Nature based playground north to boat hire and VMR south to chainman’s carpark.
- Horrocks – Commenced ramp sealing works – Fire brigade shed area.

Plant Items

- Northampton Construction Loader – Awarded – Delivery Mid to late February 2022.
- Northampton Fleet vehicles – Awarded – Delivery of 1 x Sedan by end of February, 3 x Utilities in xxx.
- Truck cover tarps fitted to last truck and trailer.

Staff Items

- Leo Ryan – Retirement – 4th February 2022.
- Compliance Officer Appointed – Ms. Sandy Stock Standen.

OFFICERS RECOMMENDATION

For Council information.

**7.1.2 HORROCKS FORESHORE– COMMUNITY KITCHEN BBQ
REPLACEMENT OF EXISTING BBQ UNIT**

| | |
|---------------------------|---------------------------------------|
| REPORTING OFFICER: | Neil Broadhurst - MWTS |
| DATE OF REPORT: | 9th February 2022 |
| APPENDICES: | 1. Attached quote/information. |

BACKGROUND:

The Horrocks Foreshore Community Kitchen has an existing electric 'BBQRUS' BBQ at the Community Kitchen location. The unit over the last period of time has required periodic maintenance and replacement of the heating element/s etc. The unit is currently not working with preliminary investigation by an electrician suggesting the control panel and sealed controller unit has considerable corrosion issues. The internal framework of the unit has considerable rust issues that would suggest replacement. The option to consider a new drop in BBQ plated and unit was reviewed and would only be a short term solution, arguably the whole unit should be replaced.

Currently 2 BBQ units exist on the Horrocks foreshore area, both get considerable use. The 2 units are different brands/manufacturers (Community Kitchen unit manufactured by BBQRUS, Playground location BBQ unit manufactured by DA Christie) and while the community kitchen unit is older than the unit located at the playground area, the community kitchen unit has not been as reliable as the playground unit. The only real difference in appearance is that the Christie unit has a slightly smaller hotplate area.

Management request that consideration be given by Council to replace the existing 'BBQRUS' unit that is currently not working.

COMMENT:

Both existing units get a considerable amount of use and as such justification to retain 2 units at different locations at Horrocks is believed to be warranted.

In order to retain consistency and stock similar parts for maintenance requirements etc. the same brand BBQ's for each location is requested if Council are to proceed with a new BBQ unit

FINANCIAL & BUDGET IMPLICATIONS:

No provision within the 2021/2022 approved budget exists for the supply or replacement of a BBQ unit at Horrocks.

Replacement cost is based on a quote from DA Christie Pty Ltd.
(Pricing exc GST.)

| | |
|----------------------------|------------|
| Supply of Unit (MOD E 2/1) | \$5,541.90 |
| Transport / Freight | \$ 630.00 |

Other expenditure

Electrician to disconnect power and remove old BBQ unit and frame,
install new BBQ unit, frame and reconnect power.

\$ 750.00

| | |
|--------------|-------------------|
| TOTAL | \$6,921.90 |
|--------------|-------------------|

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no adopted 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.1.2

That Council approve as authorized expenditure \$ 6,921.90 (exc GST) for the purchase of One new DA Christle BBQ to replace existing BBQ located at Horrocks Community Kitchen and this cost be approved within the 2021/2022 Budget.

CHRISTIE

DA Christie Pty Ltd
ABN 31 004 637 138
5 Lakewood Boulevard, PO Box 8279
Carrum Downs VIC 3201 AU
Australia: 1300 135 227
International: +61 3 9708 2999
Email: sales@dachristie.com

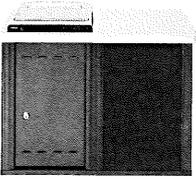
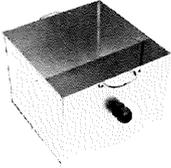
Sales Quotation 5011178

Client: Northampton Shire Council
Contact: Neil Broadhurst
Phone: 0428 341 202
Email: neil.broadhurst@northampton.wa.gov
Location: Northampton, WA, 6535

Project: ri Foreshore & Horrocks Beach

Date: 2/02/2022
Valid to Date: 9/02/2022

Our cooktops are engineered to be energy efficient and reliable during high-volume and repeated use. They're backed by our two year product warranty and dedicated in-house technical support team who provide you with live support - diagnosing solutions and shipping spare parts within 24 hours.
Our barbecue products are shipped within five days as part of our industry-leading customer service.

| Part No. | Description | Qty | Unit Price | Total (Excl) |
|---|--|-----|------------|--------------|
| MOD-E-2/1 | | | | |
|  | Modular Double Cabinet Kit With 1 x Elec CC2 Cooktop | 1 | 5,541.90 | 5,541.90 |
| PANEL-DEEP 1717 | Fascia Panel - Deep Ocean | 5 | 0.00 | 0.00 |
|  | Grease Trap, Baffled, Standard | 1 | 0.00 | 0.00 |
| 9001 | Freight to Address as Quoted | 1 | 630.00 | 630.00 |

ITEM NO: 7.2.2
DATE: 18/2

For enquiries, please contact Julie Houlahan 0417 628 481
Place your order via sales@dachristie.com

Terms 30 EOM (AR)

Goods remain the property of D A Christie Pty Ltd until full payment is received.
Banking Details: National Australia Bank, 107 Main Street, Mornington VIC 3931
BSB: 083-781 Account No: 51 576 7614 SWIFT: NATAAU 3302S
Email remittance advice to: admin@dachristie.com

Warranty: Two Years Parts & Labour. Details at www.dachristie.com/support
Standard Trading Terms: Details at www.dachristie.com/documents

Total (Excl) AUD 6,171.90
Tax AUD 617.19
Total (Incl) AUD 6,789.09

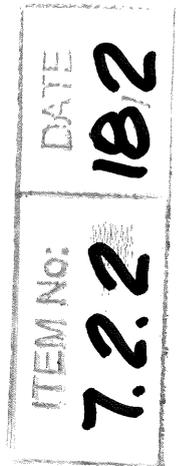
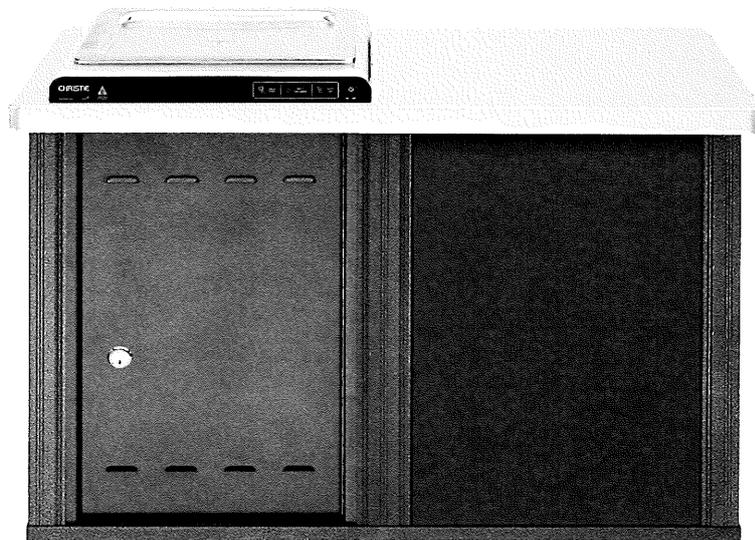
CHRISTIE

Modular Series Double Barbecue

Our patented, flat-packed Modular Series barbecues set the standard for pre-fabricated public barbecue surrounds. They are versatile, compact, easy to assemble, and very tough - to withstand continued use in the most demanding locations and harshest environments.

KEY FEATURES:

- Award winning, High-efficiency CC2 cooktop with mono-pressed, stainless steel hotplate
- Hygienic stainless-steel benchtop with low-impact corner inserts for added safety
- Heavy duty stainless steel frame, high impact compressed fiber cement (CFC) panels, and powder coated stainless steel panels for versatility and ultimate durability
- Mix and match panel colours, extra modules, cooktops and sinks for your ideal configuration
- Select additional access doors to create an extra storage facility
- Shipped flat-packed for easy site access and reduced freight costs
- Fast, simple assembly by any competent person
- Spacious cabinet allows for LPG (bottled) gas storage



Modular barbecue frames and doors come powder coated in Aztec Silver as standard for maximum durability, with other colours available at additional cost.

Panels are available in a range of standard colours. Custom panel colours may occur additional cost.

STANDARD COLOUR OPTIONS:

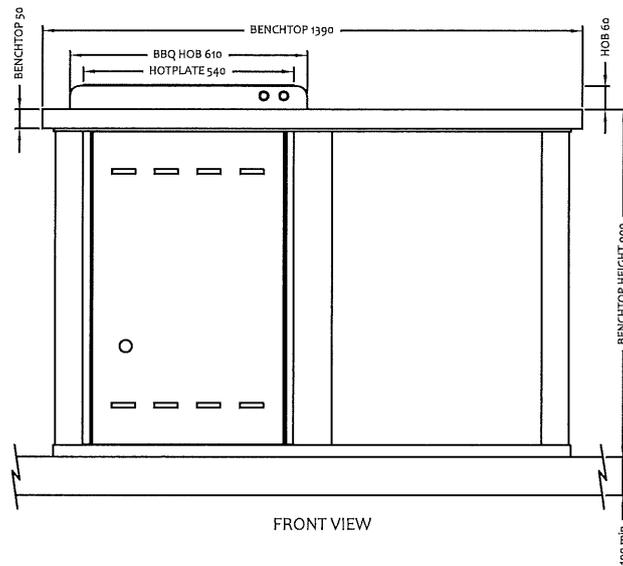
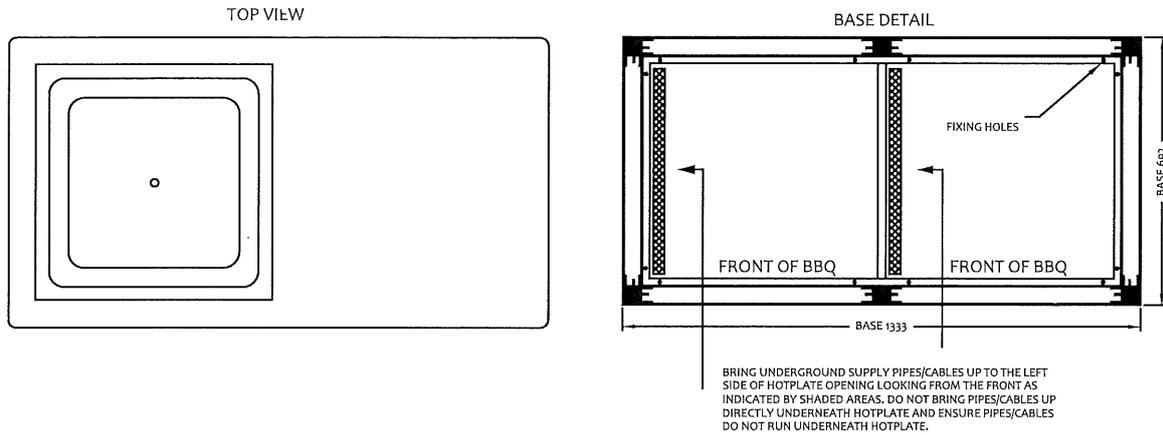


OPTIONS:



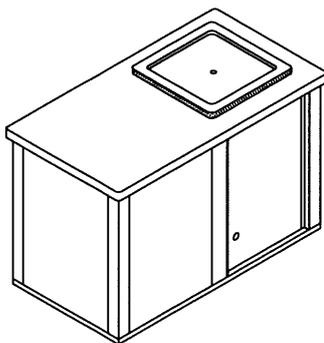
Christie Modular Series Double Barbecue

DIMENSIONS:

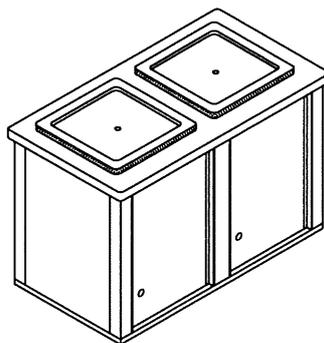


ITEM No: 7.2.2
DATE 18/2

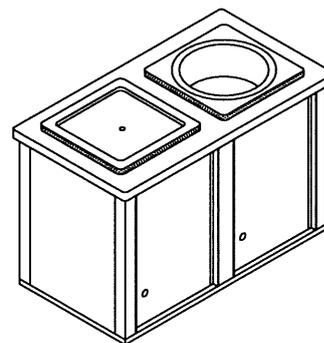
CONFIGURATIONS:



MOD-E-2.1 (Electric)
MOD-G-2.1 (Gas)



MOD-E-2.2 (Electric)
MOD-G-2.2 (Gas)



MOD-E-2.2:sink (Electric)
MOD-G-2.2:sink (Gas)

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2020/2021)

(February 2022)

| 2021/2022 Budget Works | Job No | Status | Comments |
|--|--------|--------|----------|
| <u>REGIONAL ROAD GROUP PROJECTS - 150300</u> | | | |
| Kalbarri Road Reseal works 28.00 - 38.00 slk | RR14 | | |
| Northampton Nabawa Road Reseal works 0.00 - 4.38 slk | RR15 | | |
| <u>ROADS TO RECOVERY - 152100</u> | | | |
| Ogilvie East Road Reseal works 0.00 - 3.20 slk | RT36 | | |
| Kalbarri Road Reseal 28.00 - 38.00 slk | RT37 | | |
| Northampton Nabawa Road Reseal works 0.00 - 4.38 slk | RT38 | | |
| Port Gregory Road Reseal works 0.00 - 5.32 slk | RT39 | | |
| <u>MUNICIPAL FUND CONSTRUCTION - 150600</u> | | | |
| Carried Over from 2019/2020 | | | |
| <u>Kalbarri</u> | | | |
| Karina Mews Reseal and replace concrete kerbing 210m | R982 | | |
| Smith Street Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk | R990 | | |
| Cont. | | | |
| 2021/2022 Budget Works | Job No | Status | Comments |

| <u>MUNICIPAL FUND CONSTRUCTION - 150600</u> | | | |
|---|---------------|---------------|-----------------|
| New Projects | | | |
| <u>Northampton</u> | | | |
| Gwalla Street Construct, Seal and Drainage | R326 | Commenced | |
| Second Avenue Construct, Seal and Drainage | R327 | Commenced | |
| Forrest Street Reseal 0.42 - 1.37 slk | R328 | | |
| Brook Street Reseal 0.00 - 0.?? slk | R329 | | |
| Harney Street Reseal 0.00 - 0.?? slk | R331 | | |
| <u>Kalbarri</u> | | | |
| Grey Street Stage 1 Asphalt reseal | R330 | | |
| Richardson Street Reseal 0.000 - 0.??slk | R333 | | |
| Daglish Crescent Reseal 0.030 - 0.00 - 0.?? Slk | R334 | | |
| Grey Street Construct parrallel parking - Wood street north on west side. | R996 | COMPLETE | |
| <u>Horrocks</u> | | | |
| Glance Street Reseal xx -xx slk | R223 | | |
| Mitchell Street Seal access to dump point | 5044 | | |
| Cont. | | | |
| 2021/2022 Budget Works | Job No | Status | Comments |

| | | | |
|--|---------------|---------------|-----------------|
| Rural | | | |
| Port Gregory Road Reseal works 0.00 - 5.32 slk | R332 | | |
| <u>MUNICIPAL FOOTPATHS - 150900</u> Carried Over from 2019/2020 | | | |
| Northampton - Stephen Street Replace DUP from NWCH to West Street | F702 | | |
| Kalbarri - Grey Street Replace DUP at front of Allen Centre | F707 | | |
| <u>MUNICIPAL FOOTPATHS - 150900</u> New Projects | | | |
| Kalbarri - Malaluca Pathway Maintenance of existing | 08/T379 | | |
| Kalbarri -Grey Street Replace old asphalt with concrete opposite Allen Centre | F715 | | |
| <u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u> | | | |
| Northampton - Oval renovation Undertake Verti mowing | F016 | COMPLETE | October 2021 |
| Northampton Tip Site Turn Contamination site - 2 actions per year | 3854/08 | | |
| Northampton Cemetery Site - Memorial Tree area Stage 2 - Shelter and Paving to south | 4422/08 | COMPLETE | |
| Northampton - Community Centre Install drainage pipe | 08/D003 | COMPLETE | |
| Kalbarri - Oval Renovation Undertake Verti Drain | F003 | COMPLETE | October 2021 |
| Binnu Tip Site Establish new site/trenches Cont. | 3858/08 | COMPLETE | |
| 2021/2022 Budget Works | Job No | Status | Comments |

| | | | |
|--|---------|----------|---|
| <u>PLANT ITEMS - Major</u> | | | |
| Northampton - New Loader (Construction) Purchase new - trade/sell existing P252 Loader | 4214/99 | | Awarded - Caterpillar 938k - Delivery mid tFebruary 2022. |
| Northampton - New Maintenance Truck Purchase New - trade/sell P234 | 4214/99 | COMPLETE | Delivered by -Purcher International |
| Northampton - Load Covers 1 x Truck, 1 x Trailer Install and fit Load Covers | 4214/99 | COMPLETE | |
| Horrocks - New Zero Turn Mower New mower | 4214/99 | COMPLETE | |
| <u>PLANT ITEMS - Minor/Other/Sundry tools</u> | | | |
| Northampton - Set of hand held 2-way radios | 7362/02 | | |
| Northampton - Tip site generator | 7362/02 | | |
| Northampton - Chainsaw small rechargeable | 7362/02 | | |
| Northampton Maintenance - Stihl power sweeper | 7362/02 | COMPLETE | |
| Northampton - Manager of Works Dash Cam | 7362/02 | | |
| Northampton - Tip Site water tank | 7362/02 | | |
| Kalbarri - Chainsaw small rechargeable | 7362/02 | COMPLETE | |
| Kalbarri - Ranger Ute storage box | 7362/02 | COMPLETE | |
| Port Gregory - Borefield/Supply Tank monitoring sytem | | COMPLETE | |

HEALTH AND BUILDING REPORT CONTENTS

| | | |
|-------|--|---|
| 7.2.1 | BUILDING STATISTICS FOR THE MONTH OF DECEMBER 2021 AND JANUARY 2022 | 2 |
|-------|--|---|

| | |
|--------------|--|
| 7.2.1 | INFORMATION ITEM: BUILDING STATISTICS |
|--------------|--|

| | |
|-----------------------------|---|
| DATE OF REPORT: | 11th February 2022 |
| RESPONSIBLE OFFICER: | Deb Carson and Michaela Simpson – Manager of Building Services |

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for December 2021 and January 2022.

| |
|--|
| OFFICER RECOMMENDATION – ITEM 7.2.1 |
|--|

| |
|---------------------------------|
| For Council information. |
|---------------------------------|

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - DECEMBER 2021

| Approval Date | App. No. | Owner | Builder | Property Address | Type of Building | Value |
|---------------|----------|----------------------------------|--|--|---|---------------|
| 01-12-21 | 21114 | GM Crocos | Paul Pike | 43 (Lot 44) Hackney St, Kalbarri | Construct new timber framed, metal clad carport | \$ 8,000.00 |
| 06-12-21 | 21CS256 | DR Sutherland | Western Building Pty Ltd (13230) | 4 (Lot 2) Grey Street, Kalbarri | Repairs to tile roof, battens and brickwork, rebuild garage and patio | \$ 489,946.00 |
| 06-12-21 | 21CS257 | RA & MH Pratt | Geraldton Building Services & Cabinets | 165 (Lot 3) Isachar Back Rd, Bowes | Repairs to roof, verandah and carport | \$ 163,335.71 |
| 06-12-21 | 21CS258 | ML Rodger & EM Nightingale | Inserve Australia T/A Construct Services (BC13655) | 4 (Lot 207) Maver St, Kalbarri | Replace roof battens and cladding | \$ 168,635.00 |
| 06-12-21 | 21CS259 | Viv Sellers | Inserve Australia T/A Construct Services (BC13655) | 1 (Lot 820) Isachar Back Road, Northampton | Replace ceilings and rebuild patio | \$ 64,714.00 |
| 06-12-21 | 21CS260 | DL Brunning & EM Eggleston | Inserve Australia T/A Construct Services (BC13655) | 8 (Lot 676) Callion Way, Kalbarri | Repairs to roof trusses, battens, cladding and ceilings | \$ 84,573.68 |
| 07-12-21 | 21062 | Alessandra Musmarra & John Organ | Simple Life Nominees (B/R 14232) | 10 (41) Ruby Terrace | Construct new house and shed | \$ 225,000.00 |
| 07-12-21 | 21065 | Brenda Dibble | Simple Life Nominees (B/R 14232) | U3/ N. 11 (Lot 11) Hackney St | New dwelling with timber frame, weatherboard | \$ 342,970.00 |
| 07-12-21 | 21131 | KR & JA Keenan | Shoreline Outdoor World (101567) | 7a (Lot 1) Sequita Way, Kalbarri | Construct new steel patio | \$ 7,686.00 |
| 07-12-21 | 21CS202 | GE Barnden | WA Insurance Builders (100985) | 14 (Lot 11) Gwalla Street, Northampton | Steel framed shed including ACM removal | \$ 92,160.00 |
| 07-12-21 | 21CS246 | PJ & GD Collins | Nupoint Group Pty Ltd | 2/4 (Lot 832) Hackney St, Kalbarri | Patio ot replace cyclone-damaged patio | \$ 17,000.00 |

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 18th FEBRUARY 2022

| Approval Date | App. No. | Owner | Builder | Property Address | Type of Building | Value |
|---------------|----------|-------------------------------|--|--|---|---------------|
| 07-12-21 | 21CS251 | Graham Crooks | Gliss Holdings Pty Ltd (WARA313) | 31 (Lot 254) Smith Street, Kalbarri | Remove ACM fence on northern boundary | \$ 3,000.00 |
| 07-12-21 | 21CS253 | Norma Southcott | Owner Builder | 114 (Lot 216) Stephen St, Northampton | Stage 1 - Make-safe verandah and roof | \$ 19,600.00 |
| 07-12-21 | 21CS254 | Norma Southcott | Owner Builder | 114 (Lot 216) Stephen St, Northampton | Stage 2 - roof recladding | \$ 19,200.00 |
| 07-12-21 | 21CS255 | Norma Southcott | Owner Builder | 114 (Lot 216) Stephen St, Northampton | Stage 3 - Windows and flashing | \$ 18,800.00 |
| 07-12-21 | 21CS262 | SL & JR Hoppood | Western Building Pty Ltd (13230) | U2, 19 (Lot 686) Waikiri Pde, Kalbarri | Repairs to roof trusses, battens, cladding and ceilings, rebuild brick & timber front fence | \$ 164,788.00 |
| 08-12-21 | 21127 | Walkindyer Pty Ltd | Titanium Services | 4680 Nort West Coastal Hwy, Bowes | Construct new steel garage | \$ 18,736.00 |
| 08-12-21 | 21CS208 | KLK Farms T/A Chilimony Farms | Inserve Australia T/A Construct Services (BC13655) | 1756 Chilimony Road, Ogilvie | Repair roof battens, cladding and ceiling to dwelling, repair outbuilding | \$ 255,845.00 |
| 08-12-21 | 21CS261 | D Williams & G Smith | OCS Building Maintenance (12132) | 7 (Lot 272) Mallard Street, Kalbarri | Repairs to roof battens, cladding & Ceilings, Remove ACM fence | \$ 93,228.00 |
| 08-12-21 | 21CS263 | PK & RA Leatham | Gliss Holdings Pty Ltd (WARA313) | 3 (Lot 304) Cornell Place, Kalbarri | Remove ACM from house and shed | \$ 16,500.00 |
| 09-12-21 | 21132 | Sonia Chick-Teakle | WA Country Builders (11422) | 22 (Lot 239) Stokes St, Horrocks | Construct new single-storey, brick dwelling | \$ 339,782.00 |
| 09-12-21 | 21135 | Shire of Northampton | Simple Life Projects | Lot 200, Reserve 52436 Grey St, Kalbarri | Remove abluion and build new abluion block | \$ 160,000.00 |
| 09-12-21 | 21CS244 | Lisa and Tristan Nash | Owner Builder | 21 (Lot 127) Lawrencia Loop, Kalbarri | Repairs to dwelling | \$ 150,000.00 |
| 09-12-21 | 21CS264 | Shire of Northampton | Owner Builder | Lot 501, Reserve 36021 Porter St, Kalbarri | Replace cemetery shelter | \$ 20,000.00 |
| 10-12-21 | 21092 | Jared Ash | M & H Barnden | 6 (Lot 93) Mitchell Street, Horrocks | Extension to house | \$ 181,500.00 |
| 10-12-21 | 21133 | JM Gordon & CP Wheatland | Owner Builder | 22 (Lot 930) Crocos Circuit, Kalbarri | Construct new steel carport | \$ 8,000.00 |

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 18th FEBRUARY 2022

| Approval Date | App. No. | Owner | Builder | Property Address | Type of Building | Value |
|---------------|----------|-----------------------------|--|--|--|-----------------|
| 10-12-21 | 21134 | Diane Donegan | Mal Barnden | 6 (Lot 5) Glace Cove, Horrocks | Construct new timber-framed patio | \$ 29,700.00 |
| 10-12-21 | 21CS265 | M Porter | Kane Perkins | 8 (Lot 358) Nairn Place, Kalbarri | Construct steel and timber carport | \$ 15,450.00 |
| 13-12-21 | 21CS061 | SR & SM Butson | Western Rising Pty Ltd | 3 (Lot 800) Batavia Circle | Remove & replace shed 6.2M x 7.7M | \$ 20,000.00 |
| 13-12-21 | 21CS266 | Graham and Celia Arthurs | Geraldton Building Services & Cabinets | 97 (Lot 32) Hampton Rd, Northampton | Replace cyclone-damaged section of carport | \$ 21,148.20 |
| 15-12-21 | 21CS057 | Benjamin James Parkhurst | Simple Life Projects | 81 (Lot 272) Explorer Ave. | Repairs to roof, ceilings and timber | \$ 34,034.00 |
| 15-12-21 | 21CS237 | K Vear & A Kern | UI Building Improvements | 9 (Lot S/52) Stokes St, Horrocks | Replace cyclone-damaged patio | \$ 18,650.00 |
| 15-12-21 | 21CS268 | Gweneth Crocos | Capricorn Blue Enterprises (WR2347) | 43 (Lot 44) Hackney St, Kalbarri | Remove ACM fence | \$ 2,200.00 |
| 21-12-21 | 21098 | WW Dempsey & K Carnes | Norwest Building Group (14129) | 6286 Ajana- Kalbarri Road, Kalbarri | Construction of new steel shed | \$ 31,470.00 |
| 21-12-21 | 21122 | AL Ellis-Howe & SW Matthews | Greg Ellis | 22 (Lot 745) Batavia Circle, Kalbarri | Construct new carport | \$ 1,995.00 |
| 21-12-21 | 21123 | Luke McHugh | Owner Builder | 38 (Lot 762) Glass Street, Kalbarri | Dwelling extension -games & storeroom | \$ 18,000.00 |
| 23-12-21 | 21121 | Vaughn Ralph | Shoreline Outdoor World (101567) | 15 (Lot 10) Mariner Crescent, Kalbarri | Construct new shed | \$ 50,250.00 |
| 21-12-21 | 21CS269 | J & D Brecich | Owner Builder | 28 (Lot 808) Glass Street, Kalbarri | Full demolition of house | \$ 9,000.00 |
| 21-12-21 | 21CS270 | Pelican Shore Villas | Western Building Pty Ltd (13230) | 22 (Units 1-22) Grey Street, Kalbarri | Remediate 22 units and associated infrastructure | \$ 4,062,326.74 |
| 21-12-21 | 21CS272 | CJ & PJ Hasleby | Bellaluca Construction & Stone (WAD376) | 176 Bowes Spring Road, East Bowes | Demolition of sheds and cottage inc ACM removal | \$ 30,800.00 |
| 21-12-21 | 21CS273 | CJ & PJ Hasleby | Bellaluca Construction & Stone (WAD376) | Loc 5342 Frosty Gully Rd, East Bowes | Demolish shed and carport, inc ACM removal | \$ 30,800.00 |
| 22-12-21 | 21CS201 | MJ & KA Donoghue | Inserve Australia T/A Construct Services (BC13655) | 41 (Lot 162) John Street, Northampton | Repair roof, replace cladding, includes ACM removal from eaves | \$ 83,345.00 |
| 22-12-21 | 21CS271 | Ivan & Erica Teakle | Bellaluca Construction & Stone (WAD376) | 4569 North West Coastal Hwy, Bowes | Demolition of shed | \$ 51,700.00 |
| 24-12-21 | 21CS274 | Peter Antill | Johns Lyng Insurance Building Solutions (101004) | 12 (Lot 678) Callion Way, Kalbarri | Repairs to roof and ceilings, verandahs and brick walls | \$ 262,855.21 |
| 24-12-21 | 21CS275 | TJ Corrigan & SS Dalton | Johns Lyng Insurance Building Solutions (101004) | 36 (Lot 335) Barron St, Northampton | Repairs to roof and battens, rebuild verandahs | \$ 316,850.34 |

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - JANUARY 2022

| Approval Date | App. No. | Owner | Builder | Property Address | Type of Building | Value |
|---------------|----------|---------------------------------|--|---|---|---------------|
| 10-12-22 | 21137 | Anthony Oates | Owner Builder | 17 (Lot 948) Crocos Circuit, Kalbarri | New steel-framed carport | \$ 7,000.00 |
| 12-01-22 | 21136 | Keith Scott Drage | Owner Builder | 29 Pigeon Well Road, Alma | New farm workers accommodation - transportable dwelling | \$ 338,000.00 |
| 14-01-22 | 21139 | JC & KF Roon | Owner Builder | 3 (Lot 156) Smith Street, Kalbarri | Construct timber-framed carport | \$ 3,500.00 |
| 31-01-22 | 21144 | Marissa Fulwood | Owner Builder | 10 (Lot 23) Browne Boulevard, Kalbarri | Install swim spa with barrier fence | \$ 6,000.00 |
| 01-02-22 | 21145 | Roger Gilmour | Owner Builder | 14 (Lot 229) Waitzia Way, Kalbarri | Construct new 2-bedroom steel framed dwelling | \$ 120,000.00 |
| 10-01-22 | 21CS278 | Kerry Jones | Inserve Australia T/A Construct Services (BC13655) | 158 (Lot 131) Hampton Rd, Northampton | Repairs to roof, walls & pergola, internal remedial works | \$ 120,034.00 |
| 10-01-22 | 21CS277 | MG & MN Maxfield | Halls Service Group Pty Ltd | Lot 9000 Browne Boulevard, Kalbarri | Full demolition of house | \$ 19,800.00 |
| 10-01-22 | 21CS281 | Sunsea Villas Strata Plan 23181 | Bellaluca Construction & Stone (WAD376) | Sunsea Villas 38 Grey St, Kalbarri | Remove ACM material from villa rooves | \$ 115,280.00 |
| 10-01-22 | 21CS282 | David Booth | Gliss Holdings Pty Ltd (WARA313) | 12 (Lot 269) Clifton Place, Kalbarri | Remove ACM from walls of dwelling | \$ 5,000.00 |
| 10-01-22 | 21CS267 | Michael Pierce | WA Insurance Builders (100985) | 24 (Lot 350) Shea Street, Northampton | Repairs to garage, ACM removal from dwelling wall, install water tank | \$ 126,760.00 |
| 14-01-22 | 21CS283 | CP Alexandra & Hw Wong | Owner Builder | 14 (Lot 172) Hackney Street, Kalbarri | Reroof dwelling inc rafters and cladding | \$ 19,999.00 |
| 17-01-22 | 21CS285 | Shire of Northampton | Batavia Timber and Salvage | 31 (Lot 31) Robinson St, Northampton | Remove ACM from gallery and admin buildings | \$ 11,000.00 |
| 25-01-22 | 21CS287 | RJ & BV Peterson | Geraldton Building Services & Cabinets | 78 (Lot 181) John Street, Northampton | Repairs to roof and verandahs | \$ 154,858.63 |
| 25-01-22 | 21CS289 | CR & KL Green | Western Building Pty Ltd (13230) | 16 (Lot 99) Mortimer Street, Kalbarri | Replace ACM roof cladding, repair wall cladding, verandah and | \$ 203,412.00 |
| 24-01-22 | 21CS291 | GI, LB & HG Williams | Bellaluca Construction & Stone (WAD376) | 864 (Lot 166) Wundi Road, Alma | Removal of ACM from dwelling | \$ 24,750.00 |
| 01-02-22 | 21CS292 | Timm Teakle | Mathew Wilson | 215 Larard Road, Sandy Gully | Replace roof timber structure and cladding | \$ 370,887.00 |
| 31-01-22 | 21CS293 | Rowan Beales | Brian Beales | Unit 2/6 (Lot 781) Kelsar Green, Kalbarri | Repairs to 2nd storey including roof with new verandah | \$ 120,000.00 |
| 03-02-22 | 21CS295 | Roy McVeigh | Bellaluca Construction & Stone | U2/130 (Lot 85) Grey St, Kalbarri | Partial demolition of dwelling | \$ 16,688.87 |

TOWN PLANNING CONTENTS

FEBRUARY 2022

| | | |
|-------|--|-----|
| 7.3.1 | STANDARD AMENDMENT – INITIATE AMENDMENT TO LOCAL PLANNING SCHEME NO. 11 – KALBARRI TOWNSITE – PT LOT 511 PORTER STREET & LOT 997 NANDA DRIVE, KALBARRI.. | 2 |
| 7.3.2 | LOCAL PLANNING POLICY REVIEW – CONSULTATION FOR PLANNING PROPOSALS | 37 |
| 7.3.3 | PROPOSED DEVELOPMENT APPROVAL– MOBILE FOOD VEHICLE – BEAN THERE DONUT THAT – RESERVE 25307 GREY STREET, KALBARRI..... | 48 |
| 7.3.4 | PRELIMINARY REVIEW OF MOBILE FOOD VEHICLE ACTIVITY IN KALBARRI – TWO TEMPORARY APPROVED ALTERNATIVE LOCATIONS | 81 |
| 7.3.5 | PROPOSED OUTBUILDING - LOT 111 (NO. 7) LYNTON AVENUE, PORT GREGORY | 99 |
| 7.3.6 | SUMMARY OF PLANNING INFORMATION ITEMS..... | 111 |

7.3.1 STANDARD AMENDMENT – INITIATE AMENDMENT TO LOCAL PLANNING SCHEME NO. 11 – KALBARRI TOWNSITE – PT LOT 511 PORTER STREET & LOT 997 NANDA DRIVE, KALBARRI

| | |
|-----------------------------|--|
| LOCATION: | Pt Lot 511 Porter Street, Kalbarri Lot 997 Nanda Drive, Kalbarri |
| APPLICANT: | Shire of Northampton / Department of Planning, Lands and Heritage |
| OWNER: | State of Western Australia |
| FILE REFERENCE: | 10.6.16.2 |
| DATE OF REPORT: | 31 January 2022 |
| REPORTING OFFICER: | Hayley Williams - Consultant Planner |
| RESPONSIBLE OFFICER: | Garry Keeffe - Chief Executive Officer |

- 1. Scheme Amendment No. 2 – Report**
- 2. Scheme Amendment No. 2 - Plans**

AUTHORITY / DISCRETION:

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

SUMMARY:

The Shire of Northampton and the Department of Planning, Lands and Heritage have prepared an amendment to *Local Planning Scheme No. 11* for the purposes of facilitating the development of ‘Workforce Accommodation’ in the Kalbarri Townsite.

This report recommends that Council initiate the Scheme Amendment as a “Standard Amendment” for the purposes of advertising.

BACKGROUND:

The recent surge in domestic tourism, resulting from overseas travel restrictions associated with the COVID-19 pandemic, along with the impacts of Tropical Cyclone Seroja has placed significant pressure on the existing supply of accommodation within the Townsite of Kalbarri. In the past, existing accommodation providers have also accommodated the numerous workers that relocate to the area to work in the tourism and service industry itself. Not only has the increased tourism activity caused accommodation options to tighten, the impact of Tropical Cyclone Seroja and the influx of workers assisting with recovery efforts has further compounded this issue.

Accordingly, the State and Shire are seeking to fast-track the development of appropriate workforce accommodation options to address this critical demand. In order to do this the Shire is working with the Department of Planning Lands and Heritage to identify and prepare land that is considered suitable for this purpose.

So far, the sites identified in conjunction with the Department of Planning, Lands and Heritage, are currently zoned for purposes other than 'Workforce Accommodation'. Therefore, in order to consider the use of these sites for this purpose an Amendment to the Scheme is required.

Proposal

The Amendment proposes to rezone the subject sites to 'Tourism' with an 'Additional Use' principally for Workforce Accommodation but with the inclusion of Aged or Dependent Persons Dwelling for Lot 997.

At present Workforce Accommodation is an 'X' use in the 'Tourism' zone as set out in Table 3 – Zoning Table of LPS11. Therefore, proposals for Workforce Accommodation cannot be considered for development approval. The amendment proposes to include the additional use of Workforce Accommodation and classify it as a 'D' use over both Lot 511 and Lot 997 which will enable the Shire to consider a development application for workforce accommodation.

The proposed permissibility of a 'D' use, for workforce accommodation in the Tourism zone, provides an additional opportunity for Tourism zoned land by accommodating a workforce that supports the tourism industry within Kalbarri.

Lot 511 will include 'Additional Use (A5)' for the purpose of Workforce Accommodation as well as a range of conditions to guide development approval. Given the size of the lot, it is not considered necessary to require the preparation of a Local Development Plan as any matters pertaining to the development of the site can be addressed during the Development Application process. 'Additional

Use (A5)' will include a condition to address the density requirements of the site. R50 is proposed given the location of the subject land to a similar density code along Mortimer Street.

Lot 997 will include 'Additional Use (A6)' for the purpose of Workforce Accommodation. A range of conditions to guide development approval will also be provided. Given the size and the location of this lot, along with some of the servicing and planning constraints it is considered appropriate to include a condition that may require the preparation of a Local Development Plan. 'Additional Use (A6)' will include a condition to address the density requirements of the site. R30 is proposed given the location is further away from the centre of the townsite and accords with other Tourism zones within LPS11.

'Additional Use (A6)' will also include another additional use, Aged or Dependent Persons Dwelling, with a proposed permissibility of an 'A' use. The inclusion of this use accords with proposals under the *Kalbarri Townsite Local Planning Strategy* and LPS11 to support the development of a Retirement Village within the vicinity of Lot 997. It also assists in providing additional flexibility to the zone to meet the objectives of the Local Planning Strategy.

COMMUNITY & GOVERNMENT CONSULTATION:

The Scheme Amendment will be referred to the Environmental Protection Authority in accordance with the requirements of the Planning and Development Act 2005, to determine whether it needs to be assessed under the Environmental Protection Act.

Given the Scheme Amendment is likely to be determined as a "Standard Amendment" advertising will be required to be undertaken in accordance with cl. 47, Division 3, Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

FINANCIAL & BUDGET IMPLICATIONS:

The preparation of a Scheme Amendment will be covered under Council's 2021/22 budgetary provisions for Planning Consultant fees. Costs associated advertising will also be applicable.

The Department of Planning has also offered in-kind support to the preparation of amendment documentation.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

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

Lot 511 is zoned 'Special Use (SU5)' and Lot 997 is zoned 'Public Purpose'. When considering a change of zone to facilitate the development of 'Workforce Accommodation' it is considered appropriate to utilise the 'Tourism' zone with the inclusion of an Additional Use.

The objectives of the 'Tourism' zone are:

- *To promote and provide for tourism opportunities.*
- *To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.*
- *To allow limited residential uses where appropriate.*
- *To encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities.*

The 'Tourism' zone in LPS No. 11 includes specific development requirements and car parking standards that would provide guidance to any proposed development in addition to anything specifically included as part of the conditions for the Additional Use.

The definition of 'Workforce Accommodation' means premises, which may include modular or relocatable buildings, used -

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

'Aged or Dependent Persons Dwelling' has the same meaning given in the R-Codes, which is a dwelling for a person over the age of 55 years or a person with a recognised form of disability requiring special accommodation for independent living or special care.

This amendment and the provision of defined suitable sites for the development of Workforce Accommodation and Aged or Dependent Persons Dwelling ultimately assists the Shire of Northampton in promoting the regional development of the area and supports diversification of land uses.

POLICY IMPLICATIONS:

*State: Mid West Regional Planning and Infrastructure Framework 2015
Workforce Accommodation – Position Statement 2018*

Local: Kalbarri Townsite Local Planning Strategy 2010

Mid West Regional Planning and Infrastructure Framework 2015

The purpose of the *Mid West Regional Planning and Infrastructure Framework* is to establish a regional vision and basis for decision-making. The Planning and Infrastructure Framework introduces relevant planning initiatives that aim to address challenges for the region's prospects for economic development. The strategic goals of the Planning and Infrastructure Framework include:

- A globally competitive region;
- A strong and resilient Mid West region;
- Sustainable communities;
- Infrastructure planning and coordination; and
- Conservation.

Kalbarri is listed as a 'Sub-regional Centre' by the *Mid West Regional Planning and Infrastructure Framework*. Sub-regional centres support the population and economic activities within their surrounding hinterlands through the provision of goods and services.

The Planning and Infrastructure Framework notes an economic and employment challenge as attracting and retaining staff in the region. Additionally attracting residents and workforce through the provision of affordable housing is listed as an infrastructure challenge.

Workforce Accommodation – Position Statement 2018

The Western Australian Planning Commission (WAPC) has prepared a Position Statement on workforce accommodation to assist users of the planning system in understanding the land use planning considerations for workforce accommodation. The purpose of the Position Statement is to:

- outline the development requirements for workforce accommodation under the *Planning and Development Act 2005* and associated regulations; and
- provide guidance to local governments on the role of the local planning framework in the planning and development of workforce accommodation.

The WAPC's position is that where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, and to facilitate their ongoing sustainability. Planning and development of workforce accommodation should be consistent with local planning strategies and schemes, except where the *Mining Act 1978* and State Agreement Acts prevail.

Kalbarri Townsite Local Planning Strategy

The *Kalbarri Local Planning Strategy (LPS)* broadly addresses the need to recognise, build upon and promote tourism values for Kalbarri. The Strategic Vision and Objectives of the LPS are as follows:

STRATEGIC VISION

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.

STRATEGIC OBJECTIVES

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.

Given the Strategy broadly supports building upon and promoting tourism in Kalbarri along with enhancing Kalbarri's position as a premier family holiday destination it is considered appropriate to enable the rezoning of land for tourism purposes. Although development may initially take the form of 'Workforce Accommodation' this is considered essential in bolstering the accommodation stock in Kalbarri and supporting the effective operation of the tourism industry.

The Strategy recommends that the portion of Lot 511 subject of the Amendment be included as TC5A – Caravan Park. The use and development provisions for this precinct identify no density limit for the site and include a setback requirement of 3m heavily vegetated buffer to surrounding streets, and 5m heavily vegetated buffer to residential on northern boundary of Chalet / Cabin Park.

The inclusion of Aged or Dependent Persons Dwelling as an Additional Use for Lot 997 is also aligned with the strategic recommendation of the Strategy to include a site for this purpose along Nanda Drive. An extract of the Strategy is included below:

| PRECINCT | RETIREMENT VILLAGE |
|------------------|---|
| Objective | <i>To provide for the accommodation needs of the over 55 population in self contained, self care accommodation in close proximity of all major services and facilities.</i> |
| | Use & Development Provisions |
| RV1 | <p>Self-funded Retirement Village : Over 55's self-funded Retirement Village. R60 net density inclusive of density bonuses. 5m metre vegetated screen buffer to Nanda Drive. Construct dual-use path from Village site to Retail centre along Gabba Gabba Creek edge – 50% contribution to cost of DUP as condition of development approval.</p> |
| | <p>Include the site in new Kalbarri Planning Scheme as Civic & Cultural, annotated for the purposes of Aged Persons Accommodation with a net density of R60. Development to be subject to Approval to Commence Development.</p> |

STRATEGIC IMPLICATIONS:

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

The following strategies, key outcomes and objectives are considered to support the development of workforce accommodation for the tourism industry.

- 1.1 *To maintain or grow our population through land development to attract and support residents, visitors, and business initiatives.*
 - 1.1.1 *Population maintenance and growth through diversity in land zoning reflecting the diverse nature of residential needs.*
 - 1.1.2 *Provision of effective town planning scheme to support visitor expectations or needs and appropriate business development support for local business initiatives.*
 - 1.1.3 *To maintain a tourism strategy within budget possibilities to have tourist facilities of the highest standard that the Council can afford.*
 - 1.1.4 *Support for visitor attraction and for community driven events-based and tourism.*

COMMENT:

The proposal to rezone land within the Scheme area for “Tourism” with an “Additional Use” for ‘Workforce Accommodation’ and ‘Aged or Dependent Persons Dwelling’ is considered to fall within the description of what constitutes a Standard Amendment under cl. 34(e)(f) of Part 5, Division 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The *Kalbarri Townsite Local Planning Strategy* provides broad support to the proposal to amend the Scheme for 'Tourism' with an 'Additional Use – Workforce Accommodation' by acknowledging the importance of building upon and promoting tourism values.

Tourism is Kalbarri's most significant economic contributor, with demand fluctuating throughout the year. This demand also has a significant flow-on effect to other related sectors of the economy and job market, including in hospitality, accommodation and retail.

The recent surge in domestic tourism because of pandemic induced travel restrictions, along with the devastating impact of Tropical Cyclone Seroja in 2021 on local infrastructure, have combined to place significant pressure on the existing supply of accommodation within the town.

Consequently, the ability of businesses to attract and retain workers has been negatively impacted at a time when tourism demand is at its highest. The limited accommodation options available also threatens to impact ongoing recovery and reconstruction efforts.

Accordingly, the Shire of Northampton is working collaboratively with the State to support the development of Crown land for a workforce accommodation facility which will provide an appropriate short-term solution as well as a long-term community asset to assist in diversifying the economy.

The proposed additional use is also consistent with WAPC's Position Statement on Workforce Accommodation, which recommends that proposals for workforce accommodation be considered on a case-by-case basis.

The Scheme Amendment includes specific conditions that will be considered when assessing development proposals within the subject lots. In this instance, there are several conditions that are over and above the standard provisions of the Scheme, including:

- Measures to manage visual amenity impacts (screening, fencing and landscaping etc.);
- Decommissioning/transitioning plans;
- Rubbish disposal;
- On-site carparking;
- Provision of a full-time on-site manager or caretaker;
- Development to be of a high standard and capable of being adapted and used for future residential and/or tourism purposes;
- Workforce accommodation subject to the R50 Density Code for Lot 511 and R30 for Lot 997.

While the density codes proposed for each lot are based upon surrounding residential densities and similar applications to the Tourism zone, this is one area that Council may consider removing or further restricting the density, particularly in regard to Lot 511 which is in closer proximity to existing residential areas.

Regarding the inclusion of Aged or Dependent Persons Dwelling as an Additional Use for Lot 997 it is considered that both the strategic and statutory planning framework support this use in the location. Furthermore, it assists the Shire of Northampton in promoting the regional development of the area and supports diversification of land uses.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

It is recommended that Council initiate an amendment to the *Local Planning Scheme No. 11* to rezone portion of Lot 511 Porter Street, Kalbarri from 'Special Use SU5' to 'Tourism' and 'Additional Use AU5', and to rezone Lot 997 Nanda Drive Kalbarri from 'Public Purpose' to 'Tourism' and 'Additional Use AU6'. It is also recommended that the Scheme Amendment be determined as a 'Standard Amendment' and be publicly advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

OFFICER RECOMMENDATION – ITEM 7.3.1

INITIATE AMENDMENT

That Council:

1. Pursuant to Section 75 of the Planning and Development Act 2005, amend Shire of Northampton Planning Scheme No. 11 by:

1. Rezoning portion of Lot 511 Porter Street, Kalbarri from ‘Special Use SU5’ to ‘Tourism’ and ‘Additional Use AU5’;
2. Rezoning Lot 997 Nanda Drive, Kalbarri from ‘Public Purpose’ to ‘Tourism’ and ‘Additional Use AU6’;
3. Inserting an ‘Additional Use (A5)’ for the purposes of Workforce Accommodation in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for a portion of Lot 511 Porter Street, Kalbarri;

| No | Description of Land | Additional Use | Conditions |
|----|---|-------------------------------------|---|
| A5 | Portion of Lot 511 Porter Street Kalbarri | 'D' Use: Workforce Accommodation | <ol style="list-style-type: none"> 1. In considering an application for development approval, the local government shall consider the following matters in addition to that which it may have regard to under the Scheme <ul style="list-style-type: none"> • Number of units; • Occupancy limitations – number of persons occupying the site and employer; • Measures to manage visual amenity impacts (screening, fencing and landscaping etc.); • Decommissioning/transitioning plans; • Rubbish disposal; • On-site carparking; and • Stormwater drainage. 2. Provision of a full-time on-site manager or caretaker for the workforce accommodation. 3. Development is to be of a high standard and compliment the amenity of the built and natural environment in the area. 4. A setback requirement to Woods Street of a minimum of 3 metres which includes a heavily vegetated buffer. |

| | | | |
|--|--|--|---|
| | | | <p>5. Development should be designed so that it is capable of being adapted and used for future tourism and/or residential purposes.</p> <p>6. Development shall comply with the minimum and average lot sizes as per the R50 density code.</p> |
|--|--|--|---|

4. Inserting an 'Additional Use (A6)' for the purposes of Workforce Accommodation and Aged or Dependent Persons Dwelling in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for and Lot 997 Nanda Drive, Kalbarri;

| No | Description of Land | Additional Use | Conditions |
|----|-------------------------------------|--|---|
| A6 | Lot 997 Nanda Drive, Kalbarri | <p><u>'D' Use:</u></p> <ul style="list-style-type: none"> • Workforce Accommodation <p><u>'A' Use:</u></p> <ul style="list-style-type: none"> • Aged or Dependent Persons Dwelling | <p>1. The local government may require a Local Development Plan to be prepared in accordance with Part 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to address the following:</p> <ul style="list-style-type: none"> • Vehicular access arrangements; • Internal vehicle and pedestrian movements; • Indicative site layout, including provisions of suitable setbacks and siting of development in a manner that considers surrounding land uses; • Servicing, including sewer, water and power; • A bushfire management plan to address <i>State Planning Policy 3.7 – Planning in Bushfire Prone Areas</i>; and • Such other information as may be required by the local government. <p>2. In considering an application for development approval of Workforce Accommodation, the local government shall consider the following matters in addition to that which it may have regard to under</p> |

| | | | | |
|--|--|--|--|---|
| | | | | <p>the Scheme and any approved Local Development Plan:</p> <ul style="list-style-type: none"> • Number of units; • Occupancy limitations – number of persons occupying the site and employer; • Measures to manage visual amenity impacts (screening, fencing and landscaping etc.); • Decommissioning/transitioning plans; • Rubbish disposal; • On-site carparking; and • Stormwater drainage. <p>3. Provision of a full-time on-site manager or caretaker for the workforce accommodation.</p> <p>4. A setback requirement to Nanda Drive of a minimum of 5 metres which includes landscaping.</p> <p>5. Development is to be of a high standard and compliment the amenity of the built and natural environment in the area.</p> <p>6. Development should be designed so that it is capable of being adapted and used for future tourism and/or residential purposes.</p> <p>7. Development shall comply with the minimum and average lot sizes as per the R30 density code.</p> |
|--|--|--|--|---|

5. Amending the Scheme Maps accordingly.
2. **Resolves, pursuant to the Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations)*, that Amendment 2 is a standard amendment in accordance with r.34(b), (e) and (g) as it is considered consistent with the Shire of Northampton Kalbarri Townsite Local Planning Strategy, it will have minimal impact on land in the Scheme are not subject of the amendment and its is not considered a complex or basic amendment.**
3. **Authorise Council officers to prepare the scheme amendment documentation and maps;**

- 4. Authorise the affixing of the common seal to and endorse the signing of the amendment documentation;**
- 5. Pursuant to Section 81 of the *Planning and Development Act 2005*, refers Amendment 2 to the Environmental Protection Authority;**
- 6. Following receipt of advice from the EPA, advertise the proposed Scheme Amendment No. 2 for public comment for a period of 42 days in accordance with r.47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

APPENDIX 1 – SCHEME AMENDMENT REPORT



LOCAL PLANNING SCHEME NO. 11

AMENDMENT NO. 2

January 2022

Planning and Development Act 2005
RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME
SHIRE OF NORTHAMPTON
LOCAL PLANNING SCHEME NO. 11 - AMENDMENT NO. 2

Resolved that the local government pursuant to section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:

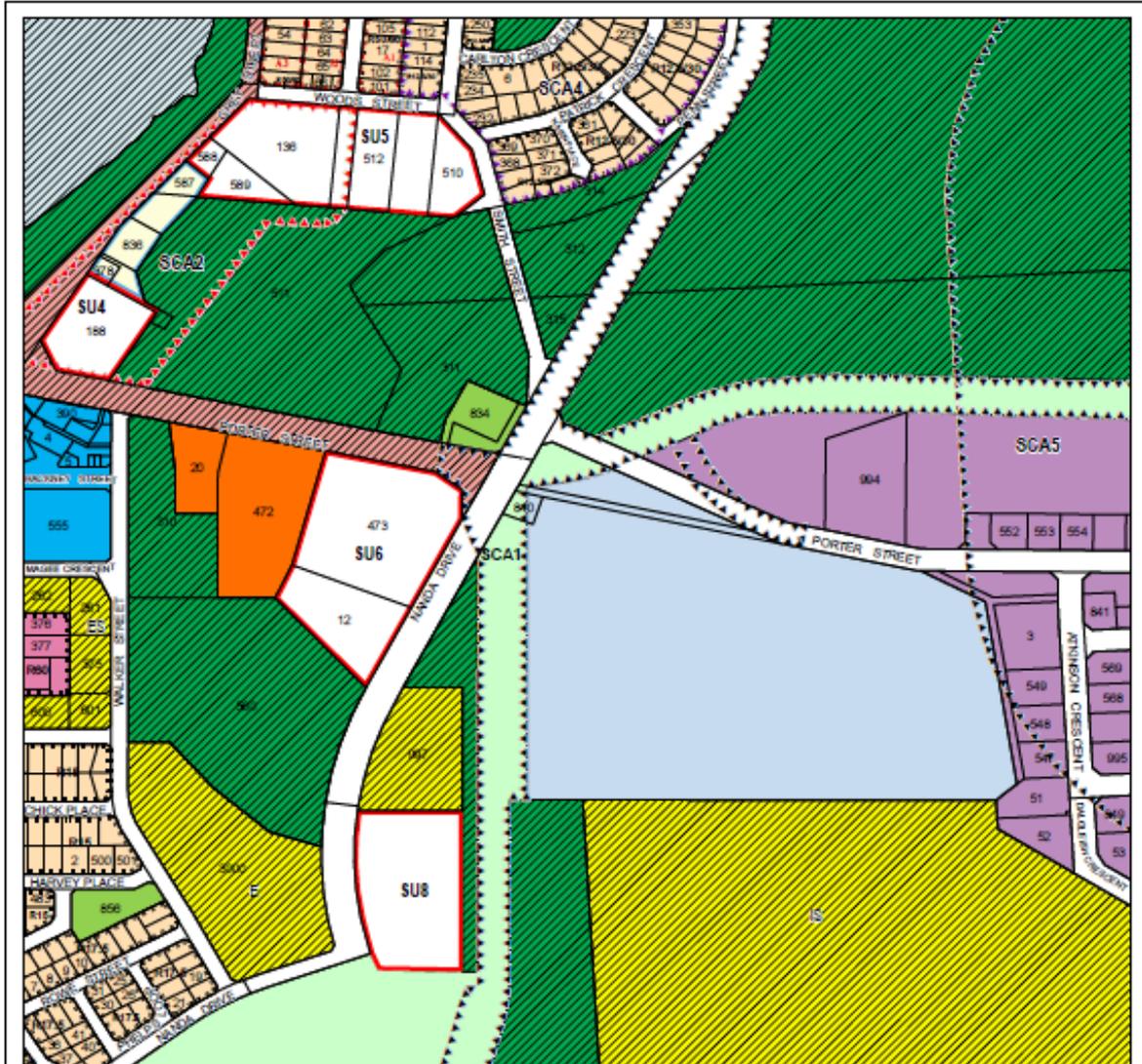
1. Rezoning portion of Lot 511 Porter Street, Kalbarri from 'Special Use SU5' to 'Tourism' and 'Additional Use AU5'.
2. Rezoning Lot 997 Nanda Drive, Kalbarri from 'Public Purpose' to 'Tourism' and 'Additional Use AU6'.
3. Inserting an 'Additional Use (A5)' for the purposes of Workforce Accommodation in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for a portion of Lot 511 Porter Street, Kalbarri;
4. Inserting an 'Additional Use (A6)' for the purposes of Workforce Accommodation and Aged or Dependent Persons Dwelling in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for Lot 997 Nanda Drive, Kalbarri;
5. Adding conditions relating to development within 'Additional Use (A5)' and 'Additional Use (A6)'; and
6. Amending the Scheme Maps accordingly.

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- (b) The amendment is consistent with the *Shire of Northampton Kalbarri Townsite Local Planning Strategy*.
- (e) The amendment will have a minimal impact on land in the scheme area that is no subject of the amendment.
- (g) The amendment is not a complex or basic amendment.

Dated this _____ day of _____ 2022

(Chief Executive Officer)



EXISTING SCHEME MAP

Legend

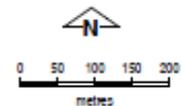
| | | | |
|--|------------------------|--|---------------------------------------|
| Cadastral with Lot number | Residential | Local Road | Special Control Area - General |
| R Codes | Rural | Public Open Space | Special Control Area - Infrastructure |
| LPS Zones | Service Commercial | Public Purposes | LPS Other |
| Centre | Special Use | Public Purposes : Education | Additional Uses |
| Commercial | Tourism | Public Purposes : Emergency Services | |
| General Industry | LPS Reserves | Public Purposes : Infrastructure Services | |
| Mixed Use | Drainage/Waterway | LPS Special Areas | |
| Private Clubs, Institutions and Place of Worship | Local Distributor Road | Special Control Area - Development Control Area/Plan | |



Department of Planning,
Lands and Heritage

Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1150-2020-1

Shire of Northampton
Local Planning Scheme No. 11
Amendment No. 2





PROPOSED SCHEME AMENDMENT MAP

Legend

Cadastre with Lot number

LPS Zones and Reserves Amendments

SU5 Special Use

Tourism

LPS Other

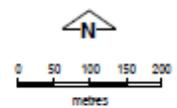
A5 Additional Uses



Department of Planning,
Lands and Heritage

Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA
Base information supplied by Western Australian
Land Information Authority SLIP 1180-2020-1

Shire of Northampton
Local Planning Scheme No. 11
Amendment No. 2



AMENDMENT REPORT

1.0 INTRODUCTION

The Local Planning Scheme Amendment Report has been prepared for the purpose of implementing an amendment to the *Shire of Northampton Local Planning Scheme No. 11* (LPS11) by rezoning a portion of Lot 511 Porter Street and Lot 997 Nanda Drive, Kalbarri to 'Tourism' and applying an 'Additional Use' (A5) and 'Additional Use (A6)' respectively in Schedule 1 of LPS11.

The 'Additional Use' relates to the inclusion of 'Workforce Accommodation' as a 'D' use, rather than an 'X' use within the 'Tourism' zone and includes conditions to guide assessment of proposals for workforce accommodation on the subject land and facilitate the coordinated development of these two sites.

It is also proposed to include the use Aged or Dependent Persons Dwelling as an Additional Use for Lot 997 Nanda Drive, Kalbarri.

2.0 SITE DETAILS

Location & Context

The portion of Lot 511 Porter Street, Kalbarri, subject of this amendment, is located within the townsite adjacent to the main recreation area and Murchison River Caravan Park. The subject land also has street frontage to Woods Street.

Lot 997 Nanda Drive, Kalbarri, is located to the edge of the townsite and is predominantly surrounded by vacant land except for Tudor Caravan Park and Sunsea Villas located to the north of the site.

Both sites are notated in **Figure 1**.

Figure 1 – Location Plan, Pt Lot 511 Porter Street and Lot 997 Nanda Drive, Kalbarri



Image supplied by Department of Planning Lands and Heritage 2022

Titles and Ownership

The ownership details are shown in the table below:

| Lot | Street | Volume/Folio | Deposited Plan | Land Area | Owner |
|------------------------|------------------------|--------------|----------------|--------------------|----------------|
| Pt Lot 511 (R25447) | Porter/Woods Street | 3159/195 | 58244 | 6740m ² | State of WA |
| Lot 997 (R43170) | Nanda Drive | 3103/454 | 191803 | 1.79ha | State of WA |

Lot 511 is currently part of Reserve 25447 under the management of the Shire of Northampton. The Shire of Northampton has agreed to relinquish management of a portion of Lot 511, which will be excised from the broader reserve via Crown subdivision by the Department of Planning Lands and Heritage.

Lot 997 is currently part of Reserve 43170 set aside for the purposes of 'Short Term Accommodation for Construction Workers', with management order to the Shire of Northampton.

Site Physical Characteristics

Landform and vegetation

Lot 511 is relatively flat and largely cleared with a few mature trees. From a desktop investigation, the subject land does not contain any significant or protected vegetation.

Lot 997 is also relatively flat and has been partially cleared. A few areas of vegetation remain along Nanda Drive and along the eastern side of the lot. From a desktop investigation, the subject land does not contain any significant or protected vegetation.

Flora and fauna

Searches of both threatened flora and fauna have been previously undertaken as part of the preparation of the *Kalbarri Townsite Local Planning Strategy* which examined land within the townsite boundary. A copy of this document is provided to support the Scheme Amendment, however, it is noted that available information shows that there are not threatened species or habitats that are of significance on either lot.

Bushfire prone areas

Both Lot 511 and Lot 997 fall within an area declared bushfire prone by the Commissioner for Fire and Emergency Services, pursuant to s. 18P of the *Fire and Emergency Services Act 1998*. *State Planning Policy 3.7: Planning in Bushfire Prone Areas* (SPP 3.7) will apply to future developments. A detailed Bushfire Management Plan (BMP) will be prepared during later planning and design stages or as part of the LDP process for Lot 997.

Development of both lots would result in some clearing of vegetation to reduce the bushfire risk. Firebreaks, fire service access routes and/or emergency access ways are also considerations for Lot 997 Nanda Drive, consistent with SPP 3.7 and the associated Guidelines.

Infrastructure

Lot 511 Porter Street Kalbarri

The site has limited services and utilities available and consultation with service providers will be required to determine detailed servicing requirements. Sewer, water and power connections are all closely available within Woods Street, while a telecommunications connection is also available nearby. Western Power infrastructure runs through the northern portion of the lot, including a power pole.

Lot 997 Nanda Drive, Kalbarri

The site currently has no services, including sewer, water and power. Information provided from service providers indicates the site can be serviced, with connections to water available across Nanda Drive near Sunsea Villas and wastewater being located at the intersection of Nanda Drive and Porter Street. Power is also available in the area but requires additional capacity to service the site.

3.0 PLANNING CONTEXT AND CONSIDERATIONS

State and Regional Planning Context

Mid West Regional Planning and Infrastructure Framework 2015

The purpose of the *Mid West Regional Planning and Infrastructure Framework* is to establish a regional vision and basis for decision-making. The Planning and Infrastructure Framework introduces relevant planning initiatives that aim to address challenges for the region's prospects for economic development. The strategic goals of the Planning and Infrastructure Framework include:

- A globally competitive region;
- A strong and resilient Mid West region;
- Sustainable communities;
- Infrastructure planning and coordination; and
- Conservation.

Kalbarri is listed as a 'Sub-regional Centre' by the *Mid West Regional Planning and Infrastructure Framework*. Sub-regional centres support the population and economic activities within their surrounding hinterlands through the provision of goods and services.

The Planning and Infrastructure Framework notes an economic and employment challenge as attracting and retaining staff in the region. Additionally attracting residents and workforce through the provision of affordable housing is listed as an infrastructure challenge.

Workforce Accommodation – Position Statement 2018

The Western Australian Planning Commission (WAPC) has prepared a Position Statement on workforce accommodation to assist users of the planning system in understanding the land use planning considerations for workforce accommodation. The purpose of the Position Statement is to:

- outline the development requirements for workforce accommodation under the *Planning and Development Act 2005* and associated regulations; and
- provide guidance to local governments on the role of the local planning framework in the planning and development of workforce accommodation.

The WAPC's position is that where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, and to facilitate their ongoing sustainability. Planning and development of workforce accommodation should be consistent with local planning strategies and schemes, except where the *Mining Act 1978* and State Agreement Acts prevail.

Local Planning Framework

Shire of Northampton Local Planning Scheme No. 11 (LPS11)

Lot 511 is zoned 'Special Use (SU5)' and Lot 997 is zoned 'Public Purpose' as depicted in Figure 2 below.

Figure 2 – Existing Zoning Plan, Local Planning Scheme No. 11 – Kalbarri Townsite

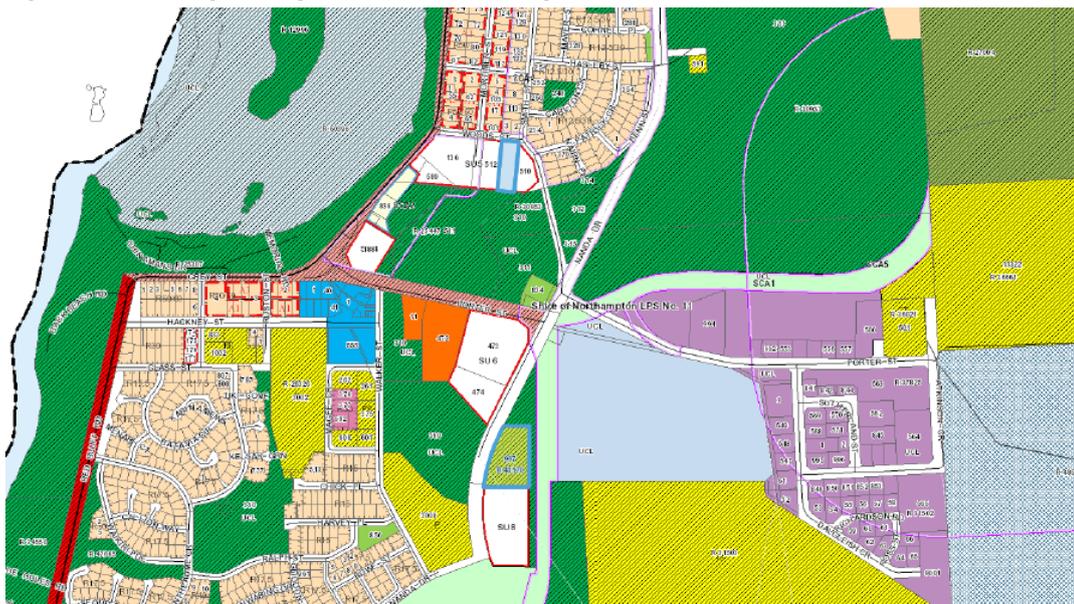


Image supplied by the Department of Planning, Lands and Heritage 2022.

When considering a change of zone to facilitate the development of 'Workforce Accommodation' it is considered appropriate to utilise the 'Tourism' zone with the inclusion of an Additional Use.

The objectives of the 'Tourism' zone are:

- *To promote and provide for tourism opportunities.*
- *To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.*

- *To allow limited residential uses where appropriate.*
- *To encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities.*

The 'Tourism' zone in LPS No. 11 includes specific development requirements and car parking standards that would provide guidance to any proposed development in addition to anything specifically included as part of the conditions for the Additional Use.

The definition of 'Workforce Accommodation' means premises, which may include modular or relocatable buildings, used -

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

'Aged or Dependent Persons Dwelling' has the same meaning given in the R-Codes, which is a dwelling for a person over the age of 55 years or a person with a recognised form of disability requiring special accommodation for independent living or special care.

This amendment and the provision of defined suitable sites for the provision of Workforce Accommodation and Aged or Dependent Persons Dwelling ultimately assists the Shire of Northampton in promoting the regional development of the area and supports diversification of land uses.

Kalbarri Townsite Local Planning Strategy

The *Kalbarri Townsite Local Planning Strategy* (LPS) broadly addresses the need to recognise, build upon and promote tourism values for Kalbarri. The Strategic Vision and Objectives of the LPS are as follows:

STRATEGIC VISION

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.

STRATEGIC OBJECTIVES

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.

Given the Strategy broadly supports building upon and promoting tourism in Kalbarri along with enhancing Kalbarri’s position as a premier family holiday destination it is considered appropriate to enable the rezoning of land for tourism purposes. Although development may initially take the form of ‘Workforce Accommodation’ this is considered essential in bolstering the accommodation stock in Kalbarri and supporting the effective operation of the tourism industry.

The Strategy recommends that the portion of Lot 511 subject of the Amendment be included as TC5A – Caravan Park. The use and development provisions for this precinct identify no density limit for the site and include a setback requirement of 3m heavily vegetated buffer to surrounding streets, and 5m heavily vegetated buffer to residential on northern boundary of Chalet / Cabin Park.

The inclusion of Aged or Dependent Persons Dwelling as an Additional Use for Lot 997 is also aligned with the strategic recommendation of the Strategy to include a site for this purpose along Nanda Drive. An extract of the Strategy is included below:

| PRECINCT | RETIREMENT VILLAGE |
|------------------|--|
| Objective | <i>To provide for the accommodation needs of the over 55 population in self contained, self care accommodation in close proximity of all major services and facilities.</i> |
| | Use & Development Provisions |
| RV1 | Self-funded Retirement Village : Over 55’s self-funded Retirement Village. R60 net density inclusive of density bonuses. 5m metre vegetated screen buffer to Nanda Drive. Construct dual-use path from Village site to Retail centre along Gabba Gabba Creek edge – 50% contribution to cost of DUP as condition of development approval. |
| | Include the site in new Kalbarri Planning Scheme as Civic & Cultural, annotated for the purposes of Aged Persons Accommodation with a net density of R60. Development to be subject to Approval to Commence Development. |

Temporary Accommodation Camps Local Planning Policy (LPP)

The Shire of Northampton adopted the *Temporary Accommodation Camps* LPP in 2014. The objectives of the LPP are:

- 1.1 *To ensure that applications for the development of temporary accommodation camps are assessed in a consistent, fair, thorough, and timely manner.*
- 1.2 *To provide guidance to staff, Councillors, other government agencies, landowners, developers, consultants, and the general public regarding the assessment of applications for temporary accommodation.*
- 1.3 *To ensure that developers are aware of the requirements in providing, managing and removal of camps.*
- 1.4 *To establish guidelines to be used in considering any applications proposed for the development of these camps.*

Generally, the LPP has been used to guide construction style camps for mining, however, it provides additional guidance for temporary accommodation for 'Any other work that requires a temporary resident work force', with more than 25 people for longer than 6 months.

'Type A' camps are those which are located close to urban residential areas. However, they tend to have higher densities and are considered more temporary in nature than what is proposed as part of the Scheme Amendment.

4.0 PROPOSAL

The Amendment proposes to rezone the subject sites to 'Tourism' with an 'Additional Use' principally for Workforce Accommodation but with the inclusion of Aged or Dependent Persons Dwelling for Lot 997.

At present Workforce Accommodation is an 'X' use in the 'Tourism' zone as set out in Table 3 – Zoning Table of LPS11. Therefore, proposals for Workforce Accommodation cannot be considered for development approval. The amendment proposes to include the additional use of Workforce Accommodation and classify it as a 'D' use over both Lot 511 and Lot 997 which will enable the Shire to consider a development application for workforce accommodation.

The proposed permissibility of a 'D' use, for workforce accommodation in the Tourism zone, provides an additional opportunity for Tourism zoned land by accommodating a workforce that supports the tourism industry within Kalbarri.

Lot 511 will include 'Additional Use (A5)' for the purpose of Workforce Accommodation as well as a range of conditions to guide development approval. Given the size of the lot, it is not considered necessary to require the preparation of a Local Development Plan as any

matters pertaining to the development of the site can be addressed during the Development Application process. 'Additional Use (A5)' will include a condition to address the density requirements of the site. R50 is proposed given the location of the subject land to a similar density code along Mortimer Street.

Lot 997 will include 'Additional Use (A6)' for the purpose of Workforce Accommodation. A range of conditions to guide development approval will also be provided. Given the size and the location of this lot, along with some of the servicing and planning constraints it is considered appropriate to include a condition that may require the preparation of a Local Development Plan. 'Additional Use (A6)' will include a condition to address the density requirements of the site. R30 is proposed given the location is further away from the centre of the townsite and accords with other Tourism zones within LPS11.

'Additional Use (A6)' will also include another additional use, Aged or Dependent Persons Dwelling, with a proposed permissibility of an 'A' use. The inclusion of this use accords with proposals under the *Kalbarri Townsite Local Planning Strategy* and LPS11 to support the development of a Retirement Village within the vicinity of Lot 997. It also assists in providing additional flexibility to the zone to meet the objectives of the Local Planning Strategy.

5.0 JUSTIFICATION

The proposal to rezone land within the Scheme area for "Tourism" with an "Additional Use" for 'Workforce Accommodation' and 'Aged or Dependent Persons Dwelling' is considered to fall within the description of what constitutes a Standard Amendment under cl. 34(e)(f) of Part 5, Division 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The *Kalbarri Townsite Local Planning Strategy* provides broad support to the proposal to amend the Scheme for 'Tourism' with an 'Additional Use – Workforce Accommodation' by acknowledging the importance of building upon and promoting tourism values.

Tourism is Kalbarri's most significant economic contributor, with demand fluctuating throughout the year. This demand also has a significant flow-on effect to other related sectors of the economy and job market, including in hospitality, accommodation and retail.

The recent surge in domestic tourism because of pandemic induced travel restrictions, along with the devastating impact of Tropical Cyclone Seroja in 2021 on local infrastructure, have combined to place significant pressure on the existing supply of accommodation within the town.

Consequently, the ability of businesses to attract and retain workers has been negatively impacted at a time when tourism demand is at its highest. The limited accommodation options available also threatens to impact ongoing recovery and reconstruction efforts.

Accordingly, the Shire of Northampton is working collaboratively with the State to support the development of Crown land for a workforce accommodation facility which will provide an appropriate short-term solution as well as a long-term community asset to assist in diversifying the economy.

The proposed additional use is also consistent with WAPC's Position Statement on Workforce Accommodation, which recommends that proposals for workforce accommodation be considered on a case-by-case basis.

The Scheme Amendment includes specific conditions that will be considered when assessing development proposals within the subject lots. In this instance, there are several conditions that are over and above the standard provisions of the Scheme, including:

- Measures to manage visual amenity impacts (screening, fencing and landscaping etc.);
- Decommissioning/transitioning plans;
- Rubbish disposal;
- On-site carparking;
- Provision of a full-time on-site manager or caretaker;
- Development to be of a high standard and capable of being adapted and used for future residential and/or tourism purposes;
- Workforce accommodation subject to the R50 Density Code for Lot 511 and R30 for Lot 997.

In regard to the inclusion of Aged or Dependent Persons Dwelling as an Additional Use for Lot 997 it is considered that both the strategic and statutory planning framework support this use in the location. Furthermore, it assists the Shire of Northampton in promoting the regional development of the area and supports diversification of land uses.

Amendment Type

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- (b) The amendment is consistent with the *Shire of Northampton Kalbarri Townsite Local Planning Strategy*.
- (e) The amendment will have a minimal impact on land in the scheme area that is no subject of the amendment.
- (g) The amendment is not a complex or basic amendment.

6.0 CONCLUSION

The amendment has been prepared to facilitate opportunities for the development of Workers Accommodation within Kalbarri. It is also proposed to include an additional use of Aged or Dependent Persons Dwelling for Lot 997 to allow for further diversification opportunities should the need arise. The rezoning of land to 'Tourism' with the additional uses is supported by the strategic planning framework.

The proposed scheme amendment is considered to be a 'standard' amendment to the Shire of Northampton's Local Planning Scheme No. 11 as per the *Planning and Development (Local Planning Schemes) Regulations 2015*.



PROPOSED SCHEME AMENDMENT MAP

Legend

-  Cadastre with Lot number
- LPS Zones and Reserves Amendments
 -  SU5 Special Use
 -  Tourism
- LPS Other
 -  A5 Additional Uses



Department of Planning,
Lands and Heritage

Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1180-2020-1

Shire of Northampton
Local Planning Scheme No. 11
Amendment No. 2



PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

Shire of Northampton Local Planning Scheme No. 11

Amendment No. 2

Resolved that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005*, amends the above Local Planning Scheme by –

6. Rezoning portion of Lot 511 Porter Street, Kalbarri from ‘Special Use SU5’ to ‘Tourism’ and ‘Additional Use AU5’;
7. Rezoning Lot 997 Nanda Drive, Kalbarri from ‘Public Purpose’ to ‘Tourism’ and ‘Additional Use AU6’;
8. Inserting an ‘Additional Use (A5)’ for the purposes of Workforce Accommodation in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for a portion of Lot 511 Porter Street, Kalbarri;

| No | Description of Land | Additional Use | Conditions |
|----|---|--|---|
| A5 | Portion of Lot 511 Porter Street Kalbarri | <u>'D' Use:</u> Workforce Accommodation | 7. In considering an application for development approval, the local government shall consider the following matters in addition to that which it may have regard to under the Scheme <ul style="list-style-type: none"> • Number of units; • Occupancy limitations – number of persons occupying the site and employer; • Measures to manage visual amenity impacts (screening, fencing and landscaping etc.); • Decommissioning/transitioning plans; • Rubbish disposal; • On-site carparking; and • Stormwater drainage. 8. Provision of a full-time on-site manager or caretaker for the workforce accommodation. 9. Development is to be of a high standard and compliment the |

| | | | |
|--|--|--|---|
| | | | <p>amenity of the built and natural environment in the area.</p> <p>10. A setback requirement to Woods Street of a minimum of 3 metres which includes a heavily vegetated buffer.</p> <p>11. Development should be designed so that it is capable of being adapted and used for future tourism and/or residential purposes.</p> <p>12. Development shall comply with the minimum and average lot sizes as per the R50 density code.</p> |
|--|--|--|---|

9. Inserting an 'Additional Use (A6)' for the purposes of Workforce Accommodation and Aged or Dependent Persons Dwelling in Schedule 1 – Specified additional uses for zoned land in the Scheme area of the Scheme Text for and Lot 997 Nanda Drive, Kalbarri;

| No | Description of Land | Additional Use | Conditions |
|----|-------------------------------|--|--|
| A6 | Lot 997 Nanda Drive, Kalbarri | <p><u>'D' Use:</u></p> <ul style="list-style-type: none"> Workforce Accommodation <p><u>'A' Use:</u></p> <ul style="list-style-type: none"> Aged or Dependent Persons Dwelling | <p>8. The local government may require a Local Development Plan to be prepared in accordance with Part 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to address the following:</p> <ul style="list-style-type: none"> • Vehicular access arrangements; • Internal vehicle and pedestrian movements; • Indicative site layout, including provisions of suitable setbacks and siting of development in a manner that considers surrounding land uses; • Servicing, including sewer, water and power; • A bushfire management plan to address <i>State Planning Policy</i> |

| | | | | |
|--|--|--|--|---|
| | | | | <p>3.7 – <i>Planning in Bushfire Prone Areas</i>; and</p> <ul style="list-style-type: none"> • Such other information as may be required by the local government. <p>9. In considering an application for development approval of Workforce Accommodation, the local government shall consider the following matters in addition to that which it may have regard to under the Scheme and any approved Local Development Plan:</p> <ul style="list-style-type: none"> • Number of units; • Occupancy limitations – number of persons occupying the site and employer; • Measures to manage visual amenity impacts (screening, fencing and landscaping etc.); • Decommissioning/transitioning plans; • Rubbish disposal; • On-site carparking; and • Stormwater drainage. <p>10. Provision of a full-time on-site manager or caretaker for the workforce accommodation.</p> <p>11. A setback requirement to Nanda Drive of a minimum of 5 metres which includes landscaping.</p> <p>12. Development is to be of a high standard and compliment the amenity of the built and natural environment in the area.</p> <p>13. Development should be designed so that it is capable of being adapted and used for future tourism and/or residential purposes.</p> |
|--|--|--|--|---|

| | | | |
|--|--|--|--|
| | | | 14. Development shall comply with the minimum and average lot sizes as per the R30 density code. |
|--|--|--|--|

10. Amending the Scheme Maps accordingly.

COUNCIL ADOPTION

This Standard Amendment was adopted by resolution of the Council of the Shire of Northampton at the Meeting of the Council held on the _____ day of _____ 2022 and the Common Seal of Shire of Northampton was hereunto affixed by the authority of a resolution of the council in the presence of:

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r. 63)

.....
DELEGATED UNDER S.16 OF
THE *PLANNING AND DEVELOPMENT ACT 2005*

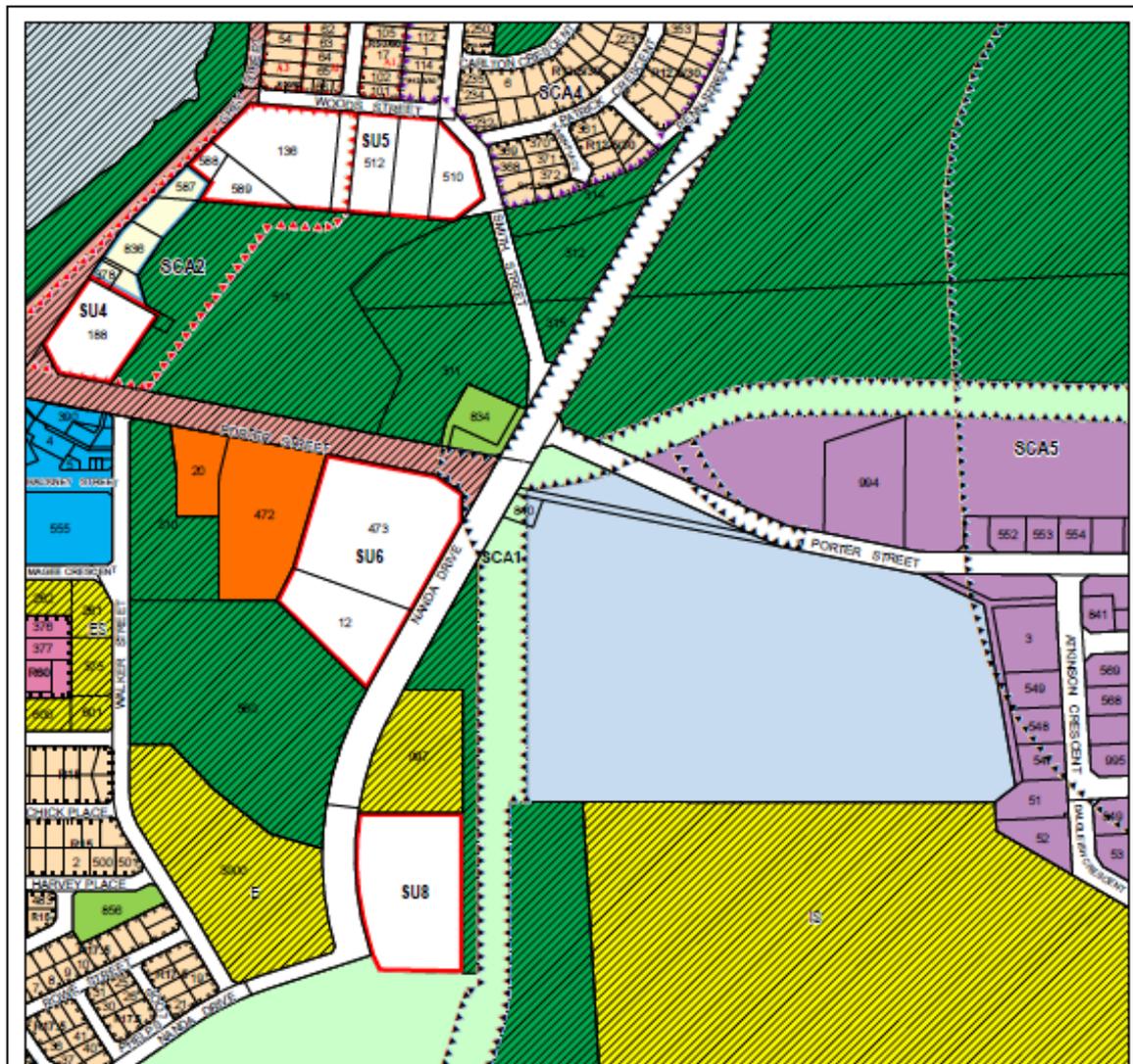
DATE.....

APPROVAL GRANTED

.....
MINISTER FOR PLANNING

DATE.....

APPENDIX 2 – SCHEME AMENDMENT MAPS



EXISTING SCHEME MAP

Legend

| | | | |
|--|------------------------|--|---------------------------------------|
| Cadastral with Lot number | Residential | Local Road | Special Control Area - General |
| R Codes | Rural | Public Open Space | Special Control Area - Infrastructure |
| LPS Zones | Service Commercial | Public Purposes | LPS Other |
| Centre | Special Use | Public Purposes : Education | Additional Uses |
| Commercial | Tourism | Public Purposes : Emergency Services | |
| General Industry | LPS Reserves | Public Purposes : Infrastructure Services | |
| Mixed Use | Drainage/Waterway | LPS Special Areas | |
| Private Clubs, Institutions and Place of Worship | Local Distributor Road | Special Control Area - Development Control Area/Plan | |



PROPOSED SCHEME AMENDMENT MAP

Legend

-  Cadastral with Lot number
- LPS Zones and Reserves Amendments
 -  Special Use
 -  Tourism
- LPS Other
 -  Additional Uses



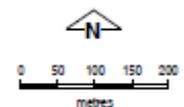
Department of Planning,
Lands and Heritage

Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1180-2020-1

Shire of Northampton

Local Planning Scheme No. 11

Amendment No. 2



| | |
|--------------|---|
| 7.3.2 | LOCAL PLANNING POLICY REVIEW – CONSULTATION FOR PLANNING PROPOSALS |
|--------------|---|

| | |
|-----------------------------|--|
| LOCATION: | Whole of Shire |
| FILE REFERENCE: | 10.4.11 |
| APPLICANT: | Shire of Northampton |
| DATE OF REPORT: | 11 January 2022 |
| REPORTING OFFICER: | Hayley Williams - Consultant Planner |
| RESPONSIBLE OFFICER: | Garry Keeffe - Chief Executive Officer |
| APPENDICES: | |
| 1. | Draft Local Planning Policy |

AUTHORITY / DISCRETION:

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

SUMMARY / BACKGROUND:

A review of the Shire of Northampton's Local Planning Policies is in progress to update the range of policies and address provisions and terminology within the amended *Local Planning Scheme No. 10 – Northampton District* and the 2021 updates to the *Planning and Development (Local Planning Schemes) Regulations*, including changes to provisions relating to public advertising.

This report recommends that Council initiate the proposed Local Planning Policy for public comment and advertise the Draft LPP for a period of 21 days, pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. It is further recommended that the existing Low Consultations for Planning Proposals Local Planning Policy be revoked by the updated version of the Local Planning Policy.

A copy of the proposed Local Planning Policy has been included as **Appendix 1** to this report for Council's information.

COMMUNITY & GOVERNMENT CONSULTATION:

Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* details the minimum advertising requirements for making a Local Planning Policy, being no less than 21 days, commencing on the day on which the notice of the policy is published.

It is recommended that the advertising period be for 21 days and include the following actions in accordance with part 2, cl 4, of the 'Deemed Provisions' of the LPS Regulations:

- A newspaper advert published in the Geraldton Guardian;
- Notices displayed at both the Northampton and Kalbarri Offices; and
- Notice made available on Northampton website.

FINANCIAL & BUDGET IMPLICATIONS:

The cost of advertising the Local Planning Policies is covered by the Council's existing Planning budget allocation.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Local: Shire of Northampton Local Planning Scheme No. 10

Shire of Northampton Local Planning Scheme No. 11

The *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) outlines the procedure for making and adopting Local Planning Policies. These provisions are 'Deemed Provisions' and replace existing clauses contained with the Shire of Northampton Planning Schemes.

POLICY IMPLICATIONS:

A Local Planning Policy does not bind the local government in respect of any application for planning approval, but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

The establishment of Local Planning Policies aid in guiding the type and standard of development the Council views as appropriate within particular areas of the Shire. Policies provide a consistent approach to approving land use and development, therefore, as a general rule it is important the Council not waiver from an adopted policy position without specific justification being provided and planning merit being identified.

STRATEGIC IMPLICATIONS:

Local Planning Policies are formulated and aligned within a strategic planning direction as set by Council and guide the type and standard of development Council views as appropriate within particular areas of the Shire. Policies also provide a consistent approach to approving land use and development.

COMMENT:

Due to the updates made to the *Planning and Development (Local Planning Schemes) Regulations* 2015 regarding the provisions for advertising of applications, particularly complex applications, it is considered timely to provide further guidance by means of the proposed Local Planning Policy, attached at **Appendix 1**.

One of the major administrative changes for the local government to address are that complex applications are to be advertised to both owner and occupiers. Whilst this may be practical in metropolitan terms, it is not possible given that the postal service within the Shire of Northampton is solely reliant on Post Office boxes and not mailing addresses.

The Local Planning Policy (LPP) aims to clearly define the different levels of consultation and the methods undertaken to ensure the community is provided with adequate and appropriate opportunities to engage. The LPP sets out parameters that are responsive to the regional environment such as predominantly consulting with owners of the land, but where appropriate also consulting with occupiers too.

VOTING REQUIREMENT:

Absolute Majority Required: No

CONCLUSION:

It is recommended that Council initiate advertising for the proposed Consultation for Planning Proposals Local Planning Policy and subsequently revoke the existing Local Planning Policy.

OFFICER RECOMMENDATION – ITEM 7.3.1

That Council:

1. Pursuant to Schedule 2 - Deemed Provisions, Part 2, cl 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolve to:

- a. Adopt the proposed draft Local Planning Policy for public comment and advertise the Policy for a period of 21 days;**
- b. Should no written, author-identified objections be received during the 21 day advertising period, then adopt for final approval the proposed Local Planning Policy and proceed to publish a notice to this effect in the local newspaper;**
- c. Should there be any written, author-identified objections received during the advertising period, require staff to present to Council a further report; and**
- d. Revoke the Consultation for Planning Proposals Local Planning Policy 2018.**

APPENDIX 1 – DRAFT LOCAL PLANNING POLICY

| | | | |
|--|---|---|--|
|  | | <h2 style="margin: 0;">Consultation for Planning Proposals Local Planning Policy</h2> | |
| Version 4 | | | |
| <p>Scheme Provisions:</p> <p>LPS #10 Clause 4.3 of Local Planning Scheme No.10 requires applications for development approval classed an 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause.</p> <p>LPS # 11 Clause 3.2 of Local Planning Scheme No.11 requires applications for development approval classed as 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause..</p> | <p>Other References:</p> <p>Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015</p> | <p>Special procedural considerations:</p> <p>In any event all applications requiring vehicular access to roads under the control of Main Roads WA (North West Coastal Highway, part Port Gregory Road/George Grey Drive) shall be forwarded to the Main Roads WA seeking comment, prior to the Council determining the proposal.</p> | |

| | | | |
|-----------------------|--|------------------------------|-----------------|
| RESPONSIBILITY | Authority is delegated to the Chief Executive Officer for the following: <ul style="list-style-type: none"> a. Accept submissions received shortly after the formal comment period. b. Determine the consultation level. | | |
| ADOPTION | 20 February 2009 | Advertising | (Minutes 1.6.2) |
| | 17 April 2009 | Final Adoption | (Minutes 3.6.3) |
| | V2 16 June 2014 | Advertising / Final Adoption | (Minutes 6.8.1) |
| | V3 15 June 2018 | Advertising / Final Adoption | |
| | V4 | | |

2.0 CITATION

This is a local planning policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Consultation for Planning Proposals local planning policy.

3.0 INTRODUCTION

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.

In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

4.0 OBJECTIVES

- 3.1 To develop a method by which proposals can be classified according to their likely impact.
- 3.2 To clearly define the different levels of consultation that will be undertaken and advice that will be provided in respect of a range of land use and development proposals, to provide the community with adequate and appropriate opportunities to be kept informed and comment on and respond to issues and proposals.
- 3.3 To detail the requirements for consultation based on the level of impact of the proposal.
- 3.4 To outline the process the local government will use when undertaking consultation and considering submissions.

5.0 APPLICATIONS SUBJECT OF THIS POLICY

- 4.1 The over-arching principle of this policy is that the Local Government (where appropriate or required) will advise and consult with the community about initiatives involving proposed new or extended land uses and developments, in an endeavour to ensure openness and accountability in the decision-making processes and to gauge public opinion.
- 4.2 The need to engage the community will be based firstly on any legislative requirement and then the degree to which the proposal impacts upon the site itself, the land immediately surrounding the site, the locality within which the site is situated or, in some cases, the whole Local Government. In relation to complex issues, the Local Government will exercise flexibility in determining the level of consultation that is required and the best means by which maximum public feedback may be obtained.
- 4.3 The Local Government will predominantly consult with owners of land and, where appropriate, will also consult with occupiers of the land.

6.0 APPLICATION REQUIREMENTS

Applications for development are expected to demonstrate due regard for the accompanying information requirements as outlined in *the Planning and Development (Local Planning Schemes) Regulations 2015* and the R-Codes and the relevant design principles as outlined in the R-Codes.

7.0 POLICY STATEMENT

The method of consultation used will relate to the legislative requirements and (in the opinion of the Local Government) the likely extent of the impact on the community or the interest likely to be generated by the community with respect to the proposed land use or development. In any event the Local Government has the discretion to publicly advertise any town planning proposal.

6.1 Consultation level requirement by Development Proposal Type

The below matrix is the basis upon which the appropriate level of consultation with affected persons and the community will generally be determined for land use and development proposals. Where proposals occur that do not clearly fall within the matrix, or where circumstances indicate that the standard level would not be appropriate, the Local Government shall use its discretion to establish the consultation process required. Notwithstanding compliance, proposals that are considered to have a substantial impact due to their scale, size or nature may require consultation

| Development Proposal Type | Consultation Level |
|---|--------------------|
| Design Guidelines | D |
| Local Planning Policies | D |
| Management Plans (local) | C |
| Development Applications (permitted uses) | A |
| Development Applications (discretionary) <ul style="list-style-type: none"> likely to impact on surrounding owners/occupiers; or not likely to impact on surrounding owners/occupiers | B A |
| Development Applications (discretionary after advertising) <ul style="list-style-type: none"> impacts are confined to adjoining properties and the immediate vicinity of the proposal; or impacts affect the broader locality in addition to adjoining properties | C D |
| Residential Design Codes Design Principle Assessment | B |
| Structure Plans | D |
| Strategic Plans / Documents: <ul style="list-style-type: none"> impacting on specific sectors / areas of the community impacting on the Shire in general | D E |
| Subdivision Referrals | A |
| Local Planning Scheme Amendments | D |
| Townsite Plans / Local Planning Strategies | D |
| Local Planning Scheme Review | E |

6.2 Level A – NO CONSULTATION

No consultation will occur where the proposal:

- 6.2.1. is determined by the Chief Executive Officer as having no predictable detrimental impact on the character or amenity of the immediate or general locality;

- 6.2.2. is determined by the local government as not being required or is precluded under relevant legislation; or
- 6.2.3. has previously occurred, and only minor modifications or modifications that address concerns previously raised are proposed.

6.3 Level B – CONSULTATION WITH OWNERS OF ADJOINING LAND

- 6.3.1. Where, in respect of any proposal, the 'Deemed-to-Comply' Provisions of the Residential Design Codes are not complied with, the owners of land adjoining the application site affected by the non-compliance will be consulted unless the proponent has already undertaken the necessary consultation and secured agreement or obtained comment.
- 6.3.2. Where (in respect of other proposals) a proposed development will be visible from any road or other public place and/or will be likely to have an impact on the streetscape, visual amenity and ambience of properties in immediate proximity to the site, the owners of properties adjoining, and those on the other side of any street immediately opposite the application site, will be consulted.
- 6.3.3. The local government may undertake one or more of the following:
- i. Consult with the owners of properties determined as being potentially affected by a development proposal in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.
 - ii. Where an affected land owner is consulted by the proponent of a development proposal, evidence of the acceptability of the proposal should be provided by way of a signed letter of no-objection and endorsement by way of no-objection comment, signature, printed name and full address on a copy of the plan(s) submitted for approval.

6.4 Level C – CONSULTATION WITH OWNERS OF NEARBY LAND

- 6.4.1 Where a proposed land use or development is determined by the local government as having the potential to impact on not only the use or enjoyment of land adjoining the application site but also other neighbouring land, the owners of those neighbouring properties will be consulted.
- 6.4.2 The local government may undertake one or more of the following:
- i. The owners of properties determined as being potentially affected by a development proposal (generally owners of all land within a radius of 60m of the boundary of the application site for land within an urban area or within an existing settlement) will be consulted in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.
 - ii. Dependent upon the level of impact in the area, the local government may also publish a notice of the development proposal in a newspaper circulating in the area inviting comment within a specified period, with an additional fee to be levied on the applicant pursuant to the local government's schedule of fees and charges.

6.5 Level D – CONSULTATION WITH OWNERS/OCCUPIERS OF LAND IN THE LOCALITY

6.5.1 Where a proposed land use or development is determined by the local government as having the potential to impact upon the use or enjoyment of land within an area or a settlement but not extending to the whole of the municipality or specific interest groups within that area, the community within that area will be consulted.

6.5.2 The local government may undertake one or more of the following:

- i. publish a notice of the development proposal in a newspaper circulating in the area;
- ii. arrange for a sign or signs to be placed in a prominent position(s) on the site;
- iii. consult the owners of all land within a radius of 100m of the boundary of the application site for land within an urban area or within an existing settlement, or 500m radius for land within a rural area, except where it is determined by the local government that the proposal will not have any significant impact on certain portions of the area;
- iv. consult with the owners of land beyond the foregoing areas where, in the opinion of the local government, there will be an impact along key transportation facilities, tourist routes or view-sheds; and/or
- v. consult as necessary with other affected government agencies or statutory authorities as the case requires,

6.5.3 Drawing attention to the form of the development proposal and inviting comment within a period not being less than 14 days or, where appropriate, such longer period as may be necessary to comply with relevant legislation (Schedule 2 Part 2 Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a minimum of 21 days in the case of Local Planning Policies).

6.6 Level E – CONSULTATION WITH ENTIRE SHIRE

6.6.1 Where proposals or projects are of State, regional or shire wide significance the community will be consulted in a manner as determined by the local government. In relation to complex applications, the local government may exercise flexibility to determine the level of consultation that is required and the best means by which maximum public feedback may be obtained.

6.7 Submissions

6.7.1 The local government will only accept submissions where:

- i. it has been signed by the respondent and contact details, including address for correspondence, is provided.
- ii. comments on the development are provided in legible written English.

6.7.2 A petition will only be considered where it:

- is addressed to the Chief Executive Officer;
- is made entirely by electors of the local government;
- states the request/reason(s) on each and every page of the petition;
- contains the names, addresses and signatures of the electors making the request, and the date each elector signed; and
- states the name of a single person upon whom, and an address at which, notice to the all the petitioners can be given.

- 6.7.3 All submissions received will be summarised for reporting to Council with:
- i. submissions treated in confidentiality (unless otherwise prescribed by the relevant legislation), although Councillors may request a copy of any/all submissions.
 - ii. matters taken into account from submissions being based on valid planning grounds, including, but not limited to:
 - considerations outlined in the relevant Local Planning Scheme, Local Government policy and/or strategy.
 - potential for detrimental impact on the enjoyment of nearby properties from such causes as the effect on views to and from the development site, overshadowing, privacy, noise impact, or the scale, height, external appearance and bulk of proposed new developments.
 - impact of the proposal on streetscape and the amenity of the locality.
 - heritage values or significance.
 - adequacy of access, egress, parking and manoeuvring including disabled access.
 - traffic generation and probable effect on safety and traffic movement.
 - removal of, or increased threat to, natural vegetation.
 - the assessed fire hazard appropriate to the land and the proposed new land use and development.
 - any other environmental consideration including but not limited to potential for soil erosion or land degradation, water quality degradation, or increased environmental risk.
 - potential loss of any community service or benefit.
 - adequacy of community and public utility services.
 - any other matter relevant to orderly and proper planning
- 6.7.4 The local government upon determining the application may either:
- i. send to each respondent a letter.
 - acknowledging receipt of the submission.
 - advising of the determination of the development proposal concerned, providing reasons for that determination; and
 - advising the name and position of the officer of the local government from whom further information can be obtained.
 - ii. place an advertisement in the local paper providing public advice as to the outcome of the matter.

6.8 Delegation

- 6.8.1 Authority is delegated to the Chief Executive Officer for the following:
- i. to determine submissions received shortly after the formal comment period.
 - ii. determine the level of consultation required for each application.

7.0 DEFINITION

For the purposes of this policy the following definitions are provided:

“Adjoining” means any land (or owner of land) which abuts an application site or is separated from the site only by a pathway, driveway, right-of-way or similar thoroughfare (excluding a public road reserve).

“Affected Person” means a person who owns (or occupies) land that adjoins an application site or the enjoyment of which, may be detrimentally affected by the use or development on an application site.

“Nearby Land” means any land (other than adjoining land) which may be adversely affected by a development proposal and, where appropriate, may include owners (or occupiers) within a neighbouring local government.

“Notify” means written communication by the local government or the proponent of a development proposal containing relevant information about the development proposal for the purpose of advice or seeking comment.

“Relevant Information” means the principal details of a development proposal as determined by the author of any notification to be sufficient to describe the proposal and its potential impacts. Each notification is to provide further information as to where and when full particulars of the development proposal can be inspected during the period during which comments are sought.

“Respondent” means those affected persons who have provided written comment on a proposal within the formal comment period, or shortly thereafter at the discretion of the local government.

7.3.3 PROPOSED DEVELOPMENT APPROVAL – MOBILE FOOD VEHICLE – BEAN THERE DONUT THAT – RESERVE 25307 GREY STREET, KALBARRI

| | |
|-----------------------------|---|
| LOCATION: | Reserve 25307 Grey Street, Kalbarri |
| APPLICANT: | Kathleen Deadman |
| OWNER: | State of Western Australia / Shire of Northampton |
| FILE REFERENCE: | 10.6.1.3/10.6.7/ 25307-A3731/ R25307-A3624 |
| DATE OF REPORT: | 10 February 2022 |
| REPORTING OFFICER: | Michelle Allen – Planning Officer |
| RESPONSIBLE OFFICER: | Hayley Williams – Principal Planner |
| APPENDICES: | |
| 1. | Application Information |
| 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 seeking to operate a Mobile Food Vehicle for an annual period has been received for the mobile food van (Bean There Donut That) to operate from Reserve 25307 (in the north-west corner of the Boat Hire carpark) on Grey Street, Kalbarri. The Applicant intends to provide takeaway coffee, cool drinks and food items such as toasted sandwiches, doughnuts and cakes at the Reserve location. When not in operation the food van will be parked at Lot 844 (No. 15) Sutherland Street, Kalbarri which is located within the General Industry zone of the townsite of Kalbarri.

Advertising of the proposal was undertaken in January 2022 with 14 days allowed for submissions to be made in respect of the application. During the advertising period twenty submissions were received, being:

- One (1) from a government authority advising no comment;
- Seven (7) objections to the mobile food vehicle; and
- Eleven (11) submissions in support of the mobile food vehicle; and
- One (1) submission advising they were indifferent to the proposed mobile food vehicle.

This report recommends conditional approval of the Application for Development Approval to utilise Reserve 25307 for the purpose of operating a Mobile Food Vehicle.

LOCALITY PLANS:

Figure 1. Site Plan of Reserve 25307 Grey Street, Kalbarri (north-west corner of the Boat Hire carpark)

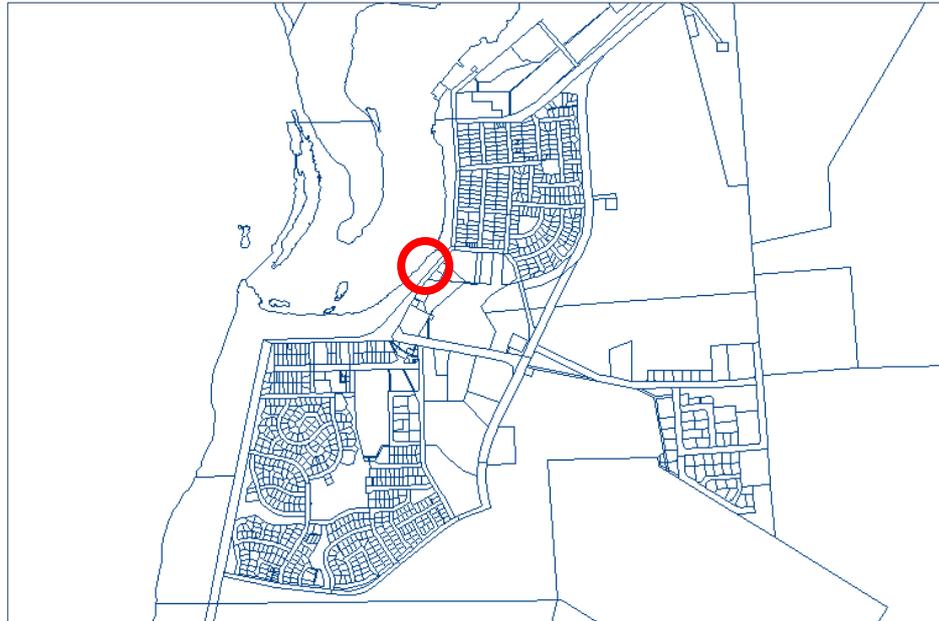


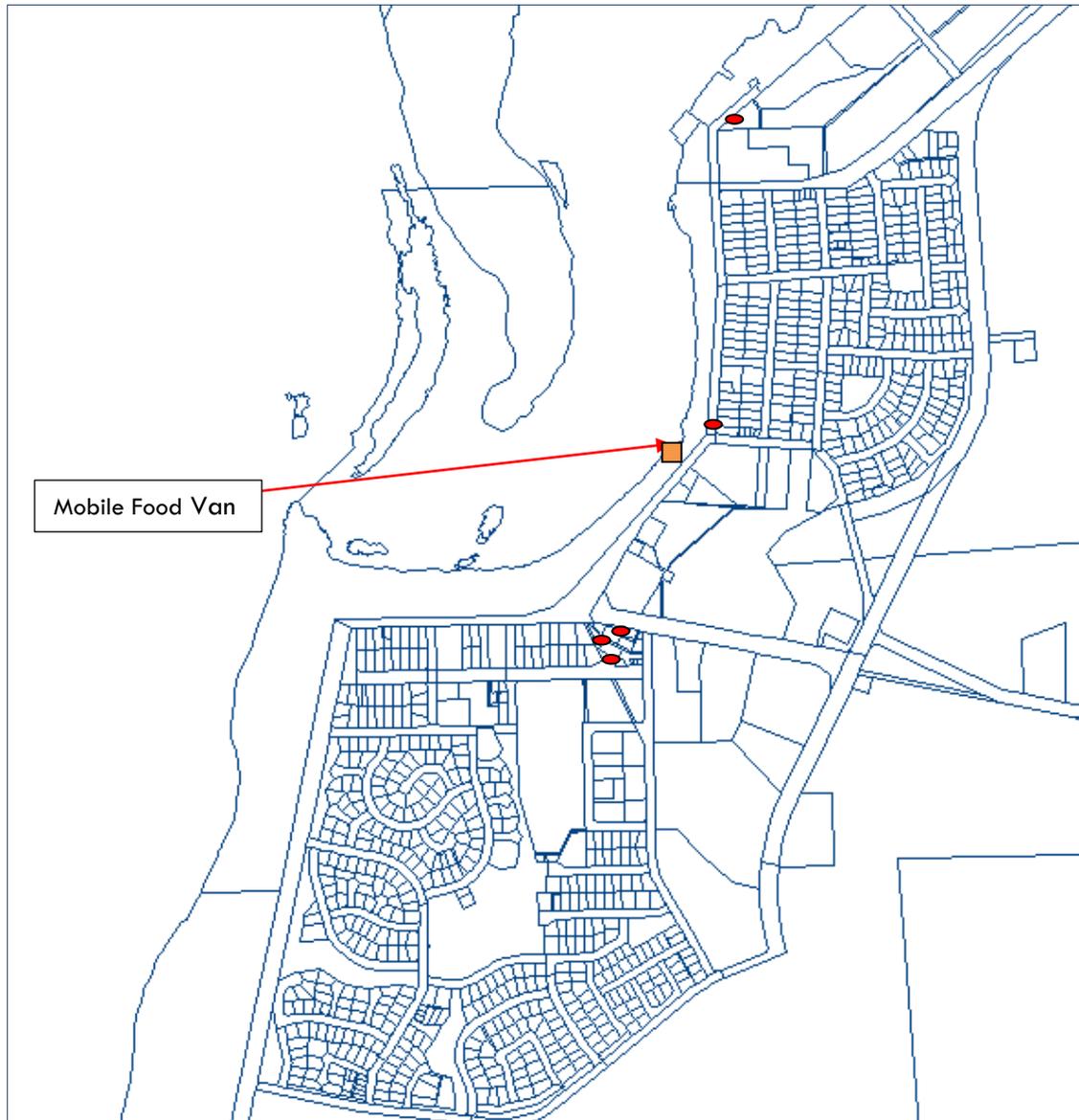
Figure 2. Location Plan of Reserve 25307 Grey Street, Kalbarri (north-west corner of the Boat Hire carpark)



Figure 3. Location Plan of Lot 844 (No. 15) Sutherland Street, Kalbarri where Mobile Food Vehicle is stored when not in operation



Figure 4. Location of Food Outlets open in relation to Reserve 25307 Grey Street (north west corner of the Boat Hire carpark).



■ Proposed location of Mobile Food Vehicle



(Currently five cafes advertise to be open in the mornings between 7am and 8am with one of those closed until repairs are completed)

BACKGROUND:

An Application for Development Approval was received on 6 January 2022 (see **Appendix 1**) for a mobile food van to operate from Reserve 25307, being the north-west corner of the Boat Hire carpark) located on Grey Street, Kalbarri.

Since September 2018, the Applicant and her partner have operated the Kalbarri Boat Hire and the Kalbarri Canoe Safari businesses from this location. Prior to living in Kalbarri, the Applicant also owned and operated a mobile food vehicle selling coffee within the Shire of Gosnells for a three year period.

Currently 14 registered food businesses exist in Kalbarri and five of those businesses advertise to open in the mornings to serve food. Locations of these businesses in relation to the proposed location (where the mobile food vehicle is proposing to trade) are shown in **Figure 4**. It is noted that the mobile food vehicle's proposed location will be closer than 500 metres from one business selling the same or similar food.

It is further noted from comments within submissions received during advertising of the application, that the lack of available food services is felt by tourists and locals on a day-to-day basis and during school holidays. The recovery phase from Cyclone Seroja is ongoing and availability of staff continues to impact on businesses in Kalbarri, as noted from comments within submissions.

The Proposal:

The Applicant is proposing to operate a Mobile Food Vehicle, known as 'Bean There Donut That', on an annual permit basis upon Reserve 25307 in the north-west corner of the Boat Hire carpark area on Grey Street, Kalbarri (see **Figure 2**). It is noted that this area of Reserve 25307, is not an approved location according to the Shire's Local Planning Policy *Mobile Food Vehicles*.

The food van has been custom built to meet standards and to operate as a commercial kitchen and should approval be granted by Council, the applicant has advised that a new fit-out of the van will be undertaken in consultation with the Shire's Environmental Health Officer. The fit-out costs are expected to be significant and will only be undertaken if approval to operate the mobile food vehicle is granted.

The Applicant will obtain all Environmental Health approvals if approval to operate the vehicle is granted.

The food van has a 3.5m x 2.27m floor area and is 2.7m in height and has no signage on its' façade, as shown in **Appendix 2**.

The mobile food vehicle is proposed to operate up to 7 days a week during peak seasons between the hours of 6am and 2pm each day. All food preparation is to be served from the van, with some food being prepared on-site within the van and some food being purchased from commercial retailers. Power will be sourced from a metered power outlet located at the Boat Hire carpark, currently utilised by the applicant in their boat hire and canoe safari businesses.

The Applicant proposes to utilise a tear drop banner sign and an A-frame sign and no signage currently exists on the external façade of the vehicle (see **Appendix 1**). The banner sign and the A-frame sign will be used during the hours the food van is open for business with both signs being placed immediately adjacent to the van in the northwest corner of the car parking area. All signage will be removed daily at the close of business.

Public Liability Insurance cover will be obtained should approval be granted to operate the mobile food vehicle.

As Council does not support the use of generators on a permanent basis along the Murchison River Foreshore, including Reserve 25307, the Applicant will be required to connect to a metred power outlet upon the Reserve, with which the Applicant will assume all power costs incurred. On-site power will be accessed by the food van via a metered outlet, except in instances where a generator is required (e.g. power outages).

In consideration of the application the following information is also provided in relation to Reserve 25307:

| | |
|-----------------------|---|
| Lot Size | 1,607m 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 |

Whilst the application is consistent with the *Local Planning Policy – Mobile Food Vehicles*, it does not strictly meet provisions associated with ‘approved locations’ within the LPP in relation to the applicant’s preferred location being Reserve 25307 (north east corner of the Boat Hire carpark). However, Clause 3.4.2 of the LPP does provide opportunity for applicants to nominate an alternative location which may be considered if they meet the purpose of the policy.

Parking of Mobile Food Vehicle

Outside of trading hours, the food van will be stored within the Industrial area of the townsite, being Lot 844 (No. 15) Sutherland Street, Kalbarri (see **Figure 3**).

The Applicant has been granted approval by the owner of Lot 844 (No. 15) Sutherland Street, Kalbarri to utilise the site for parking of the mobile food vehicle.

COMMUNITY & GOVERNMENT CONSULTATION:

The application for the operation of the proposed mobile food vehicle was advertised in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 21 days from 7 January until 28 January 2022 as per the following:

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

During the above advertising periods twenty submissions were received as follows:

- One (1) from a government authority advising no comment;
- Seven (7) objections to the mobile food vehicle; and
- Eleven (11) submissions in support of the mobile food vehicle; and
- One (1) submission advising they were indifferent to the proposed mobile food vehicle.

Seven submissions were received objecting to the proposed development with the objections made in relation to the proposed location being near an adjacent business and the impact to existing and new food service businesses.

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

FINANCIAL & BUDGET IMPLICATIONS:

The applicant has paid a total sum of \$672.00 in respect of the application as follows:

- the sum of \$375.00 being payment of the advertising fee associated with the application; and
- the sum of \$297.00 being payment of the application fee for an alternative site other than Sites A – D (ss per Local Planning Policy *Mobile Food Vehicles*).

With the adoption of *Local Planning Policy – Mobile Food Vehicles (LPP)* in March 2019, the Applicant is required under the 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.

Should approval be granted, the Applicant has chosen to pay the mobile food vehicle permit fee for a twelve-month period.

As the use of generators is not permitted on Reserve 25307, the Applicant will be required to connect to a metred power outlet upon the Reserve, with which the Applicant will assume all power costs incurred.

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

In relation to the operation of Mobile Food Vehicle upon land zoned ‘Reserve’, Clause 2.2 of the Scheme relates to Local Reserves and states the Reserve Name and Objectives.

Reserve 25307 is vested with the Shire of Northampton for ‘Recreation’ purposes and forms part of the Kalbarri Foreshore Reserve. The objective of the Reserve are as follows:

| Reserve Name | Objectives |
|-------------------|--|
| Public Open Space | <ul style="list-style-type: none"> • To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> 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. |

“2.2.1 A person shall not use or commence or carry out development on reserved land without first having obtained the planning approval of Council under Part VI of the Scheme, and in determining an application for planning approval Council shall have regard to:

- (a) the matters set out in Clause 6.5; and*
- (b) the ultimate purpose intended for the reserved land,*

and Council shall, in the case of land reserved for the purposes of a public authority, confer with that authority before giving its approval.”

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 -

- (a) 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;*
- (b) 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*
- (c) 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 ‘Foreshore’ and ‘Public Open Space’ reserves.

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.”*

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 states the following in relation to proposed mobile food vehicles:

“3.4 Location and Siting

3.4.2 Alternative locations may be considered if they meet the purpose of this policy.

3.4.3 The following location requirements apply to all applications for mobile food vehicle permit:

- a) Mobile food vehicle permit holders are only permitted to trade in an approved location, which is to be at least 50m from an established food or beverage business and 500m from a business selling the same, or similar, food product during that business’ trading hours;*
- b) Mobile food vehicles are only permitted to trade at the locations detailed on their permits; and*
- c) Mobile food vehicles will be located so as not to obstruct pedestrian flow or vehicular traffic.*

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 the proposed use, with each of these factors being detailed separately below.

Alignment with Statutory and Strategic Framework

Reserve 25307 is a Crown Reserve managed by the Shire of Northampton, located on the Murchison River foreshore having the purpose of “Recreation” that provides for a range of active and passive recreational uses that are compatible with and/or support the amenity of the reservation. It is considered that the operation of a mobile food vehicle 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.

With regard to Council’s adopted Mobile Food Vehicles 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.

The use of a location outside of the areas approved by the LPP and within 50 metres of an existing business that sells the same or similar food product, is supported on the basis that the proposed development is opening within a limited time period (early morning and midday trading), does not provide seating and is closely associated with an existing equipment hire business on the foreshore.

Should Council perceive that there is a conflict with this provision of the LPP, consideration may be given to further restricting trading times and/or days.

Signage

The Applicant has proposed to utilise a tear drop banner sign and an A-frame sign during the hours the food van is open for business with both signs being placed immediately adjacent to the van in the northwest corner of the car parking area. All signage will be removed daily at the close of business.

As per Council’s Local Planning Policy for Signage, it is recommended that the Applicant be approved for one A-Frame sign and one tear drop banner sign, both to be located immediately adjacent to mobile food vehicle.

Summary

Due to the lack of available food services that continues to be experienced by tourists and locals on a day-to-day basis and during school holidays, Council previously determined a need to facilitate the availability of increased food options as an interim measure and at the end of that time to subsequently review the operations, the availability of food for tourists and locals and the impact to existing food businesses.

The proposal to operate in alternative locations whilst not strictly in accordance with the Mobile Food Vans Local Planning Policy is considered to accord with the direction previously set out by Council in response to recovery from Cyclone Seroja and to increase the availability of food services for tourists.

Therefore, it is recommended that Council approve the Application for Development Approval to operate the mobile food vehicle on Reserve 25307 (north west corner of the Boat Hire carpark).

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 and Kalbarri Townsite Strategy*. Whilst the application is consistent with the *Local Planning Policy – Mobile Food Vehicles*, it does not strictly meet provisions associated with 'approved locations' within the LPP in relation to the applicant's preferred location being Reserve 25307 (north east corner of the Boat Hire carpark). However, Clause 3.4.2 of the LPP does provide opportunity for applicants to nominate an alternative location which may be considered if they meet the purpose of the policy. Therefore, it is recommended that Council approve the Application for Development Approval, subject to the conditions detailed below.

OFFICER RECOMMENDATION – ITEM 7.3.3

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 Policy *Mobile Food Vehicles*, grant approval for a mobile food vehicle to operate upon Reserve 25307 in the north-east corner of the Boat Hire carparking, Kalbarri, subject to the following conditions:

1. **Development/use shall be in accordance with the attached approved plans dated 18 February 2022 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 18 February 2023, after which the further renewal of the approval by the local government will be required. It is the responsibility of the operator to reapply in good time before expiration, and the local government will not automatically re-issue approvals;**
4. **That Council determines the application renewal fee of \$30 plus mobile food vehicle permit fee of \$1000 for a twelve 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. **Should payment of the permit fee not be received by the due date, the current application will become void and no longer valid;**
7. **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;**
8. **The approval is for one (1) Mobile Food Vehicle only;**
9. **The approved hours of operation of this food van are between 6am and 2pm, 7 days per week;**
10. **The Applicant shall at no time interfere or obstruct the operations and activities of Reserve 25307, or any approved users of the Reserves 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 approvals allows for one A-frame sign and one teardrop banner sign to be located immediately adjacent to the food van upon Reserve 25307;**
- 14. This approval is issued only to K. Deadman and is NOT transferable to any other person or to any other land parcel, without the further application and approval of the Shire of Northampton;**
- 15. The food van is approved to sell coffee, doughnuts, sandwiches, cakes, croissants (bakery items) and cool drink items only;**
- 16. The Applicant is required to provide adequate rubbish disposal facilities, remove all rubbish associated with the operation and maintain clean and sanitary conditions at all times;**
- 17. The land use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise;**
- 18. The mobile food vehicle is required to be removed from the approved Reserve locations at the close of business each day and is not permitted to be stored overnight upon any Reserve;**
- 19. The use of a generator upon Reserve 25307 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;**
- 20. The Applicant shall be wholly financially responsible for the use of electricity accessed via the metered outlet upon Reserve 25307;**
- 21. The parking and storage of the commercial vehicle (mobile food vehicle) upon Lot 844 (No. 15) Sutherland Street, Kalbarri shall be provided for within the property boundary and the street verge areas are to be kept free of such vehicles;**

- 22. 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

January 2022

Ms Michelle Allen
Planning Officer
Shire of Northampton WA 6535

To whom it may concern:

**RE: NEW APPLICATION – TAKEAWAY COFFEE / SNACK VAN TO OPERATE FROM
THE BOATHIRE CARPARK – KALBARRI WA 6536**

The following information is provided for the request to approve a very much needed Takeaway Coffee /Snack Food van within the Kalbarri Boathire Carpark at 75-81 Grey Street Kalbarri.

It would greatly benefit families for a quick snack or drink without having to walk out of their way and enjoy whilst walking past and strolling the foreshore.

We request permission for a 12-month trial, with the option of extending yearly, seeing as there is a huge shortage of availability for visitors to get a cup of coffee and a take-away snack whilst out walking, even more so since the loss of Black Rock Café.

BUSINESS OBJECTIVES

Our objectives post Cyclone Seroja is to provide a service to the visitors and our wonderful locals, and be able to stroll along the foreshore, pop in for a takeaway coffee or donut, and enjoy the serenity early mornings offer! Since the total devastation of Black Rock Café, and the inconsistent hours of the other café, we have seen a HUGE shortfall for people to be able to grab a coffee in town! You'd think of all things a quick coffee would be easy to get, but no..... So, we propose a Takeaway coffee / snack van to be parked in the North-West end of the Boathire carpark, to help provide a very much needed service in town. Its quite a decent walk to get a coffee elsewhere, and I don't believe they open before 7am. Not only serving our lovely visitors that come to stay with us, but we also have a large amount of Tradies coming and going in town, as well as the mining workers who'd love a takeaway coffee that's easy access and consistent opening hours to manage the flow of people and be available early mornings.

We would be plugging into the Boathire main power box, so no noisy generator, and we would only offer Takeaway, so we wouldn't be in opposition to any of the Cafes established in town, this would only be for people walking/driving by and takeaway options only, we won't be offering a seated option, they would have to go to the Cafes for that.

We have visitors DAILY complaining about the lack of service and terrible opening hours for a simple thing such as a cup of coffee. We would hope to fill that void by providing a service for a temporary timeframe, until town builds up again, more venues re-open and rebuild, or someone expands, but until then, the need for more options in the centre of town, because most people walk everywhere, so it needs to be centred in town. Its hard for the families especially who sometimes have young children in tow...

BACKGROUND

1. Kat has operated and successfully owned a Coffee Van previously within the Shire of Gosnells 6109 WA for a 3yr period.

2. We are aware of the required operations and the huge need for a service within Kalbarri, especially since Cyclone Seroja has impacted the Town so badly.
3. Looking to employ local people and using local produce and keeping it simple.

OPERATORS HISTORY IN TOURISM

Kat & Jason already own and operate two businesses in town, having purchased Kalbarri Boathire and Kalbarri Canoe Safaris back in September 2018. Since this time, we have relocated to Kalbarri, purchased a home, and have successfully run our two Tourism businesses for that amount of time. We look forward to spending the rest of our lives here, raising our family and working hard to become part of the community and help attract visitors to this spectacular town!!

Kat is one of the Committee members of the Kalbarri Visitors Centre and enjoys being involved in community events and volunteers whenever needed.

Jason is a trade qualified Mechanical Fitter, first class Machinist, and qualified 2nd class Marine Engineer.

OPERATIONAL DETAILS

Our opening hours would be from 6am daily, most likely until 11am most days, but the choice of staying open until 2pm at peak time, and close when town is not busy, or bad weather outside.

The nearby cafes are closed on a Sunday and Tuesday, Thursday & Friday, and Black Rock café closed permanently, so we really feel the need to be able to open especially when the others are closed.

As per the Shires Local Planning Policy, we have ensured the van placement will be approved, as we are more than 50mtrs from an established business, even tho we are quite different we don't have sit down or the menu they have we would only be takeaway and a simple menu. Unfortunately, Black Rock Café has been destroyed by the Cyclone, they would still be over 150mtrs from our proposed site.

We would also have the required Insurance, permits, hold a current Food Registration Certificate, and follow the directions in accordance with the Food Act 2008, ensuring we would not be obstructing pedestrian flow or vehicular traffic, and follow all directions given by the Shire.

A full re-fit of the van is scheduled but will await approval before investing in a substantial cost to have mostly new machines installed for speed and freshness of the products, we would sell including a new double-head coffee machine installed.

ENVIRONMENTAL ISSUES

To highlight the Shires criteria for this application, the success of this venture solely relies on the natural environment, and we will endeavour to adopt eco-friendly principles and store our vehicle in the Light Industrial area daily. Our equipment, vehicles and rubbish will be removed daily, leaving no footprint whatsoever.

SIGNAGE

As per the Shires policy, a tear-drop banner and a A-frame signage will only be used when the van is open for business and removed daily when we are closed. Both these items will be within a proximity to the van, not on the roadside or kerbside, ensuring we don't block anyone's view of the river frontage or obstruct footpaths, or traffic in any way.

ATTACHMENTS

Please find attached the following documents to support this application.

1. Application Form – 4 pages (Local Planning Policy – Mobile Food Vehicle)
2. Internal sketch of van detailing bench space
3. External / Internal photos of van (Please note: A new fitout for this van will be done with mostly new appliances, not pictured, awaiting approval before investing a huge costly outlay in setting up the van with new machines.)
4. Google Earth picture detailing proposed location of van to be parked at the North-West end of the Kalbarri Boathire carpark situated at 75-81 Grey Street Kalbarri.

Thank-you in advance for your consideration, we eagerly look forward to your response.

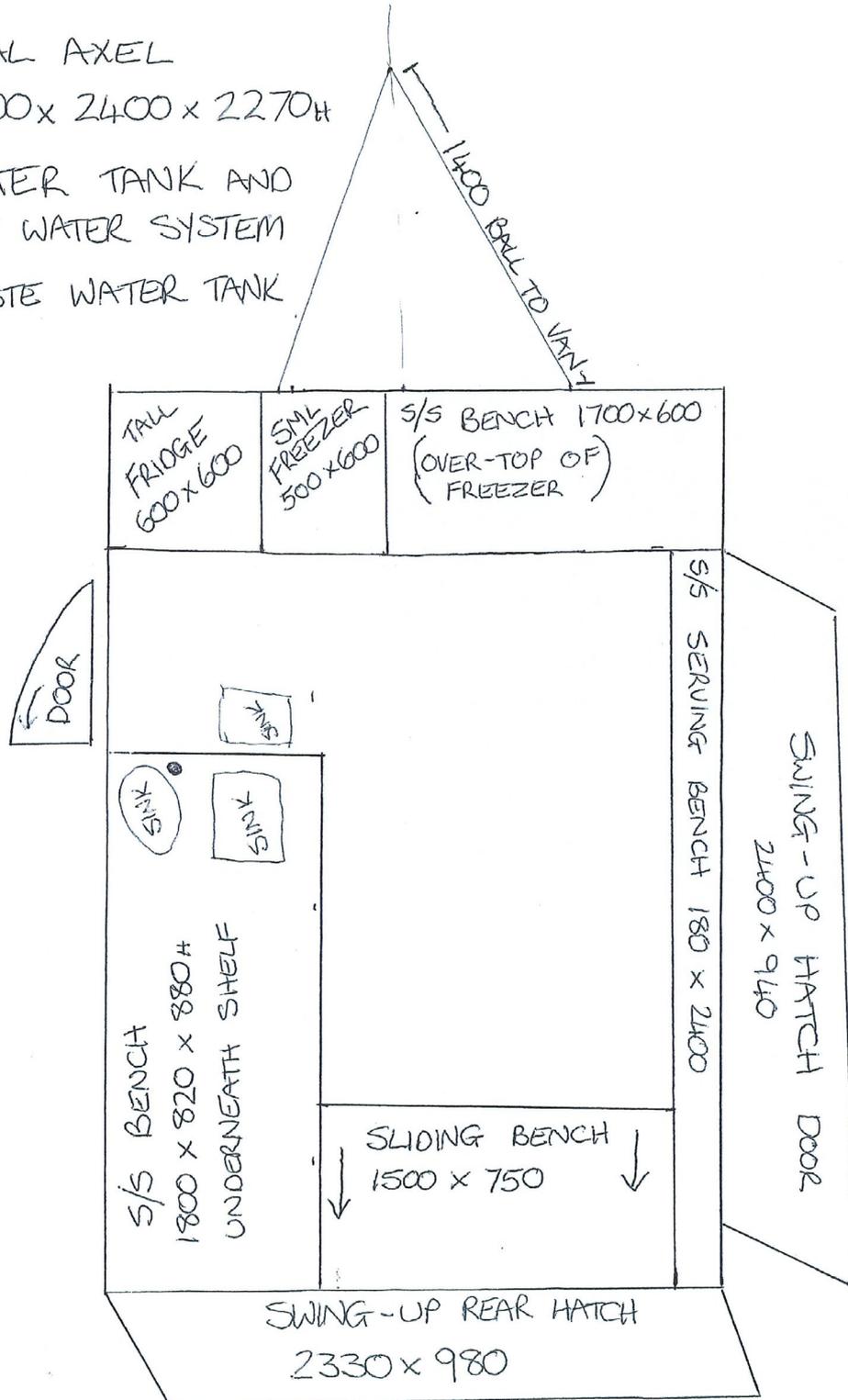
Kat can be contacted anytime on 0438 97 4488 if you need anything further.

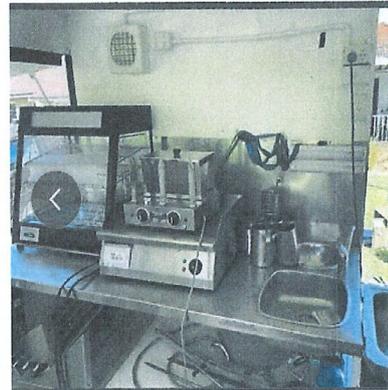
Kind regards,

Kat and Jason Deadman



- * DUAL AXEL
- * 3500 x 2400 x 2270H
- * WATER TANK AND HOT WATER SYSTEM
- * WASTE WATER TANK







APPENDIX 2. SCHEDULE OF SUBMISSIONS

| Submission No. & date received | Nature of Submission | Shire Comment | Shire Recommendation |
|--------------------------------|---|---|---|
| 1. 12/01/2022 | SUPPORT Great idea | No response required | Submission noted |
| 2. 14/01/2022 | SUPPORT Best idea we've heard all week. I'm in the area daily and can't quantify how many times I've said 'I wish Kat would sell coffee!' | No response required | Submission noted |
| 3. 18/01/2021 | SUPPORT No concerns at all. We love seeing these on our travels for variety. | No response required | Submission noted |
| 4. 19/01/2022 | SUPPORT What a great idea. | No response required. | Submission noted |
| 5. 19/01/2022 | OBJECTION As a café owner in Kalbarri of 13 years, I strongly object to anymore food vending vans being approved in Kalbarri. XXXX Café is open 7 days a week from 7am to 4pm. It's hard enough to pay staff and rent as well as keeping up with ongoing costs. | Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs. The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services. 1 business is located within close proximity to the proposed location and offers both takeaway and full sit-down food services when open. | Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses. |
| 6. 19/01/2021 | OBJECTION We are totally against a food van being less than 150m from our café and restaurant. There are plenty of empty shops in town to start a new venue from the last thing we | Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs. | Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, |

| | | | |
|--------------------------|--|--|---|
| | <p>need is unfair competitor against the existing cafes in town. After cyclone there is around 30% less accommodation, the black rock café is down and so are our clientell. The proposal to set up in the carpark is flawed with the proponents suggesting it will fill a gap during high demand periods. This is the time that all available parking is required by visitors and tourists to Kalbarri. What are the safety implications of having a food van that will attract pedestrians in a car park? Public toilets are some distance from the car park and could be sometime before new is built. At least 3 cafes start coffee at 6-15am and us at 7-15am so we are not impressed. There is a very small amount of trade at 6am and from 7-15am we may sell half a dozen coffees up to 8am.</p> | <p>The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services.</p> <p>1 business is located within close proximity to the proposed location and offers both takeaway and full sit-down food services when open</p> | <p>Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses.</p> |
| <p>7. 22.01.2022</p> | <p>SUPPORT As accommodation managers in Kalbarri, we feel there is a great need for more constant/steady food operators in town. The ones that we have are constantly inconsistent in working hours and days – this is historical, (even pre cyclone Seroja). It is extremely hard to offer advice to guests when we have no idea of if and when an establishment will be open, they seem to be very ad-hoc in their approach to running their business. We welcome wholeheartedly opposition and variation in town to try and promote a more competitive market for the locals and tourists alike.</p> | <p>No response required</p> | <p>Submission noted</p> |
| <p>8. 22.01.2022</p> | <p>OBJECTION We have been residents of Kalbarri for the past 8 years and frequent the café closest to our home almost daily. We have very rarely had to wait for our morning coffee. We think if anything the town is in need of a café prepared to open after 3pm to cater for visitors.</p> | <p>Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs.</p> <p>The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services.</p> <p>1 business is located within close proximity to the proposed location and offers both takeaway and full sit-down food services when open.</p> | |

| | | | |
|---------------------------|---|---|--|
| <p>9. 25.01.2022</p> | <p>NO OBJECTION The proposed service location is not within or adjacent to a road reserve under Main Roads jurisdiction. It is considered that the proposal would have no detrimental impact on the level of service, amenity or safety of users of the existing Main Roads network. Additionally, Main Roads has no current plans in the area that would impact the development and therefore has no objection to the proposal.</p> | <p>No response required</p> | <p>Submission noted</p> |
| <p>10. 25.01.2022</p> | <p>SUPPORT As an owner of units at Murchison View Apartments as well as a regular visitor to the town for many years, I strongly support the application for a mobile food van. Even before the cyclone our managers at MVA were receiving complaints from clients about the reliability of opening hours of food outlets. Post cyclone – a mobile food van would be welcome and well used by visitors.</p> | <p>No response required</p> | <p>Submission noted</p> |
| <p>11. 26.01.2022</p> | <p>OBJECTION We have an existing business, XXXXXX Restaurant, which is about to reopen after the cyclone which will be trading in the day and mornings. Our business will be impacted by the competition. We are paying big rent money, same as other businesses in town. We don't support this application.</p> | <p>Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs. The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services. 1 business is located within close proximity to the proposed location and offers both takeaway and full sit-down food services when open</p> | <p>Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses.</p> |
| <p>12. 26/01/2022</p> | <p>INDIFFERENT As owner of fixed address retail shops in Kalbarri I am very much in support of this proposal as the need for such a service cannot be denied at this time. My concern however is that the success of this temporary venture will lead to applications to make it a permanent facility in the future which will have a negative impact on other fixed location businesses.</p> | <p>The mobile food vehicle permit system is based on an annual renewal basis. Currently there are four mobile food vans approved to operate with limited hours and only at approved locations. It is further noted that not all vans are operating regularly at this present time.</p> | <p>The matter of temporary approvals and permanent approvals of mobile food operations is noted. Council has undertaken to review temporary mobile food vehicle operations, the availability of food services and the impact to existing businesses following a trial period</p> |

| | | | |
|-------------------|--|---|--|
| | | | <p>Provisions of the Shire's Local Planning Policy <i>Mobile Food Vehicles</i> provide guidance on the management of the annual mobile food permit system.</p> |
| 13. 27.01.2022 | <p>OBJECTION As we own the Kalbarri XXXXXXX and pay of \$20,000 in rent annually to be on the front street, we object to food vans being able to operate in front of us with little or no restrictions. For under \$2,000 a year. Gary emailed me last year and said they cannot operate until after 5pm.</p> | <p>Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs.</p> <p>The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services.</p> <p>1 business is located within close proximity to the proposed location and offers both takeaway and full sit-down food services when open</p> | <p>Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses.</p> |
| 14. 28.01.2022 | <p>SUPPORT Will fill a void when often no coffee available – so many are closed. Lots of people now using the boat hire area beach will appreciate access to coffee.</p> | No response required | Submission noted |
| 15. 28.01.2022 | <p>SUPPORT</p> | No response required | Submission noted |
| 16. 28.01.2022 | <p>SUPPORT</p> | No response required | Submission noted |
| 17. 28.01.2022 | <p>SUPPORT</p> | No response required | Submission noted |
| 18. 28.01.2022 | <p>OBJECTION Our understand is that Shire planning policy is that a minimum of 500m distance is required from established food businesses. This application would be in contravention of that policy. We run a café that usually serves customers from 6.30am onwards 6 days a week (staff levels permitting) – including takeaway service. The proponents could send customers down the path towards other cafes or bakeries. We would</p> | <p>Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs.</p> <p>The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services.</p> | <p>Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours</p> |

| | | | |
|---------------------------|--|--|--|
| | <p>like signage to direct visitors our way to increase patronage however this is not permitted by the Shire. People walking/driving to other cafes could well be enticed by the food van being located in the town centre and not venture further to other established business nearby. Kalbarri is not a big town so no one would have far to go. Food vans in other towns are generally located away from town centre and established enterprises. A Kalbarri example is 'Bean Drifting' coffee van at Jake's.</p> <p>Long term outlook for Black Rock site needs examining but placing a food van directly opposite does not consider nearby establishments, most of which have high overheads. The public carpark proposed for the business is already very busy during holiday periods and the food van would create further congestion. The carpark has no line marking or traffic flow circulation system, has only one entry/exit point and no turnaround for long vehicles and/or caravans.</p> <p>We would like to pick and choose our hours (as the proponent has in their proposal) and work busy periods only but we have hefty monthly rental tariffs to meet and ten staff to keep employed during the quieter times. We are not in support of the application.</p> | <p>This business is not located in close proximity to the proposed location and offers both takeaway and full sit-down food services.</p> | <p>of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses.</p> |
| <p>19. 28.01.2022</p> | <p>OBJECTION</p> <p>No need for another food truck/van business in Kalbarri. Kalbarri Bakery and Angie's Café already produce and sell the same products within the same trading hours.</p> <p>We employ local people and are open 6 days a week all year round and have been supporting the town for 30 years. With Covid-19 and uncertainty of borders re-opening. This is not a viable move for Kalbarri in present time considering there will likely be closures of bricks and mortar premises. Many premises currently available for rent. Starting a business as suggested is a fantastic idea, and would be even more viable if started in a premises and operated all year round and not attempting to take business away from businesses who pay rent all year round, not just in peak periods.</p> <p>Town is extremely short staffed at present and many premises are struggling to survive in this uncertain time. An</p> | <p>Shire Officers report that currently 14 food businesses are registered in Kalbarri with 5 outlets providing food in the mornings and one of those outlets closed for repairs.</p> <p>The 5 businesses advertise as being open in the mornings from 7am and 8am to serve takeaway and full food services.</p> <p>The business is not located within close proximity to the proposed location and does provide similar food services.</p> | <p>Whilst economic impacts are not typically valid planning considerations for applications involving private landholdings, Council can apply Policy 8.5 and take economic impacts into consideration for use of Reserves under their Management Control. Condition (9) restricts trading hours of the mobile food vehicle from 2pm onwards and Condition (15) restricts food services so as to avoid conflict with existing businesses.</p> |

| | | | |
|---------------------------|--|-----------------------------|-------------------------|
| | <p>addition of another food van will be a great detriment to my business. I cannot run my business through a food van. If more food vans/trucks are permitted in Kalbarri, the commercial rent prices will rise as there will be more spaces empty. This will affect profitability of my business and will affects the hours that I am able to trade and employ local staff.</p> | | |
| <p>20. 28.01.2022</p> | <p>SUPPORT Believe this mobile food van can only be good for Kalbarri considering the lack of cafes open especially early in the morning. Also not providing seating means they will not be taking customers away from the other established cafes.</p> | <p>No response required</p> | <p>Submission noted</p> |

7.3.4 PRELIMINARY REVIEW OF MOBILE FOOD VEHICLE ACTIVITY IN KALBARRI – TWO TEMPORARY APPROVED ALTERNATIVE LOCATIONS

| | |
|-----------------------------|---|
| LOCATION: | Reserve 25307 Grey Street, Kalbarri |
| OWNER: | State of Western Australia / Shire of Northampton |
| FILE REFERENCE: | 10.6.1.3/10.6.7/R25307-A3731 |
| DATE OF REPORT: | 11 February 2022 |
| REPORTING OFFICER: | Michelle Allen – Planning Officer |
| RESPONSIBLE OFFICER: | Garry Keeffe – Chief Executive Officer |

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:

Council previously considered mobile food vendor operations within the Kalbarri townsite and granted temporary approvals to Shire of Northampton approved licensed food vendors to operate their mobile food vehicles on a temporary basis during school holiday periods. During that time, approved mobile food vendors were permitted to operate from 5pm to 9pm each day within the carparking area at the intersection of Clotworthy and Grey Streets and at Sally’s Tree, adjacent to the boat ramp parking area.

At Council’s 17 September 2021 meeting, the temporary approval period was extended to 30 January 2022 with that approval period now expired a summary of the activity undertaken and the preliminary feedback received from the temporary approved activity is provided.

This report recommends an extension of the temporary approved activity to 18 August 2022 when the matter will be presented to Council at their 19 August 2022 meeting following advertising to seek public comment on the activity.

LOCALITY PLANS:

Figure 1. Location of Reserve 25307 Grey Street, Kalbarri (carparking area opposite Kalbarri Riverview Resort/intersection of Clotworthy and Grey Streets)

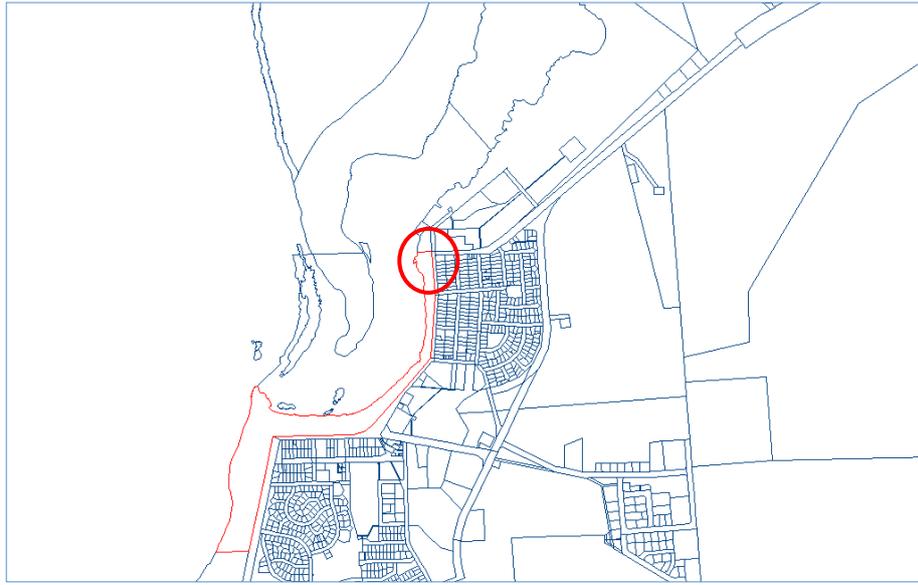


Figure 2. Site Plan of Reserve 25307 Grey Street, Kalbarri (carparking area opposite Kalbarri Riverview Resort/intersection of Clotworthy and Grey Streets)



Figure 3. Location of Reserve 25307 Grey Street, Kalbarri (car park adjacent to boat ramp near Sally's Tree)

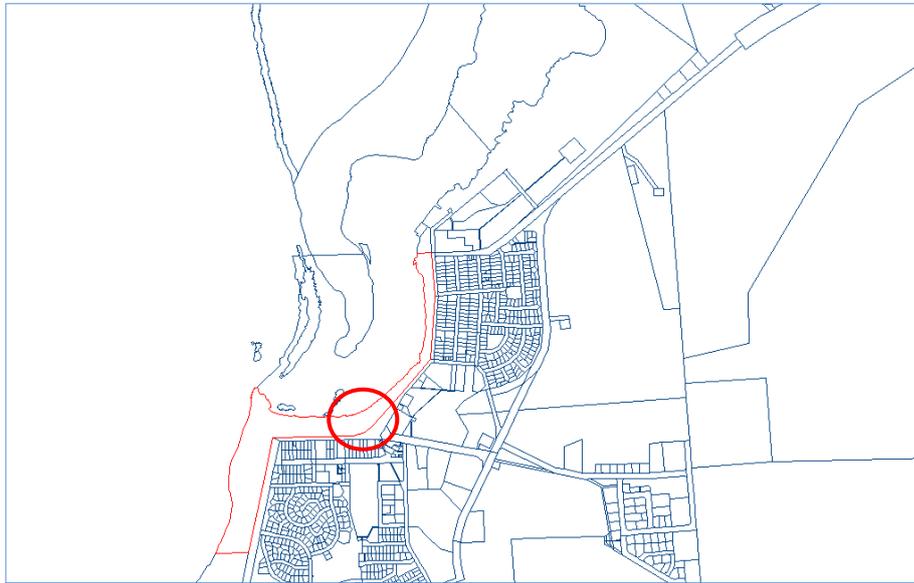
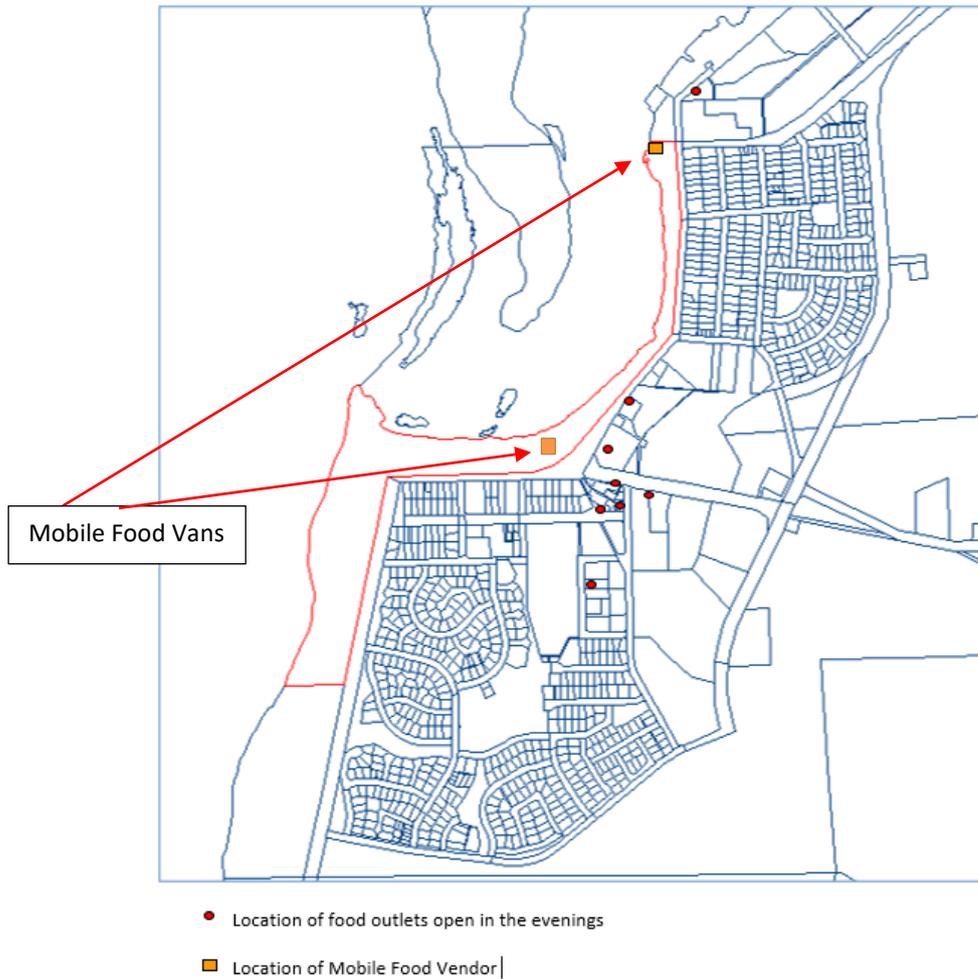


Figure 4. Site Plan of Reserve 25307 Grey Street, Kalbarri (car park adjacent to boat ramp near Sally's Tree)



Figure 5. Location of Food Outlets open in the evenings in relation to the two alternative locations approved on a temporary basis



BACKGROUND:

Temporary Mobile Food Permits

Due to the devastation caused by Cyclone Seroja in Kalbarri in April 2021 and the impending holiday period, there was concern at the time that local food outlets would struggle to cope with the increased demands for food over the two-week July 2021 school holiday period. Due to structural issues several food businesses, including the Black Rock Restaurant, the Upstairs Restaurant and Buddha Bites at the Palm Resort, were not expected to open for business and as a consequence increased strain was expected on those food businesses opening for evening meals over the holiday time.

In unprecedented times, a new approach was required with vendors preferring to trial more central locations such as Sally's Tree and the Clotworthy/Grey Street carpark which were viewed as being more central and visible to the general public. It was noted that these areas had potential to be very busy with car and boat trailer parking activity due to the limited availability for parking along the foreshore due to the damage incurred to many of these areas by Cyclone Seroja.

In response, Council considered the matter of granting temporary approval to existing licensed Shire of Northampton mobile food vendors, to operate their food vans for a limited time on Friday, Saturday and Sunday evenings from 5.00pm – 9.00pm at more central locations than their current license permitted. The two alternative locations approved for the temporary periods were:

- Car parking area at the intersection of Clotworthy and Grey Streets (see **Figures 1 and 2**) ; and
- At Sally's Tree adjacent to the boat ramp parking area (see **Figures 3 and 4**).

As a consequence, Council granted temporary approval at their 18 June 2021 meeting for local mobile food vendors to operate at two alternative locations during the July 2021 school holidays as follows:

1. *Upon receipt of an application, provide special temporary approval to existing licensed food vendors to operate their Temporary Food Vehicles during the July School Holidays from Friday 2nd to Sunday 18th July 2021 from 5.00pm – 9.00pm each day within the carparking areas either at the intersection of Clotworthy and Grey Streets and at Sally's Tree adjacent to the boat ramp parking area in Kalbarri.*
2. *Due to the short period between the Council Meeting and the commencement of the School Holidays, that Council waives the requirement to advertise this proposal and seek public comment prior to making a decision.*
3. *Review the operations of the above approval at the August 2021 meeting of Council.*

After the July 2021 school holiday period, the area remained in recovery phase from Cyclone Seroja, with the lack of available food services still being felt by tourists and locals on a day-to-day basis and especially during school holidays. At their 17 September 2021 meeting following continued reports of limited available food services in Kalbarri, Council again considered the matter of temporary approvals for local mobile food vendors.

Council determined a need to continue to facilitate the availability of increased food options in Kalbarri and at the end of an interim approval period to review the operations, the availability of food services and the impact on existing food businesses.

As a consequence, the following motion was passed by Council at their 17 September 2021 Council meeting:

1. *Upon receipt of an application, provide temporary approval to Shire of Northampton based licensed food vendors, to operate their mobile food vehicles from Friday 24 September to Sunday 30 January 2022.*
2. *That approved Shire of Northampton based mobile food vendors be permitted to operate from 5.00pm to 9.00pm each day within the carparking area at the intersection of Clotworthy and Grey Streets and at Sally's Tree, adjacent to the boat ramp parking area.*
3. *Following the completion of the approved period for mobile food vendors to operate, after 30 January 2022, advertising is conducted seeking public comment on the activity with review of submissions to be undertaken by Council.*

Mobile Food Permits

Advertising of five mobile food vehicle permit applications has been undertaken in recent times. Three applications have been renewal applications for existing mobile food vendors and two applications have been for new mobile food vendors. Information pertaining to the food vendors and their applications is as follows:

- Bean Drifting (Renewal)
 - Coffee, cool drinks, yoghurt soft serve, toasted sandwiches, muffins cakes
 - Jacques Point (Reserve 34550)
 - Red Bluff Road (sealed carpark) Road Reserve
 - Carparking area opposite Kalbarri Beach Resort (Reserve 25307) between 6-30pm and 12.30am
 - Sally's Tree (Reserve 25307) between hours of 6-50pm and 12-30am
 - Advertised to 50 landowners, local businesses and government agencies
 - Five submissions received (1 support, 3 no objection and 1 objection). Objection in relation to Sally's Tree location being within 350m of existing business offering similar products
 - No complaints/issues in previous three yearly license period
 - Commercial Recreation Tourism License (Three yearly license that will fall under Annual Mobile Food Vehicle Permit system upon expiry 25 September 2023).

- Jetty Fish Truck (Renewal)
 - Fresh and frozen seafood items
 - Reserve 52436
 - Advertised to 68 adjacent landowners, local businesses and government agencies in 2019
 - Two submissions were received. (1 submission in support and 1 objection). Objection in relation to proposed storage of commercial vehicle at residential address.
 - No complaints/issues in previous annual period
 - Annual Mobile Food Vehicle Permit

- Wild Ocean Indonesian Cuisine (Renewal)
 - Indonesian food
 - Three nights per week being Friday, Saturday and Sunday evenings between the hours of 4pm and 9pm
 - Reserve 52436
 - Red Bluff Beach Road Reserve
 - Advertised to 20 food businesses and government agencies
 - 1 submission received in support of application

- No complaints/issues in previous annual period
- Annual Mobile Food Vehicle Permit

- Mad Macaws (New)
 - Pastas, burgers, nachos, sushi and salads and cool drinks
 - Five days per week being Thursday through to Monday from 5pm to 9pm
 - Reserve 52436
 - Advertised to 84 landowners, local businesses and government agencies
 - Eight submissions received (1 from government authority no comment; 4 in support, 3 objections). Objections based on potential impact to existing and new food service business.
 - Annual Mobile Food Vehicle Permit

- Been There Donut That (New)
 - Coffee, cool drinks, toasted sandwiches and bakery items
 - Seven days per week in peak periods from 6am to 2pm daily
 - North west corner of the Boat Hire carpark on Grey Street Kalbarri
 - Advertised to 82 landowners, local businesses and government agencies
 - Twenty submissions received (7 objections, 11 in support and 1 indifferent)
 - Objections based on unfair competition with existing cafes
 - Potential impact to existing businesses in town

Temporary Approved Locations:

The following two locations have been approved on a temporary basis:

- Location 1 - Reserve 25307 (carparking area opposite Kalbarri Riverview Resort/intersection of Clotworthy and Grey Streets) see **Figures 1 and 2**; and
- Location 2 - Reserve 25307 (boat ramp parking area adjacent to Sally's Tree) see **Figures 3 and 4**.

Locations 1 and 2 are not approved locations according to the Shire's Local Planning Policy *Mobile Food Vehicles* but due to the lack of food services currently in Kalbarri were approved by Council on a temporary basis for Shire of Northampton approved mobile food vehicles to operate in the evenings between 5-00pm and 9-00pm.

Current Situation

Prior to Cyclone Seroja, 16 registered food businesses existed in Kalbarri with eight (8) of those businesses opening in the evenings to serve food. Locations of these businesses in relation to the two temporary approved locations (where the mobile food vehicles were approved to trade until 30 January 2022) are shown in **Figure 5**.

Currently, 14 registered food businesses exist in Kalbarri with operations as follows:

- One business has closed until further notice for personal reasons;
- One business serves food for clients but is not open to the general public;
- Several businesses provide intermittent food services due to staff shortages;
- Two businesses will not open until repairs have been completed following Cyclone Seroja; and
- One business will be closed for two weeks as renovations are being completed.

Measures associated with the recovery from Cyclone Seroja are ongoing in the town of Kalbarri and as a consequence continue to impact on a number of available food services. The availability of staff also impacts on businesses within the town.

Preliminary feedback

Feedback about mobile food vehicle operations in Kalbarri obtained from established owners/traders and visitors/locals during advertising of the five mobile food vendor applications undertaken in 2020 and 2021 has been detailed earlier within this report. Main points of feedback are summarised as follows:

- Owners/Traders
 - Food vans in other towns are located away from town centre and established enterprises
 - Availability of staff impacts on businesses trying to open regularly
 - Commercial rent prices in Kalbarri affect profitability of bricks and mortar businesses who cannot compete with mobile food vans
 - As an owner of a business it is hard enough to pay staff and rent and keep up with ongoing costs
 - As owner of business in town the need for this service cannot be denied but permanent versus temporary approvals need to be looked at
 - Receive constant complaints from clients who cannot get food or coffee

- Reliability of opening hours of food outlets an issue
 - At least three cafes are open at 6-15am each morning
 - Object to foreshore being used for this purpose. There are enough commercial premises that could be rented
 - Support mobile food vans during school holidays. Only need food vans over school holiday periods to relieve influx of tourists
- Visitors/Locals
 - . Lack of cafes open early in the morning
 - Mobile food vans fill a void when so many cafes are closed
 - It is not viable for established businesses to expand their operations to cater for busy periods which may not be required in off-peak times
 - Need a café to open after 3pm to cater for visitors
 - Need for constant/steady food operators in town with consistent working hours and days. This issue is historical even pre-Cyclone Seroja
 - Best idea
 - Will be a fun element in the evenings – good for families especially at holiday times
 - At most times Kalbarri struggles to provide enough places for visitors to eat and those we have are often fully booked and turning people away
 - More variety and number of food options brings more visitors and increases diversity and experience
 - In Kalbarri last week and not one café open where I could buy a coffee

COMMUNITY & GOVERNMENT CONSULTATION:

An application for the operation of a mobile food vehicle is advertised in accordance with clause 64, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days as per the following:

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

FINANCIAL & BUDGET IMPLICATIONS:

With the adoption of *Local Planning Policy – Mobile Food Vehicles (LPP)* in March 2019, an 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.

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

Reserve 25307 is vested with the Shire for the purposes of “Parklands”.

Shire of Northampton Local Planning Scheme No. 11

Under Local Planning Scheme No. 11 the land of Reserve 25307 is zoned “Parklands” and is located on the Murchison River foreshore therefore the objectives of the Foreshore Reserve are as follows:

- To set aside areas for foreshore reserved abutting a body of water or water course, particularly those required pursuant to State Coastal Planning Policy 2.6 – State Coastal Planning Policy and any other Commission policy.
- To provide for the protection of natural values, a range of active and passive recreational uses, cultural and community activities promoting community education of the environment and/or uses that are compatible with and/or support the amenity of the reservation.

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 -

- (a) 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;*
- (b) 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*
- (c) 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 ‘Foreshire’ and ‘Public Open Space’ reserves.

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.”*

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 states the following in relation to proposed mobile food vehicles:

“3.4 Location and Siting

3.4.2 Alternative locations may be considered if they meet the purpose of this policy.

3.4.3 *The following location requirements apply to all applications for mobile food vehicle permit:*

- d) *Mobile food vehicle permit holders are only permitted to trade in an approved location, which is to be at least 50m from an established food or beverage business and 500m from a business selling the same, or similar, food product during that business' trading hours;*
- e) *Mobile food vehicles are only permitted to trade at the locations detailed on their permits; and*
- f) *Mobile food vehicles will be located so as not to obstruct pedestrian flow or vehicular traffic.*

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 the proposed temporary use, with each of these factors detailed separately below.

Alignment with Statutory and Strategic Framework

Reserve 25307 is a Crown Reserve managed by the Shire of Northampton, located on the Murchison River Foreshore having the purpose of “Recreation” that provides for a range of active and passive recreational uses that are compatible with and/or support the amenity of the reservation. It is considered that the operation of a mobile food vehicle 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 proposal 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.

Mobile Food Vehicle LPP

With regard to Council's adopted Mobile Food Vehicles Policy, it is considered that Applicants meet the majority of the objectives and provisions of the Policy.

Summary

Due to the lack of available food services that continue to be experienced by tourists and locals on a day-to-day basis and during school holidays, the need to continue to facilitate the availability of increased food options as an interim measure should be considered.

The proposal to continue in these temporary locations whilst not strictly in accordance with the Mobile Food Vans Local Planning Policy, is considered to accord with the direction previously set out by Council in response to recovery from Cyclone Seroja and to increase the availability of food services for tourists.

In light of current factors that are continuing to impact on provision of consistent food services being available in Kalbarri, it is recommended that Council consider granting an extension to the time period for the granting of temporary mobile food permits to approved mobile food vendors at the two alternative locations in Kalbarri.

Should Council consider granting approval it is recommended that a formal review be conducted of temporary mobile food permit operations, the availability of food services and the impact on existing food businesses. A formal advertising process be undertaken seeking public comment with submissions presented for Council determination at their 19 August 2022 meeting.

VOTING REQUIREMENT:

Absolute Majority Required. No.

CONCLUSION:

It is recommended that Council approve the granting of temporary mobile food permits for an extension of time for a limited approval period, subject to the conditions detailed below.

OFFICER RECOMMENDATION – ITEM 7.3.4

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 Policy *Mobile Food Vehicles*, authorise the Chief Executive Officer to grant temporary approval for a mobile food vehicle to operate upon Reserve 25307, subject to the following conditions:

- 1. Upon receipt of an application, provide temporary approval to Shire of Northampton based licensed food vendors, to operate their mobile food vehicles from Friday 18 February 2022 to Thursday 18 August 2022;**
- 2. That approved Shire of Northampton based mobile food vendors be permitted to operate from 5pm to 9pm each day at the following two alternative locations:**
 - i) Carparking area at the intersection of Clotworthy and Grey Streets;**
 - ii) At Sally’s Tree, adjacent to the boat ramp parking area; and**
- 3. During the temporary approval period, commencing mid-June 2022, advertising is conducted seeking public comment on the temporary mobile food van activity with review of submissions to be presented for Council determination at their 19 August 2022 meeting.**

7.3.5 PROPOSED OUTBUILDING - LOT 111 (NO. 7) LYNTON AVENUE, PORT GREGORY

| | |
|-----------------------------|---|
| LOCATION: | Lot 111 (No. 7) Lynton Avenue, Port Gregory |
| FILE REFERENCE: | 10.7.1.1 (A668) |
| DATE OF REPORT: | 10 February 2022 |
| APPLICANT: | TR & SJ Hay |
| OWNER: | TR & SJ Hay |
| REPORTING OFFICER: | Michelle Allen – Planning Officer |
| RESPONSIBLE OFFICER: | Garry Keeffe – Chief Executive Officer |
| APPENDICES: | |
| 1. | Site Plan |
| 2. | Floor and elevation plans |

AUTHORITY / DISCRETION:

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

SUMMARY:

An Application for Development Approval has been received for an outbuilding upon Lot 111 (No. 7) Lynton Avenue, Port Gregory.

The Application for Development Approval has been referred to Council because the outbuilding exceeds Local Planning Policy provisions with regard to the aggregate size of the outbuildings upon the lot and the wall height of the building, and therefore requires Council consideration.

This report recommends conditional approval of the application.

LOCALITY PLANS:

Figure 1. Location of Lot 111 (No. 7) Lynton Avenue, Port Gregory

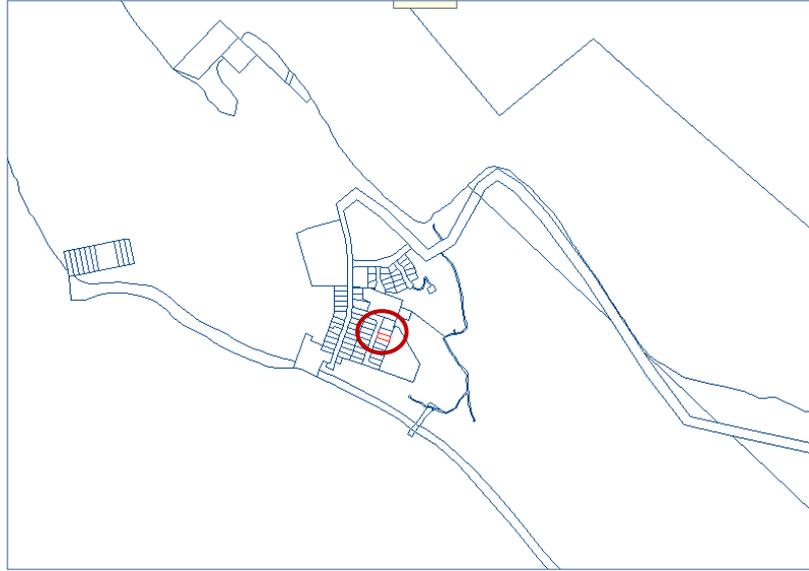


Figure 2. Site Plan Lot 111 (No. 7) Lynton Avenue, Port Gregory showing location of proposed outbuilding



BACKGROUND:

Lot 111 is located at the southern side of the townsite of Port Gregory as shown in **Figure 1** and has an existing dwelling located upon the lot.

The Application proposes to construct an outbuilding which includes a carport on the northern side with the structure exceeding provisions of the Shire's Local Planning Policy (LPP) *Outbuildings*. It is recognised that a number of larger outbuildings have been constructed in the area with five properties in Lynton Avenue having outbuildings that exceed aggregate provisions of the LPP.

Figure 3, below, shows a street view of the subject lot.

Figure 3. Street view of Lot 111 (No. 7) Lynton Avenue, Port Gregory.



The Proposal:

The proposed outbuilding is to be located within the eastern (rear) portion of the lot (shown in yellow on the site plan at **Figure 2**), with the following setbacks:

| | |
|-----------------------|-----|
| Front (road facing) - | 40m |
| Side (N) - | Nil |
| Side (S) - | Nil |
| Rear (W) - | Nil |

The building is proposed to be a skillion roof structure with a wall height between 4.5 metres and 5.0 metres. Total floor area of the outbuilding is 151m². The structure will be constructed with double brick walls on three sides and brick pillars between

three Colorbond roller doors, a personal access door and a window on the southern end of the western (front) elevation. An open carport is proposed to be included on the northern end of the outbuilding to house the applicant's boat. The roof will be clad in Colorbond 'Ultra' trimdeck and the internal layout will comprise one large workshop/storage/garage area.

Copies of the applicant's site, floor and elevation plans have been included as **Appendices 1** and **2** of this report.

In consideration of the application the following information is provided:

| | |
|-----------------------|--------------------------------------|
| Lot Size | 1,012m ² |
| Existing Development | Dwelling, Residential R12.5 zoning |
| Access & Frontage | Access via Lynton Avenue |
| Services | Water, Telephone, Sewerage and Power |
| Topography | Flat |
| Vegetation | Cleared |
| Surrounding Land Uses | Residential R12.5, Crown Land |

COMMUNITY & GOVERNMENT CONSULTATION:

Given the aggregate size of the outbuilding and the nil rear and side boundary setback, the application was advertised in accordance with Section 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which require the local government to give notice to adjacent landowners who would be likely to be impacted by the proposed development:

"(3) (a) by giving notice of the proposed use or development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval, including a statement that submissions may be made to the local government by a specified day being a day not less than 14 days from the day on which the notice is given to the person..."

In accordance with the above requirements, correspondence was received from two adjoining landowners who provided signed copies of the outbuilding plans and an *Adjoining Landowner Comment Form*. No objections were received from either landowner in relation to the proposed development.

FINANCIAL & BUDGET IMPLICATIONS:

The applicant has paid a total sum of \$256-00 in respect of the application.

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

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

State Planning Policy 7.3 – Residential Design Codes

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

State Planning Policy 3.1 – Residential Design Codes (R-Codes)

For developments within the Residential R-12.5 zone, The *Residential Design Codes (R-Codes)* apply. The R-Codes have the following objectives:

- "(a) To provide residential development of an appropriate design for the intended residential purpose, density, context of place and scheme objectives.*
- (b) To encourage design consideration of the social, environmental and economic opportunities possible from new housing and an appropriate response to local amenity and place.*
- (c) To encourage design which considers and respects heritage and local culture*
- (d) To facilitate residential development which offers future residents the opportunities for better living choices and affordability."*

Further, the Residential Design Codes lists a number of provisions relating to the construction of outbuildings in residential areas, however the *Shire of Northampton's Local Planning Policy- Outbuildings* allows for a regional variation to these provisions, and these are detailed within the 'Policy Implications' section of this report.

Shire of Northampton Local Planning Scheme No. 10 – Northampton

The land is zoned "Residential R-12.5" under *Local Planning Scheme No. 10*. The objective of the "Residential" zone is:

- *"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."*

POLICY IMPLICATIONS:

Local: *Shire of Northampton Local Planning Policy – Outbuildings*

Shire of Northampton Local Planning Policy – Outbuildings

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

- "2.1 *To alter the deemed-to-comply provisions of the R-Codes for Design Principle 5.4.3 and 6.4.4 – Outbuildings.*
- 2.2 *To provide further clarity and a clear interpretation to the definition of an 'outbuilding'.*
- 2.3 *To ensure that outbuildings are not used for habitation or commercial purposes by controlling building bulk (size and height).*
- 3.4 *To limit the visual impact of outbuildings.*
- 3.5 *To encourage the construction of outbuildings in materials and colours that complements the landscape and amenity of surrounding areas.*
- 3.6 *To ensure that the outbuilding remains an ancillary use to the main dwelling or the principle land use on the property."*

The Local Planning Policy states the following provisions for outbuildings within the Residential R-12.5 zone:

"3.3.1 Maximum standards for outbuildings are as follows (these area requirements do not override the open space requirements of Table 1 of the Residential Design Codes (2021) or any specific Scheme requirement):

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

- 3.8.3 *In residential zoned areas the applicant will also be required to complete fencing of the side and rear property boundaries for the purpose of lessening the visual impact of the building from neighbouring properties and the road to the approval of the local government.*
- 3.9.1 *Outbuildings shall only be used for incidental uses associated with a residential use and/or general agriculture purposes and shall not be used for any commercial or industrial use (with the exception of an approved home based business).*
- 3.9.2 *The storage of any items in connection with a commercial or industrial operation (eg Cray pots, building materials etc) is considered contrary to the objectives of this policy. and is therefore not considered sufficient justification for an*
- 3.10.1 *Regardless of zoning, on lots of 4ha or less, an outbuilding and/or detached garage is to be located entirely behind any existing dwelling on the lot unless the outbuilding and/or detached garage is consistent in design and constructed in the same materials and colours as the dwelling.*
- 3.10.4 *Other than on rural land greater than 20ha, all non-masonry construction of outbuildings in excess of 60m² in area are to be of a colour so as to complement the dwelling on the lot and/or visual character of the landscape (in general non-reflective building materials consistent with the character of the area, however, zincalume roofing may be permitted).*

A Local Planning Policy shall not bind Council in respect of any application for Planning Consent but Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.

COMMENT:

The proposed development is considered to comply with the requirements of the *Shire of Northampton Local Planning Scheme No. 10 – Northampton*

Whilst the application for development approval does not meet or address some of the deemed-to-comply provisions of the *Residential Design Codes*, it is considered that these can be addressed within the conditions of development approval. Typically, the full setback (as per *R-Codes* provisions) would be required in instances where developments of significant height are proposed, however, in this instance the reduced (nil) setback is not considered to substantially reduce open space, sunlight,

or ventilation upon the site or adjoining landholding, does not increase overlooking into adjoining properties, does not compromise other design principles of the R-Codes and does not have an adverse impact on the amenity of the adjoining property, and therefore is considered to meet the design principles of the R-Codes.

The *Shire of Northampton's Local Planning Policy (LPP) - Outbuildings* allows a regional variation to the provisions of the R-Codes in relation to Outbuildings, however the development still exceeds these LPP provisions in terms of wall height (by up to 1.5 metres) and the aggregate size of the outbuilding by 31m². The applicant has advised that the reason for the variation request is for the purposes of providing an adequate undercover area for existing vehicles and other assets including a boat. Furthermore, adjoining landowners did not express any objection to the proposal and the primary lot affected to the east is unallocated Crown Land, whereby it is unlikely that the proposal would have any significant detrimental impact.

It is unlikely that the existing street amenity would be affected by the height or scale of the outbuilding, especially given that the outbuilding is located toward the rear of the property and the lot sits more than 1.5 metres lower than the adjoining property on the southern side. Furthermore, it is noted that five other properties along Lynton Avenue contain outbuilding structures that exceed LPP provisions.

Given the above, it is not considered that the building scale or bulk will have a substantial detrimental impact upon the amenity, privacy, views, natural sunlight or open space of the site or adjoining property/s.

Based upon the above, it is therefore recommended that Council approve the Application for Development Approval subject to the conditions provided.

VOTING REQUIREMENT:

Absolute majority required: No.

CONCLUSION:

It is recommended that Council grant approval to the proposed outbuilding on Lot 111 (No. 7) Lynton Avenue, Port Gregory subject to conditions.

OFFICER RECOMMENDATION 1 – ITEM 7.3.5

APPROVAL

That Council:

- 1. Grant Development Approval for an outbuilding upon Lot 111 (No. 7) Lynton Avenue, Port Gregory, subject to compliance with the following conditions:**
 - (a) Development shall be in accordance with the attached approved plan(s) dated [insert date] and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Local Government;**
 - (b) Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**
 - (c) A building permit shall be issued by the local government prior to the commencement of any work on the site;**
 - (d) All stormwater is to be disposed of onsite to the approval of the local government;**
 - (e) Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;**
 - (f) The approved outbuilding is only to be used for general and vehicle storage purposes and minor maintenance upon vehicles housed therein to the approval of the Shire of Northampton and shall NOT be used for habitation, commercial or industrial purposes;**
 - (g) The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.**
 - (h) The outbuilding walls and roof are to be constructed of face brick and coated metal sheeting as per the attached approved plan(s), in a colour to match the existing single house, and the use of Zinalume is not permitted;**

- (i) **The external face of the boundary walls shall have a smooth surface finish with tooled joints, to the approval of the local government.**

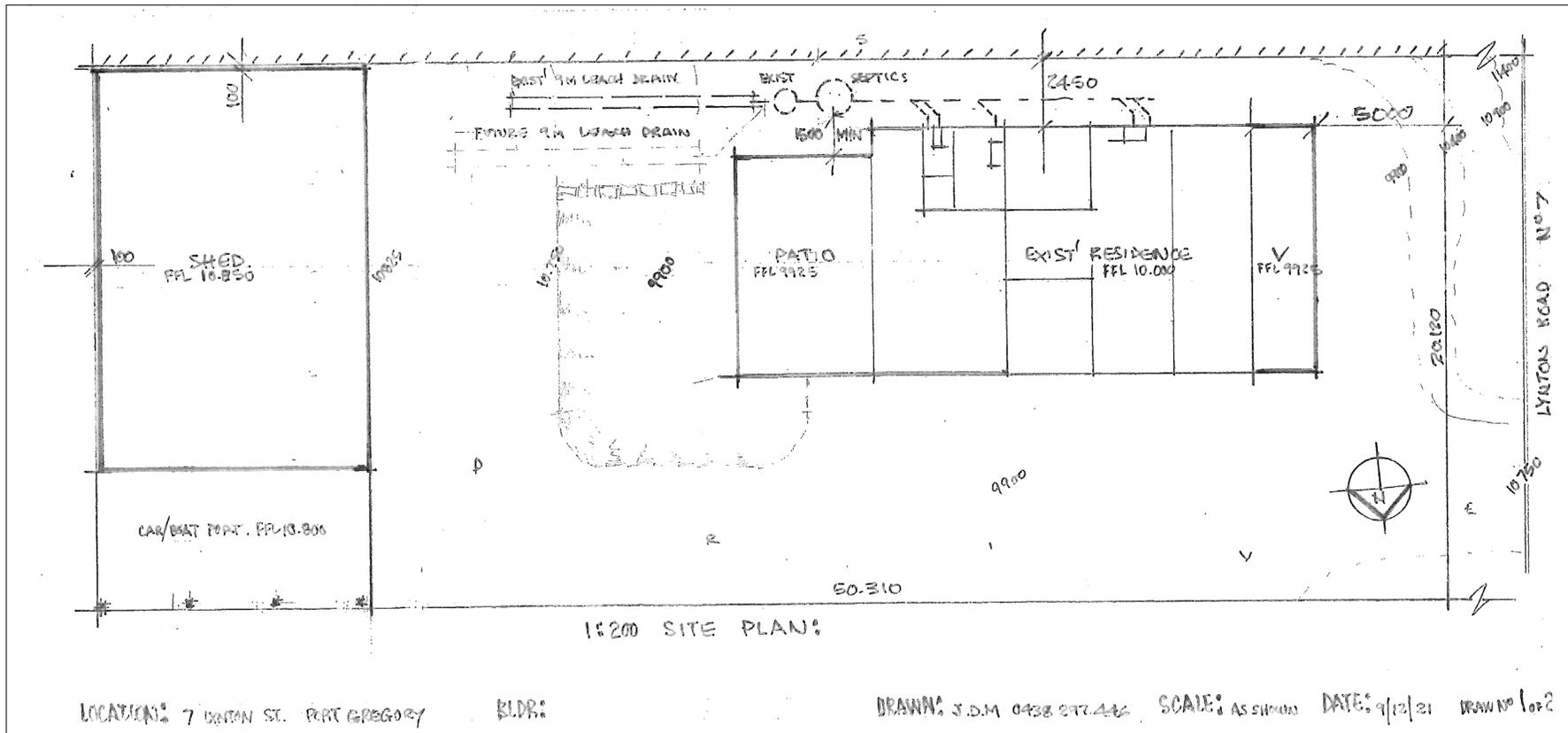
Advice Notes

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.

APPENDIX 1 – SITE PLAN



7.3.6 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 10 February 2022
REPORTING OFFICER: Michelle Allen – Planning Officer

COMMENT:

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

| REF | APPLICANT | LOCATION | PROPOSED DEVELOPMENT / USE | DATE |
|-----|--------------------------|--|---|------------------|
| 104 | M Porter | LOT 358 (NO. 8 NAIRN PLACE, KALBARRI) | CARPORT (R-CODE VARIATION) | 7 December 2021 |
| 105 | Chris Watt, Planned Form | LOT 6 (NO. 4) SUNSTONE DRIVE KALBARRI | SINGLE DWELLING & OUTBUILDING (R-CODE VARIATION) | 10 December 2021 |
| 106 | Ray Stent | LOT 745 (NO. 22) BATAVIA CIRCLE, KALBARRI | CARPORT (R-CODE VARIATION) | 13 December 2021 |
| 107 | L McHugh | LOT 762 (NO. 38) GLASS STREET, KALBARRI | ADDITIONS TO SINGLE HOUSE (R-CODE VARIATION) | 16 December 2021 |
| 108 | Shoreline Outdoor World | LOT 10 (NO. 15) MARINER CRESCENT, KALBARRI | OUTBUILDING (R-CODE VARIATION) | 16 December 2021 |
| 001 | RN Gilmour | LOT 229 (NO. 14) WAITZIA WAY, KALBARRI | SINGLE DWELLING (R-CODE VARIATION) | 5 January 2022 |
| 002 | BP & RJ Beales | UNIT 2, LOT 781 (NO. 6) KELSAR GREEN, KALBARRI | EXTENSION TO GROUPED DWELLING (R-CODE VARIATION) | 24 January 2022 |
| 003 | Mark Grove | RESERVE 52436 GREY STREET, KALBARRI | MOBILE FOOD VAN – WILD OCEAN INDONESIAN CUISINE | 1 February 2022 |
| 004 | TR & SJ Hay | LOT 111 (NO. 7) LYNTON AVENUE, PORT GREGORY | ADDITIONS TO SINGLE DWELLING (LIVING, PATIO & VERANDAH) | 1 February 2022 |
| 005 | PW & JR Luxton | STRATA LOT 14, THIRD AVENUE HORROCKS | EXTENSION TO GROUPED DWELLING (PATIO & STORE ROOM) | 4 February 2022 |

OFFICER RECOMMENDATION – ITEM 7.3.6

For Council Information

| | | |
|-------|--|----|
| 7.4.1 | ACCOUNTS FOR PAYMENT | 2 |
| 7.4.2 | MONTHLY FINANCIAL STATEMENTS – DECEMBER 2021 | 16 |
| 7.4.3 | MONTHLY FINANCIAL STATEMENTS – JANUARY 2022 | 44 |

7.4.1 ACCOUNTS FOR PAYMENT

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

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 18th February 2022, for confirmation in respect of accounts already paid or for the authority to those unpaid.

FINANCIAL & BUDGET IMPLICATIONS:

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

POLICY IMPLICATIONS:

Council Delegation F02 allows the CEO to make payments from the Municipal 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 22148 to 22173 inclusive totalling \$131,156.28, Municipal EFT payments numbered EFT22988 to EFT23188 inclusive totalling \$1,256,713.19, Trust Fund Cheques 2668 to 2683 totalling \$12,333.70, Direct Debit payments numbered GJ0604 to GJ0712 inclusive totalling \$461,794.04 be passed for payment and the items therein be declared authorised expenditure.

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

MUNICIPAL FUND CHEQUES

| Chq # | Date | Name | Description | Amount |
|--------------|-------------|--------------------------------------|---------------------------------------|---------------|
| 22148 | 06-12-2021 | TYRONE LIVING | REFUND KERB DEPOSIT | 500.00 |
| 22149 | 07-12-2021 | SYNERGY | ELECTRICITY CHARGES | 41480.95 |
| 22150 | 07-12-2021 | WATER CORPORATION | WATER USE & SERVICE CHARGES | 14758.29 |
| 22151 | 08-12-2021 | GERALDTON MOWER & REPAIR SPECIALISTS | MOTOR SWEEPER, WHIPSNIPE HEADS | 1157.50 |
| 22152 | 08-12-2021 | MCLEODS BARRISTERS & SOLICITORS | LEGAL LEASE PREPARATION | 2755.18 |
| 22153 | 08-12-2021 | PAULA REYNOLDS | LONG SERVICE LOYALTY 10 YEARS SERVICE | 100.00 |
| 22154 | 08-12-2021 | CAROLE SIMKIN | LONG SERVICE LOYALTY 20 YEARS SERVICE | 500.00 |
| 22155 | 08-12-2021 | PETTY CASH - NORTHAMPTON | PETTY CASH RECOUP | 167.35 |
| 22156 | 14-12-2021 | LYNETTE CASLEY | LONG SERVICE LOYALTY 10 YEARS SERVICE | 100.00 |
| 22157 | 16-12-2021 | SHIRE OF NORTHAMPTON | DOT REGISTRATION HKS MOWER | 101.90 |
| 22158 | 17-12-2021 | RICHARD BURGESS | DEC 2021 COUNCIL FEES | 948.02 |
| 22159 | 17-12-2021 | TIM HAY | DEC 2021 COUNCIL FEES | 2267.33 |
| 22160 | 17-12-2021 | PETER STEWART | DEC 2021 COUNCIL FEES | 2698.02 |
| 22161 | 17-12-2021 | E E SUDLOW | DEC 2021 COUNCIL FEES | 17344.06 |
| 22162 | 22-12-2021 | CITY OF GREATER GERALDTON | REFUSE DISPOSAL - MERU | 16175.95 |
| 22163 | 22-12-2021 | MARGARET DAVIES | REFUND DOG REGISTRATION | 28.35 |
| 22164 | 22-12-2021 | GERALDTON MOWER & REPAIR SPECIALISTS | NEW 0-TURN MOWER HORROCKS, PARTS | 11233.60 |
| 22165 | 22-12-2021 | SHIRE OF NORTHAMPTON | BA21135 ABLUTION BLOCK GREY ST | 539.20 |
| 22166 | 24-12-2021 | SYNERGY | ELECTRICITY CHARGES | 2010.08 |
| 22167 | 10-01-2022 | RIGHT 4 THE ROAD | NEW HORROCKS MOWER INSPECTION | 168.20 |
| 22168 | 18-01-2022 | PETTY CASH - NORTHAMPTON | PETTY CASH RECOUP | 181.60 |
| 22169 | 19-01-2022 | CITY OF GREATER GERALDTON | REFUSE DISPOSAL - MERU | 14308.30 |
| 22170 | 19-01-2022 | GERALDTON MOWER & REPAIR SPECIALISTS | MOWER SERVICE | 636.40 |



SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| Chq # | Date | Name | Description | Amount |
|--------------|-------------|-------------------------|------------------------------|----------------------------|
| 22171 | 19-01-2022 | GERALDTON FLORAL STUDIO | FLOWERS | 100.00 |
| 22172 | 19-01-2022 | SHIRE OF NORTHAMPTON | CYCLONE BA ALMA HALL 21CS288 | 396.00 |
| 22173 | 24-01-2022 | WA COUNTRY BUILDERS | REFUND KERB DEPOSIT BA20056 | 500.00 |
| | | | | <u>\$131,156.28</u> |

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

| EFT # | Date | Name | Description | Amount |
|--------------|-------------|---|-----------------------------------|---------------|
| EFT22988 | 08-12-2021 | KALBARRI IGA | GOODS | 146.20 |
| EFT22989 | 08-12-2021 | ANGIES CAFE | REFRESHMENTS | 300.00 |
| EFT22990 | 08-12-2021 | BEACHWHEELS AUSTRALIA | BEACH WHEELCHAIR PARTS | 94.97 |
| EFT22991 | 08-12-2021 | BLUESTAR EARTHMOVING | HCKS PUMP TRACK CART GRAVEL | 3234.00 |
| EFT22992 | 08-12-2021 | BORAL CONSTRUCTION MATERIALS GROUP LIMITED | KAL SEALING AGG | 1709.55 |
| EFT22993 | 08-12-2021 | BUNNINGS (GERALDTON WAREHOUSE) | PLANTS | 210.40 |
| EFT22994 | 08-12-2021 | CHEM CENTRE EXPERT SOLUTIONS | WATER SAMPLE | 220.00 |
| EFT22995 | 08-12-2021 | COASTAL ELECTRICAL & SOLAR | KAL OFFICE FIX NETWORK ISSUE | 110.00 |
| EFT22996 | 08-12-2021 | BOC GASES AUSTRALIA | INDUSTRY GASES | 128.88 |
| EFT22997 | 08-12-2021 | CORSIGN WA PTY LTD | SIGNS | 938.30 |
| EFT22998 | 08-12-2021 | TOLL TRANSPORT PTY LTD | FREIGHT | 160.55 |
| EFT22999 | 08-12-2021 | SIMON DRAGE | INSTALL FIREBREAKS | 2194.75 |
| EFT23000 | 08-12-2021 | FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS | PHOTOCOPIER COUNT/MTCE | 207.26 |
| EFT23001 | 08-12-2021 | GANTHEAUME BAY ELECTRICAL | KAL FSHORE CULVERT EXCAVATOR HIRE | 302.50 |
| EFT23002 | 08-12-2021 | ATOM GERALDTON | FLAGGING TAPE | 39.69 |
| EFT23003 | 08-12-2021 | GHS SOLUTIONS / GERALDTON HIRE | CYCLONE KCC TEMPORARY FENCING | 148.50 |
| EFT23004 | 08-12-2021 | GREAT NORTHERN RURAL SERVICES | CYCLONE JETTY PUMP REPAIRS RETIC | 303.24 |
| EFT23005 | 08-12-2021 | C + J HANSON PLUMBING CONTRACTORS | NCC PLUMBING REPAIRS | 3866.50 |
| EFT23006 | 08-12-2021 | HIP POCKET WORK WEAR | UNIFORMS | 157.75 |
| EFT23007 | 08-12-2021 | INSTANT RACKING & SHELVING | KAL TOOL BOX | 550.00 |
| EFT23008 | 08-12-2021 | KALBARRI EXPRESS FREIGHT | FREIGHT | 61.71 |
| EFT23009 | 08-12-2021 | KALBARRI CRASH | KAL BUS REPAIRS | 1346.95 |
| EFT23010 | 08-12-2021 | KALBARRI MENS SHED INC | KAL HOUSE/STREET NUMBERS | 5500.00 |
| EFT23011 | 08-12-2021 | KALBARRI CONSTRUCTION | CYCLONE KAL FSHORE TEMP FENCING | 2112.00 |
| EFT23012 | 08-12-2021 | LGRCEU | PAYROLL DEDUCTIONS | 82.00 |
| EFT23013 | 08-12-2021 | GERALDTON TOYOTA | PARTS | 215.23 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|---|---------------------------------------|-----------|
| EFT23014 | 08-12-2021 | MIDWEST SAFETY AND TRAINING PTY LTD | STAFF TRAINING DOGGING CRANE | 5385.00 |
| EFT23015 | 08-12-2021 | MODERN TEACHING AIDS PTY LTD | NCCA GOODS | 646.36 |
| EFT23016 | 08-12-2021 | MODUS AUSTRALIA | SALLYS TREE CUSTOM TOILET BLOCK | 269570.40 |
| EFT23017 | 08-12-2021 | NAPA | PARTS | 82.50 |
| EFT23018 | 08-12-2021 | NORWEST BUILDING GROUP | NTON STUD BREEDERS SHED | 160000.00 |
| EFT23019 | 08-12-2021 | THE WORKWEAR GROUP | UNIFORMS | 132.00 |
| EFT23020 | 08-12-2021 | NORTHAMPTON IGA | GOODS, REFRESHMENTS | 335.34 |
| EFT23021 | 08-12-2021 | NORTHAMPTON COMMUNITY CENTRE | SPORTS ADMINISTRATION | 1300.00 |
| EFT23022 | 08-12-2021 | OFFICE OF THE AUDITOR GENERAL | ROADS FOR RECOVERY CERTIFICATION FEE | 880.00 |
| EFT23023 | 08-12-2021 | POOL & SPA MART | SWIMMING POOL TESTING SUPPLIES | 405.00 |
| EFT23024 | 08-12-2021 | SAMANTHA PROBERT | RATE REFUND | 701.40 |
| EFT23025 | 08-12-2021 | PURCHER INTERNATIONAL | PARTS | 119.44 |
| EFT23026 | 08-12-2021 | QUANTUM SURVEYS | SURVEY STEPHEN ST | 2970.00 |
| EFT23027 | 08-12-2021 | RAY WHITE KALBARRI (TRUST) | RATE REFUND | 448.48 |
| EFT23028 | 08-12-2021 | REG REYNOLDS FAMILY TRUST | HKS PUMP TRACK ACCOMM | 5995.00 |
| EFT23029 | 08-12-2021 | SEEK LIMITED | NCCA ADVERTISING | 313.50 |
| EFT23030 | 08-12-2021 | SPALDING ELECTRICAL SERVICES | HCKS REPLACE TIMER | 204.60 |
| EFT23031 | 08-12-2021 | STATE WIDE TURF SERVICES | NTON/KAL OVALS VERTI DRAINING | 7584.50 |
| EFT23032 | 08-12-2021 | THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD | DOZER WORKS VARIOUS SITES | 31306.00 |
| EFT23033 | 08-12-2021 | 2V NET IT SOLUTIONS | COMPUTER MTCE | 574.00 |
| EFT23034 | 08-12-2021 | TOTAL TOILETS | CYCLONE KAL FSHORE PORTABLE TOILETS | 13672.20 |
| EFT23035 | 08-12-2021 | DATATRAX PTY LTD | TOUCH SCREEN QUATERLY PAYMENT | 395.00 |
| EFT23036 | 08-12-2021 | VICTORIA TROTTER | RATE REFUND | 672.23 |
| EFT23037 | 08-12-2021 | LANDGATE | SLIP SUBSCRIPTION | 2432.20 |
| EFT23038 | 08-12-2021 | WEIRDO'S CARPENTRY & MAINTENANCE | CYCLONE KAL BORE SITE SHEDS/DEPOT/LID | 38657.97 |
| EFT23039 | 08-12-2021 | WESTRAC EQUIPMENT PTY LTD | PLANT PARTS | 1633.17 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|---|-------------------------------------|----------|
| EFT23040 | 08-12-2021 | WEST AUSTRALIAN NEWSPAPERS LTD | ADVERTISING | 694.95 |
| EFT23041 | 08-12-2021 | WA TREASURY CORPORATION | LOAN 156 | 27791.42 |
| EFT23042 | 08-12-2021 | WESTLINE CONTRACTING | KALBARRI LINE MARKING | 8522.80 |
| EFT23043 | 08-12-2021 | P MARKHAM AND M A WILSON (WILSON COMPLETE) | NTON CEMETERY SHELTER MEMORIAL TREE | 23155.00 |
| EFT23044 | 08-12-2021 | WURTH AUSTRALIA PTY LTD | PARTS | 219.01 |
| EFT23045 | 09-12-2021 | MARY ASH (NCCA) | NCCA REIMB GOODS | 261.80 |
| EFT23046 | 09-12-2021 | RIC DAVEY | DOG EUTHANASIA | 360.00 |
| EFT23047 | 09-12-2021 | HAYLEY R WILLIAMS DEVISE URBAN PLANNING | PLANNING SERVICES | 5219.50 |
| EFT23048 | 09-12-2021 | GRAHAM DRAGE | REIMB FUEL | 68.40 |
| EFT23049 | 09-12-2021 | MANDY REILLY | NCCA REIMB GOODS | 210.60 |
| EFT23050 | 09-12-2021 | LEO RYAN | REIMB GLASSES | 300.00 |
| EFT23051 | 09-12-2021 | JACQUELINE TEAKLE-BOM | NCCA REIMB LAMINATOR | 90.00 |
| EFT23052 | 09-12-2021 | REBECCA TRAVIS (NCCA) | NCCA REIMB COURSE LEGAL | 55.00 |
| EFT23053 | 16-12-2021 | THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD | DOZER WORKS VARIOUS SITES | 32670.00 |
| EFT23054 | 16-12-2021 | WESTSIDE FENCING AND GATES | CYCLONE KALBARRI TOWN TALK FENCING | 5331.63 |
| EFT23055 | 20-12-2021 | TREVOR GRAEME GIBB | DEC 2021 COUNCILLOR FEES | 1000.00 |
| EFT23056 | 20-12-2021 | ROBERT HORSTMAN | DEC 2021 COUNCILLOR FEES | 4750.00 |
| EFT23057 | 20-12-2021 | DESMOND PIKE | DEC 2021 COUNCILLOR FEES | 2500.00 |
| EFT23058 | 20-12-2021 | SANDRA STOCK-STANDEN | DEC 2021 COUNCILLOR FEES | 2207.92 |
| EFT23059 | 20-12-2021 | ROSLYN SUCKLING | DEC 2021 COUNCILLOR FEES | 2358.91 |
| EFT23060 | 14-12-2021 | NOTICE BOARDS AUSTRALIA | NTON CEMETERY NOTICE BOARD DEPOSIT | 1130.00 |
| EFT23061 | 22-12-2021 | ABROLHOS ELECTRICS | CYCLONE KAL SANDSPIT BORE | 548.79 |
| EFT23062 | 22-12-2021 | AW CRAGAN & ALLCAPRI PTY LTD | BOBCAT WORKS | 3124.00 |
| EFT23063 | 22-12-2021 | AUSTRALIA POST | POSTAGE | 829.82 |
| EFT23064 | 22-12-2021 | BLOOM MEDIA MANAGEMENT | NCCA ADEVERTISING | 45.00 |
| EFT23065 | 22-12-2021 | BULLIVANTS PTY LTD | LIFTING CHAIN TESTING | 1024.10 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|--|--------------------------------------|-----------|
| EFT23066 | 22-12-2021 | CATERLAAS | PLANT SERVICING | 3140.52 |
| EFT23067 | 22-12-2021 | CLEANAWAY OPERATIONS PTY LTD | REFUSE COLLECTION/SITE MTCE | 55191.50 |
| EFT23068 | 22-12-2021 | COFFEY SERVICES AUSTRALIA PTY LTD | SOIL SAMPLING | 3589.30 |
| EFT23069 | 22-12-2021 | WINC AUSTRALIA PTY LTD | P/COPIER MTCE | 1520.35 |
| EFT23070 | 22-12-2021 | CORSIGN WA PTY LTD | SIGNS | 4116.20 |
| EFT23071 | 22-12-2021 | TOLL TRANSPORT PTY LTD | FREIGHT | 261.69 |
| EFT23072 | 22-12-2021 | HAYLEY R WILLIAMS DEVISE URBAN PLANNING | PLANNING SERVICES | 4862.00 |
| EFT23073 | 22-12-2021 | ENGIN | ENGIN CHARGES | 411.83 |
| EFT23074 | 22-12-2021 | FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD | NEWLINE VNC | 10950.50 |
| EFT23075 | 22-12-2021 | GERALDTON BUILDING SERVICES & CABINETS | CYCLONE PT GREG HALL | 101975.50 |
| EFT23076 | 22-12-2021 | ATOM GERALDTON | LADDER | 225.60 |
| EFT23077 | 22-12-2021 | GERALDTON TROPHY CENTRE | GIFT ENGRAVING | 30.00 |
| EFT23078 | 22-12-2021 | GERALDTON & MIDWEST SECURITY SERVICES | SECURITY SYSTEMS QUARTER | 771.44 |
| EFT23079 | 22-12-2021 | GERALDTON FUEL COMPANY PTY LTD | FUEL CARD PURCHASES | 687.01 |
| EFT23080 | 22-12-2021 | GREAT NORTHERN RURAL SERVICES | KAL FORESHORE RETIC PARTS | 649.62 |
| EFT23081 | 22-12-2021 | GREAT SOUTHERN FUEL SUPPLY | DEPOT BOWSER FUEL/FUEL CARDS | 25125.84 |
| EFT23082 | 22-12-2021 | HASLEBYS HARDWARE SUPPLIES | CARGO NETS, POP SPRINKLERS, RETIC | 8598.83 |
| EFT23083 | 22-12-2021 | HILLE THOMPSON & DELFOS | SURVEY LITTLE BAY/LOOKOUT RDS | 13819.30 |
| EFT23084 | 22-12-2021 | HIP POCKET WORK WEAR | UNIFORMS | 91.70 |
| EFT23085 | 22-12-2021 | HOSEXPRESS | HOSE | 34.51 |
| EFT23086 | 22-12-2021 | JETCO PLUMBING SERVICES | KAL AIRPORT PLUMBING | 200.00 |
| EFT23087 | 22-12-2021 | KALBARRI AUTO CENTRE | VEHICLE SERVICE | 539.00 |
| EFT23088 | 22-12-2021 | KALBARRI EXPRESS FREIGHT | FREIGHT | 262.57 |
| EFT23089 | 22-12-2021 | KALBARRI WAREHOUSE | POTTING MIX, GARDEN SOIL, FERTILISER | 730.90 |
| EFT23090 | 22-12-2021 | LAKELINE RESOURCES PTY LTD | PT GREG WATER REPAIRS | 1625.25 |
| EFT23091 | 22-12-2021 | STATE LIBRARY OF WESTERN AUSTRALIA | FREIGHT RECOUP 2021 | 327.45 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|---|---------------------------------------|----------|
| EFT23092 | 22-12-2021 | LGIS RISK MANAGEMENT | REGIONAL RISK COORDINATOR | 6624.60 |
| EFT23093 | 22-12-2021 | MARKETFORCE | ADVERTISING | 455.05 |
| EFT23094 | 22-12-2021 | LGRCEU | PAYROLL DEDUCTIONS | 82.00 |
| EFT23095 | 22-12-2021 | GERALDTON TOYOTA | PARTS | 215.23 |
| EFT23096 | 22-12-2021 | THE WORKWEAR GROUP | UNIFORM | 1170.15 |
| EFT23097 | 22-12-2021 | NORTHAMPTON COMMUNITY CENTRE | SPORTS ADMINISTRATION | 650.00 |
| EFT23098 | 22-12-2021 | NORTHAMPTON BOWLING CLUB | 2021 XMAS FUNCTION REFRESH | 4464.00 |
| EFT23099 | 22-12-2021 | NORTHAMPTON FAMILY STORE | UNIFORMS | 175.61 |
| EFT23100 | 22-12-2021 | NORTHAMPTON COMMUNITY NEWS | NORTHAMPTON NEWS REIMB SIGN | 264.00 |
| EFT23101 | 22-12-2021 | GERALDTON CLEANPAK TOTAL SOLUTIONS | CLEANING PRODUCTS | 1511.48 |
| EFT23102 | 22-12-2021 | PLATINUM ELECTRICIANS MIDWEST | PG WATER INSTALL GENSET | 865.00 |
| EFT23103 | 22-12-2021 | THE SHEARING SHED CAFE | REFRESHMENTS | 857.50 |
| EFT23104 | 22-12-2021 | SUNNY SIGNS COMPANY PTY LTD | RURAL ADDRESS PLATES/DECALS | 354.20 |
| EFT23105 | 22-12-2021 | THE SEWING FAIRY | EMBROIDERY | 30.00 |
| EFT23106 | 22-12-2021 | 2V NET IT SOLUTIONS | COMPUTER MTCE/ASSISTANCE | 440.00 |
| EFT23107 | 22-12-2021 | TRUCKLINE | PARTS | 323.26 |
| EFT23108 | 22-12-2021 | LANDGATE | VALUATION EXPENSES | 70.40 |
| EFT23109 | 22-12-2021 | WELRICK TRANSPORT PTY LTD | SPREADER BOXES/CYLINDERS | 140.25 |
| EFT23110 | 22-12-2021 | WA LOCAL GOVERNMENT ASSOCIATION (WALGA) | COUNCILLOR TRAINING | 214.50 |
| EFT23111 | 22-12-2021 | NORTHAMPTON TYRES | SUPPLY & FIT 16 TYRES, REPAIRS | 7620.00 |
| EFT23112 | 22-12-2021 | CT & L WOODCOCK & SON PTY LTD | FERTILISER, TOILET PAPERS | 6425.80 |
| EFT23113 | 23-12-2021 | AW CRAGAN & ALLCAPRI PTY LTD | BOBCAT WORKS | 1008.70 |
| EFT23114 | 23-12-2021 | BATAVIA FENCING | CYCLONE KALBARRI TENNIS COURT FENCING | 19761.50 |
| EFT23115 | 23-12-2021 | KEVIN JOHN MOSS | WATER CUSTODIAN REIMB FUEL | 159.90 |
| EFT23116 | 23-12-2021 | THREE CHILLIES DESIGN | LIONS PARK PUMP TRACK | 66924.00 |
| EFT23117 | 23-12-2021 | STEVE WILLIAMS | REIMB MEALS WORKS STAFF | 114.00 |
| EFT23118 | 24-12-2021 | TELSTRA | TELEPHONE CHARGES | 1609.17 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|-----------------------------------|---------------------------------|---------|
| EFT23119 | 19-01-2022 | ABROLHOS ELECTRICS | KALB OVAL PUMP REPLACEMENT | 8032.64 |
| EFT23120 | 19-01-2022 | ALL CLEANING AND MAINTENANCE | KAL OFFICE CLEANING | 7958.00 |
| EFT23121 | 19-01-2022 | KALBARRI IGA | GOODS | 60.82 |
| EFT23122 | 19-01-2022 | ANGIES CAFE | REFRESHMENTS | 168.00 |
| EFT23123 | 19-01-2022 | AUSTRALIA POST | POSTAGE | 542.21 |
| EFT23124 | 19-01-2022 | BRIDGESTONE SERVICE CENTRE | FIT & ALIGN 4 TYRES | 1489.00 |
| EFT23125 | 19-01-2022 | BRUCE ROCK ENGINEERING | VEHICLE PARTS | 657.56 |
| EFT23126 | 19-01-2022 | BUNNINGS (GERALDTON WAREHOUSE) | PLUMBING GOODS | 27.84 |
| EFT23127 | 19-01-2022 | CAT WEST PTY LTD | PREMIX/EMULSION STOCK NTON/KALB | 3300.00 |
| EFT23128 | 19-01-2022 | COATES HIRE OPERATIONS PTY LTD | PG STANDBY GENERATOR HIRE | 801.91 |
| EFT23129 | 19-01-2022 | BOC GASES AUSTRALIA | INDUSTRY GASES | 68.64 |
| EFT23130 | 19-01-2022 | CONCEPT MEDIA PTY LTD | KVC HAVE A GO NEWS | 575.58 |
| EFT23131 | 19-01-2022 | CORSIGN WA PTY LTD | SIGNS | 2365.00 |
| EFT23132 | 19-01-2022 | TOLL TRANSPORT PTY LTD | FREIGHT | 161.80 |
| EFT23133 | 19-01-2022 | DALTEX INVESTMENTS PTY LTD | GRAVEL ROYALTY HATCH RD | 2379.30 |
| EFT23134 | 19-01-2022 | SIMON DRAGE | CYCLONE CHIV HOUSE EXTERNAL REP | 330.00 |
| EFT23135 | 19-01-2022 | ENGIN | ENGIN CHARGES | 304.04 |
| EFT23136 | 19-01-2022 | FENN PLUMBING & GAS | KAL CHILD CARE TAP REPAIRS | 77.00 |
| EFT23137 | 19-01-2022 | FORPARK AUSTRALIA | KAL PGROUND FLYING FOX SPRINGS | 512.60 |
| EFT23138 | 19-01-2022 | GANTHEAUME BAY ELECTRICAL | KAL SPORT AND REC FUSES | 414.49 |
| EFT23139 | 19-01-2022 | GERALDTON LOCK & KEY SPECIALISTS | KEYS | 33.00 |
| EFT23140 | 19-01-2022 | ATOM GERALDTON | PRESSURE CLEANER | 3507.90 |
| EFT23141 | 19-01-2022 | GHS SOLUTIONS / GERALDTON HIRE | CYCLONE TEMP FENCE HIRE | 153.45 |
| EFT23142 | 19-01-2022 | GREAT NORTHERN RURAL SERVICES | SOIL WETTER, RETIC | 4537.28 |
| EFT23143 | 19-01-2022 | GUM GULLY BED AND BREAKFAST | ACCOMMODATION | 650.00 |
| EFT23144 | 19-01-2022 | HASLEBYS HARDWARE SUPPLIES | ECO WET, HARDWARE | 2981.53 |
| EFT23145 | 19-01-2022 | C + J HANSON PLUMBING CONTRACTORS | HKS TOILETS/ VARIOUS PLUMBING | 5458.93 |
| EFT23146 | 19-01-2022 | NR & DJ HAYNES | SEVENTH AVE RES SHOWER RECESS | 3386.35 |
| EFT23147 | 19-01-2022 | TANYA HENKEL | HERITAGE ADVISORY SERVICES | 965.25 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|---|-------------------------------------|----------|
| EFT23148 | 19-01-2022 | HENLEY'S GARDEN AND LANDSCAPE MAINTENANCE | 12 HOSKEN CLEAR FLAMMABLE MATERIALS | 1140.00 |
| EFT23149 | 19-01-2022 | JETCO PLUMBING SERVICES | KAL AIRPORT PRESSURE PUMP/ PLUMBING | 985.00 |
| EFT23150 | 19-01-2022 | SCOTT ALEXANDER JONES | PG PARKS MOWING/GARDENING | 710.00 |
| EFT23151 | 19-01-2022 | KALBARRI EXPRESS FREIGHT | FREIGHT | 113.74 |
| EFT23152 | 19-01-2022 | KALBARRI WAREHOUSE | HARDWARE | 116.25 |
| EFT23153 | 19-01-2022 | KALBARRI NEWSAGENCY | STATIONERY | 15.55 |
| EFT23154 | 19-01-2022 | KALBARRI DOCTORS SURGERY | IMMUNISATIONS | 160.00 |
| EFT23155 | 19-01-2022 | KLK FARMS PTY LTD - T/AS CHILIMONY FARMS | GRAVEL | 716.10 |
| EFT23156 | 19-01-2022 | MELBOURNE BBQ CENTRE PTY LTD | BBQ ELEMENT | 139.00 |
| EFT23157 | 19-01-2022 | LGRCEU | PAYROLL DEDUCTIONS | 164.00 |
| EFT23158 | 19-01-2022 | SHIRE OF MINGENEW | VELPIC ONLINE TRAINING | 115.50 |
| EFT23159 | 19-01-2022 | NORTHAMPTON IGA | GOODS, REFRESHMENTS | 565.45 |
| EFT23160 | 19-01-2022 | NOVUS WINDSCREENS GERALDTON | JD MOWER FIT WINDSCREEN | 2743.03 |
| EFT23161 | 19-01-2022 | GERALDTON CLEANPAK TOTAL SOLUTIONS | TOILET PRODUCTS | 28.53 |
| EFT23162 | 19-01-2022 | OFFICE OF THE AUDITOR GENERAL | LOCAL ROADS & COMM INFRAS CERT | 1100.00 |
| EFT23163 | 19-01-2022 | OPTEON PROPERTY GROUP PTY LTD | VALUATION KITSON | 1650.00 |
| EFT23164 | 19-01-2022 | PLATINUM ELECTRICIANS MIDWEST | VARIOUS ELECTRICAL | 1359.00 |
| EFT23165 | 19-01-2022 | T & T PLUMBING AIR-CONDITIONING & GAS | FITZ RES REPLACE BACK DOOR/LOCKS | 727.79 |
| EFT23166 | 19-01-2022 | FENCE IT WA | GENERATOR HIRE | 540.02 |
| EFT23167 | 19-01-2022 | ROAD RUNNER MECHANICAL SERVICES | PLANT AIRCON PARTS | 1015.11 |
| EFT23168 | 19-01-2022 | MIDWEST SWEEPING CONTRACTORS | STREET SWEEPING | 9147.60 |
| EFT23169 | 19-01-2022 | PAUL SHERIFF | SYNERGYSOFT ASSISTANCE | 220.00 |
| EFT23170 | 19-01-2022 | SPALDING ELECTRICAL SERVICES | HKS FSHORE BBQ REPAIR | 132.00 |
| EFT23171 | 19-01-2022 | TOTAL TOILETS | CYCLONE KAL FSHORE PORTABLE TOILETS | 13801.25 |
| EFT23172 | 19-01-2022 | TRUE BLUE CARAVAN PARK | NTON TRAIN CARRIAGE PLUMBING | 1190.38 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| EFT # | Date | Name | Description | Amount |
|----------|------------|---|-----------------------------------|-----------------------|
| EFT23173 | 19-01-2022 | LANDGATE | TITLE SEARCH | 54.40 |
| EFT23174 | 19-01-2022 | WA RANGERS ASSOCIATION | RENEW MEMBERSHIP | 120.00 |
| EFT23175 | 19-01-2022 | WESTRAC EQUIPMENT PTY LTD | PARTS | 221.10 |
| EFT23176 | 19-01-2022 | WA LOCAL GOVERNMENT ASSOC (WALGA) | 2021 LG ELECTIONS ADVERTISING | 2387.00 |
| EFT23177 | 19-01-2022 | WEST AUSTRALIAN NEWSPAPERS LTD | ADVERTISING | 1806.90 |
| EFT23178 | 19-01-2022 | WHELLER PLAINS PASTORAL | GRAVEL | 3361.05 |
| EFT23179 | 19-01-2022 | CT & L WOODCOCK & SON PTY LTD | FERTILISER, TOILET PAPERS, BAIT | 8104.15 |
| EFT23180 | 19-01-2022 | XAP TECHNOLOGIES PTY LTD | NCCA KIDSXAP MONTHLY SUBSCRIPTION | 139.00 |
| EFT23181 | 20-01-2022 | LEO RYAN | REIMB VEHICLE PARTS | 140.05 |
| EFT23182 | 25-01-2022 | HAYLEY R WILLIAMS DEVISE URBAN PLANNING | PLANNING SERVICES | 3718.00 |
| EFT23183 | 25-01-2022 | GERALDTON FLOORING AND UPHOLSTERY | 7 BATEMAN ST RES EXTRACT WATER | 399.00 |
| EFT23184 | 25-01-2022 | SIMPLE LIFE PROJECTS | CYCLONE KAL DR SURGERY REPAIRS | 7198.40 |
| EFT23185 | 17-01-2022 | HAYLEY R WILLIAMS DEVISE URBAN PLANNING | PLANNING SERVICES | 4290.00 |
| EFT23186 | 17-01-2022 | WA TREASURY CORPORATION | LOAN 153 | 23874.14 |
| EFT23187 | 24-01-2022 | SLATER-GARTRELL SPORTS | CYCLONE NTON CRICKET PRACTIC NETS | 33737.00 |
| EFT23188 | 24-01-2022 | WILSON COMPLETE | CYCLONE OLD SCHOOL SHED REPAIRS | 19173.00 |
| | | | | \$1,256,713.19 |

TRUST FUND CHEQUES

| Chq # | Date | Name | Description | Amount |
|-------|------------|--|------------------------------------|--------------------|
| 2668 | 08-12-2021 | SHIRE OF NORTHAMPTON | BCITF COMMISSION NOVEMBER 2021 | 99.00 |
| 2669 | 08-12-2021 | SHIRE OF NORTHAMPTON | BRB COMMISSION NOVEMBER 2021 | 60.00 |
| 2670 | 08-12-2021 | DEPT OF MINES INDUSTRY REGULATION & SAFETY BUILDING & ENERGY | BRB NOVEMBER 2021 | 2118.30 |
| 2671 | 08-12-2021 | BUILDING & CONSTRUCTION INDUS TRAINING FUND | BCITF NOVEMBER 2021 | 3504.58 |
| 2672 | 14-12-2021 | LENORE J THOMAS | REFUND KALBARRI COMMUNITY BUS BOND | 200.00 |
| 2673 | 21-12-2021 | WILSON SIGN SOLUTIONS | HORROCKS MEMORIAL WALL PLAQUES | 290.95 |
| 2674 | 23-12-2021 | GUY ACOSTA | REFUND COUNCIL NOMINATION DEPOSIT | 80.00 |
| 2675 | 23-12-2021 | ANNIE BOYD | REFUND COUNCIL NOMINATION DEPOSIT | 80.00 |
| 2676 | 23-12-2021 | GUDRUN PRATT | REFUND COUNCIL NOMINATION DEPOSIT | 80.00 |
| 2677 | 23-12-2021 | RICHARD BURGES | REFUND COUNCIL NOMINATION DEPOSIT | 80.00 |
| 2678 | 17-01-2022 | DEPARTMENT OF TRANSPORT | SPECIAL SERIES PLATES 2004NR | 200.00 |
| 2679 | 21-01-2022 | DEPARTMENT OF TRANSPORT | SPECIAL SERIES PLATES 2001NR | 200.00 |
| 2680 | 24-01-2022 | SHIRE OF NORTHAMPTON | BRB COMMISSION DECEMBER 2021 | 65.00 |
| 2681 | 24-01-2022 | DEPT OF MINES, INDUSTRY REGULATION & SAFETY BUILDING | BRB DECEMBER 2021 | 1893.08 |
| 2682 | 24-01-2022 | BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND | BCITF DECEMBER 2021 | 3283.79 |
| 2683 | 24-01-2022 | SHIRE OF NORTHAMPTON | BCITF COMMISSION DECEMBER 2021 | 99.00 |
| | | | | \$12,333.70 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

DIRECT DEBITS

| Jnl # | Date | Name | Description | Amount |
|--------|------------|-------------------------|--------------------------------|----------|
| | 09-12-2021 | PAYROLL | FN/E 08/12/2021 | 92521.00 |
| | 09-12-2021 | SUPERCHOICE | SUPERANNUATION FN/E 08/12/2021 | 22146.77 |
| | 23-12-2021 | PAYROLL | FN/E 22/12/2021 | 90819.00 |
| | 23-12-2021 | SUPERCHOICE | SUPERANNUATION FN/E 22/12/2021 | 22387.85 |
| GJ0604 | 31-12-2021 | NATIONAL AUSTRALIA BANK | BANK FEES | 111.33 |
| GJ0605 | 31-12-2021 | COMMONWEALTH BANK | BPOINT FEES | 244.97 |
| GJ0606 | 31-12-2021 | NAB CEO CORPORATE CARD | BANK CHARGES | 9.00 |
| | | | PHONE COVER | 179.00 |
| | | | CONFERENCE FLIGHTS | 448.35 |
| | | | NR1 FUEL | 289.33 |
| | | | | 925.68 |
| GJ0607 | 31-12-2021 | NAB DCEO CORPORATE CARD | BANK CHARGES | 9.00 |
| | | | NCCA IINET | 89.54 |
| | | | KAL CHILD CARE IINET | 80.29 |
| | | | COMPUTER EXPS 2VNET/ADOBE | 1,199.74 |
| | | | NTON TIP PARTS | 69.69 |
| | | | CPA MEMBERSHIP | 745.00 |
| | | | | 2193.26 |
| GJ0608 | 31-12-2021 | NATIONAL AUSTRALIA BANK | BANK FEES | 28.70 |
| GJ0609 | 31-12-2021 | NATIONAL AUSTRALIA BANK | BANK MERCHANT FEES | 441.30 |
| GJ0610 | 31-12-2021 | NATIONAL AUSTRALIA BANK | BPAY | 189.20 |
| | 06-01-2022 | PAYROLL | FN/E 05/01/2022 | 89543.00 |
| | 25-01-2022 | SUPERCHOICE | SUPERANNUATION FN/E 05/01/2022 | 21358.46 |
| | 20-01-2022 | PAYROLL | FN/E 19/01/2022 | 91370.00 |
| | 20-01-2022 | SUPERCHOICE | SUPERANNUATION 19/01/2022 | 22336.18 |

SHIRE OF NORTHAMPTON
FINANCE REPORT – 18 FEBRUARY 2022

| Jnl # | Date | Name | Description | Amount |
|--------|------------|-------------------------|---------------------------------|---------------------|
| GJ0707 | 31-01-2022 | NATIONAL AUSTRALIA BANK | BANK FEES | 153.43 |
| GJ0708 | 31-01-2022 | COMMONWEALTH BANK | BPOINT FEES | 109.06 |
| GJ0709 | 31-01-2022 | NATIONAL AUSTRALIA BANK | BPAY | 91.52 |
| GJ0711 | 31-01-2022 | NAB CEO CORPORATE CARD | BANK CHARGES | 14.54 |
| | | | CERTIFICATE FRAMES | 66.68 |
| | | | CROWN METROPOL ACCOMM | 487.73 |
| | | | NR1 FUEL | 183.41 |
| | | | REFRESHMENTS | 292.01 |
| | | | ELECTION REFRESHMENTS | 27.60 |
| | | | RETIREMENT GIFT MEMBER EXP | 155.00 |
| | | | COMPUTER SOFTWARE BUILDING APPS | 1,617.00 |
| | | | | 2843.97 |
| GJ0712 | 31-01-2022 | NAB DCEO CORPORATE CARD | BANK CHARGES | 9.00 |
| | | | NCCA IINET | 85.30 |
| | | | KAL CHILD CARE IINET | 80.87 |
| | | | COMPUTER EXPS 2VNET/ADOBE | 1,207.39 |
| | | | CERTIFICATE FRAMES | 56.00 |
| | | | GPS LOG PERFECT COM P/L | 140.80 |
| | | | CYCLONE DWER CLEARING PERMIT | 400.00 |
| | | | | 1979.36 |
| | | | | \$461,794.04 |

7.4.2 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2021

| | |
|--------------------------------|---|
| FILE REFERENCE: | 1.1.1 |
| DATE OF REPORT: | 10th February 2022 |
| DISCLOSURE OF INTEREST: | Nil |
| REPORTING OFFICER: | Grant Middleton |
| APPENDICES: | Monthly Financial Report for December 2021 |

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 December 2021 are detailed from page 1 to page 26 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31st December 2021 financial position is comprised of the following:

Total operating revenue has a surplus position of \$3,183,184 and operating expenditure has a deficit position of \$804,527 to the end of December 2021.

The surplus revenue position is predominately due to the \$2,750,000 insurance payment from LGIS received during August and December and additional FAG's General Grant Revenue. The additional expenditure compared to budget relates predominately to Cyclone Seroja insurance repairs which will be offset by insurance revenue.

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

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

STATUTORY IMPLICATIONS:

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

POLICY 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 December 2021.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2021

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 Other Liabilities | 22 |
| Note 12 Operating grants and contributions | 23 |
| Note 13 Non operating grants and contributions | 24 |
| Note 14 Trust Fund | 25 |
| Note 15 Variance | 26 |

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2021

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

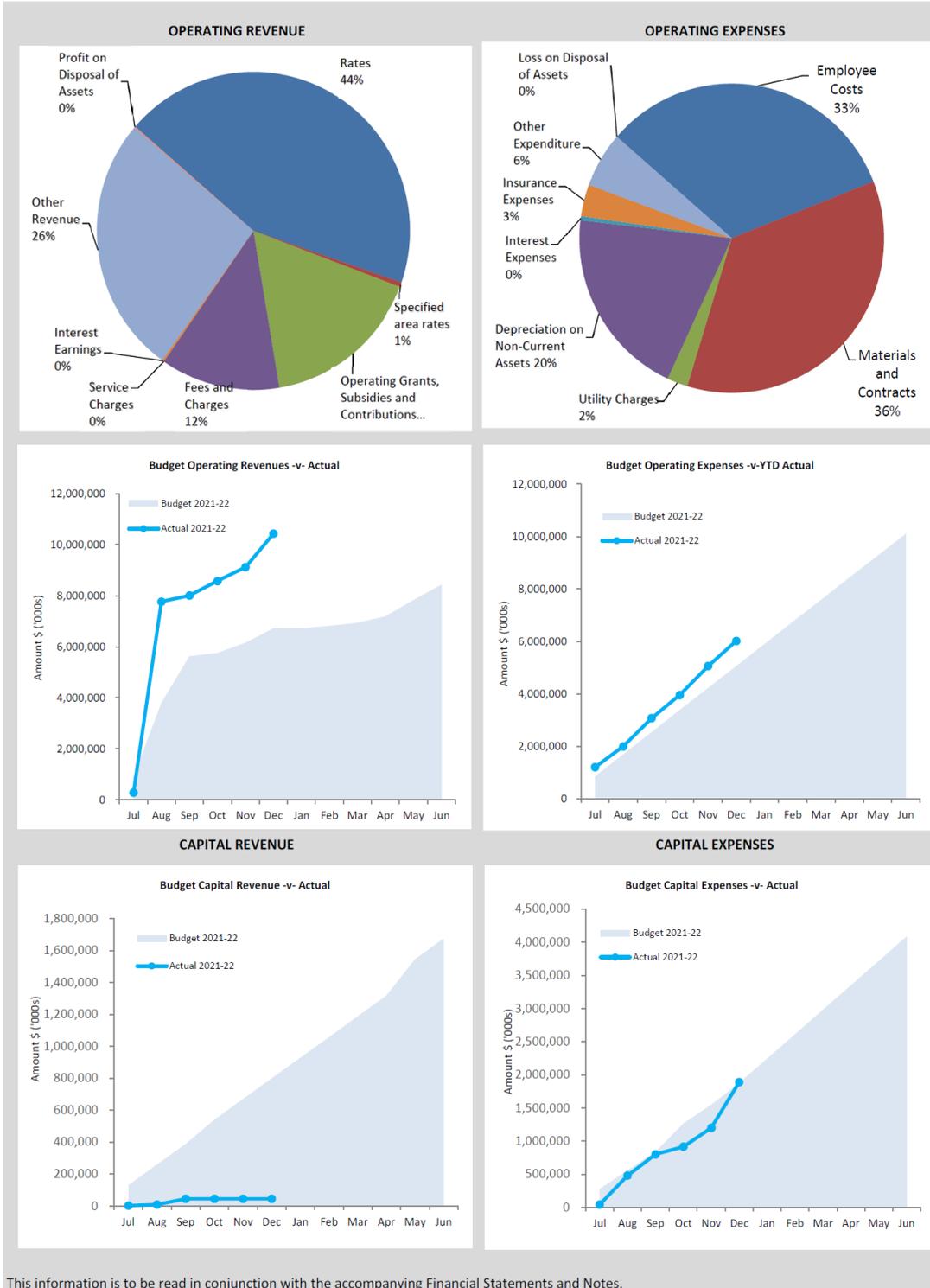
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021

SUMMARY INFORMATION - GRAPHS



KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2021

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. |
| 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 DECEMBER 2021

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) | 1,846,346 | 1,846,346 | 1,548,264 | (298,082) | (16.14%) | |
| Revenue from operating activities | | | | | | | |
| Governance | | 55,530 | 27,756 | 52,984 | 25,228 | 90.89% | ▲ |
| General purpose funding | 6 | 5,481,789 | 5,038,392 | 5,383,150 | 344,758 | 6.84% | ▲ |
| Law, order and public safety | | 91,166 | 45,564 | 60,049 | 14,485 | 31.79% | ▲ |
| Health | | 33,112 | 18,540 | 16,165 | (2,375) | (12.81%) | ▲ |
| Education and welfare | | 199,723 | 99,852 | 137,230 | 37,378 | 37.43% | ▲ |
| Housing | | 76,240 | 38,112 | 27,660 | (10,452) | (27.42%) | ▼ |
| Community amenities | | 1,278,003 | 1,003,546 | 843,227 | (160,319) | (15.98%) | ▼ |
| Recreation and culture | | 612,449 | 306,198 | 39,860 | (266,338) | (86.98%) | ▼ |
| Transport | | 206,300 | 202,791 | 205,645 | 2,854 | 1.41% | |
| Economic services | | 231,555 | 174,834 | 254,178 | 79,344 | 45.38% | ▲ |
| Other property and services | | 586,104 | 293,034 | 3,411,656 | 3,118,622 | 1064.25% | ▲ |
| | | 8,851,971 | 7,248,619 | 10,431,803 | 3,183,184 | | ▲ |
| Expenditure from operating activities | | | | | | | |
| Governance | | (917,940) | (490,084) | (486,477) | 3,607 | 0.74% | |
| General purpose funding | | (281,435) | (143,554) | (129,591) | 13,963 | 9.73% | ▲ |
| Law, order and public safety | | (371,591) | (198,582) | (260,233) | (61,651) | (31.05%) | ▼ |
| Health | | (221,420) | (112,812) | (110,503) | 2,309 | 2.05% | |
| Education and welfare | | (247,577) | (125,914) | (145,659) | (19,745) | (15.68%) | ▼ |
| Housing | | (80,882) | (43,900) | (50,686) | (6,786) | (15.46%) | ▼ |
| Community amenities | | (1,611,155) | (810,994) | (821,645) | (10,651) | (1.31%) | ▼ |
| Recreation and culture | | (1,898,598) | (977,508) | (793,863) | 183,645 | 18.79% | ▲ |
| Transport | | (3,842,840) | (1,924,574) | (1,717,731) | 206,843 | 10.75% | ▲ |
| Economic services | | (428,844) | (215,628) | (212,815) | 2,813 | 1.30% | |
| Other property and services | | (208,349) | (172,744) | (1,291,618) | (1,118,874) | (647.71%) | ▼ |
| | | (10,110,631) | (5,216,294) | (6,020,821) | (804,527) | | ▼ |
| Non-cash amounts excluded from operating activities | 1(a) | 2,337,800 | 1,161,114 | 1,185,709 | 24,595 | 2.12% | ▲ |
| Amount attributable to operating activities | | 1,079,140 | 3,193,439 | 5,596,691 | 2,403,252 | | ▲ |
| Investing Activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 13 | 981,656 | 491,574 | 1,500 | (490,074) | (99.69%) | ▼ |
| Proceeds from disposal of assets | 7 | 157,000 | 156,996 | 35,000 | (121,996) | (77.71%) | ▼ |
| Proceeds from self supporting loans | 9 | 35,626 | 17,808 | 7,786 | (10,022) | (56.28%) | ▼ |
| Purchase of property, plant and equipment | 8 | (3,886,400) | (1,775,472) | (1,793,485) | (18,013) | (1.01%) | ▼ |
| Amount attributable to investing activities | | (2,712,118) | (1,109,094) | (1,749,199) | (640,105) | | ▼ |
| Financing Activities | | | | | | | |
| Proceeds from new debentures | 9 | 100,000 | 0 | 0 | 0 | 0.00% | |
| Repayment of debentures | 9 | (196,293) | (98,147) | (97,347) | 800 | 0.81% | |
| Transfer to reserves | 10 | (117,075) | (58,538) | (112,555) | (54,017) | (92.28%) | ▼ |
| Amount attributable to financing activities | | (213,368) | (156,684) | (209,902) | (53,218) | | ▼ |
| Closing funding surplus / (deficit) | 1(c) | 0 | 3,774,007 | 5,185,854 | | | |

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 2021-22 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.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

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

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

FEES AND CHARGES

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

SERVICE CHARGES

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

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

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) | 1,846,346 | 1,846,346 | 1,548,264 | (298,082) | (16.14%) | ▼ |
| Revenue from operating activities | | | | | | | |
| Rates | 6 | 4,595,218 | 4,595,218 | 4,576,061 | (19,157) | (0.42%) | ▼ |
| Specified area rates | 6 | 51,000 | 51,000 | 50,112 | (888) | (1.74%) | |
| Operating grants, subsidies and contributions | 12 | 2,883,980 | 1,524,957 | 1,732,205 | 207,248 | 13.59% | ▲ |
| Fees and charges | | 1,254,773 | 1,025,452 | 1,287,157 | 261,705 | 25.52% | ▲ |
| Interest earnings | | 51,500 | 36,500 | 21,766 | (14,734) | (40.37%) | ▼ |
| Other revenue | | 0 | 0 | 2,750,000 | 2,750,000 | 0.00% | |
| Profit on disposal of assets | 7 | 15,500 | 15,492 | 14,501 | (991) | (6.40%) | |
| | | 8,851,971 | 7,248,619 | 10,431,803 | 3,183,184 | | ▲ |
| Expenditure from operating activities | | | | | | | |
| Employee costs | | (3,837,409) | (1,963,546) | (1,966,413) | (2,867) | (0.15%) | |
| Materials and contracts | | (2,809,898) | (1,407,154) | (2,147,466) | (740,312) | (52.61%) | ▼ |
| Utility charges | | (326,395) | (163,068) | (132,608) | 30,460 | 18.68% | ▲ |
| Depreciation on non-current assets | | (2,353,300) | (1,176,606) | (1,200,210) | (23,604) | (2.01%) | ▼ |
| Interest expenses | | (61,171) | (30,576) | (26,404) | 4,172 | 13.64% | |
| Insurance expenses | | (211,641) | (211,596) | (200,543) | 11,053 | 5.22% | ▲ |
| Other expenditure | | (510,817) | (263,748) | (347,176) | (83,428) | (31.63%) | ▼ |
| | | (10,110,631) | (5,216,294) | (6,020,821) | (804,527) | | ▼ |
| Non-cash amounts excluded from operating activities | 1(a) | 2,337,800 | 1,161,114 | 1,185,709 | 24,595 | 2.12% | ▲ |
| Amount attributable to operating activities | | 1,079,140 | 3,193,439 | 5,596,691 | 2,403,252 | | ▲ |
| Investing activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 13 | 981,656 | 491,574 | 1,500 | (490,074) | (99.69%) | ▼ |
| Proceeds from disposal of assets | 7 | 157,000 | 156,996 | 35,000 | (121,996) | (77.71%) | ▼ |
| Proceeds from self-supporting loans | 9 | 35,626 | 17,808 | 7,786 | (10,022) | (56.28%) | ▼ |
| Payments for property, plant and equipment | 8 | (3,886,400) | (1,775,472) | (1,793,485) | (18,013) | 1.01% | ▼ |
| Amount attributable to investing activities | | (2,712,118) | (1,109,094) | (1,749,199) | (640,105) | | ▼ |
| Financing Activities | | | | | | | |
| Proceeds from new debentures | 9 | 100,000 | 0 | 0 | 0 | 0.00% | |
| Repayment of debentures | 9 | (196,293) | (98,147) | (97,347) | 800 | 0.81% | |
| Transfer to reserves | 10 | (117,075) | (58,538) | (112,555) | (54,017) | (92.28%) | ▼ |
| Amount attributable to financing activities | | (213,368) | (156,684) | (209,902) | (53,218) | | |
| Closing funding surplus / (deficit) | 1(c) | 0 | 3,774,007 | 5,185,854 | | | |

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 DECEMBER 2021

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash Items excluded from operating activities

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

| | Notes | Adopted Budget | YTD Budget | YTD Actual (b) |
|--|-------|------------------|------------------|------------------|
| Non-cash items excluded from operating activities | | | | |
| | | | \$ | \$ |
| Adjustments to operating activities | | | | |
| Add/Deduct: Profit/Loss on asset disposals | 7 | (15,500) | (15,492) | (14,501) |
| Add: Depreciation on assets | | 2,353,300 | 1,176,606 | 1,200,210 |
| Total non-cash items excluded from operating activities | | 2,337,800 | 1,161,114 | 1,185,709 |

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

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

| | | Last Year Closing 30 June 2021 | This Year Opening 1 July 2021 | Year to Date 31 December 2021 |
|--|----|-----------------------------------|----------------------------------|----------------------------------|
| Adjustments to net current assets | | | | |
| Less: Reserves - restricted cash | 10 | (839,610) | (839,610) | (952,165) |
| Less: - Financial assets at amortised cost - self supporting loans | 4 | (35,627) | (34,126) | (7,786) |
| Less: Land Held for Resale | | (235,000) | (235,000) | (235,000) |
| Add/Less: Adjustments | | | | 39,874 |
| Add: Borrowings | 9 | 196,293 | 196,293 | 97,346 |
| Add: Provisions - Employee | 11 | 757,961 | 757,960 | 718,085 |
| Total adjustments to net current assets | | (155,983) | (154,483) | (339,646) |

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

| | | | | |
|--|------|------------------|------------------|------------------|
| Current assets | | | | |
| Cash and cash equivalents | 2 | 2,558,150 | 2,524,567 | 5,413,389 |
| Financial assets at amortised cost | 2 | 0 | 34,126 | 7,786 |
| Rates receivables | 3 | 253,928 | 179,502 | 497,132 |
| Receivables | 3 | 423,158 | 408,171 | 175,307 |
| Other current assets | 4 | 240,791 | 240,791 | 269,203 |
| Less: Current liabilities | | | | |
| Payables | 5 | (490,296) | (569,592) | (21,885) |
| Borrowings | 9 | (196,293) | (196,293) | (97,346) |
| Contract liabilities | 11 | 0 | (200,441) | 0 |
| Provisions | 11 | (787,109) | (718,084) | (718,085) |
| Less: Total adjustments to net current assets | 1(b) | (155,983) | (154,483) | (339,646) |
| Closing funding surplus / (deficit) | | 1,846,346 | 1,548,264 | 5,185,854 |

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 DECEMBER 2021

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 | 2,459,605 | | 2,459,605 | | NAB | | At call |
| Petty Cash | Cash on Hand | 1,450 | | 1,450 | | | | |
| Investment | Reserves | 0 | 952,165 | 952,165 | | NAB | 0.28% | 28/09/2021 |
| Cash Deposits | Trust | 0 | 137,939 | 137,939 | 137,939 | NAB | | At Call |
| Investment | Term Deposit | 500,021 | | 500,021 | | NAB | | 28/02/2022 |
| Investment | Term Deposit | 500,148 | | 500,148 | | NAB | | 31/03/2022 |
| Investment | Term Deposit | 1,000,000 | | 1,000,000 | | NAB | | 31/01/2022 |
| Total | | 4,461,225 | 1,090,104 | 5,551,328 | 137,939 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 4,461,225 | 1,090,104 | 5,551,328 | 137,939 | | | |
| | | 4,461,225 | 1,090,104 | 5,551,328 | 137,939 | | | |

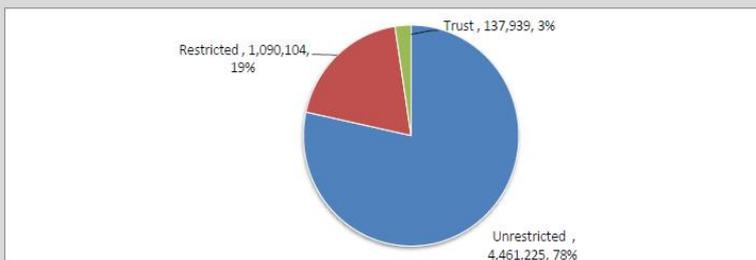
KEY INFORMATION

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

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

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

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



| Total Cash | Unrestricted |
|-----------------|-----------------|
| \$5.55 M | \$4.46 M |

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

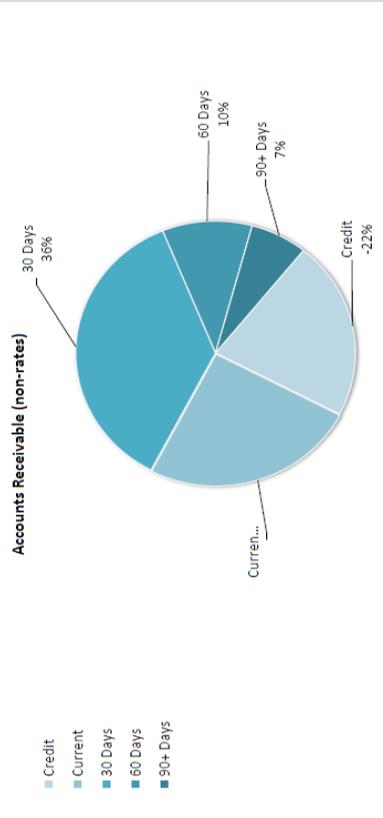
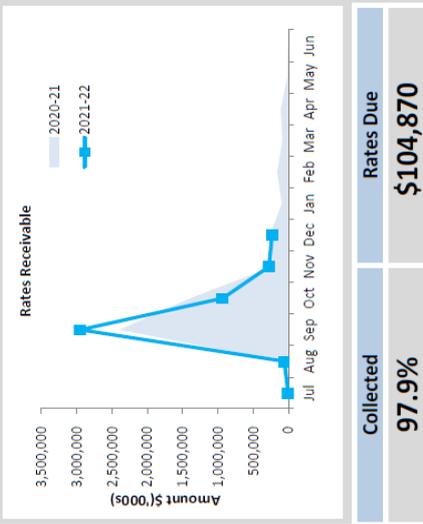
| Receivables - general | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|-----------|-----------|-----------|----------|----------------|
| Receivables - general | \$ 28,090 | \$ 40,783 | \$ 11,679 | \$ 7,457 | \$ 63,409 |
| Percentage | 44.3% | 64.3% | 18.4% | 11.8% | |
| Balance per trial balance | | | | | |
| Sundry receivable | 28,090 | 40,783 | 11,679 | 7,457 | 63,409 |
| GST receivable | 344 | | | | 344 |
| Rubbish Receivables | 41,583 | | | | 41,583 |
| Accrued Income | (8,656) | | | | (8,656) |
| Emergency Services Levy | 78,626 | | | | 78,626 |
| Total receivables general outstanding | | | | | 175,307 |

Amounts shown above include GST (where applicable)

| | 31-Dec-21 | 30 Jun 2021 |
|--------------------------------|----------------|----------------|
| Rates receivable | \$ 104,870 | \$ 211,013 |
| Opening arrears previous years | 4,626,173 | 4,709,139 |
| Levied this year | (4,233,912) | (4,815,282) |
| Less - collections to date | 497,132 | 104,870 |
| Equals current outstanding | | |
| Net rates collectable | 497,132 | 104,870 |
| % Collected | 89.5% | 97.9% |

KEY INFORMATION

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



| | |
|--------------|------------------|
| Debtors Due | \$175,307 |
| Over 30 Days | 95% |
| Over 90 Days | 11.8% |

| | |
|-----------|------------------|
| Collected | 97.9% |
| Rates Due | \$104,870 |

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

| | Opening Balance 1 July 2021 | Asset Increase | Asset Reduction | Closing Balance 31 December 2021 |
|---|-----------------------------------|-------------------|--------------------|--|
| | \$ | \$ | \$ | \$ |
| Other current assets | | | | |
| Inventory | | | | |
| Fuel & Materials | 5,791 | 0 | 28,412 | 34,203 |
| Land Held for Resale | 235,000 | 0 | 0 | 235,000 |
| Total other current assets | | | | 269,203 |
| 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 DECEMBER 2021

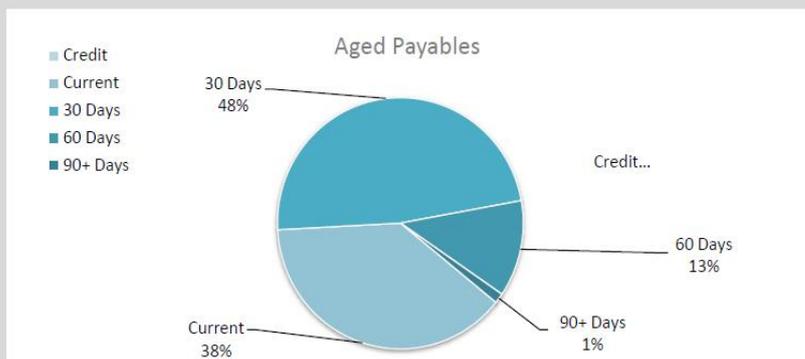
OPERATING ACTIVITIES
NOTE 5
Payables

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|----------|---------------|--------------|--------------|------------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 7,368 | 9,217 | 2,387 | 249 | 19,220 |
| Percentage | 0% | 38.3% | 48% | 12.4% | 1.3% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | 0 | 7,368 | 9,217 | 2,387 | 249 | 19,220 |
| Sundry/Payroll Deductions | | (40) | | | | (40) |
| Tax Payable | | (34,104) | | | | (34,104) |
| Accrued salaries and wages | | 2,617 | | | | 2,617 |
| Bonds and Deposits | | 34,191 | | | | 34,191 |
| Total payables general outstanding | 0 | 10,032 | 9,217 | 2,387 | 249 | 21,885 |

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

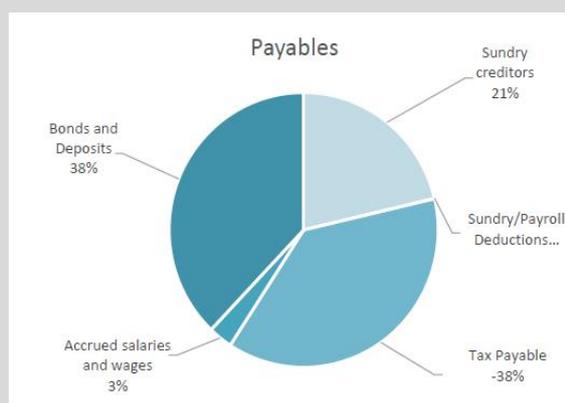
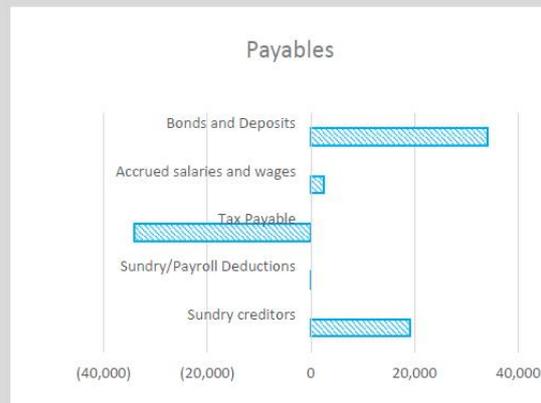
\$21,885

Over 30 Days

62%

Over 90 Days

1.3%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

| General rate revenue | Rate in \$ (cents) | Number of Properties | Budget | | | | YTD Actual | | | | | | |
|-----------------------------------|-----------------------|-------------------------|--------------------|------------------|-----------------|--------------|------------------|------------------|------------------|----------------|------------------|------------------|--|
| | | | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Total Revenue | Rate Revenue | Interim Rates | Back Rates | Total Revenue | | |
| General rate revenue | | | | | | | | | | | | | |
| Gross rental value | | | | | | | | | | | | | |
| General GRV | 0.079956 | 1,459 | 20,058,557 | 1,591,761 | 0 | 0 | 1,591,761 | 1,603,612 | (26,301) | (7,274) | | 1,570,037 | |
| Unimproved value | | | | | | | | | | | | | |
| General UV | 0.011983 | 428 | 203,434,031 | 2,338,452 | 0 | 0 | 2,338,452 | 2,338,747 | 1,627 | 80 | | 2,340,454 | |
| Sub-Total | | 1,887 | 223,492,588 | 3,930,213 | 0 | 0 | 3,930,213 | 3,942,359 | (24,674) | (7,194) | | 3,910,491 | |
| Minimum payment | | | | | | | | | | | | | |
| Gross rental value | | | | | | | | | | | | | |
| General GRV | 565 | 1,116 | 3,390,741 | 630,540 | 0 | 0 | 630,540 | 636,755 | 0 | 0 | | 636,755 | |
| Unimproved value | | | | | | | | | | | | | |
| General UV | 565 | 61 | 789,227 | 34,465 | | | 34,465 | 28,815 | | | | 28,815 | |
| Sub-total | | 1,177 | 4,179,968 | 665,005 | 0 | 0 | 665,005 | 665,570 | 0 | 0 | | 665,570 | |
| Total general rates | | | | | | | 4,595,218 | | | | | 4,576,061 | |
| Specified area rates | | | | | | | | | | | | | |
| Kalbarri Tourism | 0.001821 | | 16,484,984 | 30,000 | 0 | 0 | 30,000 | 30,044 | (932) | 0 | | 29,112 | |
| Port Gregory Water Supply | 0.037394 | | 561,586 | 21,000 | 0 | 0 | 21,000 | 21,000 | 0 | 0 | | 21,000 | |
| Total specified area rates | | | 17,046,570 | 51,000 | 0 | 0 | 51,000 | 51,044 | (932) | 0 | | 50,112 | |
| Total | | | | | | | 4,646,218 | | | | | 4,626,173 | |

Please refer to the compilation report

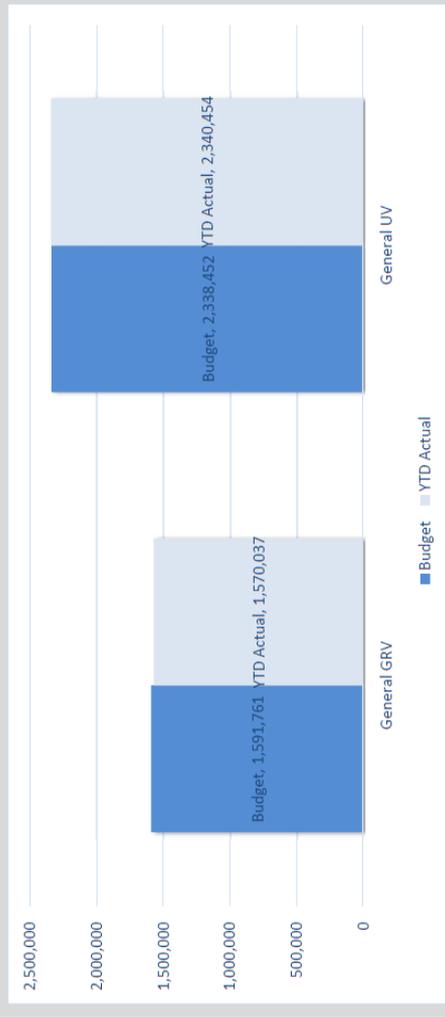
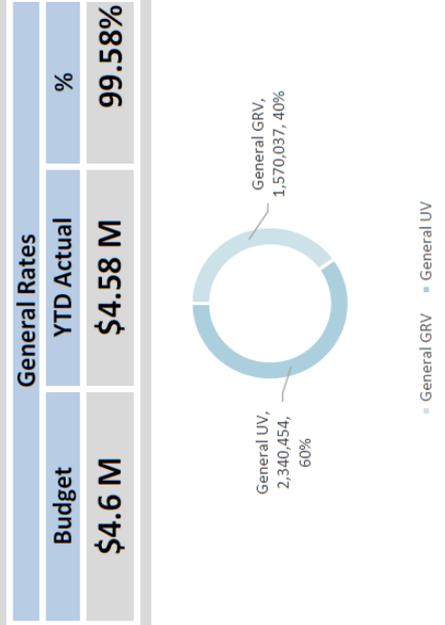
SHIRE OF NORTHAMPTON | 13

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

KEY INFORMATION

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



Please refer to the compilation report

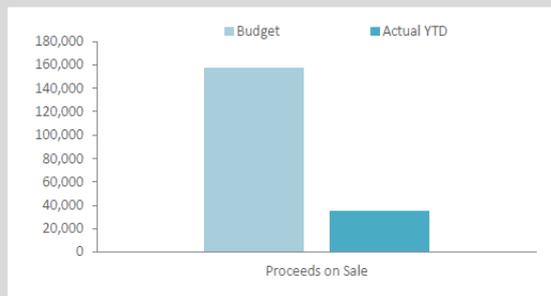
SHIRE OF NORTHAMPTON | 14

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

| Asset Ref. | Asset description | Budget | | | | YTD Actual | | | |
|------------|---------------------------------|----------------|----------------|---------------|-----------------|----------------|---------------|---------------|----------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | Plant and equipment | | | | | | | | |
| | Health | | | | | | | | |
| 41768 | P282 - Kia Optima - EHO | 11,000 | 15,000 | 4,000 | 0 | | | 0 | 0 |
| | Transport | | | | | | | | |
| 41770 | P284 - Ute LH Main't N'hpton | 15,000 | 10,000 | 0 | (5,000) | | | 0 | 0 |
| 41758 | P271 - Ute LH Road Construction | 2,000 | 10,000 | 8,000 | 0 | | | 0 | 0 |
| 41676 | P198 - Ute M'tce Grader Op | 2,500 | 2,000 | 0 | (500) | | | 0 | 0 |
| 41736 | P252 - Heavy Loader N'hpton | 90,000 | 85,000 | 0 | (5,000) | | | 0 | 0 |
| 41715 | P234 - M'tce Truck N'hpton | 21,000 | 35,000 | 14,000 | 0 | 20,499 | 35,000 | 14,501 | 0 |
| | | 141,500 | 157,000 | 26,000 | (10,500) | 20,499 | 35,000 | 14,501 | 0 |

KEY INFORMATION



| Proceeds on sale | | |
|------------------|-----------------|------------|
| Annual Budget | YTD Actual | % |
| \$157,000 | \$35,000 | 22% |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

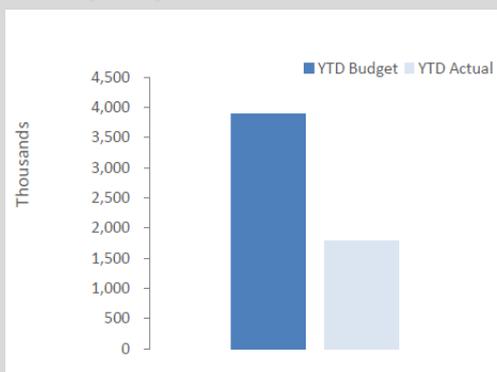
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

| Capital acquisitions | Adopted | | YTD Actual | YTD Actual Variance |
|--|------------------|------------------|------------------|------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Buildings | 866,500 | 210,246 | 1,144,130 | 933,884 |
| Furniture and equipment | 10,000 | 4,998 | 24,213 | 19,215 |
| Plant and equipment | 759,015 | 492,498 | 220,747 | (271,751) |
| Infrastructure - Roads | 1,718,625 | 859,278 | 58,986 | (800,292) |
| Infrastructure - Footpaths & Carparks | 274,684 | 79,680 | 131,207 | 51,527 |
| Infrastructure - Parks & Ovals | 252,076 | 126,024 | 214,201 | 88,177 |
| Infrastructure - Other | 5,500 | 2,748 | 0 | (2,748) |
| Capital Expenditure Totals | 3,886,400 | 1,775,472 | 1,793,485 | 18,013 |
| Capital Acquisitions Funded By: | | | | |
| | \$ | \$ | \$ | \$ |
| Capital grants and contributions | 981,656 | 491,574 | 1,500 | (490,074) |
| Borrowings | 100,000 | 0 | 0 | 0 |
| Other (disposals & C/Fwd) | 157,000 | 156,996 | 35,000 | (121,996) |
| Cash backed reserves | | | | |
| Leave Reserve | 237,014 | 237,014 | 235,904 | (1,110) |
| Roadworks Reserve | 29,640 | 29,640 | 29,195 | (445) |
| Kalbarri Airport Reserve | 205,573 | 205,573 | 205,483 | (90) |
| Building/Housing Reserve | 131,864 | 131,864 | 131,419 | (445) |
| Kalbarri Tourism Rate Reserve | 6,975 | 6,975 | 6,975 | 0 |
| Computer and Office Equipment Reserve | 33,948 | 33,948 | 33,728 | (220) |
| Land Development Reserve | 311,671 | 311,671 | 309,461 | (2,210) |
| Contribution - operations | 1,691,059 | 170,217 | 804,820 | 634,603 |
| Capital funding total | 3,886,400 | 1,775,472 | 1,793,485 | 18,013 |

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

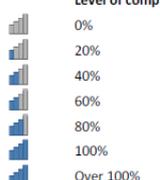


| Acquisitions | Annual Budget | YTD Actual | % Spent |
|---------------|-----------------|-----------------|------------|
| | \$3.89 M | \$1.79 M | 46% |
| Capital Grant | Annual Budget | YTD Actual | % Received |
| | \$.98 M | \$. M | 0% |

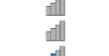
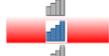
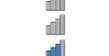
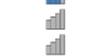
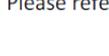
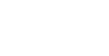
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

| % | Account Description | Current Budget | Year to Date Budget | Year to Date Actual | Variance (Under)/Over |
|---|---|------------------|---------------------|---------------------|-----------------------|
| | Governance | | | | |
|  | Photocopier & Fuji Screen N'pton Office, LED Footings | 10,000 | 4,998 | 24,213 | (14,213) |
| | Governance Total | 10,000 | 4,998 | 24,213 | (14,213) |
|  | St John's Building Port Gregory | 0 | 0 | 129,460 | (129,460) |
| | Education and Welfare Total | 0 | 0 | 129,460 | (129,460) |
| | Health | | | | |
|  | EHO Vehicle | 34,000 | 33,996 | 0 | 34,000 |
| | Education and Welfare Total | 34,000 | 33,996 | 0 | 34,000 |
|  | Purchase of Lot 72 Seventh Avenue Northampton | 0 | 0 | 323,515 | (323,515) |
| | Communities Amenities | | | | |
|  | Marina Ablutions | 156,000 | 0 | 84,695 | 71,305 |
|  | Sallys Tree ablutions | 160,000 | 0 | 108,185 | 51,815 |
|  | Chinamans Ablutions | 130,000 | 0 | 82,723 | 47,277 |
|  | Memorial Tree (LR&I Funding) | 17,100 | 8,550 | 21,050 | (3,950) |
|  | Install Dump Point Horrocks | 5,000 | 2,496 | 0 | 5,000 |
|  | Seal Access Road to Horrocks Dump Point | 24,825 | 12,396 | 0 | 24,825 |
| | Communities Amenities Total | 492,925 | 23,442 | 296,653 | 196,272 |
| | Recreation And Culture | | | | |
|  | Horrocks Playground Equipment | 5,720 | 2,856 | 8,737 | (3,017) |
|  | Pump Tracks Horrocks & Northampton | 120,000 | 59,994 | 80,132 | 39,868 |
|  | Marina Playground | 104,256 | 52,128 | 104,283 | (27) |
|  | Allen Centre - Tourist Bus Carpark | 117,064 | 882 | 131,207 | (14,143) |
|  | Kalbarri Community Camp Kitchen | 400,000 | 199,998 | 171,339 | 228,661 |
|  | Northampton Bowling Club Fence (Funded by the Club) | 0 | 0 | 80,613 | (80,613) |
|  | Stud Breeders Shed - Northampton | 0 | 0 | 150,000 | (150,000) |
| | Recreation And Culture Total | 747,040 | 315,858 | 726,311 | 20,729 |
| | Transport | | | | |
|  | Road Construction | 1,693,800 | 846,882 | 58,986 | 1,634,814 |
|  | Footpath/Carpark Construction | 157,620 | 78,798 | 0 | 157,620 |
|  | Maintenance Truck C/Over | 167,515 | 83,756 | 169,365 | (1,850) |
|  | Truck & Trailer Tarpaulins | 25,000 | 12,500 | 0 | 25,000 |
|  | Heavy Loader - Northampton | 330,000 | 164,997 | 0 | 330,000 |
|  | Zero Turn Mower - Horrocks | 10,500 | 5,250 | 10,135 | 365 |
|  | Ute Leading Hand Maintenance | 52,000 | 37,000 | 0 | 52,000 |
|  | Ute Road Construction | 55,000 | 55,000 | 0 | 55,000 |
|  | Ute Maintenance Grader | 40,000 | 55,000 | 0 | 40,000 |
| | Kalbarri Depot Ablution | 20,500 | 10,248 | 13,600 | 6,900 |
| | Transport Total | 2,551,935 | 1,349,430 | 252,086 | 2,299,849 |
| | Economic & Other Property and Services | | | | |
| | Purchase Vehicle Building Surveyor | 45,000 | 45,000 | 41,247 | 3,753 |
| | Monitoring system - Port Gregory Water Supply | 5,500 | 2,748 | 0 | 5,500 |
| | Economic & Other Property and Services Total | 50,500 | 47,748 | 41,247 | 9,253 |
| | Capital Expenditure by Program Total | 3,886,400 | 1,775,472 | 1,793,485 | 2,092,915 |

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 DECEMBER 2021

Repayments - borrowings

| Particulars | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | | |
|------------------------------------|-------------|---------|----------------------|---------|-----------------------|-----------|---------------------|--------|--------|
| | 1 July 2021 | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| Housing | | | | | | | | | |
| Loan 154 - Staff Housing | 189,159 | 0 | 0 | 18,145 | 36,586 | 171,014 | 152,573 | 2,514 | 5,773 |
| Recreation and culture | | | | | | | | | |
| Loan 156 - RSL Hall Extensions | 454,484 | 0 | 0 | 23,589 | 47,420 | 430,895 | 407,064 | 4,203 | 10,920 |
| Transport | | | | | | | | | |
| Loan 153 - Plant Purchases | 133,684 | 0 | 0 | 22,047 | 44,538 | 111,637 | 89,146 | 1,827 | 3,787 |
| Loan 157 - Plant Purchases | 340,000 | 0 | 0 | 15,997 | 32,122 | 324,003 | 307,878 | 2,467 | 6,864 |
| Loan 158 - Plant Purchases | 0 | 100,000 | 100,000 | 79,778 | 160,666 | 0 | 100,000 | 0 | 0 |
| | 1,117,327 | 0 | 100,000 | 160,666 | 1,056,661 | 1,037,549 | 1,056,661 | 11,010 | 27,344 |
| Self supporting loans | | | | | | | | | |
| Education and welfare | | | | | | | | | |
| Loan 155 - Pioneer Lodge | 358,026 | 0 | 0 | 7,786 | 15,726 | 350,240 | 342,300 | 6,772 | 15,723 |
| Recreation and culture | | | | | | | | | |
| Loan 151 - Kalbarri Bowling Club | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other property and services | | | | | | | | | |
| Loan 152 - Staff Housing (CEO) | 293,742 | 0 | 0 | 9,783 | 19,901 | 302,907 | 273,841 | 8,621 | 18,104 |
| | 651,768 | 0 | 0 | 17,569 | 35,627 | 653,147 | 616,141 | 15,394 | 33,827 |
| Total | 1,769,095 | 0 | 100,000 | 196,293 | 1,672,802 | 1,690,696 | 1,672,802 | 26,404 | 61,171 |
| Current borrowings | 196,293 | | | | | 97,346 | | | |
| Non-current borrowings | 1,572,802 | | | | | 1,593,350 | | | |
| | 1,769,095 | | | | | 1,690,696 | | | |

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 DECEMBER 2021

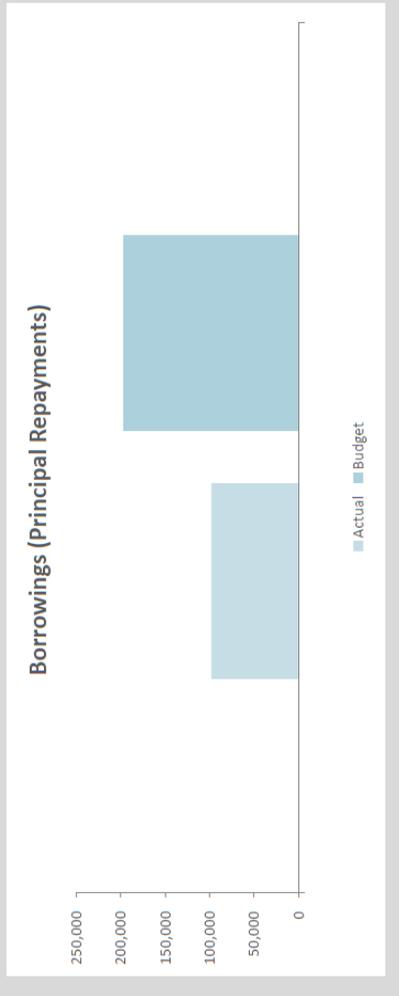
New borrowings 2021-22

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

| Particulars | Amount Borrowed Actual | Amount Borrowed Budget | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) | | Balance Unspent |
|----------------------------|------------------------|------------------------|-------------|-----------|------------|--------------------------|---------------|---------------|--------|-----------------|
| | \$ | \$ | | | | | | Actual | Budget | |
| Loan 158 - Plant Purchases | 0 | 100,000 | WATC | Fixed | 10 | 7,392 | 1.25 | 0 | 0 | 0 |
| | | | | | | 7,392 | | 0 | 0 | 0 |

KEY INFORMATION

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



| | |
|----------------------|----------|
| Principal repayments | \$97,347 |
| Interest earned | \$21,766 |
| Reserves balance | \$0.95 M |
| Interest expense | \$26,404 |
| Loans due | \$1.69 M |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 19

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

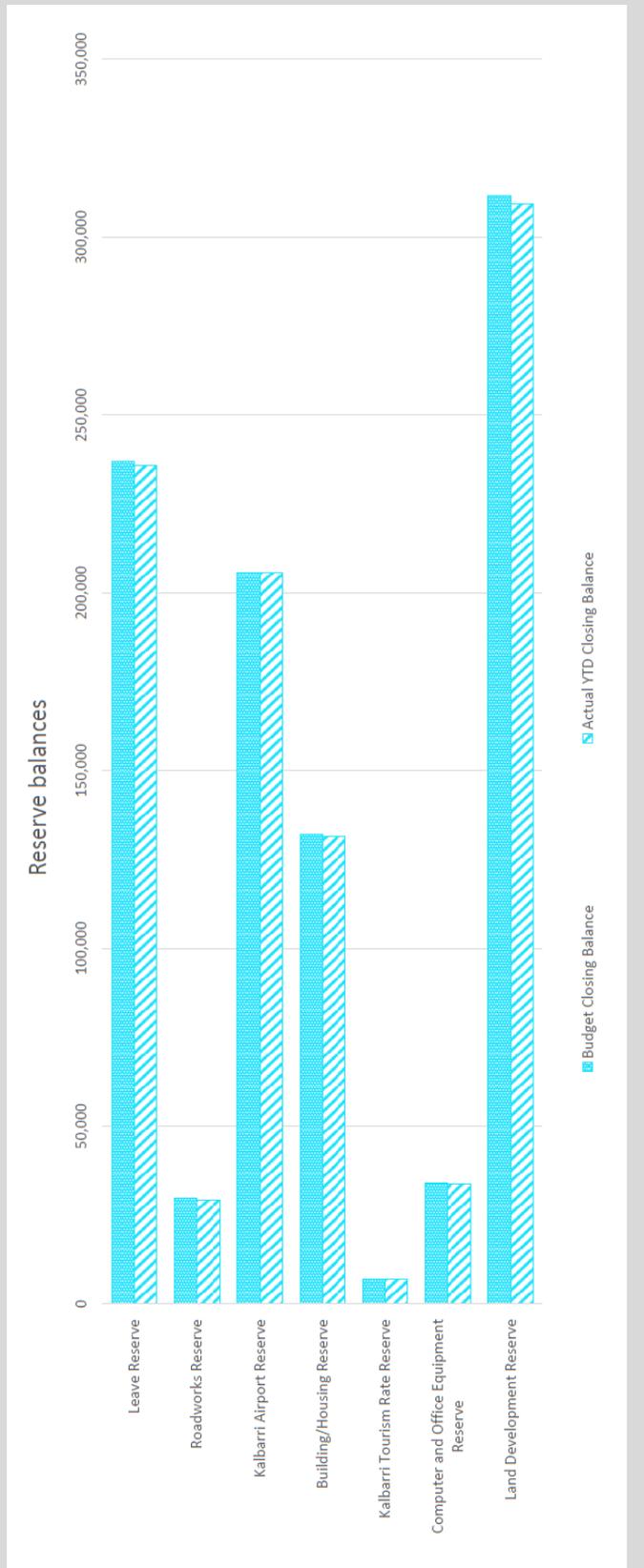
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

| Reserve name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers | | Actual Transfers | | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|---------------------------------------|-----------------|------------------------|------------------------|------------------|----------|------------------|----------|--------------------------|--------------------------|------------------------|----------------------------|
| | | | | In (+) | Out (-) | In (+) | Out (-) | | | | |
| Cash backed reserve | | | | | | | | | | | |
| Leave Reserve | \$ 230,764 | \$ 1,250 | \$ 140 | \$ 5,000 | \$ 0 | \$ 5,000 | \$ 0 | \$ 0 | \$ 0 | \$ 237,014 | \$ 235,904 |
| Roadworks Reserve | 29,140 | 500 | 55 | 0 | 0 | 0 | 0 | 0 | 0 | 29,640 | 29,195 |
| Kalbarri Airport Reserve | 105,473 | 100 | 10 | 100,000 | 0 | 100,000 | 0 | 0 | 0 | 205,573 | 205,483 |
| Building/Housing Reserve | 131,364 | 500 | 55 | 0 | 0 | 0 | 0 | 0 | 0 | 131,864 | 131,419 |
| Kalbarri Tourism Rate Reserve | 0 | 0 | 0 | 6,975 | 0 | 6,975 | 0 | 0 | 0 | 6,975 | 6,975 |
| Computer and Office Equipment Reserve | 33,698 | 250 | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 33,948 | 33,728 |
| Land Development Reserve | 309,171 | 2,500 | 290 | 0 | 0 | 0 | 0 | 0 | 0 | 311,671 | 309,461 |
| | 839,610 | 5,100 | 580 | 111,975 | 0 | 111,975 | 0 | 0 | 0 | 956,685 | 952,165 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

| Other current liabilities | Note | Opening Balance 1 July 2021 | Liability Increase | Liability Reduction | Closing Balance 31 December 2021 |
|--|------|-----------------------------------|-----------------------|------------------------|--|
| | | \$ | \$ | \$ | \$ |
| Provisions | | | | | |
| Annual leave | | 258,553 | | | 258,553 |
| Long service leave | | 459,531 | | | 459,531 |
| Total Provisions | | 718,085 | 0 | 0 | 718,085 |
| Total other current assets | | 718,085 | | | 718,085 |
| Amounts shown above include GST (where applicable) | | | | | |

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

| Description/Provider | Unspent operating grant, subsidies and contributions liability | | | Operating grants, subsidies and contributions revenue | | | |
|---------------------------------------|--|---|---------------------------------------|---|---------------------------|----------------|-----------------------|
| | Liability 1 Jul 2020 | Increase in Liability (As revenue) | Liability Reduction 31 Dec 2021 | Current Liability 31 Dec 2021 | Adopted Budget Revenue | YTD Budget | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating grants and subsidies | | | | | | | |
| General purpose funding | | | | | | | |
| Grants Commission - General/ | 0 | 0 | 0 | 0 | 426,350 | 213,174 | 591,926 |
| Grants Commission - Roads/ | 0 | 0 | 0 | 0 | 357,000 | 178,500 | 187,500 |
| Law, order, public safety | | | | | | | |
| Emergency Services Levy - BFB | 0 | 0 | 0 | 0 | 44,445 | 22,221 | 13,810 |
| Emergency Services Levy - SES | 0 | 0 | 0 | 0 | 31,221 | 15,609 | 9,701 |
| Education and welfare | | | | | | | |
| NCCA Operational Grant/Fundraising | 0 | 0 | 0 | 0 | 72,000 | 36,000 | 70,000 |
| Transport | | | | | | | |
| MRD - Maintenance | 0 | 0 | 0 | 0 | 187,809 | 187,809 | 187,809 |
| | 0 | 0 | 0 | 0 | 1,118,825 | 653,313 | 1,060,745 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021

| Description/Provider | Unspent non operating grants, subsidies and contributions liability | | | Non operating grants, subsidies and contributions revenue | | |
|---|---|-----------------------------|--------------------------|---|----------------|-----------------------|
| | Liability 1 Jul 2020 | Increase in Liability | Liability 31 Dec 2021 | Adopted Budget Revenue | YTD Budget | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Non-operating grants and subsidies | | | | | | |
| Recreation and culture | | | | | | |
| Pump Tracks (LRCI Grant) | 0 | | 0 | 86,544 | 43,272 | 0 |
| Backyard Cricket Grant (Library) | | | 0 | 1,500 | 1,500 | 1,500 |
| Marina Ablutions (Kalbarri) | | | 0 | 83,461 | 41,730 | 0 |
| Transport | | | | | | |
| Regional Road Group Funding | | | 0 | 356,667 | 178,332 | 0 |
| Roads to Recovery Funding | | | 0 | 453,484 | 226,740 | 0 |
| | 0 | 0 | 0 | 981,656 | 491,574 | 1,500 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 14
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 2021 | Received | Paid | 31 Dec 2021 |
| | \$ | \$ | \$ | \$ |
| Building Levies (BCITF & BRB) | 7,920 | 44,266 | (46,662) | 5,524 |
| Community Bus Bond | 5,600 | 400 | (1,000) | 5,000 |
| Unclaimed Monies - Rates | 5,179 | 0 | 0 | 5,179 |
| BROC - Management Funds | 1 | 0 | 0 | 1 |
| RSL Hall Key Bond | 430 | 0 | 0 | 430 |
| Special Series Plates | 1,540 | 3,410 | (2,200) | 2,750 |
| Northampton Child Care Association | 12,797 | 10,857 | (150) | 23,503 |
| Horrocks Memorial Wall | 204 | 500 | (291) | 413 |
| One Life | 940 | 0 | 0 | 940 |
| Rubbish Tip Key Bond | 1,400 | 200 | 0 | 1,600 |
| Horrocks - Skatepark | 1,050 | 0 | 0 | 1,050 |
| RSL - Kalbarri Memorial | 16,130 | 0 | 0 | 16,130 |
| DOT - Department of Transport | 0 | 143,836 | (143,836) | 0 |
| Cyclone Seroja Donations | 23,219 | 34,540 | (12,500) | 45,259 |
| Sale of Land | 0 | 150,503 | (119,742) | 30,761 |
| Nomination Deposits | 0 | 800 | (640) | 160 |
| Housing Bonds | 0 | 0 | (760) | (760) |
| | 76,409 | 389,312 | (327,781) | 137,940 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**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 2021-22 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 | 25,228 | 90.89% | ▲ Permanent | Var due to reimb of lease costs, ATO refund & additional agents fees |
| General purpose funding | 344,758 | 6.84% | ▲ Permanent | Variance due to additional FAG's General Grant |
| Law, order and public safety | 14,485 | 31.79% | ▲ Timing | Var due to (DFES Funded) SES outboard motor purchase. |
| Education and welfare | 37,378 | 37.43% | ▲ Timing | Var associated with NCCA operational grant payment |
| Housing | (10,452) | (27.42%) | ▼ Permanent | Var due to reduced residential rental income |
| Community amenities | (160,319) | (15.98%) | ▼ Timing | Var associated with insurance reimbursement allocation for replacement of buildings (Ablutions) |
| Recreation and culture | (266,338) | (86.98%) | ▼ Timing | Var associated with insurance reimbursement allocation for replacement of buildings (Kalbarri Camp) |
| Economic services | 79,344 | 45.38% | ▲ Permanent | Var due to additional building permit revenue |
| Other property and services | 3,118,622 | 1064.25% | ▲ Timing | Var due to recieval of LGIS Insurance pre-payments and DRFAWA reimbursement |
| Expenditure from operating activities | | | | |
| General purpose funding | 13,963 | 9.73% | ▲ Timing | Minor short term variance |
| Law, order and public safety | (61,651) | (31.05%) | ▼ Permanent | Var due to Kalbarri SES outboard motor purchase and BFB PPE bulk purchase |
| Education and welfare | (19,745) | (15.68%) | ▼ Timing | Var due to increased NCCA payroll costs (inc workers compensation employee payments) |
| Housing | (6,786) | (15.46%) | ▼ Timing | Var due to insurance repairs post Seroja |
| Community amenities | (10,651) | (1.31%) | ▼ Timing | Var due to lag in refuse collection payments |
| Recreation and culture | 183,645 | 18.79% | ▲ Timing | Minor variance across multiple accounts, actuals and budget will converge |
| Transport | 206,843 | 10.75% | ▲ Timing | Variance due to muni roads underspend, actuals and budget should reconcile as year progresses |
| Other property and services | (1,118,874) | (647.71%) | ▼ Permanent | Var due to the costs associated with cyclone Seroja insurance and recovery works |
| Investing activities | | | | |
| Non-operating grants, subsidies and contributions | (490,074) | (99.69%) | ▼ Timing | Temporary short term variance |
| Self-supporting loan principal | (10,022) | (56.28%) | ▼ Timing | Will reconcile, budget timing situation only |
| Capital acquisitions | (18,013) | (1.01%) | ▼ Timing | Further Plant purchases to be completed in second half of the year |
| Financing activities | | | | |
| Transfer to reserves | (54,017) | (92.28%) | ▼ Timing | Transfers processed October 2021 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 26

7.4.3 MONTHLY FINANCIAL STATEMENTS – JANUARY 2022

| | |
|--------------------------------|--|
| FILE REFERENCE: | 1.1.1 |
| DATE OF REPORT: | 10th February 2022 |
| DISCLOSURE OF INTEREST: | Nil |
| REPORTING OFFICER: | Grant Middleton |
| APPENDICES: | Monthly Financial Report for January 2022 |

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 January 2022 are detailed from page 1 to page 26 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31st January 2022 financial position is comprised of the following:

Total operating revenue has a surplus position of \$3,103,172 and operating expenditure has a deficit position of \$727,341 to the end of January 2022.

The surplus revenue position is predominately due to the \$2,750,000 insurance payment from LGIS received during August and December and additional FAG's General Grant Revenue. The additional expenditure compared to budget relates predominately to Cyclone Seroja insurance repairs which will be offset by insurance revenue.

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

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

STATUTORY IMPLICATIONS:

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

POLICY 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 January 2022.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 January 2022

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 Other Liabilities | 22 |
| Note 12 Operating grants and contributions | 23 |
| Note 13 Non operating grants and contributions | 24 |
| Note 14 Trust Fund | 25 |
| Note 15 Variance | 26 |

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2022**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2022

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

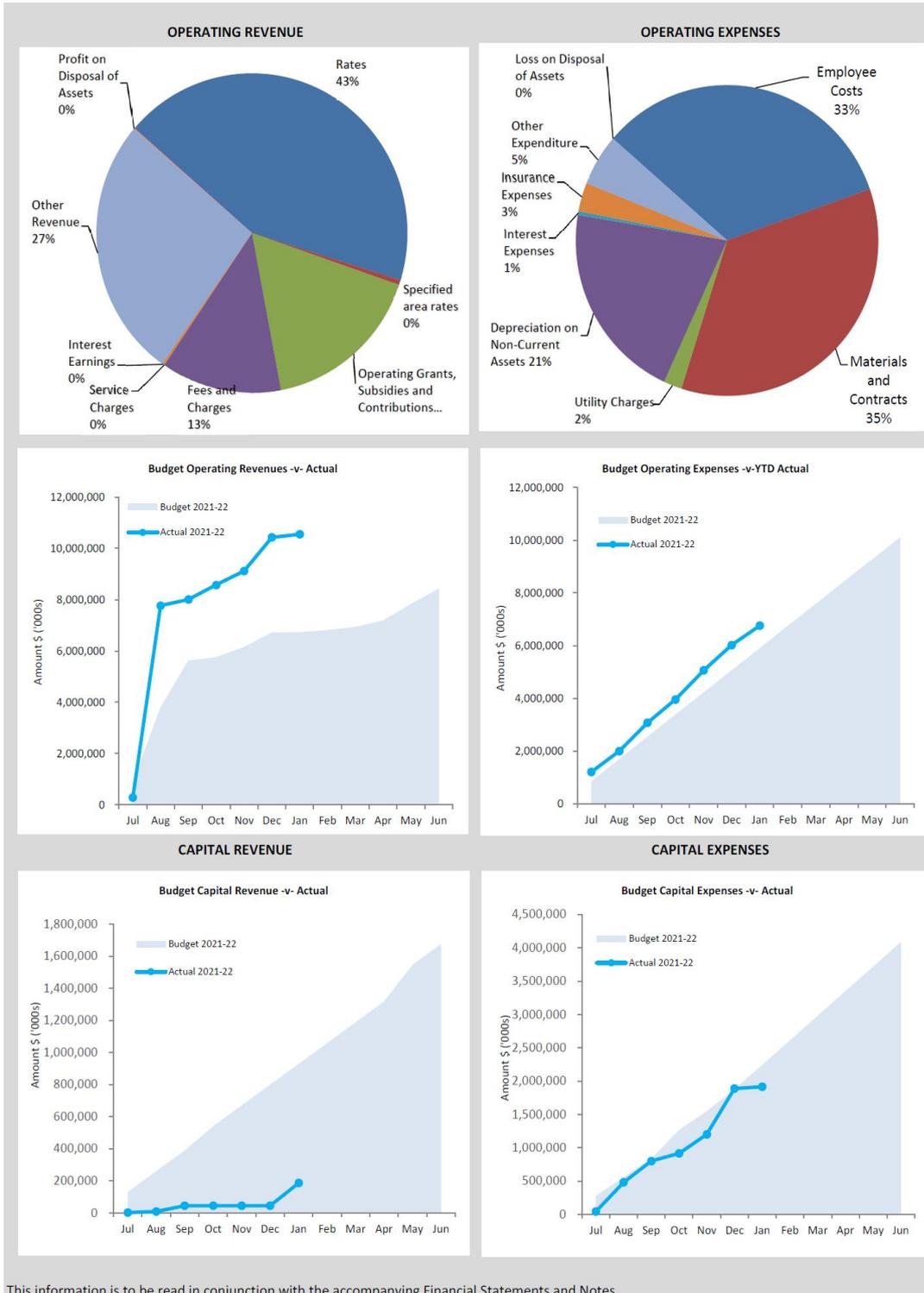
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2022

SUMMARY INFORMATION - GRAPHS



**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2022**

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

STATUTORY REPORTING PROGRAMS

| | Ref Note | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
|---|-------------|---------------------|----------------------|----------------------|--------------------|-----------------------|------|
| | | \$ | \$ | \$ | \$ | % | |
| Opening funding surplus / (deficit) | 1(c) | 1,846,346 | 1,846,346 | 1,548,264 | (298,082) | (16.14%) | |
| Revenue from operating activities | | | | | | | |
| Governance | | 55,530 | 32,382 | 57,064 | 24,682 | 76.22% | ▲ |
| General purpose funding | 6 | 5,481,789 | 5,043,392 | 5,386,528 | 343,136 | 6.80% | ▲ |
| Law, order and public safety | | 91,166 | 53,158 | 83,610 | 30,452 | 57.29% | ▲ |
| Health | | 33,112 | 20,964 | 16,165 | (4,799) | (22.89%) | ▼ |
| Education and welfare | | 199,723 | 116,494 | 138,369 | 21,875 | 18.78% | ▲ |
| Housing | | 76,240 | 44,464 | 29,785 | (14,679) | (33.01%) | ▼ |
| Community amenities | | 1,278,003 | 1,049,280 | 862,321 | (186,959) | (17.82%) | ▼ |
| Recreation and culture | | 612,449 | 357,231 | 49,930 | (307,301) | (86.02%) | ▼ |
| Transport | | 206,300 | 203,372 | 205,758 | 2,386 | 1.17% | ▲ |
| Economic services | | 231,555 | 184,278 | 264,145 | 79,867 | 43.34% | ▲ |
| Other property and services | | 586,104 | 341,873 | 3,456,385 | 3,114,512 | 911.01% | ▲ |
| | | 8,851,971 | 7,446,888 | 10,550,060 | 3,103,172 | | ▲ |
| Expenditure from operating activities | | | | | | | |
| Governance | | (917,940) | (561,527) | (544,212) | 17,315 | 3.08% | ▲ |
| General purpose funding | | (281,435) | (166,528) | (141,613) | 24,915 | 14.96% | ▲ |
| Law, order and public safety | | (371,591) | (232,574) | (295,599) | (63,025) | (27.10%) | ▼ |
| Health | | (221,420) | (130,903) | (124,334) | 6,569 | 5.02% | ▲ |
| Education and welfare | | (247,577) | (146,177) | (161,281) | (15,104) | (10.33%) | ▼ |
| Housing | | (80,882) | (50,042) | (58,352) | (8,310) | (16.61%) | ▼ |
| Community amenities | | (1,611,155) | (944,256) | (978,931) | (34,675) | (3.67%) | ▼ |
| Recreation and culture | | (1,898,598) | (1,130,890) | (912,305) | 218,585 | 19.33% | ▲ |
| Transport | | (3,842,840) | (2,244,260) | (1,946,967) | 297,293 | 13.25% | ▲ |
| Economic services | | (428,844) | (251,139) | (243,204) | 7,935 | 3.16% | ▲ |
| Other property and services | | (208,349) | (178,654) | (1,357,493) | (1,178,839) | (659.84%) | ▼ |
| | | (10,110,631) | (6,036,950) | (6,764,291) | (727,341) | | ▼ |
| Non-cash amounts excluded from operating activities | 1(a) | 2,337,800 | 1,357,215 | 1,390,185 | 32,970 | 2.43% | ▲ |
| Amount attributable to operating activities | | 1,079,140 | 2,767,153 | 5,175,954 | 2,408,801 | | ▲ |
| Investing Activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 13 | 981,656 | 573,253 | 144,167 | (429,086) | (74.85%) | ▼ |
| Proceeds from disposal of assets | 7 | 157,000 | 156,996 | 35,000 | (121,996) | (77.71%) | ▼ |
| Proceeds from self supporting loans | 9 | 35,626 | 20,776 | 7,786 | (12,990) | (62.52%) | ▼ |
| Purchase of property, plant and equipment | 8 | (3,886,400) | (2,127,267) | (1,797,859) | 329,408 | 15.49% | ▲ |
| Amount attributable to investing activities | | (2,712,118) | (1,376,242) | (1,610,906) | (234,664) | | ▼ |
| Financing Activities | | | | | | | |
| Proceeds from new debentures | 9 | 100,000 | 0 | 0 | 0 | 0.00% | |
| Repayment of debentures | 9 | (196,293) | (114,504) | (119,837) | (5,332) | (4.66%) | ▼ |
| Transfer to reserves | 10 | (117,075) | (68,294) | (157,284) | (88,990) | (130.31%) | ▼ |
| Amount attributable to financing activities | | (213,368) | (182,798) | (277,121) | (94,323) | | ▼ |
| Closing funding surplus / (deficit) | 1(c) | 0 | 3,054,459 | 4,836,191 | | | |

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 2021-22 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.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JANUARY 2022

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

Assets that were acquired for consideration that was less than fair value principally to enable the Shire to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was 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.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

BY NATURE OR TYPE

| | Ref Note | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
|---|-------------|---------------------|----------------------|----------------------|--------------------|-----------------------|------|
| | | \$ | \$ | \$ | \$ | % | |
| Opening funding surplus / (deficit) | 1(c) | 1,846,346 | 1,846,346 | 1,548,264 | (298,082) | (16.14%) | ▼ |
| Revenue from operating activities | | | | | | | |
| Rates | 6 | 4,595,218 | 4,595,218 | 4,577,809 | (17,409) | (0.38%) | ▼ |
| Specified area rates | 6 | 51,000 | 51,000 | 50,144 | (856) | (1.68%) | |
| Operating grants, subsidies and contributions | 12 | 2,883,980 | 1,682,536 | 1,768,397 | 85,861 | 5.10% | ▲ |
| Fees and charges | | 1,254,773 | 1,063,642 | 1,321,083 | 257,441 | 24.20% | ▲ |
| Interest earnings | | 51,500 | 39,000 | 23,397 | (15,603) | (40.01%) | ▼ |
| Other revenue | | 0 | 0 | 2,794,729 | 2,794,729 | 0.00% | |
| Profit on disposal of assets | 7 | 15,500 | 15,492 | 14,501 | (991) | (6.40%) | |
| | | 8,851,971 | 7,446,888 | 10,550,060 | 3,103,172 | | ▲ |
| Expenditure from operating activities | | | | | | | |
| Employee costs | | (3,837,409) | (2,275,725) | (2,250,090) | 25,635 | 1.13% | ▲ |
| Materials and contracts | | (2,809,898) | (1,640,763) | (2,383,975) | (743,212) | (45.30%) | ▼ |
| Utility charges | | (326,395) | (190,246) | (132,885) | 57,361 | 30.15% | ▲ |
| Depreciation on non-current assets | | (2,353,300) | (1,372,707) | (1,404,686) | (31,979) | (2.33%) | ▼ |
| Interest expenses | | (61,171) | (35,672) | (27,788) | 7,884 | 22.10% | ▲ |
| Insurance expenses | | (211,641) | (211,596) | (200,543) | 11,053 | 5.22% | ▲ |
| Other expenditure | | (510,817) | (310,241) | (364,325) | (54,084) | (17.43%) | ▼ |
| | | (10,110,631) | (6,036,950) | (6,764,291) | (727,341) | | ▼ |
| Non-cash amounts excluded from operating activities | 1(a) | 2,337,800 | 1,357,215 | 1,390,185 | 32,970 | 2.43% | ▲ |
| Amount attributable to operating activities | | 1,079,140 | 2,767,153 | 5,175,954 | 2,408,801 | | ▲ |
| Investing activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 13 | 981,656 | 573,253 | 144,167 | (429,086) | (74.85%) | ▼ |
| Proceeds from disposal of assets | 7 | 157,000 | 156,996 | 35,000 | (121,996) | (77.71%) | ▼ |
| Proceeds from self-supporting loans | 9 | 35,626 | 20,776 | 7,786 | (12,990) | (62.52%) | ▼ |
| Payments for property, plant and equipment | 8 | (3,886,400) | (2,127,267) | (1,797,859) | 329,408 | (15.49%) | ▲ |
| Amount attributable to investing activities | | (2,712,118) | (1,376,242) | (1,610,906) | (234,664) | | ▼ |
| Financing Activities | | | | | | | |
| Proceeds from new debentures | 9 | 100,000 | 0 | 0 | 0 | 0.00% | |
| Repayment of debentures | 9 | (196,293) | (114,504) | (119,837) | (5,332) | (4.66%) | ▼ |
| Transfer to reserves | 10 | (117,075) | (68,294) | (157,284) | (88,990) | (130.31%) | ▼ |
| Amount attributable to financing activities | | (213,368) | (182,798) | (277,121) | (94,323) | | |
| Closing funding surplus / (deficit) | 1(c) | 0 | 3,054,459 | 4,836,191 | | | |

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 JANUARY 2022

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

| | Notes | Adopted Budget | YTD Budget | YTD Actual (b) |
|--|-------|------------------|------------------|------------------|
| Non-cash items excluded from operating activities | | | | |
| | | | \$ | \$ |
| Adjustments to operating activities | | | | |
| Add/Deduct: Profit/Loss on asset disposals | 7 | (15,500) | (15,492) | (14,501) |
| Add: Depreciation on assets | | 2,353,300 | 1,372,707 | 1,404,686 |
| Total non-cash items excluded from operating activities | | 2,337,800 | 1,357,215 | 1,390,185 |

(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 30-06-2021 | This Year Opening 1 July 2021 | Year to Date 31 January 2022 |
|--|----|---------------------------------|----------------------------------|---------------------------------|
| Adjustments to net current assets | | | | |
| Less: Reserves - restricted cash | 10 | (839,610) | (839,610) | (996,894) |
| Less: - Financial assets at amortised cost - self supporting loans | 4 | (35,627) | (34,126) | (7,786) |
| Less: Land Held for Resale | | (235,000) | (235,000) | (235,000) |
| Add/Less: Adjustments | | | | 39,874 |
| Add: Borrowings | 9 | 196,293 | 196,293 | 119,837 |
| Add: Provisions - Employee | 11 | 757,961 | 757,960 | 718,085 |
| Total adjustments to net current assets | | (155,983) | (154,483) | (361,884) |

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

| | | | | |
|--|------|------------------|------------------|------------------|
| Current assets | | | | |
| Cash and cash equivalents | 2 | 2,558,150 | 2,524,567 | 5,412,635 |
| Financial assets at amortised cost | 2 | 0 | 34,126 | 7,786 |
| Rates receivables | 3 | 253,928 | 179,502 | 406,723 |
| Receivables | 3 | 423,158 | 408,171 | 159,890 |
| Other current assets | 4 | 240,791 | 240,791 | 269,203 |
| Less: Current liabilities | | | | |
| Payables | 5 | (490,296) | (569,592) | (220,239) |
| Borrowings | 9 | (196,293) | (196,293) | (119,837) |
| Contract liabilities | 11 | 0 | (200,441) | 0 |
| Provisions | 11 | (787,109) | (718,084) | (718,085) |
| Less: Total adjustments to net current assets | 1(b) | (155,983) | (154,483) | (361,884) |
| Closing funding surplus / (deficit) | | 1,846,346 | 1,548,264 | 4,836,191 |

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 JANUARY 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

| Description | Classification | Unrestricted \$ | Restricted \$ | Total Cash \$ | Trust \$ | Institution | Interest Rate | Maturity Date |
|---------------------------|----------------|--------------------|------------------|---------------------|----------------|-------------|------------------|------------------|
| Cash on hand | | | | | | | | |
| Cash Deposits | Municipal | 2,413,219 | | 2,413,219 | | NAB | | At call |
| Petty Cash | Cash on Hand | 1,450 | | 1,450 | | | | |
| Investment | Reserves | 0 | 996,894 | 996,894 | | NAB | 0.28% | 28/09/2021 |
| Cash Deposits | Trust | 0 | 141,056 | 141,056 | 141,056 | NAB | | At Call |
| Investment | Term Deposit | 500,021 | | 500,021 | | NAB | | 28/02/2022 |
| Investment | Term Deposit | 500,148 | | 500,148 | | NAB | | 31/03/2022 |
| Investment | Term Deposit | 1,000,902 | | 1,000,902 | | NAB | | 31/01/2022 |
| Total | | 4,415,741 | 1,137,950 | 5,553,690 | 141,056 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 4,415,741 | 1,137,950 | 5,553,690 | 141,056 | | | |
| | | 4,415,741 | 1,137,950 | 5,553,690 | 141,056 | | | |

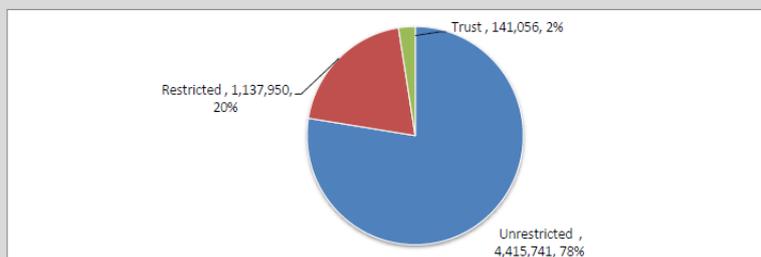
KEY INFORMATION

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

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

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

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



| Total Cash | Unrestricted |
|-----------------|-----------------|
| \$5.55 M | \$4.42 M |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

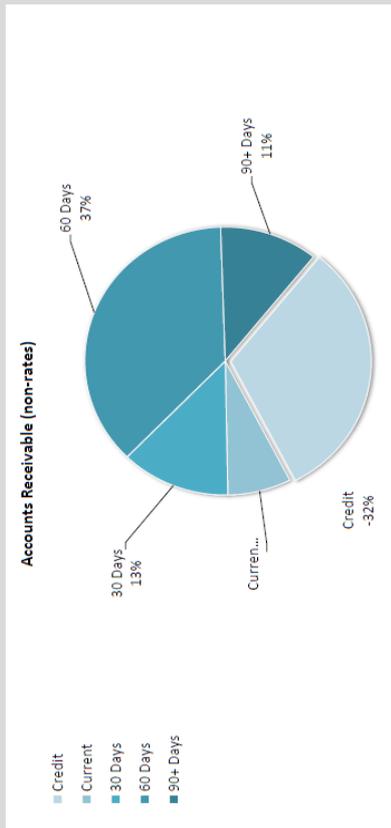
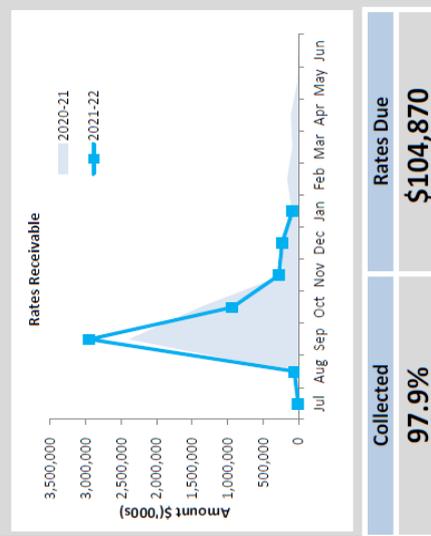
| | 31-Jan-22 | 30 June 2021 |
|--------------------------------|----------------|----------------|
| Rates receivable | \$ 104,870 | \$ 211,013 |
| Opening arrears previous years | 4,627,953 | 4,709,139 |
| Levied this year | (4,326,100) | (4,815,282) |
| Less - collections to date | 406,723 | 104,870 |
| Equals current outstanding | | |
| Net rates collectable | 406,723 | 104,870 |
| % Collected | 91.4% | 97.9% |

| Receivables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|-----------------|--------------|---------------|---------------|---------------|----------------|
| Receivables - general | (27,934) | 6,466 | 11,157 | 32,885 | 10,043 | \$ 32,617 |
| Percentage | (85.6%) | 19.8% | 34.2% | 100.8% | 30.8% | |
| Balance per trial balance | (27,934) | 6,466 | 11,157 | 32,885 | 10,043 | 32,617 |
| Sundry receivable | | 24,443 | | | | 24,443 |
| Rubbish Receivables | | 37,595 | | | | 37,595 |
| Accrued Income | | (8,656) | | | | (8,656) |
| Emergency Services Levy | | 73,890 | | | | 73,890 |
| Total receivables general outstanding | | | | | | 159,890 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



| | |
|--------------|------------------|
| Debtors Due | \$159,890 |
| Over 30 Days | 166% |
| Over 90 Days | 30.8% |

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

| | Opening Balance 1 July 2021 | Asset Increase | Asset Reduction | Closing Balance 31 January 2022 |
|-----------------------------------|-----------------------------------|-------------------|--------------------|---------------------------------------|
| | \$ | \$ | \$ | \$ |
| Other current assets | | | | |
| Inventory | | | | |
| Fuel & Materials | 5,791 | 0 | 28,412 | 34,203 |
| Land Held for Resale | 235,000 | 0 | 0 | 235,000 |
| Total other current assets | | | | 269,203 |

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 JANUARY 2022

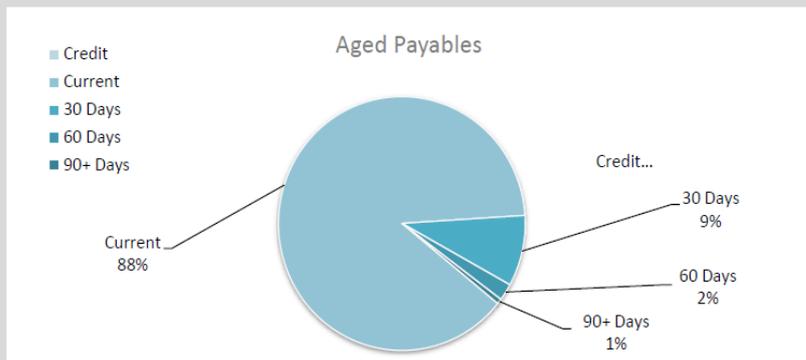
OPERATING ACTIVITIES
NOTE 5
Payables

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|----------|----------------|--------------|--------------|------------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 95,624 | 9,797 | 2,343 | 709 | 108,474 |
| Percentage | 0% | 88.2% | 9% | 2.2% | 0.7% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | 0 | 95,624 | 9,797 | 2,343 | 709 | 108,474 |
| Sundry/Payroll Deductions | | (40) | | | | (40) |
| Tax Payable | | 79,899 | | | | 79,899 |
| Accrued salaries and wages | | 1,500 | | | | 1,500 |
| Bonds and Deposits | | 30,407 | | | | 30,407 |
| Total payables general outstanding | 0 | 207,390 | 9,797 | 2,343 | 709 | 220,239 |

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

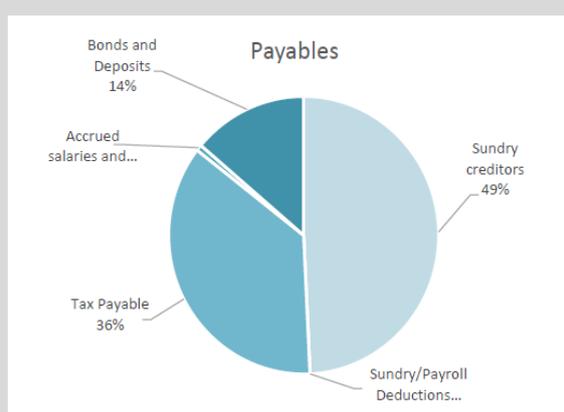
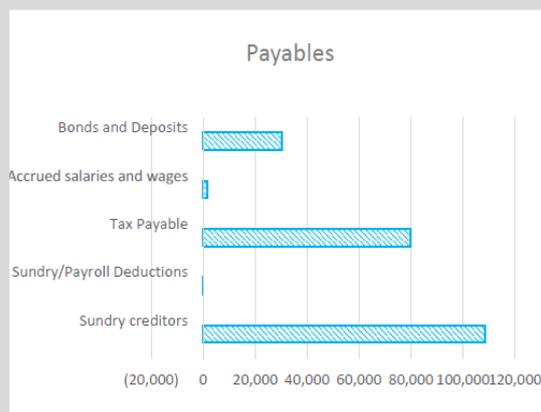
\$220,239

Over 30 Days

12%

Over 90 Days

0.7%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

| General rate revenue | Rate in \$ (cents) | Number of Properties | Budget | | | YTD Actual | | | Total Revenue | | |
|-----------------------------------|-----------------------|-------------------------|--------------------|------------------|-----------------|--------------|------------------|------------------|------------------|----------------|------------------|
| | | | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Rate Revenue | Interim Rates | | Back Rates | |
| RATE TYPE | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | | |
| Gross rental value | | | | | | | | | | | |
| General GRV | 0.079956 | 1,459 | 20,058,557 | 1,591,761 | 0 | 0 | 1,591,761 | 1,603,612 | (24,553) | (7,274) | 1,571,785 |
| Unimproved value | | | | | | | | | | | |
| General UV | 0.011983 | 428 | 203,434,031 | 2,338,452 | 0 | 0 | 2,338,452 | 2,338,747 | 1,627 | 80 | 2,340,454 |
| Sub-Total | | 1,887 | 223,492,588 | 3,930,213 | 0 | 0 | 3,930,213 | 3,942,359 | (22,926) | (7,194) | 3,912,239 |
| Minimum payment | | | | | | | | | | | |
| Gross rental value | | | | | | | | | | | |
| General GRV | 565 | 1,116 | 3,390,741 | 630,540 | 0 | 0 | 630,540 | 636,755 | 0 | 0 | 636,755 |
| Unimproved value | | | | | | | | | | | |
| General UV | 565 | 61 | 789,227 | 34,465 | | | 34,465 | 28,815 | | | 28,815 |
| Sub-total | | 1,177 | 4,179,968 | 665,005 | 0 | 0 | 665,005 | 665,570 | 0 | 0 | 665,570 |
| Total general rates | | | | | | | 4,595,218 | | | | 4,577,809 |
| Specified area rates | | | | | | | | | | | |
| Kalbarri Tourism | 0.001821 | | 16,484,984 | 30,000 | 0 | 0 | 30,000 | 30,076 | (932) | 0 | 29,144 |
| Port Gregory Water Supply | 0.037394 | | 561,586 | 21,000 | 0 | 0 | 21,000 | 21,000 | 0 | 0 | 21,000 |
| Total specified area rates | | | 17,046,570 | 51,000 | 0 | 0 | 51,000 | 51,076 | (932) | 0 | 50,144 |
| Total | | | | | | | 4,646,218 | | | | 4,627,953 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 13

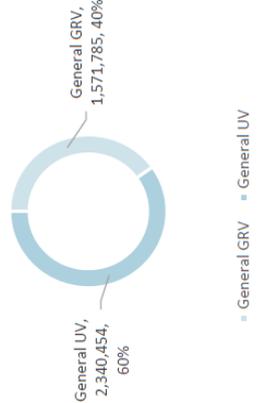
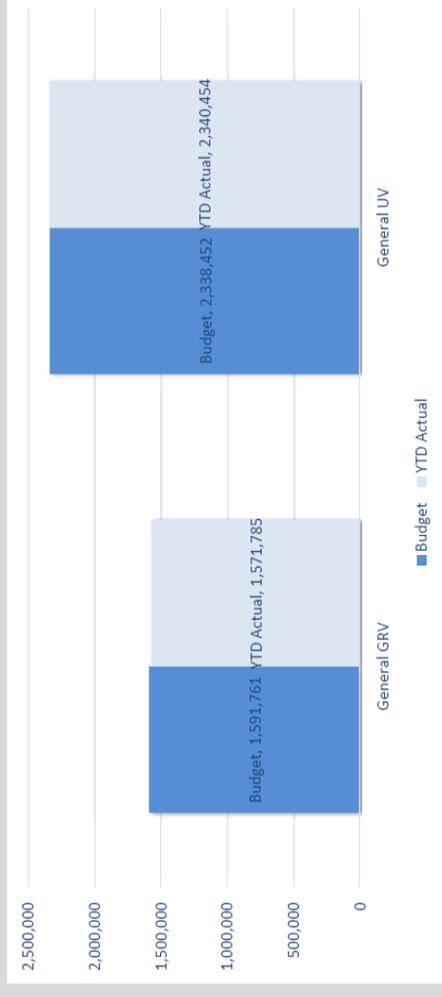
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

KEY INFORMATION

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

| General Rates | | |
|----------------|-----------------|---------------|
| Budget | YTD Actual | % |
| \$4.6 M | \$4.58 M | 99.62% |

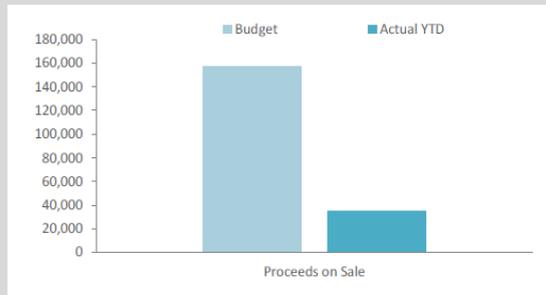


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

| Asset Ref. | Asset description | Budget | | | | YTD Actual | | | |
|------------|---------------------------------|----------------|----------------|---------------|-----------------|----------------|---------------|---------------|----------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | Plant and equipment | | | | | | | | |
| | Health | | | | | | | | |
| 41768 | P282 - Kia Optima - EHO | 11,000 | 15,000 | 4,000 | 0 | | | 0 | 0 |
| | Transport | | | | | | | | |
| 41770 | P284 - Ute LH Main't N'hpton | 15,000 | 10,000 | 0 | (5,000) | | | 0 | 0 |
| 41758 | P271 - Ute LH Road Construction | 2,000 | 10,000 | 8,000 | 0 | | | 0 | 0 |
| 41676 | P198 - Ute M'tce Grader Op | 2,500 | 2,000 | 0 | (500) | | | 0 | 0 |
| 41736 | P252 - Heavy Loader N'hpton | 90,000 | 85,000 | 0 | (5,000) | | | 0 | 0 |
| 41715 | P234 - M'tce Truck N'hpton | 21,000 | 35,000 | 14,000 | 0 | 20,499 | 35,000 | 14,501 | 0 |
| | | 141,500 | 157,000 | 26,000 | (10,500) | 20,499 | 35,000 | 14,501 | 0 |

KEY INFORMATION



| Proceeds on sale | | |
|------------------|-----------------|------------|
| Annual Budget | YTD Actual | % |
| \$157,000 | \$35,000 | 22% |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

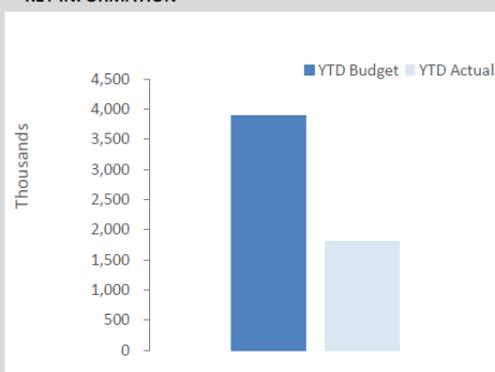
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

| Capital acquisitions | Adopted | | YTD Actual | YTD Actual Variance |
|--|------------------|------------------|------------------|---------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Buildings | 866,500 | 319,620 | 1,144,130 | 824,510 |
| Furniture and equipment | 10,000 | 5,831 | 24,213 | 18,382 |
| Plant and equipment | 759,015 | 536,915 | 220,915 | (316,000) |
| Infrastructure - Roads | 1,718,625 | 1,002,491 | 62,292 | (940,199) |
| Infrastructure - Footpaths & Carparks | 274,684 | 112,176 | 131,207 | 19,031 |
| Infrastructure - Parks & Ovals | 252,076 | 147,028 | 215,101 | 68,073 |
| Infrastructure - Other | 5,500 | 3,206 | 0 | (3,206) |
| Capital Expenditure Totals | 3,886,400 | 2,127,267 | 1,797,859 | (329,408) |
| Capital Acquisitions Funded By: | | | | |
| | \$ | \$ | \$ | \$ |
| Capital grants and contributions | 981,656 | 573,253 | 144,167 | (429,086) |
| Borrowings | 100,000 | 0 | 0 | 0 |
| Other (disposals & C/Fwd) | 157,000 | 156,996 | 35,000 | (121,996) |
| Cash backed reserves | | | | |
| Leave Reserve | 237,014 | 237,014 | 235,904 | (1,110) |
| Roadworks Reserve | 29,640 | 29,640 | 29,195 | (445) |
| Kalbarri Airport Reserve | 205,573 | 205,573 | 205,483 | (90) |
| Building/Housing Reserve | 131,864 | 131,864 | 131,419 | (445) |
| Kalbarri Tourism Rate Reserve | 6,975 | 6,975 | 6,975 | 0 |
| Computer and Office Equipment Reserve | 33,948 | 33,948 | 33,728 | (220) |
| Land Development Reserve | 311,671 | 311,671 | 354,190 | 42,519 |
| Contribution - operations | 1,691,059 | 440,333 | 621,798 | 181,465 |
| Capital funding total | 3,886,400 | 2,127,267 | 1,797,859 | (329,408) |

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.

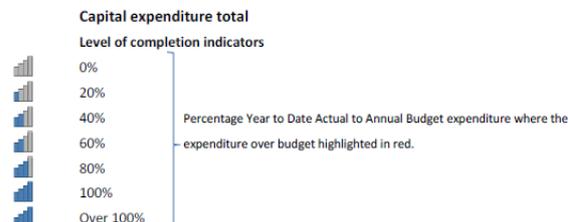
KEY INFORMATION

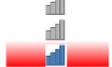
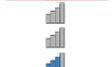
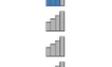
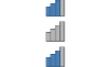
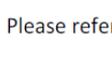


| | | | |
|----------------------|----------------------|-------------------|-------------------|
| Acquisitions | Annual Budget | YTD Actual | % Spent |
| | \$3.89 M | \$1.8 M | 46% |
| Capital Grant | Annual Budget | YTD Actual | % Received |
| | \$.98 M | \$.14 M | 15% |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



| % | Account Description | Current Budget | Year to Date Budget | Year to Date Actual | Variance (Under)/Over |
|---|---|------------------|---------------------|---------------------|-----------------------|
| | Governance | | | | |
|  | Photocopier & Fuji Screen N'pton Office, LED Footings | 10,000 | 5,831 | 24,213 | (14,213) |
| | Governance Total | 10,000 | 5,831 | 24,213 | (14,213) |
|  | St John's Building Port Gregory | 0 | 0 | 129,460 | (129,460) |
| | Education and Welfare Total | 0 | 0 | 129,460 | (129,460) |
| | Health | | | | |
|  | EHO Vehicle | 34,000 | 33,996 | 0 | 34,000 |
| | Education and Welfare Total | 34,000 | 33,996 | 0 | 34,000 |
|  | Purchase of Lot 72 Seventh Avenue Northampton | 0 | 0 | 323,515 | (323,515) |
| | Communities Amenities | | | | |
|  | Marina Ablutions | 156,000 | 26,000 | 84,695 | 71,305 |
|  | Sallys Tree ablutions | 160,000 | 26,667 | 108,185 | 51,815 |
|  | Chinamans Ablutions | 130,000 | 21,667 | 82,723 | 47,277 |
|  | Memorial Tree (LR&I Funding) | 17,100 | 9,975 | 21,050 | (3,950) |
|  | Install Dump Point Horrocks | 5,000 | 2,912 | 0 | 5,000 |
|  | Seal Access Road to Horrocks Dump Point | 24,825 | 14,462 | 0 | 24,825 |
| | Communities Amenities Total | 492,925 | 101,682 | 296,653 | 196,272 |
| | Recreation And Culture | | | | |
|  | Horrocks Playground Equipment | 5,720 | 3,332 | 8,737 | (3,017) |
|  | Pump Tracks Horrocks & Northampton | 120,000 | 69,993 | 81,032 | 38,968 |
|  | Marina Playground | 104,256 | 60,816 | 104,283 | (27) |
|  | Allen Centre - Tourist Bus Carpark | 117,064 | 20,245 | 131,207 | (14,143) |
|  | Kalbarri Community Camp Kitchen | 400,000 | 233,331 | 171,339 | 228,661 |
|  | Northampton Bowling Club Fence (Funded by the Club) | 0 | 0 | 80,613 | (80,613) |
|  | Stud Breeders Shed - Northampton | 0 | 0 | 150,000 | (150,000) |
| | Recreation And Culture Total | 747,040 | 387,717 | 727,211 | 19,829 |
| | Transport | | | | |
|  | Road Construction | 1,693,800 | 988,029 | 62,292 | 1,631,508 |
|  | Footpath/Carpark Construction | 157,620 | 91,931 | 0 | 157,620 |
|  | Maintenance Truck C/Over | 167,515 | 97,715 | 169,533 | (2,018) |
|  | Truck & Trailer Tarpaulins | 25,000 | 14,583 | 0 | 25,000 |
|  | Heavy Loader - Northampton | 330,000 | 192,496 | 0 | 330,000 |
|  | Zero Turn Mower - Horrocks | 10,500 | 6,125 | 10,135 | 365 |
|  | Ute Leading Hand Maintenance | 52,000 | 37,000 | 0 | 52,000 |
|  | Ute Road Construction | 55,000 | 55,000 | 0 | 55,000 |
|  | Ute Maintenance Grader | 40,000 | 55,000 | 0 | 40,000 |
|  | Kalbarri Depot Ablution | 20,500 | 11,956 | 13,600 | 6,900 |
| | Transport Total | 2,551,935 | 1,549,835 | 255,560 | 2,296,375 |
| | Economic & Other Property and Services | | | | |
|  | Purchase Vehicle Building Surveyor | 45,000 | 45,000 | 41,247 | 3,753 |
|  | Monitoring system - Port Gregory Water Supply | 5,500 | 3,206 | 0 | 5,500 |
| | Economic & Other Property and Services Total | 50,500 | 48,206 | 41,247 | 9,253 |
| | Capital Expenditure by Program Total | 3,886,400 | 2,127,267 | 1,797,859 | 2,088,541 |

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 JANUARY 2022

Repayments - borrowings

| Information on borrowings Particulars | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--|-----------------------|---------|----------------------|---------|-----------------------|-----------|---------------------|--------|
| | 1 July 2021 Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Housing | | | | | | | | |
| Loan 154 - Staff Housing | 189,159 | 0 | 18,145 | 36,586 | 171,014 | 152,573 | 2,514 | 5,773 |
| Recreation and culture | | | | | | | | |
| Loan 156 - RSL Hall Extensions | 454,484 | 0 | 23,589 | 47,420 | 430,895 | 407,064 | 4,203 | 10,920 |
| Transport | | | | | | | | |
| Loan 153 - Plant Purchases | 133,684 | 0 | 44,538 | 44,538 | 89,146 | 89,146 | 3,210 | 3,787 |
| Loan 157 - Plant Purchases | 340,000 | 0 | 15,997 | 32,122 | 324,003 | 307,878 | 2,467 | 6,864 |
| Loan 158 - Plant Purchases | 0 | 100,000 | 0 | 0 | 0 | 100,000 | 0 | 0 |
| | 1,117,327 | 0 | 102,268 | 160,666 | 1,015,059 | 1,056,661 | 12,394 | 27,344 |
| Self supporting loans | | | | | | | | |
| Education and welfare | | | | | | | | |
| Loan 155 - Pioneer Lodge | 358,026 | 0 | 7,786 | 15,726 | 350,240 | 342,300 | 6,772 | 15,723 |
| Recreation and culture | | | | | | | | |
| Loan 151 - Kalbarri Bowling Club | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other property and services | | | | | | | | |
| Loan 152 - Staff Housing (CEO) | 293,742 | 0 | 9,783 | 19,901 | 302,907 | 273,841 | 8,621 | 18,104 |
| | 651,768 | 0 | 17,569 | 35,627 | 653,147 | 616,141 | 15,394 | 33,827 |
| Total | 1,769,095 | 0 | 119,837 | 196,293 | 1,668,206 | 1,672,802 | 27,788 | 61,171 |
| Current borrowings | 196,293 | | | | 119,837 | | | |
| Non-current borrowings | 1,572,802 | | | | 1,548,369 | | | |
| | 1,769,095 | | | | 1,668,206 | | | |

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 JANUARY 2022

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

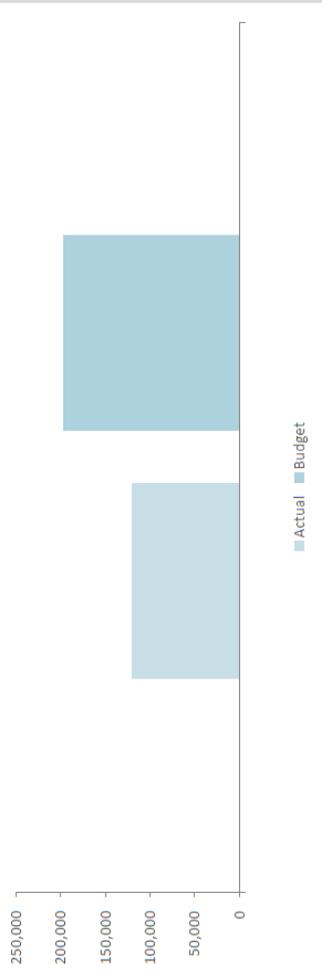
New borrowings 2021-22

| Particulars | Amount Borrowed | | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) | | Balance Unspent |
|----------------------------|-----------------|------------|-------------|-----------|------------|--------------------------|---------------|---------------|--------|-----------------|
| | Actual | Budget | | | | | | Actual | Budget | |
| Loan 158 - Plant Purchases | \$ 0 | \$ 100,000 | WATC | Fixed | 10 | \$ 7,392 | 1.25 % | \$ 0 | \$ 0 | \$ 0 |
| | 0 | 100,000 | | | | 7,392 | | 0 | 0 | 0 |

KEY INFORMATION

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

Borrowings (Principal Repayments)



| | |
|----------------------|-----------|
| Principal repayments | \$119,837 |
| Interest earned | \$23,397 |
| Reserves balance | \$1. M |
| Interest expense | \$27,788 |
| Loans due | \$1.67 M |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

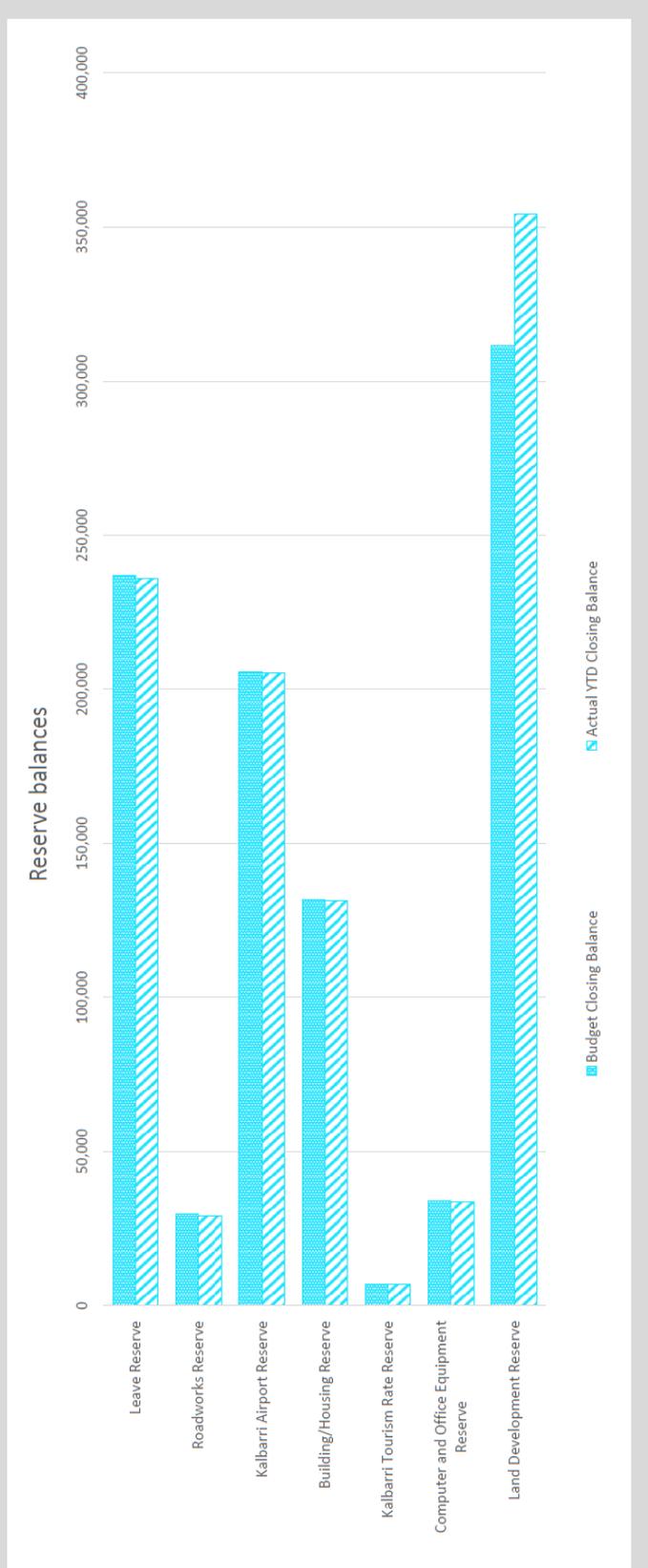
Cash backed reserve

| Reserve name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|---------------------------------------|-----------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Leave Reserve | 230,764 | 1,250 | 140 | 5,000 | 5,000 | 0 | 0 | 237,014 | 235,904 |
| Roadworks Reserve | 29,140 | 500 | 55 | 0 | 0 | 0 | 0 | 29,640 | 29,195 |
| Kalbarri Airport Reserve | 105,473 | 100 | 10 | 100,000 | 100,000 | 0 | 0 | 205,573 | 205,483 |
| Building/Housing Reserve | 131,364 | 500 | 55 | 0 | 0 | 0 | 0 | 131,864 | 131,419 |
| Kalbarri Tourism Rate Reserve | 0 | 0 | 0 | 6,975 | 6,975 | 0 | 0 | 6,975 | 6,975 |
| Computer and Office Equipment Reserve | 33,698 | 250 | 30 | 0 | 0 | 0 | 0 | 33,948 | 33,728 |
| Land Development Reserve | 309,171 | 2,500 | 290 | 0 | 44,729 | 0 | 0 | 311,671 | 354,190 |
| | 839,610 | 5,100 | 580 | 111,975 | 156,704 | 0 | 0 | 956,685 | 996,894 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

| Other current liabilities | Note | Opening Balance 1 July 2021 | Liability Increase | Liability Reduction | Closing Balance 31 January 2022 |
|--|------|-----------------------------------|-----------------------|------------------------|---------------------------------------|
| | | \$ | \$ | \$ | \$ |
| Provisions | | | | | |
| Annual leave | | 258,553 | | | 258,553 |
| Long service leave | | 459,531 | | | 459,531 |
| Total Provisions | | 718,085 | 0 | 0 | 718,085 |
| Total other current assets | | 718,085 | | | 718,085 |
| Amounts shown above include GST (where applicable) | | | | | |

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

NOTE 12
OPERATING GRANTS AND CONTRIBUTIONS

| Description/Provider | Unspent operating grant, subsidies and contributions liability | | | Operating grants, subsidies and contributions revenue | | |
|---------------------------------------|--|-----------------------------|--|---|-------------------------------------|-----------------------|
| | Liability 1 Jul 2020 | Increase in Liability | Liability Reduction (As revenue) | Liability 31 Jan 2022 | Current Liability 31 Jan 2022 | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating grants and subsidies | | | | | | |
| General purpose funding | | | | | | |
| Grants Commission - General/ | 0 | 0 | 0 | 0 | 0 | 591,926 |
| Grants Commission - Roads/ | 0 | 0 | 0 | 0 | 0 | 187,500 |
| Law, order, public safety | | | | | | |
| Emergency Services Levy - BFB | 0 | 0 | 0 | 0 | 0 | 26,572 |
| Emergency Services Levy - SES | 0 | 0 | 0 | 0 | 0 | 18,666 |
| Education and welfare | | | | | | |
| NCCA Operational Grant/Fundraising | 0 | 0 | 0 | 0 | 0 | 70,000 |
| Transport | | | | | | |
| MRD - Maintenance | 0 | 0 | 0 | 0 | 0 | 187,809 |
| | 0 | 0 | 0 | 0 | 0 | 1,082,473 |
| Operating contributions | | | | | | |
| Recreation and culture | | | | | | |
| NCC Toilet Upgrade (Womens Football) | 0 | 0 | 0 | 0 | 0 | 10,000 |
| | 0 | 0 | 0 | 0 | 0 | 10,000 |
| TOTALS | 0 | 0 | 0 | 0 | 0 | 1,092,473 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 23

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022

NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

| Description/Provider | Unspent non operating grants, subsidies and contributions liability | | | Non operating grants, subsidies and contributions revenue | | | | |
|---|---|-----------------------------|--|---|-------------------------------------|---------------------------|----------------|-----------------------|
| | Liability 1 Jul 2020 | Increase in Liability | Liability Reduction (As revenue) | Liability 31 Jan 2022 | Current Liability 31 Jan 2022 | Adopted Budget Revenue | YTD Budget | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Non-operating grants and subsidies | | | | | | | | |
| Recreation and culture | | | | | | | | |
| Pump Tracks (LRCI Grant) | 0 | | | 0 | | 86,544 | 50,484 | 0 |
| Backyard Cricket Grant (Library) | | | | 0 | | 1,500 | 1,500 | 1,500 |
| Marina Ablutions (Kalbarr) | | | | 0 | | 83,461 | 48,685 | 0 |
| Transport | | | | | | | | |
| Regional Road Group Funding | | | | 0 | | 356,667 | 208,054 | 142,667 |
| Roads to Recovery Funding | | | | 0 | | 453,484 | 264,530 | 0 |
| | 0 | 0 | 0 | 0 | 0 | 981,656 | 573,253 | 144,167 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 24

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022**

**NOTE 14
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 1 July 2021 | Amount Received | Amount Paid | Closing Balance 31 Jan 2022 |
|------------------------------------|--------------------------------|--------------------|------------------|--------------------------------|
| | \$ | \$ | \$ | \$ |
| Building Levies (BCITF & BRB) | 7,920 | 50,827 | (52,003) | 6,744 |
| Community Bus Bond | 5,600 | 600 | (1,000) | 5,200 |
| Unclaimed Monies - Rates | 5,179 | 0 | 0 | 5,179 |
| BROC - Management Funds | 1 | 0 | 0 | 1 |
| RSL Hall Key Bond | 430 | 0 | 0 | 430 |
| Special Series Plates | 1,540 | 4,030 | (2,600) | 2,970 |
| Northampton Child Care Association | 12,797 | 11,574 | (150) | 24,221 |
| Horrocks Memorial Wall | 204 | 500 | (291) | 413 |
| One Life | 940 | 0 | 0 | 940 |
| Rubbish Tip Key Bond | 1,400 | 200 | 0 | 1,600 |
| Horrocks - Skatepark | 1,050 | 0 | 0 | 1,050 |
| RSL - Kalbarri Memorial | 16,130 | 0 | 0 | 16,130 |
| DOT - Department of Transport | 0 | 165,878 | (165,878) | 0 |
| Cyclone Seroja Donations | 23,219 | 34,540 | (12,500) | 45,259 |
| Sale of Land | 0 | 150,503 | (119,742) | 30,761 |
| Nomination Deposits | 0 | 800 | (640) | 160 |
| Housing Bonds | 0 | 760 | (760) | 0 |
| | 76,409 | 420,212 | (355,564) | 141,057 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2022**

**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 2021-22 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 | 24,682 | 76.22% | ▲ Permanent | Var due to reimb of lease costs, ATO refund & additional agents fees |
| General purpose funding | 343,136 | 6.80% | ▲ Permanent | Variance due to LRCI funding & additional FAG's General Grant |
| Law, order and public safety | 30,452 | 57.29% | ▲ Permanent | Var due to (DFES Funded) SES outboard motor purchase. |
| Education and welfare | 21,875 | 18.78% | ▲ Timing | Var associated with NCCA operational grant payment |
| Housing | (14,679) | (33.01%) | ▼ Permanent | Var due to reduced residential rental income |
| Community amenities | (186,959) | (17.82%) | ▼ Timing | Var associated with insurance reimbursement allocation for replacement of buildings (Ablutions) |
| Recreation and culture | (307,301) | (86.02%) | ▼ Timing | Var associated with insurance reimbursement allocation for replacement of buildings (Kalbarri Camp) |
| Economic services | 79,867 | 43.34% | ▲ Permanent | Var due to additional building permit revenue |
| Other property and services | 3,114,512 | 911.01% | ▲ Permanent | Var due to recieval of LGIS Insurance pre-payments and DRFAWA reimbursement |
| Expenditure from operating activities | | | | |
| Governance | 17,315 | 3.08% | ▲ Timing | Positive short term and will reconcile as the year progresses |
| General purpose funding | 24,915 | 14.96% | ▲ Timing | Minor short term variance |
| Law, order and public safety | (63,025) | (27.10%) | ▼ Permanent | Var due to Kalbarri SES outboard motor purchase and large BFB PPE purchase (Ogilvie) |
| Health | 6,569 | 5.02% | ▲ Timing | Var is considered short term and will reconcile as the year progresses |
| Education and welfare | (15,104) | (10.33%) | ▼ Timing | Var due to increased NCCA payroll costs (inc workers compensation employee payments) |
| Housing | (8,310) | (16.61%) | ▼ Timing | Var due to insurance repairs post Seroja |
| Community amenities | (34,675) | (3.67%) | ▼ Timing | Var due to additional refuse site works |
| Recreation and culture | 218,585 | 19.33% | ▲ Timing | Variance will reconcile once building works/ repairs are completed (Cyclone Seroja) |
| Transport | 297,293 | 13.25% | ▲ Timing | Variance due to muni roads underspend, actuals and budget should reconcile as year progresses |
| Economic services | 7,935 | 3.16% | ▲ Timing | Budget profile issue only |
| Other property and services | (1,178,839) | (659.84%) | ▼ Permanent | Var due to the costs associated with cyclone Seroja insurance and recovery works |
| Investing activities | | | | |
| Non-operating grants, subsidies and contributions | (429,086) | (74.85%) | ▼ Timing | Temporary short term variance |
| Self-supporting loan principal | (12,990) | (62.52%) | ▼ Timing | Will reconcile, budget timing situation only |
| Capital acquisitions | 329,408 | 15.49% | ▲ Timing | Further Plant purchases to be completed in second half of the year |
| Financing activities | | | | |
| Repayment of debentures | (5,332) | (4.66%) | ▼ Timing | Will reconcile, budget timing situation only |
| Transfer to reserves | (88,990) | (130.31%) | ▼ Permanent | Transfers processed October 21 & January 22 |

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 26

ADMINISTRATION & CORPORATE REPORT

| | | |
|--------|---|----|
| 7.5.1 | RISING DAMP – NORTHAMPTON COMMUNITY CENTRE..... | 2 |
| 7.5.2 | GENERATOR PURCHASE – NORTHAMPTON SHIRE OFFICE..... | 5 |
| 7.5.3 | CCTV COVERAGE – ADMINISTRATION CENTRES | 7 |
| 7.5.4 | REQUEST FOR INSTALLATION OF SECURITY SYSTEM | 9 |
| 7.5.5 | VEHICLE ELECTRIC CHARGING STATION LOCATION - KALBARRI | 11 |
| 7.5.6 | VEHICLE ELECTRIC CHARGING STATION LOCATION - NORTHAMPTON..... | 15 |
| 7.5.7 | WORKERS ACCOMMODATION - NORTHAMPTON..... | 17 |
| 7.5.8 | COOLCALALAYA ROAD ALIGNMENT | 23 |
| 7.5.9 | TRANSFER OF LEASE – KALBARRI DOCTORS SURGERY | 30 |
| 7.5.10 | RENEWAL OF NORTHAMPTON DOCTORS SURGERY LEASE..... | 33 |
| 7.5.11 | BUSHTRACKERS OWNERS MUSTER..... | 36 |
| 7.5.12 | CHANGE ROOM ALTERATIONS – NORTHAMPTON COMMUNITY CENTRE..... | 40 |
| 7.5.13 | AUSTRALIAN FIRE DANGER RATING SYSTEM UPDATE/FIRE WEATHER..... | 42 |
| | DISTRICTS REVIEW | |
| 7.5.14 | CR STOCK-STANDEN RESIGNATION | 54 |
| 7.5.15 | 2020/21 ANNUAL ELECTORS MEETING..... | 58 |
| 7.5.16 | KALBARRI MULTI PURPOSE FACILITY – EOI CONCEPT PLANS | 58 |

7.5.1 RISING DAMP – NORTHAMPTON COMMUNITY CENTRE

| | |
|---------------------------|-------------------------------------|
| LOCATION: | Northampton Community Centre |
| FILE REFERENCE: | 11.1.8 |
| DATE OF REPORT: | 17 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |
| APPENDICES: | 1. Revised Quote |

SUMMARY:

Council to approve additional expenditure required to undertake works to prevent rising damp issues to walls at Northampton Community Centre.

BACKGROUND:

A provision of \$15,000 was made in the 2021/22 Budget to undertake drainage works to the eastern wall area of the NCC (basketball stadium wall) to rectify ongoing rising damp issues. The brick wall that acts as a retaining wall has severe fretting.

To also assist with the rising damp, an additional provision of \$3,000 was made to remove the lawn in this area and replace with paving.

At the time of consideration of this matter, two quotes were requested however only one was received, being Geraldton Building Services & Cabinets (GBSC) and the budget allocation was based on that quote. Before the works commence a revised quote was requested from GBSC which is now \$20,840 (exclusive of GST), an increase of \$5,840.

COMMENT:

The increase in cost has been due to increase in concrete pathways near the building, from \$5,754 to \$9,078 and drainage and hydraulics, from \$5,076 to \$7,382.

The works are required to preserve the building structure and therefore the Council is requested to approve the additional costs of \$5,840.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - Due to cost in works exceeding the budget provision, Council needs to approve that expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.1

That Council approve the additional expenditure of an estimated \$5,900 to undertake works to the Northampton Community Centre to rectify rising damp to indoor stadium walls.

APPENDICES 1 – Details of revised quote



Repair Breakdowns

Hydraulics- Cap, remove and repair retic that is hard against problem area of wall to new line 2m off wall (entire side of Basketball court).

Supply and install stormwater sump boxes to downpipes x 3. Connect new sump with 100mm PVC to existing storm water.

Earthworks – Import approximate 17m3 of fill to create direct water away from brick wall to small spoon drain between oval and Community Centre. (usage of local shire quarry)

Concrete pathways – Form and Pour a 1200mm wide concrete path along entire side of community centre (Entrance at corner to time-keepers box) With fall away from building. (will look like concrete sumps and footpath at main grandstand)

| | |
|-----------------------|---------------------------|
| Preliminaries | \$2,280.00 |
| Earthworks | \$1,615.20 |
| Concrete Pathways | \$5,754.00 |
| Drainage & Hydraulics | \$5,076.00 |
| Total ex GST | \$14,725.20 |
| GST | \$1,472.52 |
| <u>Total</u> | <u>\$16,197.72</u> |

Revision 1

| | |
|-----------------------|---------------------------|
| Preliminaries | \$2,765.64 |
| Earthworks | \$1,615.20 |
| Concrete Pathways | \$9,078.00 |
| Drainage & Hydraulics | \$7,382.00 |
| Total ex GST | 20,840.84 |
| GST | \$2,084.08 |
| <u>Total</u> | <u>\$22,924.93</u> |

7.5.2 GENERATOR PURCHASE – NORTHAMPTON SHIRE OFFICE

| | |
|---------------------------|--------------------------------------|
| LOCATION: | 199 Hampton Road, Northampton |
| FILE REFERENCE: | 4.2.10 |
| DATE OF REPORT: | 17 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to formally approve the purchase of a 77kva generator for permanent use at the Northampton Shire Office

BACKGROUND:

All Councillors were forwarded email advice on continued power outages that affected a large area of the Northampton Shire (with the exception of Kalbarri) that has resulted in the need to a permanent generator at the Northampton Shire Office to allow for continued operations.

A majority of Councillors responded approving of the generator purchase and therefore this decision now needs to be formally adopted.

COMMENT:

A 77KVA Blue Diamond has been purchased at a cost of \$18,090 plus GST plus \$1,530 for automatic transfer box to suit this generator. Additional costs for installation/wiring will be incurred however this cost is not yet known.

The KVA size was recommended by the electrical company that monitored the generator that we had to hire during the power outages.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for this purchase within the 2021/22 Budget therefore the expenditure needs to be approved as per Section 6.8 of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.2

That Council (by absolute majority) approve of the purchase of a 77KVA generator for permanent use at the Northampton Shire Offices at an estimated cost of \$19,600 plus costs to be incurred for the generator installation.

7.5.3 CCTV COVERAGE – ADMINISTRATION CENTRES

| | |
|---------------------------|--|
| LOCATION: | Northampton & Kalbarri Administration Offices |
| FILE REFERENCE: | 4.2.10 |
| DATE OF REPORT: | 18 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY

Council to formally approve the installation of close circuit television monitoring in the Northampton and Kalbarri administrative centres.

BACKGROUND:

All Councillors were forwarded email advice on an event that occurred in the Northampton office that was considered dangerous due to the violent nature of a customer. From the incident the CEO requested Council that consideration be given for the installation of CCTV monitoring as recommended by the local Police to allow recoding of such occurrences for future law enforcement if required.

A majority of Councilors responded approving of the CCTV installation and therefore this decision now needs to be formally adopted.

COMMENT:

As per the email advice the cost for the CCTV installation is \$4,900 and will hopefully be installed prior to the 19 February meeting.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for this purchase within the 2021/22 Budget therefore the expenditure needs to be approved as per Section 6.8 of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.3

That Council (by absolute majority) approves of the installation of close circuit television monitoring in the Northampton and Kalbarri administration centres at an estimated cost of \$4,900.

7.5.4 REQUEST FOR INSTALLATION OF SECURITY SYSTEM

| | |
|---------------------------|---|
| LOCATION: | Northampton Visitors Centre & RSL Hall |
| FILE REFERENCE: | 11.1.9 |
| CORRESPONDENT: | Northampton Branch of RSL |
| DATE OF REPORT: | 17 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to consider a request for the installation of a security system to cover the Northampton Visitors Centre and RSL Hall area.

BACKGROUND:

The Northampton RSL have indicated that they have the opportunity to display a collection of war memorabilia that is valued very highly however are reluctant to provide the display unless the area has suitable security surveillance.

Upon receipt of the request a quote was requested from the security surveillance provider that undertakes the security needs for Council properties, cost is \$2,400 and a \$15 per week monitoring and maintenance programme. All monitoring is undertaken by a service located in Perth.

No CCTV is proposed and is the same system in the Council offices.

COMMENT:

Security system is required in both areas due to the amount of memorabilia displayed in both areas however the RSL indicated that the priority area is within the visitors' centre. The quote received is for both areas.

The provision of a security system in such an environment is recommended however it is a decision of the Council whether this installation be undertaken now, or it be deferred to the 2022/23 Budget. With the cost relatively minimal it is recommended that the system be installed now.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for this purchase within the 2021/22 Budget therefore the expenditure needs to be approved as per Section 6.8 of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.4

That Council (by absolute majority) approve of the installation of a security control and monitoring system at the Northampton Visitors Centre and RSL Hall at a cost of \$2,400.

7.5.5 VEHICLE ELECTRIC CHARGING STATION LOCATION - KALBARRI

| | |
|---------------------------|------------------------------|
| LOCATION: | Grey Street, Kalbarri |
| FILE REFERENCE: | 18.1.3 |
| CORRESPONDENT: | Synergy |
| DATE OF REPORT: | 17 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to formally approve the location of an electric vehicle charging station on Council managed car park, Grey Street Kalbarri.

LOCALITY PLANS:



BACKGROUND:

On the 5th January 2021, all Councillors were forwarded an email from The CEO requesting approval for the location of an electric vehicle charging station at a car park on Grey Street southwest of the IGA car park as being requested by Synergy as per to the state governments EV Highway from Perth to Kununurra.

Attached to the email is a formal Letter of Principal sent and a plan showing the layout of the EV charging area which are also provided at Appendices 1 and 2

In discussions with Synergy they originally had the charging area to the southwest end but that limits drive through capacity and therefore the river side of the car park is considered the best location. Note this location has also been identified as the EV Charging area in the proposed Kalbarri foreshore redevelopment plans.

As Synergy were seeking Council support for this to progress prior to the February meeting to allow for further costings and transformer locations etc, Councillors were requested to provide their support of which a majority of Councillors have now done, and this decision now needs to be formally adopted by Council.

FINANCIAL & BUDGET IMPLICATIONS:

There are no financial implications for Council as all costs for the EV charging station are met by Synergy and Western Power.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council formally approves the location of an electric vehicle charging station on the river side of the car park located southwest of the IGA car park as per email advice by the CEO.

APPENDICES 1 – Letter of Principal Forwarded



Our Ref: 18.1.6/OCR36943

199 Hampton Road
PO Box 61
Northampton WA 6535

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

Senior Project Manager
Synergy
GPO Box F366
PERTH WA 6841

EV CHARGING UNITS

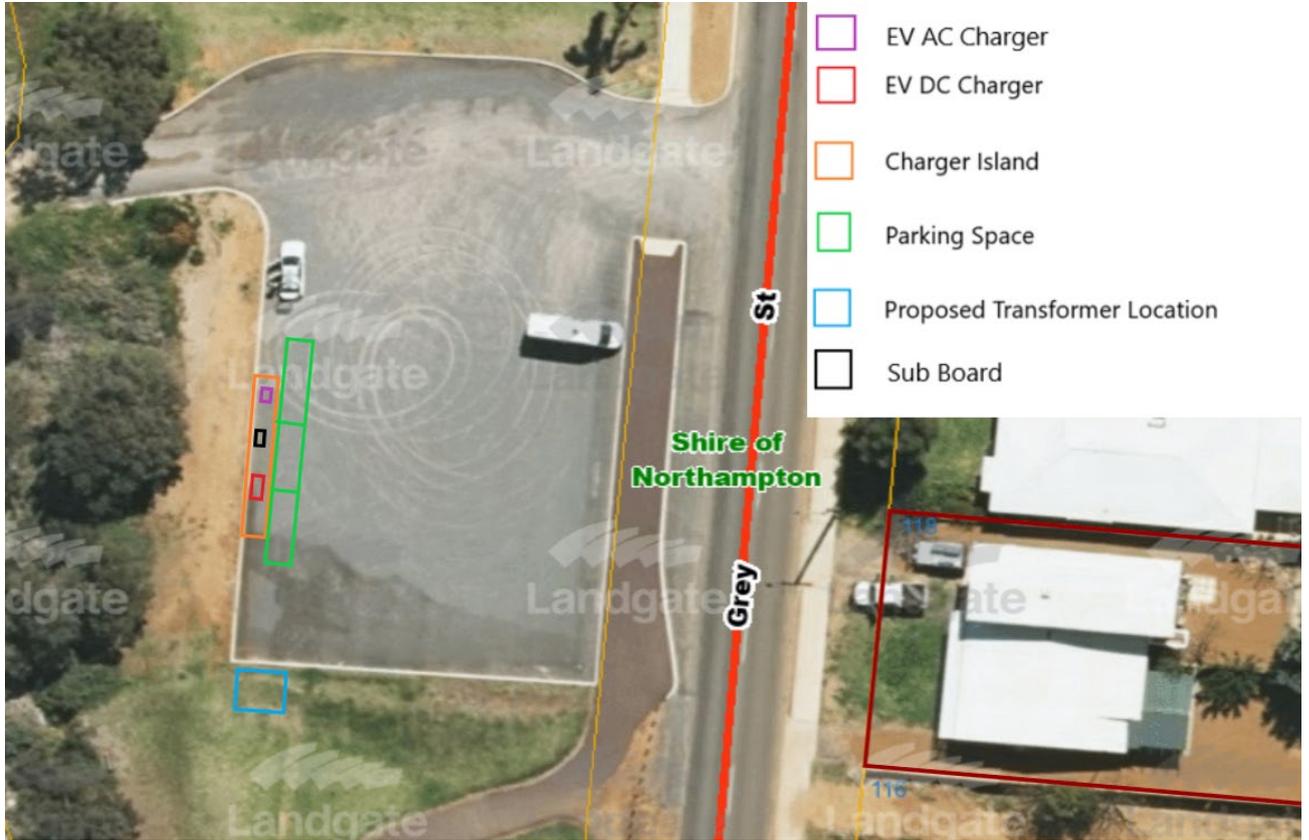
I Garry Keeffe, Chief Executive Officer for the Shire of Northampton, grant permission for Synergy to submit a network application to Western Power for the installation of Electric Vehicle charger(s) at the Foreshore Car Park on Grey Street, Kalbarri, as per plan submitted.



GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

13/01/2022

Appendices 2 – Plan of EV Charging Station Location



7.5.6 VEHICLE ELECTRIC CHARGING STATION LOCATION - NORTHAMPTON

| | |
|---------------------------|------------------------------------|
| LOCATION: | Stephen Street, Northampton |
| FILE REFERENCE: | 18.1.3 |
| CORRESPONDENT: | Synergy |
| DATE OF REPORT: | 17 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to formally approve the location of an electric vehicle charging station on Council managed car park, Lions Park, Northampton.

BACKGROUND:

As part of the electric highway project being undertaken by the State Government with Synergy, advice has been received that an EV charging station will now be installed in Northampton.

There is currently an EV charger located at the rear of the RSL Hall which was supplied by Tesla, however Synergy have indicated that this site is not suitable and the site for an EV charger needs to be on the east side of Hampton Road to reduce costs in providing power to the EV charger.

COMMENT:

Upon receipt of this request, the CEO and Manager for Works and Technical Services viewed areas along Hampton Road and the only suitable site identified is the western portion of the Lions Park car park.

The area can become congested at times, primarily during school holidays, however with correct line marking and signage it is considered the site can be managed. The site is also close to amenities and shopping precinct.

Following is the design /layout of the proposed EV charging site:



FINANCIAL & BUDGET IMPLICATIONS:

There are no financial implications for Council as all costs for the EV charging station are met by Synergy and Western Power.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.6

That Council formally approves the location of an electric vehicle charging station on the west side of the Northampton Lions Park car park as per submitted plan.

| | | | | | | | | | |
|---|--|------------------------|--------------|------------------------|------------------------|---------------------------|---------------------|--------------------|-----------------------------------|
| 7.5.7 | WORKERS ACCOMMODATION - NORTHAMPTON | | | | | | | | |
| <table> <tr> <td>FILE REFERENCE:</td> <td>5.1.8</td> </tr> <tr> <td>DATE OF REPORT:</td> <td>18 January 2021</td> </tr> <tr> <td>REPORTING OFFICER:</td> <td>Garry Keeffe</td> </tr> <tr> <td>APPENDICES:</td> <td>1. GFG Consulting Proposal</td> </tr> </table> | | FILE REFERENCE: | 5.1.8 | DATE OF REPORT: | 18 January 2021 | REPORTING OFFICER: | Garry Keeffe | APPENDICES: | 1. GFG Consulting Proposal |
| FILE REFERENCE: | 5.1.8 | | | | | | | | |
| DATE OF REPORT: | 18 January 2021 | | | | | | | | |
| REPORTING OFFICER: | Garry Keeffe | | | | | | | | |
| APPENDICES: | 1. GFG Consulting Proposal | | | | | | | | |

SUMMARY:

Council to engage the services of a consulting firm, if required, to undertake purchase and management of proposed caravans for accommodation for workers such as builders/tradesperson to help with the rebuild of Northampton following Cyclone Seroja.

BACKGROUND:

For some time since Cyclone Seroja event, the CEO has been in discussions with the Department of Fire and Emergency Services (DFES) as well as other agencies and relevant government Ministers for the provision of accommodation for workers in the building industry for the rebuild of Northampton.

The last proposal presented to Council was for the placement of up to eight caravans at the Northampton Golf Club however this proposal is not being pursued due to costs in the provision of individual electricity points.

Finally some action and approval has been provided for the purchase of up to eight caravans to be used for this purpose in Northampton.

COMMENT:

Although the funding has been made available via the state and federal governments, being the Disaster Relief Fund WA, the issue with the caravan purchases is that DFES, due to legislative limitations, cannot actually purchase and own the caravans. What needs to occur is that Council actually purchases the caravans and then at their end of use be sold with all sale proceeds returning to DFES (or state government). Council will be reimbursed 100% for the caravan purchases.

The purchasing and management of the caravans also needs to be undertaken in a manner that will comply with the funding stipulations. This Council does not have the human resources to undertake the purchase and management processes and with similar situations in the Shires of Mingenew and Perenjori, they engaged a consulting firm to undertake these tasks. Engaging a consulting firm was also recommended by DFES to ensure that the purchase and

management operations of the caravans are in accordance with the funding criteria and that all reporting requirements are met.

A firm being used by the Shires of Mingenew and Perenjori is GFG Temp Assist Consulting. A proposal and quote have been obtained from them which is at Appendices 1. Should Council adopt the officer's recommendation then the costs for the consultant are also covered by the DRFWA funding.

Within their proposal reference is made to the manner in how the caravans are booked. As the Northampton Caravan Park is privately owned then this process will differ and if GFG Temp Assist is engaged then they will liaise with the caravan park owners. The engaging of GFG Temp Assist places all the requirements and compliance on them and the Council is not at all involved.

To date however we have not had any inquiries from tradesperson/companies seeking accommodation. There is a number of properties within Northampton where works are occurring therefore those tradespersons/companies have obviously found accommodation and the demand that was apparent immediately post cyclone appears now to not to be the case.

Therefore in a recent meeting with DFES on this matter, it was suggested that as the demand is no longer apparent for workers accommodation in Northampton that the provision of caravans should now only occur if that demand arises and then Council engage the services of GFG Temp Assist to manage the caravans as proposed.

Within the aforementioned meeting, DFES also indicated that this type of accommodation is not just for builders but can be used for farming workers where that farm has lost their accommodation on farm. DFES have indicated, but not yet confirmed, that this accommodation can be placed on farm as it was highlighted of the need to farm workers to be on site especially as a safety aspect whilst travelling to and from work where large travel distances are involved.

Further details are to be provided on this proposal and will be presented at the meeting if received by then.

FINANCIAL & BUDGET IMPLICATIONS:

Apart from staff time, there are no other known costs that Council will incur.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.7

That Council, if demand for workers accommodation arises, engage the services of GFG Temp Assist Consulting to undertake the purchase and management of required number of caravans for accommodating builders/tradespersons and farm workers to help with the rebuild of Northampton town and surrounds and support for farming enterprises as a result of Cyclone Seroja.

APPENDICES 1 – GFG Temp Assist Proposal



GFG Reference No: Q07012022

6 January 2022

Shire of Northampton
Attention: Mr Garry Keeffe
Chief Executive Officer
PO Box 61
Northampton WA 6535
By Email – ceo@northampton.wa.gov.au

Dear Garry,

RE: CARAVAN ACCOMMODATION – Q07012022

Thank you for the opportunity to provide a proposal to manage the procurement and associated arrangements of caravan accommodation for use by construction workers as part of the recovery works resulting of Tropical Cyclone Seroja.

GFG Consulting believe the best value for money solution will be achieved by using personnel through the GFG Temp Assist program, which is a WALGA preferred supplier for temporary placements. This approach provides flexibility and ensures you only pay for actual hours worked.

The table below outlines our current understanding of the tasks required; however, the proposed approach allows flexibility with change of scope, for reduced or additional tasks as required.

| Task | Comment or Action | Hours |
|--|---|--|
| Agreement for long term hire of sites in caravan parks. | Formalise suitable contracts. Liaise with caravan park operators. | 1 Hour liaising 3 Hours contracts Total 4 Hours |
| Purchase of 4 second-hand caravans for each Shire at a maximum total cost of \$200,000 for each Shire. | Research and prepare a list of suitable and available second-hand caravans from both dealers and private sellers. Agree preferred units with each Shire and negotiate best possible prices with vendors. Facilitate purchase on behalf of Shires. | 3 hours desktop research 4 hours viewing and negotiating per Caravan – 16 hours per Shire 4 hours travel return x half rate per caravan – 16 hours per Shire |

| | | |
|--|--|---|
| | Arrange transport and set up of each caravan. | \$600 per caravan KM charge - \$2400 per Shire 1 hour set up per caravan – 4 hours per Shire Total 39 Hours |
| DRFA Capital Reimbursement | Manage the reimbursement process on behalf of the Shires. | 2 hours |
| Management arrangements for housekeeping and maintenance | Establish service agreements with either caravan park operators or suitable local contractors. | 4 hours |
| Hire Fees | Set up system for collecting fees. Arrange for fees to be advertised and included on register of fees and charges. | 4 hours |
| Booking management | Arrange for an online booking service, either through Kalbarri Visitor Centre or similar. | 4 hours |
| Disposal | If required, GFG can manage the asset disposal process. | TBA |
| Demand management | If required, GFG can prepare the business case for additional caravans. | TBA |

Estimated cost:

57 hours @ \$98.50/hour = \$5,614.50 + \$2400.00 = \$8,014.50

Candidate

For this assignment we propose Paul Owen as project manager. In addition, GFG will supply suitably qualified consultants, dependent on the specific tasks required as the scope develops.

Site visits on location can also be provided if required. All required capability will be provided at the same hourly rate.

| | |
|-----------------------|---|
| GFG Associate: | Paul Owen (and other required capability) |
| Role Title: | Project Support |
| Reports to: | Garry Keeffe |
| Hours: | Hours as required to deliver projects. |
| Hourly Rate: | \$98.50 + GST |

WWW.GFGCONSULTING.COM.AU

ABN 94 156 452 050 Unit 7 | 57 Labouchere Road | South Perth WA 6151 admin@gfgconsulting.com.au (08) 9387 3074

| | |
|---|---|
| Travel Allowance: | Travel time from Perth to Northampton is charged at ½ rate (ie: \$49.25/hr) plus 77cents per KM or 90 cents per KM if towing a caravan. |
| Meal Allowance: | \$65.00 per full workday |
| Flights, travel & Accommodation: | To be arranged by the Shire or GFG can arrange at cost +12% |

Availability

Paul and the team are available to start immediately.

Terms of Engagement

Our standard Terms and Conditions are attached for your reference. Candidate time spent is recorded and invoiced on a fortnightly basis and payment is expected within 10 business days of the date of Invoice.

Should you wish to proceed with the engagement of candidate please countersign this Quotation in the space below and return a copy via email together with your Purchase Order.

Yours Sincerely



Glen Flood
Managing Director
GFG Temp Assist

Quotation Approved to Proceed

Signed by:
Representative of Shire of Northampton

Date: _____

| | | |
|--------------|------------------------------------|---|
| 7.5.8 | COOLCALALAYA ROAD ALIGNMENT | |
| | FILE REFERENCE: | 12.1.3 |
| | CORRESPONDENT: | Department of Biodiversity, Conservation and Attractions |
| | DATE OF REPORT: | 18 January 2022 |
| | REPORTING OFFICER: | Garry Keeffe |
| | APPENDICES: | 1. Area of road reserve sections |

SUMMARY:

Council to consider undertaking legal formalities to have survey of correct alignment of Coolcalalaya Road undertaken and exchanges of old road reserves into neighbouring property.

BACKGROUND:

There are sections of Coolcalalaya Road where the actual constructed alignment is not within the road reserve but on private property, refer Appendices 1.

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

The matter of the alignment has again been raised by the Department of Biodiversity, Conservation and Attractions to allow areas of bushland under a restrictive covenant with the Department of Biodiversity, Conservation and Attractions however the actual road reserve and constructed road needs to be rectified to allow the restricted covenant to progress

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

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

In addition all costs of surveying and amending the road reserve onto correct alignment is the Shire of Northampton's responsibility, not DPLH as per Section 58 of the Land Administration Act and Regulation 9 of that Act requirements.

COMMENT:

There is no doubt that the road alignment needs to be resolved and it is recommended that Council progress with the survey and subdivision needs immediately.

FINANCIAL & BUDGET IMPLICATIONS:

As per the above advice, the Council is responsible for the surveying and subdivision costs to rectify this situation.

DBCA received a indicative cost of \$30,000 from a Geraldton based surveyor which involves the carrying out the subdivision to re-align the road reserve boundaries through lots 5138, 5139, 5140, 5142, 5144 & 5145 to contain the physical formation of Coolcalalaya Road. This involves a field survey to be undertaken to formally mark the new road reserve boundaries and would be dealt with through the Western Australian Planning Commission's subdivision process.

From the above the CEO requested formal quotes from regional based surveyors, quotes received are as per below and copies of each quote can be provided to Councillors upon request:

- Quantum Surveyors \$45,374
- HTD Surveyors \$32,650

There are additional statutory fees of approximately \$1,500 that Council is required to pay for the subdivision lodgment to DPLH.

There is no provision for this expenditure within the 2021/22 Budget therefore the expenditure needs to be approved as per Section 6.6 of the Local Government Act 1995.

Since the adoption of the 2021/22 Budget, the Council upon the request of Management has approved a number of unbudgeted expenditure items. At this stage of the financial year all the additional expenditure will be covered by the additional financial assistance grant the Council received, being \$356,620.

A summary of the additional expenditure approved and proposed is shown below:

| | |
|---|------------------|
| • Video Conferencing Unit | \$ 8,645 |
| • Fitzgerald Street Residence – replace eaves | \$ 9,440 |
| • Pump Tracks – additional costs incurred | \$ 17,530 |
| • Occupational Health & Safety Officer (shared) | \$ 50,000 |
| • Northampton Office Generator | \$ 19,620 |
| • CCTV Installation | \$ 4,900 |
| • RSL Hall Security System | \$ 2,400 |
| • Redevelopment of the Northampton Oval | \$ 54,040 |
| • Coolcalalaya Road Survey | <u>\$ 35,000</u> |
| Total out of budget expenditure approved | \$201,575 |

STATUTORY IMPLICATIONS:

*State: Land Administration Act – Section 58
Local Government Act 1995 – Section 6.8*

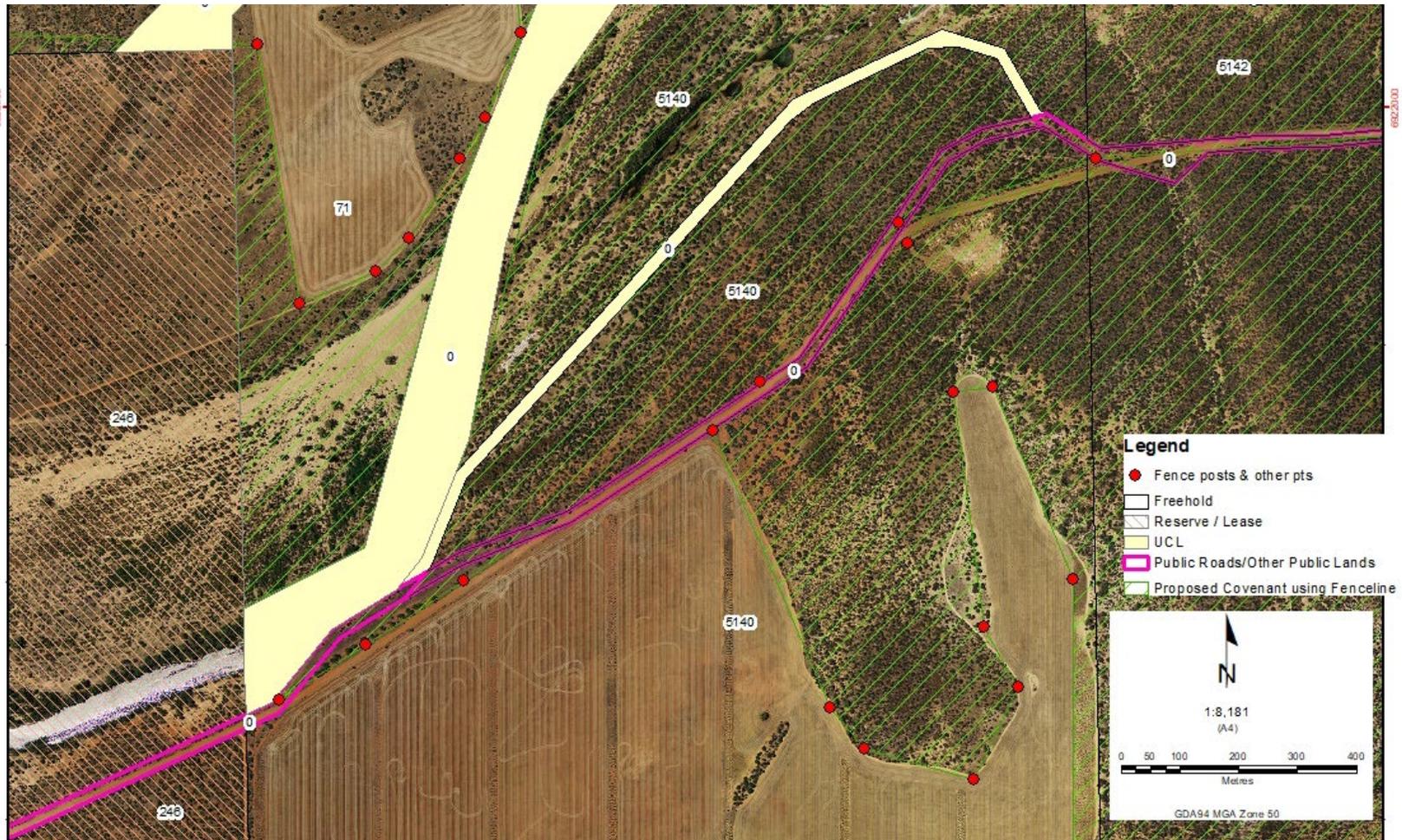
VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

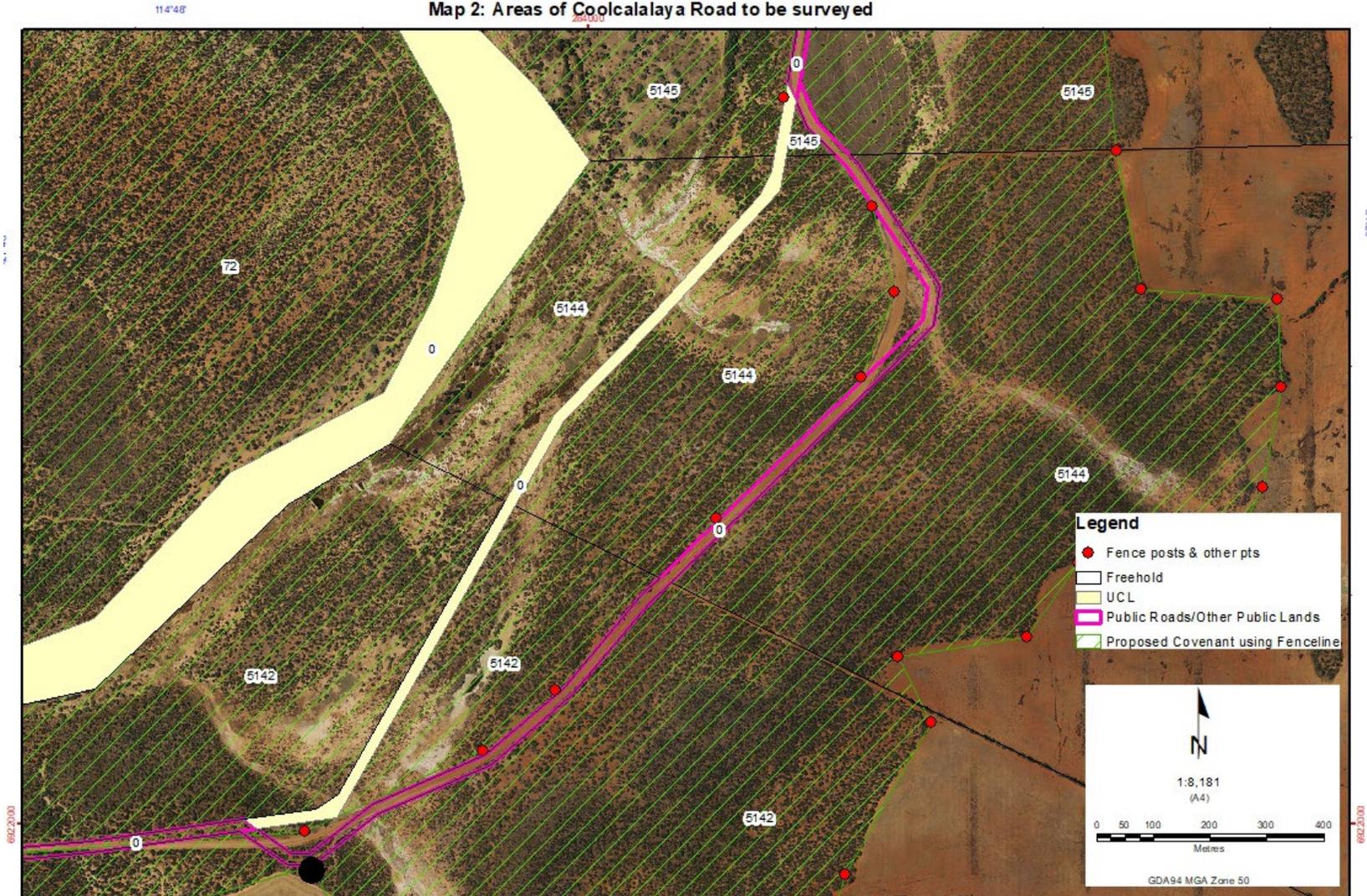
OFFICER RECOMMENDATION – ITEM 7.5.8

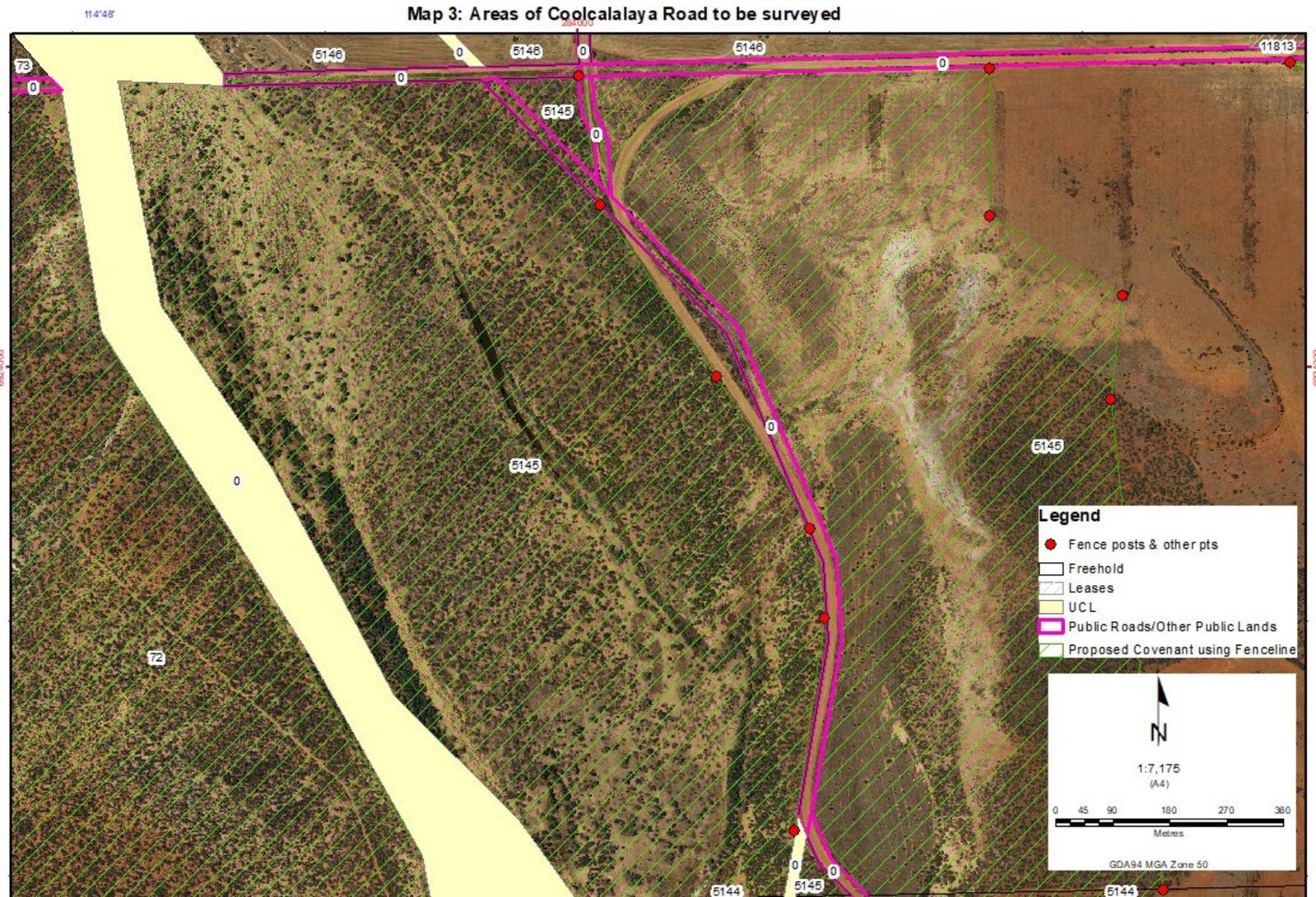
That Council progress with survey and subdivision to re-align the road reserve onto the actual constructed road where this occurs along the Coolcalalaya Road, and appoint (to be inserted) to undertake the required survey and subdivision process at a cost of \$ (to be inserted) and this be declared authorised expenditure.

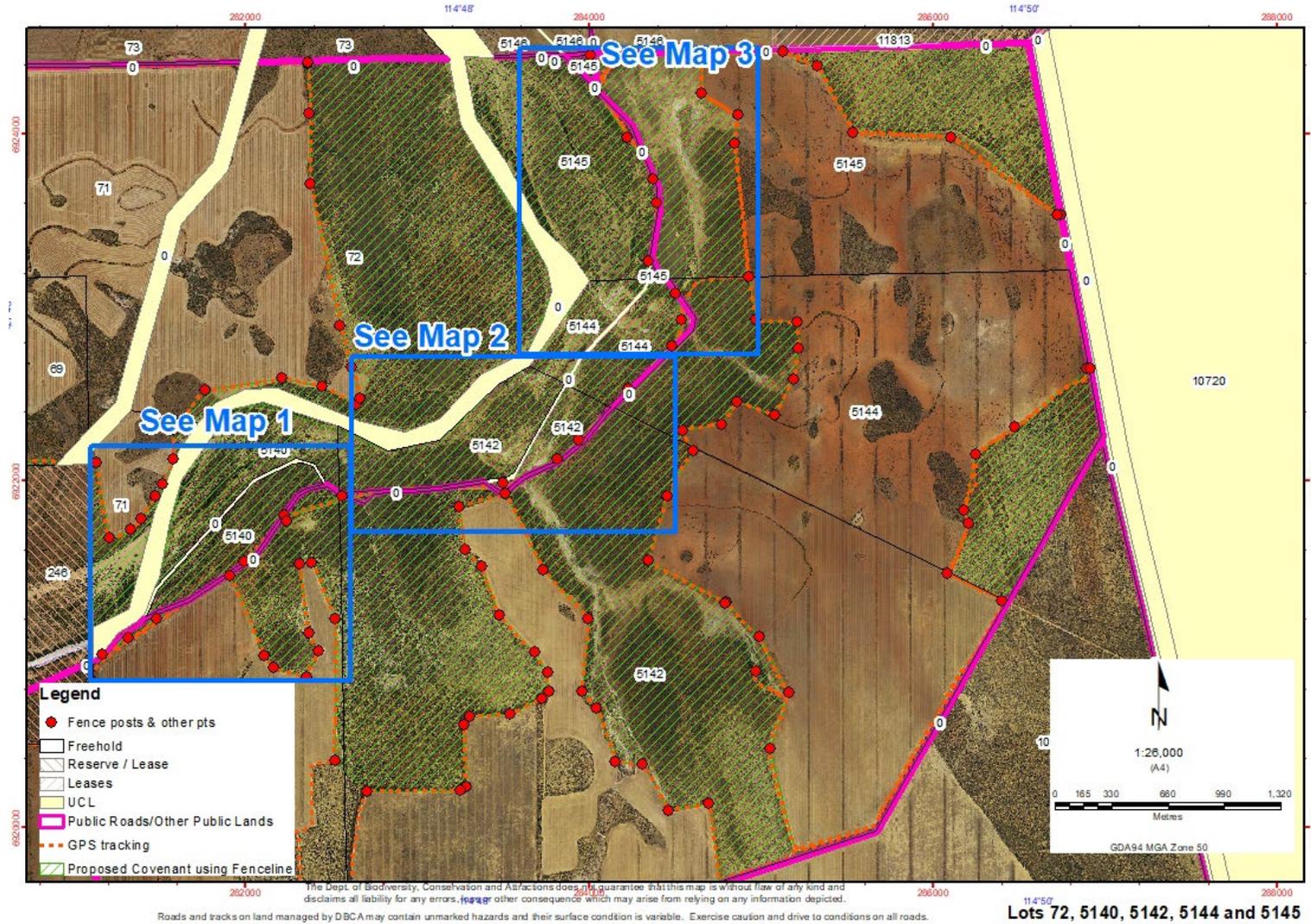
APPENDICES 1 – Maps of Road Alignment



Map 2: Areas of Coolcalalaya Road to be surveyed







7.5.9 TRANSFER OF LEASE – KALBARRI DOCTORS SURGERY

LOCATION: Lot 833 Hackney Street, Kalbarri
FILE REFERENCE: 7.2.2
CORRESPONDENT: Wave & Wattle Group
DATE OF REPORT: 19 January 2022
REPORTING OFFICER: Garry Keeffe

SUMMARY:

Council to approve the cancelling of the existing lease and issuing a new lease on Lot 833 Hackney Street, Kalbarri, being the Kalbarri Doctors Surgery due to change in ownership of the surgery business.

LOCALITY PLANS:



BACKGROUND:

Advice has been received that the Kalbarri Doctors Surgery business operations is to be transferred from the Wave n Wattle Group (DR Hutchison) to Dr Tara Hamilton as of 1st February 2022. As a result the lease on the premises requires amendment of which Council approval is required.

The lot that the surgery is located on is a crown reserve 38945 with a Management Order drawn in favour of the Shire of Northampton for the purpose of Doctors Surgery with power to lease for a period of 21 years.

COMMENT:

Due to the business transfer the lease requires amending. The current lease to the Wave n Wattle Group expires 11 February 2022 and therefore the recommended approach is to not renew the existing lease and a new lease be entered into. The current lease will be cancelled as of 1st February 2022.

The new lessee is requesting a ten year lease with a further ten year renewal option.

As the surgery transfer will occur prior to the 14 February Council meeting, Councillors were forwarded an email requesting approval to progress with the preparation of the new lease prior to the Council meeting to expedite the process. A majority of Councillors responded approving the new lease.

FINANCIAL & BUDGET IMPLICATIONS:

Within the current lease the annual rent when the lease was first entered into was \$17,000 per annum and increased annually by the CPI March quarter (Perth). However on an approach by Dr Hutchinson at the May 2015 Council meeting, the Council resolved that the lease fee for both the Kalbarri and Northampton surgeries to be \$5,000 per annum and this is increased annually by CPI March quarter (Perth).

This change was based on what the actual operating/maintenance costs were on the two surgeries to Council and also to provide a financial incentive to the surgeries in their operations.

This annual rent has remained in place since the 2015 decision, and it is recommended that the current lease fee remain. Current rent is \$5,306 plus GST.

Costs for the preparation and registering of the new lease will be incurred however with the condition of the lease these costs are to be paid for by the lessee, therefore apart from staff time there will be no cost to Council.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 and regulations.

There is no requirement to advertise this lease transfer as under the *Local Government (Functions and General) Regulations 1996* a disposition to an organisation that provides a health service and the property is of no value to any other body/person, is exempt from advertising requirements.

State: Land Administration Act 1997

As per the provisions of the *Land Administration Act 1997*, the approval of the Minister for Lands for the renewal of the lease is required.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.9

That Council approve the leasing of Lot 833 Hackney Street, Kalbarri to Dr Tara Hamilton for a term of 10 years plus an option to renew for a further 10 years and that the current lease of \$5,306 (Exclusive of GST) to apply and this be increased annually by CPI March (Perth) quarter as per the conditions of the lease.

7.5.10 RENEWAL OF NORTHAMPTON DOCTORS SURGERY LEASE

| | |
|---------------------------|--|
| LOCATION: | Lot 10 Robinson Street, Northampton |
| FILE REFERENCE: | 7.2.2 |
| CORRESPONDENT: | Wave 'n' Wattle Group |
| DATE OF REPORT: | 3 February 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to approve the renewal of the existing lease for a further two years as being requested by the lessee.

LOCALITY PLANS:



BACKGROUND:

The current lease for the Northampton Doctors Surgery expires 1 July 2022 and the lessee has requested a renewal for a two year term only.

The existing lease has a term of ten years.

FINANCIAL & BUDGET IMPLICATIONS:

As with the Kalbarri surgery, the annual rent for the surgery was reduced in May 2015 Council where the Council approved that the lease fee for both the Kalbarri and Northampton surgeries to be \$5,000 per annum and this is increased annually by CPI March quarter (Perth).

This change was based on what the actual operating/maintenance costs were on the two surgeries to Council were and also to provide a financial incentive to the surgeries in their operations.

This annual rent has remained in place since the 2015 decision, and it is recommended that the current lease fee remain. Current rent is \$5,306 plus GST.

Costs for the preparation and registering of the new lease will be incurred however with the condition of the lease these costs are to be paid for by the lessee, therefore apart from staff time there will be no cost to Council.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 and regulations.

There is no requirement to advertise this lease transfer as under the *Local Government (Functions and General) Regulations 1996* a disposition to an organisation that provides a health service and the property is of no value to any other body/person, is exempt from advertising requirements.

State: Land Administration Act 1997

As the land is owned freehold by the Council there is no requirement to seek the Minister for Lands approval for this lease renewal.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.10

That Council approve of the renewal of the lease for Lot 10 Robinson Street, Northampton to the Wave “n” Wattle Group for a further term of two years as from 2 July 2022.

7.5.11 BUSHTRACKERS OWNERS MUSTER

| | |
|---------------------------|--------------------------------------|
| LOCATION: | Horrocks Recreation Area |
| FILE REFERENCE: | 13.2.4 |
| CORRESPONDENT: | Bushtrackers Owners Group Inc |
| DATE OF REPORT: | 24 January 2022 |
| REPORTING OFFICER: | Garry Keeffe |
| APPENDICES: | 1. Bushtrackers email request |

SUMMARY:

Council to consider a request to cover costs for refuse removal during the Bushtracker Owners' Group muster in Horrocks.

BACKGROUND:

Council has approved the use of the Horrocks Oval to accommodate a large number of caravans for the Bushtrackers Owners Group Camping Muster which is to occur from 8th to 18th September 2022, with one day either side for setting up and packing up.

The group recently made a number of queries and requests in relation to use of facilities and one that has arisen is the cost for refuse removal.

The group were advised that for the hire of for a 3 cubic meter skip bin, the costs by the contractor are as follows:

- \$1,450 for the supply of the bin;
- \$290 for the delivery and collection of the bin;
- \$49 each time bin is emptied;
- \$14 for the monthly rental of the bin, this may not be levied due to bin only required for the week

The group are seeking the use of at a minimum two of the three cubic meter bins therefore the total estimated cost of the muster period based on a twice per week empty will be \$3,700, note a half months rent has been calculated for the rent charges, based on the following:

| | |
|--|----------------|
| • \$1,450 bin supply x 2 | \$2,900 |
| • \$290 for delivery x 2 | \$ 580 |
| • \$49 empty fee x 4 | \$ 196 |
| • \$14 rental per bin – based on half month rent | <u>\$ 14</u> |
| | \$3,690 |

COMMENT:

Following the provision of the above costs to the group, they are now seeking a review of these costs, as the Council cannot review them as these are not charged by the Council but the contractor, it is assumed that they are seeking a financial contribution from Council to assist in these costs.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for this expenditure within the 2021/22 Budget therefore the expenditure needs to be approved as per Section 6.8 of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.11

For Council determination.

APPENDICES 1 – Bushtrackers Group Inc Email

Garry Keffe

GK
13-2-4

From: Helen Stone <helenmstone@bigpond.com>
Sent: 7 January, 2022 1:29 PM
To: Garry Keffe
Subject: Re: Bushtracker Owners Muster - Horrocks

Hi Garry

Further to your email below, my Committee has requested a review of the rubbish removal charges for our Annual Muster in Horrocks Beach in September 2022. Based on previous Musters, we have estimated that we would need double the size of a skip bin (eg 6 cubic metres). We are already paying the Horrocks Community Centre \$350.00 per day for use of the facilities. The more we ask our members to pay in Muster fees, the less they will have to make donations and spend in the local community. We have never been charged this sort of fee for rubbish removal in other country communities.

I thought I would clarify for you what our Annual Musters are all about:

We meet in a different state each year, in an area that we perceive might benefit from our custom and the funds that we raise for the local community. The Musters include daily activities, workshops, a spit roast dinner, a catered dinner, a group breakfast, camp oven cookoff, happy hour get togethers, evening activities such as bingo and quizzes plus group sight seeing, either as tag along tours, or hiring coaches. Last year, with 94 participants (down by approx. 40% on previous years' numbers due to Covid 19) our Muster participants injected \$13,735.00 into the local economy, plus our club expended \$26,738 in Muster expenses to local businesses. The Club conducts raffles and auctions throughout the Muster, with prizes donated by our sponsors. Last year, we raised and donated to the local community \$8,200. In other years, when we have had considerably more participants and no Covid restrictions, we have donated up to \$26,000.

With these facts and figures in mind, our Committee requests that you might reconsider the charge for rubbish removal.

I look forward to hearing from you.

Regards,

Helen Stone
Secretary
Bushtracker Owners Group Inc.

On 8/12/2021 5:04 pm, Garry Keffe wrote:

Hi Helen,

Sorry I haven't got back to you earlier. For a 3 cubic metre skip bin (which is all that will be needed, the costs by the contractor are as follows:

\$1,450 for the supply of the bin;
\$290 for the delivery and collection of the bin;
\$49 each tie bin is emptied;
\$14 for the monthly rental of the bin, this may not be levied due to bin only required for the week

From the above the estimated cost for the skip bin is \$1,800 (rounded). Your group does have the opportunity to request the Council if it will cover these costs but believe the group needs to show some form of contribution.

Garry L Keeffe
Chief Executive Officer
P: 99341202 M: 0427 341202
ceo@northampton.wa.gov.au
www.northampton.wa.gov.au



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

From: helenmstone <helenmstone@bigpond.com>
Sent: 26 November, 2021 11:58 AM
To: Garry Keeffe <ceo@northampton.wa.gov.au>
Cc: Michelle Allen <planning@northampton.wa.gov.au>; Wendy Dallywater <eho@northampton.wa.gov.au>; Neil Broadhurst <works@northampton.wa.gov.au>
Subject: Re: Bushtracker Owners Muster - Horrocks

Thankyou for your email dated 21 October 2021 below.

Just need to clarify a couple of things.

The Horrocks Community Centre Committee have indicated that the charge for use of the Centre will be \$350 per day. Is there also a charge by the Shire for the use of the Horrocks Oval?

You indicate that there will be a charge for the collection of rubbish bins. Can you advise what the charge will be?

Thankyou for the offer of the BBQ trailer. What are the dimensions of the BBQ? Is there a charge?

Regards,
Helen Stone
Secretary
Bushtracker Owners Group

Sent from my Samsung Galaxy Tab A on the Telstra Mobile Network

----- Original message -----

From: Garry Keeffe <ceo@northampton.wa.gov.au>
Date: 21/10/21 17:52 (GMT+10:00)
To: helenmstone@bigpond.com
Cc: Michelle Allen <planning@northampton.wa.gov.au>, Wendy Dallywater <eho@northampton.wa.gov.au>, Neil Broadhurst <works@northampton.wa.gov.au>
Subject: Bushtracker Owners Muster - Horrocks

7.5.12 CHANGE ROOM ALTERATIONS – NORTHAMPTON COMMUNITY CENTRE

| | |
|---------------------------|-------------------------------------|
| LOCATION: | Northampton Community Centre |
| FILE REFERENCE: | 11.1.8 |
| DATE OF REPORT: | 2 February 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to accept quote to undertake refurbishment works to the changerooms at the Northampton Community Centre to provide amenities for women’s football and umpires

BACKGROUND:

The Northampton Community Centre made a request to Council for the consideration of a budget provision to assist with redevelopment/refurbishment works to existing changerooms to provide improved facilities to cater for women’s’ football (AFL) and umpires. Council approved a provision of \$12,000 to assist with the project. The NCC at the time advised that the estimate cost would be \$20,000.

COMMENT:

Quotes were sought from six registered builders within the Mid West area with only two quotes being received as per the following:

- Wilson Complete Building Services (Northampton based) \$39,880
- Geraldton Building & Cabinet Services \$84,242

The above costs are exclusive of GST.

As can be seen the quotes received differ greatly, however quotes have been based on an architect’s scope of works prepared for the project.

FINANCIAL & BUDGET IMPLICATIONS:

The overall budget for these works was \$20,000 with Council to contribute \$12,000 with the NCC to contribute the balance of \$8,000. Since the impact of cyclone Seroja the AFL RAMS Supporters Club have also contributed \$10,000 towards the project, total available funds \$38,000.

With the costs now in excess of the funds available it is requested that the Council progress with the improvements and declare the additional expenditure as authorised expenditure.

STATUTORY IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

| | |
|---------------------|--|
| Strategy | Infrastructure |
| Key Actions- | 3.5.1 Ensure Sporting facilities are in line with population trends |
| Measures of Success | Value of grants directed at sporting infrastructure across the Shire |

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for the additional expenditure for the project within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.12

That Council accept the quote submitted by Wilson Complete Building Services for the redevelopment of the changerooms at the Northampton Community Centre and any additional costs for the project be declared authorised expenditure.

7.5.13 AUSTRALIAN FIRE DANGER RATING SYSTEM UPDATE/FIRE WEATHER DISTRICTS REVIEW

| | |
|---------------------------|--|
| LOCATION: | Whole of Western Australia |
| FILE REFERENCE: | 5.1.1 |
| CORRESPONDENT: | Department of Fire & Emergency Services |
| DATE OF REPORT: | 3 February 2022 |
| REPORTING OFFICER: | Garry Keeffe |
| APPENDICES: | 1. Background of Proposed Changes |

SUMMARY:

The Department of Fire and Emergency Services (DFES) has been working with the Australasian Fire and Emergency Service Authorities Council (AFAC), towards achieving a nationally consistent Australian Fire Danger Rating System (AFDRS).

BACKGROUND:

It is being suggested by DFES the AFDRS will enhance public safety and reduce the impacts of bushfires by improving the scientific accuracy behind fire danger predictions and improving how fire danger is communicated. It has also been suggested the system will strengthen the ability of fire authorities to accurately communicate bushfire risk to the community, enhance agency readiness and preparedness and contribute to risk management prevention.

Following months of national workshops and consultation across WA, each state has now agreed to a nationally consistent four rating system and corresponding Fire Behavior Index thresholds, which will be implemented across Australia from 1 September 2022.

The WA Project team have worked closely with relevant committees and working groups, as well as conducting consultation with a range of stakeholders to identify significant change impact areas and assistance required to support successful implementation of the new system.

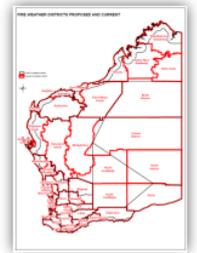
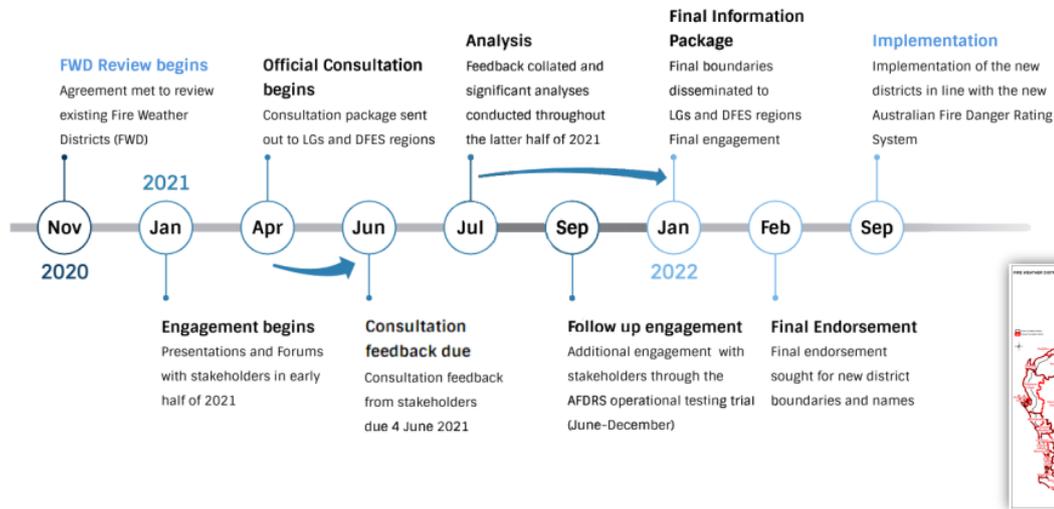
Consultation has identified a number of significant change impacts to local governments, particularly relating to how Fire Danger Ratings are communicated and how restricted activities are applied.

COMMENT:

Below is the FWD Review Timeline which shows the consultation period:



Consultation



Having read through the information provided by DFES (attached and forwarded by email to Councillors) i.e.

- *Fire Weather District Review; and*
- *Building a Modern and Consistent Australian Fire Danger Rating System (AFDRS)*

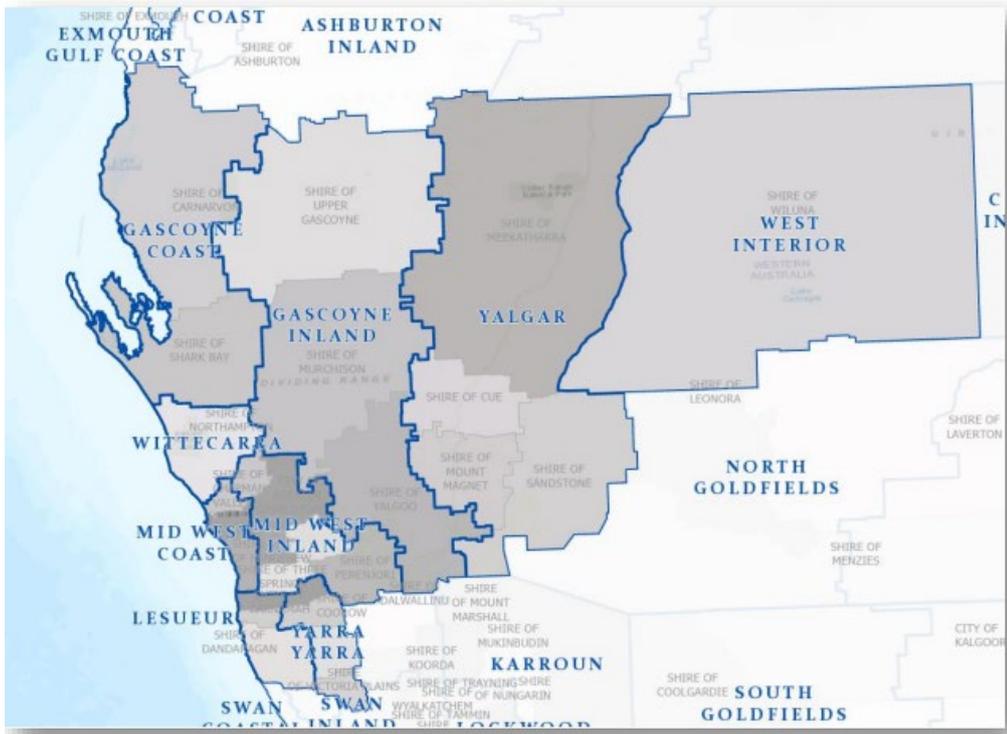
It is considered that the proposed AFDRS is an improvement on the current boundaries of the Fire Weather District (FWD) across the State, and specifically the Midwest-Gascoyne region, with the exception of this shire where the coastal section will now form part of the overall shire ratings which as known the two areas can have varying weather conditions, cool on the coast, hot inland.

There is currently 37 FWD across WA with it being proposed to expand to 48. The proposed FWD incorporate the need for coastal districts yet takes into consideration the need to follow LG boundaries where possible to reduce issues when issuing Total Fire Bans.

CURRENT BOM FWD



PROPOSED FWD



It will be noted from the Maps provided in the *Fire Weather District Review Attachment* for the Midwest/Gascoyne area the current FWD includes the coastal strip within the Shire of Northampton being separated from a majority of the hinterland section of the Shire. Whereas the proposed FWD removes this coastal strip and includes the whole of the Shire into the one area (named Wittecarra). This may be beneficial when the Shire invokes a Harvest & Movement of Vehicles Ban, which usually accompany a DFES Total Fire Ban (TFB) across the Shire as the whole Shire will be implicated.

The downside to the proposed situation is if DFES only impose a TFB in the Wittecarra and Mid West Inland areas, yet not the Mid West Coastal area as some of the Shire's Coastal constituents may feel aggrieved if weather conditions are not as severe on the coast as they are in the hinterland areas of the Shire. This may also be an issue if the Coastal area of the Shire is incorporated in a TFB across the whole of the Shire and power outages cannot be attended to, or line re-energised by Western Power until the TFB Indices is at a set level across the whole of the Shire.

It may be prudent for Council to request the Mid West Coast area of the proposed FWD Map be extended to also cover the coastal areas of the Shire of Northampton.

FINANCIAL & BUDGET IMPLICATIONS:

No financial implication envisaged for the Shire.

STATUTORY IMPLICATIONS:

Emergency Management Act, 2005

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.13

That Council requests the proposed Fire Weather Districts in the Midwest & Gascoyne area be amended to remove the coastal section of the Shire of Northampton from the “Wittecarra” area and placed into the “Midwest Coastal” area as this recognises different weather patterns between coastal and inland areas and will improve the Western Powers access to this section of the Shire during Total Fire Ban situations.

APPENDICES 1 – Background Report

 Australian Fire Danger Rating System

Building a Modern and Consistent Australian Fire Danger Rating System (AFDRS)



The Department of Fire and Emergency Services is working with all other Australian states and territories to implement an Australian Fire Danger Rating System (AFDRS). The AFDRS will enhance public safety and reduce the impacts of bushfires by improving the scientific accuracy behind fire danger predictions and improving how fire danger is communicated.

What is changing?

In September 2022, a new Australian Fire Danger Rating System will be rolled out, and will:

- Incorporate new science based on 50 years of bushfire knowledge
- Accurately reflect more fuel types across Australia's landscape
- Better predict fire danger conditions
- Simplify and improve public information about fire danger and what actions to take
- Support strategic planning, operations, and long-term risk mitigation
- Allow for continuous improvement based on new and changing scientific knowledge, climate, and fuel.

Why are we changing the Fire Danger Ratings?

'Fewer than four in ten Australian's understand and use the current Fire Danger Ratings to plan days in summer, and only a third have acted due to a Fire Danger Rating in the past'.

In a time when people seem to be craving an increasing amount information, it might feel counter-intuitive to be reducing the number of ratings. However, comprehensive social research has found that most Australians want a more simple, straightforward Fire Danger Rating system.

One of the largest social research studies undertaken in Australia, investigated how communities in bushfire-risk areas interact with fire danger ratings, finding that across all states and territories, the public would have an improved response to fewer levels, simpler language, calls to action.

The new simpler AFDRS will empower communities to make the most appropriate decisions for the safety, in the lead up to days of dangerous conditions.

Building a truly national system.

While the underlying models used to derive Fire Danger Ratings are in use consistently across Australia, the resultant fire danger ratings and the related messaging provided to communities is not nationally consistent. This was highlighted in the Royal Commission into National Natural Disaster Arrangements (2020). Building a national approach will maximise the community's ability to understand and appropriately respond to conditions.

How did we get here?

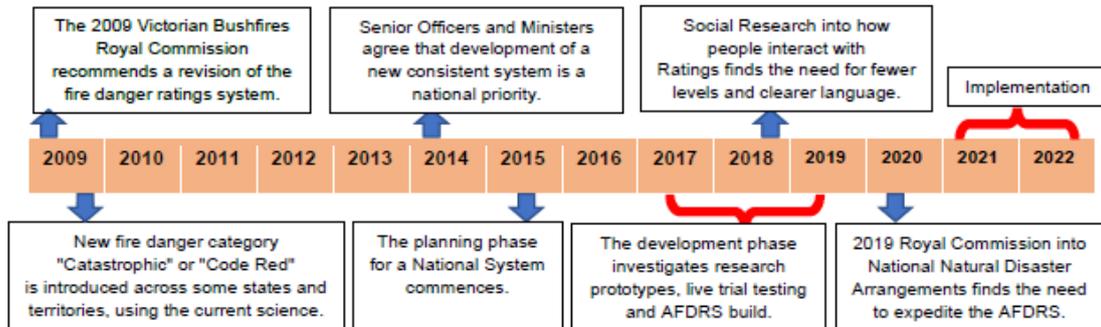


Figure 1 – AFDRS Implementation Timeline

Improved science

Fire Behaviour Models

The current FDR system has significant and widely acknowledged limitations, as it is based on science that is more than 60 years old. The current system only applies two fire behaviour models, the McArthur Forest (Forest Fire Danger Index-FFDI) and McArthur Grassland (Grassland Fire Danger Index – GFDI) Models despite these fuels only being applicable to one third of WA. It also does not account for other fuel values such as fuel load distribution, condition and continuity, which can have a significant influence on fire behaviour.

New research has greatly improved our ability to more accurately predict fire behaviour and to apply several different fire behaviour models, which are more representative of different vegetation types across WA. The AFDRS will consider 22 different fuel types and apply 8 of the most contemporary fire behaviour models across the country. The models, when linked with Bureau of Meteorology predictions, will provide a much more accurate indication of potential fire behaviour should a fire start.

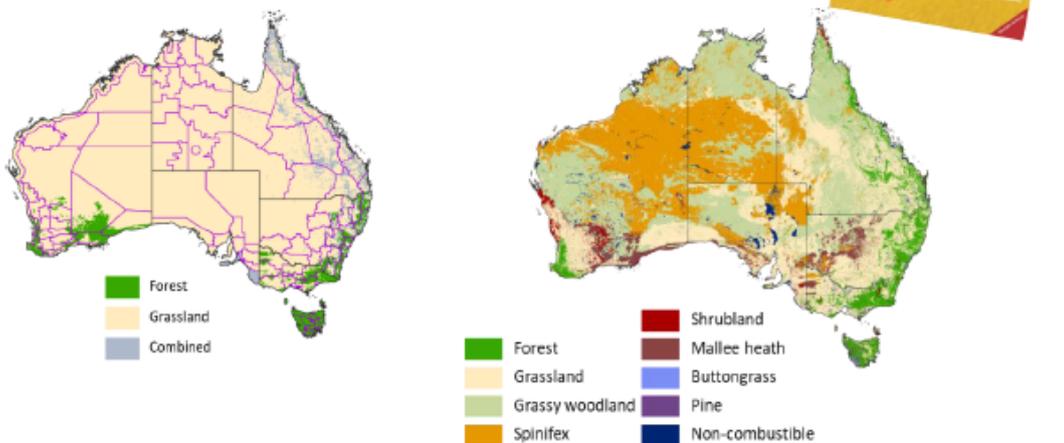


Figure 2 - Fire Behaviour Models – existing and future

Fire Behaviour Index (FBI)

As the AFDRS will incorporate 8 Fire Behaviour Models, the new system will see us moving away from the Fire Danger Index (FDI) to a Fire Behaviour Index (FBI). The FBI is a numerical index that provides a scale of potential fire behaviour weather conditions and the applicable fire behaviour model. It's important to note that as the FBI is based on 8 different fire behaviour models it does not correlate directly to the current FDI values.

The FBI will better inform:

- If a fire occurs, how will it look and behave?
- How difficult is a fire likely to be to suppress or contain?
- How suitable conditions are for prescribed burning?
- What are the likely impacts based on actual historical community losses?

Because the FBI has a high level of precision, it can be used by government agencies, industry, primary producers, and others that work with vegetation fires to support decision making in relation to issues such as prescribed burning, bushfire suppression strategies and when Total Fire Bans may be required. The below image broadly describes potential fire behaviour, impact and suppression capability across the 6 FBI categories.

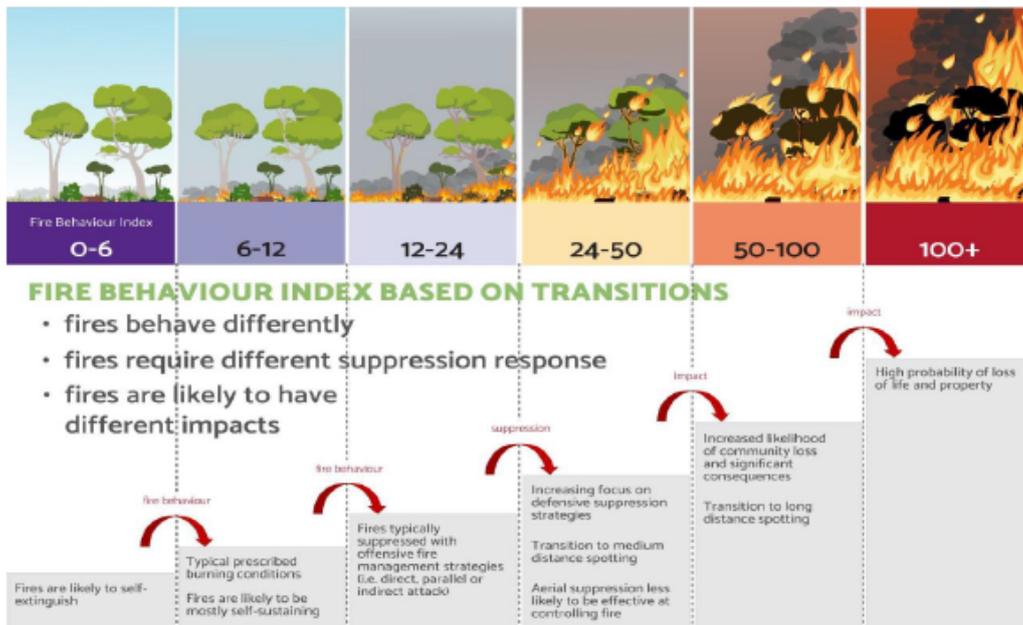


Figure 3 - Fire Behaviour Index categories based on transitions

Fire Danger Rating Framework

The Fire Behaviour Index thresholds and nationally consistent names for each level of the AFDRS were endorsed in December 2021. The new framework builds on information gathered during the social research study with key changes including:

- A simpler system with only 4 levels
- Gradual increase in wording with distinctly different words for each level
- A simplification of the current system – building education off familiarity
- Distinct actions at each level
- Allows the four levels to be targeted to the most important actions

| Name | Fire Behaviour Index Range | Indicative description |
|--------------|----------------------------|--|
| MODERATE | 12-23 | Plan and prepare |
| HIGH | 24-49 | Be ready to act |
| EXTREME | 50-99 | Take action now Days like these are very dangerous for bushfires |
| CATASTROPHIC | 100+ | Days like these are the deadliest bushfires. Do not be in a bushfire risk area. |

Table 1 – Agreed FDR Names, FBI Index thresholds and broad messaging.

The changes will take effect from 1 September 2022. This will allow all jurisdictions sufficient time to ensure any legislation or policy changes are complete, prior to the national switch over.

Understanding the non-zero start

You may have noted that ‘Moderate’ commences as an FBI of 12, reflecting a stark change from our current Fire Danger Ratings Systems. Remembering that Fire Danger Ratings indicate how dangerous a fire would be if one started, not the likelihood of a fire starting, the science that underpins the AFDRS reflects a better understanding of how different fuel types burn under differing conditions.

Improving this science means we can ‘switch off’ the system on days where no proactive action is required by the community. This isn’t to say that fires can’t or won’t start, but that the community don’t need to actively anticipate a fire spreading in a fast or threatening way. The non-zero start brings fire danger into line with other hazards such as flood, wind and storm.

Consultation across WA

Committees and Working Groups

The IBOC (Interagency Bushfire Operating Committee) AFDRS WA Implementation Subcommittee has been established to provide support, guidance and oversight of the WA Implementation Project at a senior level across DFES, BoM, DBCA, WALGA and local governments.

Project working groups have been formed to identify the work required to deliver the project. These have been established under the following five workstreams:

- Community Messaging and Engagement
- Science, Systems and Data
- WA Legislation and Compliance
- Doctrine and Training
- Operational Response

Local Government Consultation

Online Survey

In September 2020, DFES in consultation with WALGA, administered an online survey to all local governments, providing the opportunity to help identify the impacts that the new AFDRS may have on their specific local government. The survey also informed DFES on a range of matters relating to the proposed change, including community understanding and signage inventories. Responses were received by 66 local governments with the key themes relating to communication, signage and community education.

Consultation sessions

To better understand key impacts to local governments and to ensure there is support for the proposed new AFDRS framework before formally adopted, the WA AFDRS project team held five regionally based consultation sessions and two online sessions targeted towards local government-based fire managers responsible for decision making protocols relating to the provision of burn permits and issuing of Harvest Vehicle Movement Bans. Information was also sought on strategies for communicating fire danger risk.

State Government and other agencies

In August 2018, DFES hosted an initial information session for several DFES staff and representatives from DBCA and WALGA to introduce the AFDRS, update them on the status of the project and workshop potential impact on the jurisdiction.

In September 2019, a state-level Stakeholder Consultation Workshop was presented by the National AFDRS Program team to gather and understand WA's requirements and identify potential implications within the jurisdiction. This provided valuable feedback to the National Program Board and input into the national requirements and solution design.

A further stakeholder workshop was held on 26 August 2021 at the Bushfire Centre of Excellence. There were 22 attendees, representing 15 local and state government, industry, utilities and infrastructure organisations were invited to participate.

How will the changes impact WA?

The WA Project team have worked closely with its committees and working groups as well as conducting consultation with a range of stakeholders to identify significant change impact areas and assistance required to support successful implementation of the new system. The following outlines some of the key change impact areas identified.

New Systems and Products

A suite of new online systems and products will be developed to support the implementation of the AFDRS.

- **Fuel State Editor** – a software portal that will allow fire and land management agencies to enter and authorise fuel data on vegetation types, fire history and grass condition for fire behaviour calculations.
- **Fire Danger Viewer** - a visualisation tool which will offer fire managers the ability to display forecast and current FDRs as well as weather, fuel and fire history data in a customised view.

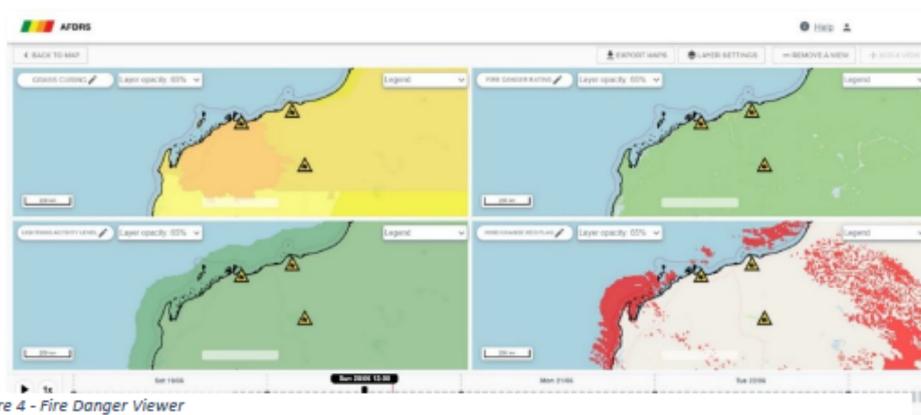


Figure 4 - Fire Danger Viewer

Community products

There will be a number of Bureau of Meteorology (BOM) products that provide information to the community on Fire Danger Ratings, Fire Behaviour Indexes and other relevant information. The Emergency WA website will also be updated to reflect the new Fire Danger Ratings.

Operational Testing

The Operational Testing phase of the implementation project is key to ensure that the products that have been developed nationally are functional, fit-for-purpose and support decision making within a WA fire response context.

Operational Testing is being run in two phases to accommodate the northern and southern fire seasons. Training has been delivered to stakeholders across each region to support testing of the systems during the northern and southern fire seasons. Further system training will be provided to fire and land management staff prior to release of the new system.

Changes to WA Legislation

The move from six to four ratings, new names and thresholds, will result in significant changes to how Fire Danger Ratings are referenced within the *Bush Fires Act 1954* and *Bush Fires Regulations 1954*. Detailed analysis work, operational testing and stakeholder engagement has been key to understanding the science behind the new system as well as determining appropriate application of the new Fire Behaviour Index from a fire management and operational context. The WA project management team have been working closely with the DFES Legal Policy and Compliance team as well as consulting with representatives across state and local government, agriculture and industry to identify and progress the required changes to the Act and Regulations prior to the release of the new AFDRS system. Given the limited time frame and current review of the Emergency Services Acts, the intent is to keep changes to the Act and Regulations minimal, reflecting alignment to the appropriate rating level under the new system.

The team have conducted detailed analysis to ensure that FDR / FBI thresholds applied as triggers for restricted activities under the new system are aligned to risk management principles and do not add unnecessary restrictions. Work is still underway to determine the appropriate threshold/s for declaring a Total Fire Ban (TFB) under the new system. The team are also still finalising the most appropriate FBI value to be applied for triggering a Harvest Vehicle Movement Ban during a Total Fire Ban (Section 24C, Regulations). Based on analysis work and consultation feedback, it is intended that a similar value that corresponds to the appropriate FBI will be applied as the new trigger under the AFDRS. The team are currently investigating enhancement of the Aurora Fire Behaviour Calculator to allow for calculation of an FBI using the applicable CSIRO Grassland Model based on observed conditions. The below table provides a general overview of where restrictions apply under the current 6 rating system and how these references will change to be appropriately aligned to the new 4 rating (AFDRS) system. Please note that these changes are indicative only as not yet finalised.

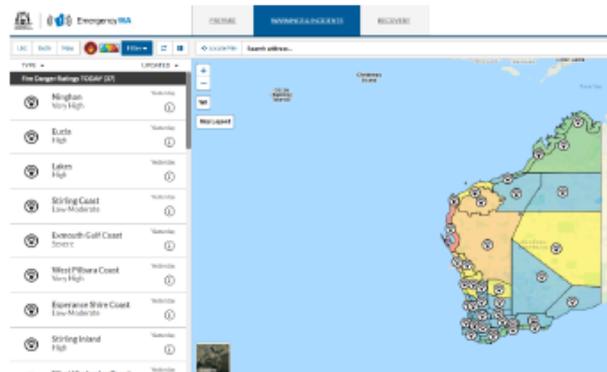


Figure 5 Current Emergency WA website

Australian Fire Danger Rating System

Fire Danger Rating References to Bush Fires Act 1954 and Bush Fires Regulations 1954 – Current and aligned to AFDRS

| | LOW-MOD (0-11) | HIGH (12-31) | VERY HIGH (32-49) | SEVERE (50-74) | EXTREME (75-99) | CATASTROPHIC (100+) |
|---|---------------------|---------------------|----------------------|--|--------------------|-------------------------|
| Current Fire Danger Ratings (Fire Danger Index) | LOW-MOD (0-11) | HIGH (12-31) | VERY HIGH (32-49) | SEVERE (50-74) | EXTREME (75-99) | CATASTROPHIC (100+) |
| New Fire Danger Ratings (AFDRS) (Fire Behaviour Index) | No rating (0-11) | MODERATE (12-23) | HIGH (24-49) | EXTREME (50-99) | EXTREME (100-+) | CATASTROPHIC (100-+) |
| Bush Fires Act 1954, section 24D | | | | Burning of garden refuse is prohibited. | | |
| Bush Fires Act 1954, section 25(a) | | | | Lighting of a fire for the purpose of camping or cooking is prohibited unless the local government has provided written approval. | | |
| Bush Fires Act 1954, section 18A(17) | | | | A permit holder shall not set fire to the bush unless authorised by a fire weather officer. | | |
| Bush Fires Regulations 1954, r.198(7) | | | | A BFCO may issue a direction that, notwithstanding any permit to burn clover, clover shall not be burnt in the district. | | |
| Bush Fires Regulations 1954, r. 21B | | | | During a TFB a BFCO must impose a ban (RVMB) on off-road activity for business, industry and agriculture if the Fire Danger Index exceeds 35. The FDI must be worked out using the CSIRO McArthur method. (Corresponding FBI value to be determined. Investigating development of online tool to calculate FBI from observed conditions using applicable CSIRO Grassland Model). | | |
| Bush Fires Regulations 1954, r. 24F | | | | Hot work excepted from total fire ban under BF Regulations prohibited unless part of urgent works on essential services. | | |
| Bush Fires Regulations 1954, r. 24I | | | | Volume of firefighting water required to carry out hot work during a total fire ban under an exception in the BF Regulations according to forecast FDR. | | |
| Bush Fires Regulations 1954, r. 24ZA | | | | Road work excepted from total fire ban under BF Regulations prohibited unless part of urgent works on essential services. | | |
| Bush Fires Regulations 1954, r. 24ZE | | | | Volume of firefighting water required to carry out road work during a total fire ban under an exception in the BF Regulations according to forecast FDR. | | |
| Bush Fires Regulations 1954, r. 24ZI | | | | Off-road activity excepted from total fire ban under BF Regulations prohibited unless part of urgent works on essential services. | | |
| Bush Fires Regulations 1954, r. 24ZN | | | | Catering activity excepted from total fire ban under BF Regulations prohibited. | | |
| Bush Fires Regulations 1954, r. 33(13) | | | | A person who has received a permit to burn proclaimed plants must not burn a proclaimed plant | | |
| Bush Fires Regulations 1954, r. 39CA | | | | Operation of bee smoker devices in the open air prohibited. | | |

Table 2 – Fire Danger Rating references to Bush Fires Act 1954 and Bush Fires Regulations – current and aligned to AFDRS

Roadside Signage

Fire Danger Rating roadside signs are widely used across WA to communicate daily fire danger ratings. In 2020, a survey was conducted of all local governments in WA and found

60% thought the signs were either 'effective', 'very effective' or 'extremely effective' at increasing community awareness about actions that should be taken in relation to different FDRs.

In regional areas, there was significantly less support for FDR signs due to lack of visibility, messaging blindness and maintenance issues. However, benefits were mostly seen for tourists and/or people passing through regional towns who may not be familiar with the area.

Some local governments have installed digital signs that are automatically updated with data from the BoM, removing the need for rangers, volunteers, or local government staff to update them. Of the local governments that responded to the survey in 2020, 17% indicated having one or more digital signs.

The development of the new AFDRS signs is currently underway by the national team. The WA project team is exploring funding options to support the allocation of new signs to local governments.

Community Education and Awareness

The WA project team have secured funding to support the roll-out of the AFDRS in WA by providing targeted community education and awareness products that have been adapted to the WA context and ongoing public information about community fire danger risk. It will support communities throughout the state, including fire managers, local government personnel, volunteers and the general community. This will include:

- Updating the public information sources (Emergency WA and the suite of emergency messaging templates across social media and other direct channels) to communicate the daily fire danger rating to the community
- Update existing community awareness and education products
- Adapt and localise national communication products to the WA context
- Develop digital education products for local governments, volunteers and the community

Funding is also being sought to support the delivery of a communication campaign to embed community awareness of the new system and required actions.

For more information

As a key stakeholder, we will send you regular updates to keep you informed with the latest AFDRS news.

Please contact the WA project team via email at afdrs@dfes.wa.gov.au or contact Rachael Parkes, AFDRS Project Manager on 9395 9580 for any specific enquiries. Visit the [AFAC website](#) for national project news.

7.5.14 CR STOCK-STANDEN RESIGNATION

| | |
|---------------------------|------------------------|
| FILE REFERENCE: | 4.1.1 |
| DATE OF REPORT: | 3 February 2022 |
| REPORTING OFFICER: | Garry Keeffe |

SUMMARY:

Council to determine if the current vacancy due to resignation of Cr Stock-Standen is to be filled by undertaking an extra ordinary election or the position remain vacant until the 2023 Local Government Elections.

Cr Stock-Standen’s term would have ended October 2025

BACKGROUND:

As a result of Cr Stock-Standen resigning (effective from 11th February 2021) it is necessary for Council to determine if:

- To conduct an extraordinary election to fill the vacancy; or
- Defer filling the vacancy until the October 2023 Local Government Ordinary elections.

The Local Government Act provides that if a councillor’s office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the Council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

* Absolute majority required.

(4A) Subsection (3) applies —

(a) if —

- (i) the office is for a district that has no wards; and
- (ii) at least 80% of the number of offices of member of the council in the district are still filled;

or

(b) if —

- (i) the office is for a ward for which there are 5 or more offices of councillor; and

- (ii) *at least 80% of the number of offices of councillor for the ward are still filled.*

If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.

If Council does want to hold an Extraordinary Meeting to fill the current vacancy then the following legislation is relevant:

4.8 Extraordinary elections

- (1) If the office of a Councillor or of an elector mayor or president becomes vacant under section 2.32 an election to fill the office is to be held.
- (2) An election is also to be held under this section if section 4.57 or 4.58 so requires.
- (3) An election under this section is called an *extraordinary election*.

4.9 Election day for extraordinary election

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed —*
- (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
- (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*
- (2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.*
- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —*
- (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
- (b) *advise the CEO of the day fixed.”*
-

SUMMARY:

In accordance with section 4.9(1(b) above Council need to determine the date of an Extraordinary Election (if this is the preferred option) by the 12th June 2022 (i.e. Cr Stock-Standen's resignation was effective from the 12th February 2022).

The other issue with the departure of Cr Stock-Standen is representation on various Council and Community Committees. Cr Stock-Standen held the following positions:

- Council Audit Committee
- Delegate on the Northampton Community Centre Committee.

COMMENT:

The CEO, upon the approval of the Shire President, has been in contact with the WA Electoral Commission and they have confirmed they would be willing to endorse a resolution of Council to defer filling the Elected Member vacancy until the October 2023 Local Government Elections (subject to Council resolving by Absolute Majority to do this at the February 2022 meeting).

FINANCIAL & BUDGET IMPLICATIONS:

Should Council resolve not to defer the vacancy to the 2023 elections, then costs will be incurred to hold an extraordinary election however the costs are relatively minimal, and all depends if a in person election has to be held if two or more candidates nominate or if the position is filled unopposed.

When the extraordinary election was held recently for the Kalbarri Ward the overall cost was \$1,455 and that includes having two polling staff members (excluding CEO being the Returning Officer) having to be employed on election day.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

Legislation relevant to filling a vacant Elected Member position is detailed in the *Comments* section of this report.

VOTING REQUIREMENT:

Simple or Absolute Majority Required depending on the direction Council wishes to take. If is to defer filling the vacancy to October 2025 then the decision must be by an absolute majority. If the decision is to hold an extraordinary election, then a simple majority is required.

OFFICER RECOMMENDATION – ITEM 7.5.14

Council to determine if the filling of the Northampton Ward office of Councillor vacancy is to be deferred or an extraordinary election be held.

7.5.15 2020/21 ANNUAL ELECTORS MEETING

| | |
|---------------------------|---|
| FILE REFERENCE: | 4.1.1 |
| DATE OF REPORT: | 9 February 2022 |
| FILE NO: | 1.1.3 |
| REPORTING OFFICER: | Garry Keeffe |
| APPENDICES: | 1. Annual Report (provided separate to agenda) |

SUMMARY:

Council to determine a date, time and venue for the 2020/2021 Annual Electors Meeting.

BACKGROUND:

The Councils Audit Committee will consider the 2020/2021 Annual Financial Statements, Audit Report and the Annual Report and will recommend to Council to formally receive these reports.

Once the Annual Report is adopted an electors meeting is to be held but no more than 56 days after the adoption of the report (therefore before 15th April 2022) as per section 5.27 of the Local Government Act 1995. The minimum period is that a minimum of 14 days public notice is to be given

It is recommended that the electors meeting be held as soon as possible and be held at the completion of a Council meeting, suggested date therefore is 18 March 2022 at the Northampton Council Chambers.

COMMUNITY CONSULTATION:

Advertising of the date, time and venue of the meeting must be undertaken.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.27

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.15

That the Annual Electors meeting be held Friday 18th March 2022 commencing at 4.00pm at the Northampton Council Chambers.

7.5.16 KALBARRI MULTI-PURPOSE COMMUNITY FACILITY – CONCEPT PLANS

| | |
|---------------------------|-----------------------------|
| LOCATION: | Kalbarri |
| FILE REFERENCE: | 11.1.15 |
| DATE OF REPORT: | 10 February 2022 |
| REPORTING OFFICER: | Garry Keeffe |
| APPENDICES: | 1. Details of quotes |

SUMMARY:

Council to determine the appointment of an architect to develop concept plans for the proposed Kalbarri Multi-Purpose Community Centre.

BACKGROUND:

As part of a review of damaged buildings resulting from the impacts of Cyclone Seroja and the subsequent demolition of the community hall at the Kalbarri Community Hall and Camp, Council at their August 2021 meeting resolved to seek community feedback from Kalbarri residents in relation to the construction of a proposed Multi-Purpose Community Centre to be located at the Kalbarri Sport and Recreation Precinct. A Multi-Purpose Community Centre is a facility designed to provide space for a variety of activities and services that would benefit the entire community. Ideas were sought from the community for Council consideration which will assist with the development of preliminary designs for further community consideration.

All submissions were considered at the November 2021 Council meeting where the Council resolved to call Expressions of Interest from qualified architects/designers to develop concept plans for further Council and Community consideration.

Advertising calling for Expressions of Interest was undertaken with EOI's closing 4.00pm Thursday 10 February 2022. Only one EOI has been received from Eastman, Poletti & Sherwood, cost \$16,970 exclusive of GST. Details of their approach and costings is at Appendices 1.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for the cost of preparing the concept plans, however insurance pay outs of demolished Council owned buildings that is held in the Building Reserve Fund can be used to cover the cost to prepare the concept plans.

The use of Building Reserve Funds is not provided for within the 2021/22 Budget and therefore Council is still required to approve this expenditure as authorised expenditure as per the provisions of Section 6.8 of the Local Government Act 1995.

STATUTORY IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

| | |
|---------------------|--|
| Strategy | Infrastructure |
| Key Actions- | 3.5.1 Ensure Sporting facilities are in line with population trends |
| Measures of Success | Value of grants directed at sporting infrastructure across the Shire |

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for the additional expenditure or transfer from the Building Reserve Fund for the project within the 2021/2022 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.16

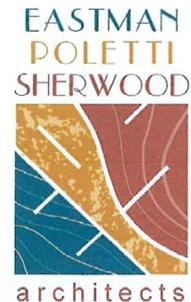
That Council appoint Eastman, Poletti & Sherwood to prepare concept plans for the proposed Kalbarri Multi-Purpose Community Centre at a cost of \$16,970 exclusive of GST and funds from the Building Reserve Fund be utilised for this expenditure.

APPENDICES 1 – Eastman, Poletti & Sherwood quote

DELIVERY METHOD: EMAIL
ceo@northampton.wa.gov.au

10 February 2022

Shire of Northampton
PO Box 61
NORTHAMPTON WA 6535
ATTENTION: MR G KEEFFE



Dear Gary,

**RE: EXPRESSION OF INTEREST
PREPARATION OF CONCEPT PLANS - PROPOSED KALBARRI MULTI-PURPOSE CENTRE**

We hereby submit our Expression of Interest for the above project.

Eastman Poletti Sherwood Architects (EPS) are located in Geraldton WA and have been practising architecture in Geraldton, the Mid-West, Pilbara, Kimberley and adjacent remote areas since 1973.

With a combined 53 years of experience, the team have acquired invaluable knowledge and experience in a broad and varied range of architectural projects, including residential, commercial, recreational, government, heritage and tourism.

Eastman Poletti Sherwood employs a team of Architects and Interior Designers and works with external consultants who are selected for their expertise and suitability for each project.

We have gained a reputation in the design and construction industry for producing very consistent and concise design documentation, resulting in higher quality outcomes. A number of our projects have required detailed resolution of very complex programmes on remote and challenging sites.

As a regional professional practice we offer a personal commitment to each individual project through all stages to completion and accept responsibility for their building designs and take ownership of the results. They are committed to the betterment of the regional communities in which they work through the improvement of the built environment.

As regional architects we have a strong appreciation and understanding of the many issues that impact on a regional building project. These include the local climate (strong winds, dust and corrosion), orientation for control of sun and heat gain, the availability and suitability of materials, their durability and maintenance requirements and their cost effectiveness along with consideration of the availability and capability of local builders and their tradesmen.

Eastman Poletti Sherwood commit to having a Principal of the business involved in maintaining a highly personalised service for their clients, from site selection, initial briefing and concept design through to construction, administration and project completion.

Please refer to Capability Statement attached.

If you require any further information, please don't hesitate to contact the EPS office.

Yours faithfully

.....
CRAIG POLETTI
EASTMAN POLETTI SHERWOOD PTY LTD

Expression of Interest
Preparation of Concept Plans
Proposed Kalbarri Multi-Purpose Centre



CAPABILITY STATEMENT

The key personnel that we would allocate to this project will be:

Principal / Design Architect Craig Poletti
Draftsperson Paul Butterfield

Craig will be responsible for all consultation with the Shire to establish the basis of the brief and provide concept / master planning to the proposed Multi-Purpose Centre

SKILLS AND INDUSTRY EXPERIENCE

Craig will take the lead role having over 30 years' experience in the industry and more specifically projects in and around Kalbarri, including the Kalbarri Skywalk, Menarra Hill, Natures Window and other coastal and river gorge projects. Craig is currently working on concept plans for the development of the Kalbarri Foreshore for WA Tourism.

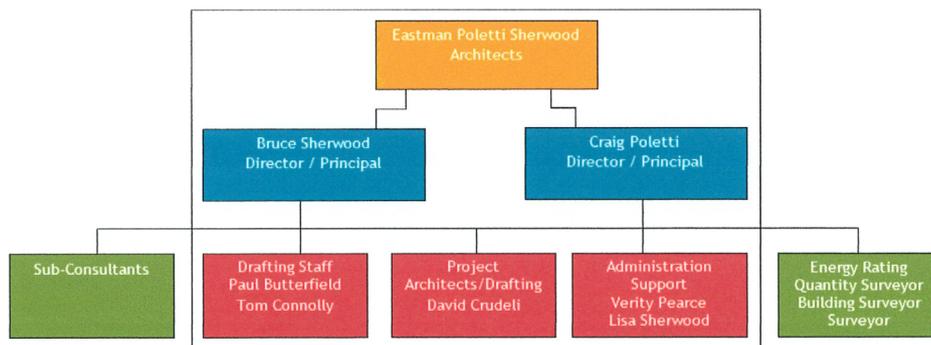
Craig also has relevant experience in the design of multi user sporting facilities and hospitality all relevant to this project. He also has a sound understanding of the requirements of building for cyclonic regions having completed numerous projects of a public nature in the cyclonic regions of Western Australia.

Paul Butterfield has worked for EPS for over 20 years and understandably has worked with Craig on many of the projects similar in nature to that proposed.

ORGANISATIONAL CAPACITY

Eastman Poletti Sherwood Architects operate from their own premises within the Geraldton CBD.

We have Principals, Bruce Sherwood and Craig Poletti and the business employs a qualified architect in an architect/drafting capacity, two qualified draftspersons and two office administration staff. Additionally we have the ability to draw upon further drafting capacity if and when required.



Expression of Interest
Preparation of Concept Plans
Proposed Kalbarri Multi-Purpose Centre



METHODOLOGY

To deliver this project we would undertake to initially meet on site with client representatives to discuss what the community needs are, the role the facility is to play within the community and the suitability of existing infrastructure for integration into the proposal.

This will enable us to, in conjunction with the Shire, define a preliminary brief for development of concept planning. EPS have the relevant experience to determine the special requirements required without the need to look too closely to the detail at a conceptual stage.

A concept development master plan identifying preferred siting, building to be removed and indicative floor planning will be developed in consultation with the client.

We envisage this proposal shall be presented to Shire for discussion then further developed and presented for approval.

Working with our Quantity Surveyor (QS) we are able to provide a well-informed Opinion of Probable Costs (OPC). The same QS has worked closely with this office for over 20 years on projects in the Midwest and has a very good understanding of Regional costs.

We would recommend a detailed feature survey of the site be provided by the Shire to assist in the accuracy of planning. We would also suggest the services of an electrical consultant be engaged to determine the existing power and upgrade requirement for budget purposes.

Indicative program as follows:

| | FEB | MARCH | | | | APRIL | | | | MAY | | |
|------------------------------------|-----|-------|----|----|----|-------|----|----|----|-----|---|----|
| | 28 | 7 | 14 | 21 | 28 | 4 | 11 | 19 | 26 | 2 | 9 | 16 |
| Site Inspection | | | | | | | | | | | | |
| Feature Survey (By Others) | | | | | | | | | | | | |
| Site Development Master Plan | | | | | | | | | | | | |
| Multipurpose Facility Concept Plan | | | | | | | | | | | | |
| Present to Council | | | | | | | | | | | | |
| Amend & Finalise Concept Plan | | | | | | | | | | | | |
| Q.S. Opinion of Probable Costs | | | | | | | | | | | | |

EPS have complete numerous similar facilities throughout the Midwest of varying size and value. The examples provided below are:

- Nagle Catholic College Gymnasium
- Champion Bay College Upgrade & Refurbishment
- Wandina Primary School
- Kalbarri Skywalk & Infrastructure
- Holland Street School Therapy Pool & Ablutions

Expression of Interest
Preparation of Concept Plans
Proposed Kalbarri Multi-Purpose Centre



The examples provided below are indicative not so much of projects specifically relating to the project type for this submission, but of the scale and complexity of regionally based projects which our proposed nominated personnel have experience and capacity to undertake.

| Relative Project Experience | | | | |
|---|--|-----------------|--|---|
| Project Title | Yield | \$ Value ex GST | Project Referee Name & Contact | Personnel Responsible |
|  <p>Nagle Catholic College Gymnasium</p> | Design, Documentation and Contract Administration for the Construction of: <ul style="list-style-type: none"> • Gymnasium • GPLAS • Maintenance Office • Associated Works | \$7.88M | Nagle Catholic College (08) 9920 0500 | Craig Poletti Paul Butterfield |
|  <p>Champion Bay College Upgrade and Refurbishment</p> | Design, Documentation and Contract Administration for the Construction of: <ul style="list-style-type: none"> • Student Services & Canteen Building • Materials & Technology Building • Performing Arts & Music Building • Alterations & Additions to the Existing Arts Building • Whole of campus landscaping • External Kiss & Drop Off and Soft Landscaping | \$15.67M | Champion Bay Senior High School Julie Campbell (08) 9965 8300 | David Crudeli Paul Butterfield Bruce Sherwood Tom Connolly |

Expression of Interest
Preparation of Concept Plans
Proposed Kalbarri Multi-Purpose Centre



| | | | | |
|---|--|----------------|--|--|
| <p>Wandina Primary School</p>  | <p>Design, Documentation and Contract Administration for the Construction of:</p> <ul style="list-style-type: none"> Multi-use canteen and Covered Assembly building including music room Two teaching blocks Administration building Hard and soft landscaping works. | <p>\$9.3M</p> | <p>Building Management & Works Ian Williams (08) 9965 7110</p> | <p>Craig Poletti</p> |
| <p>Kalbarri Skywalk & Infrastructure</p>  | <p>Two weathering steel lookout structures cantilever 26m and 15m out over the 110m high gorge providing stunning views up and down the river and back onto the formations of the gorge face. The structures are a connection of the path leading from the carpark meandering through the landscape. The 'Beemarra' (the Serpent Spirit of Water who according to local Aboriginal traditions, created the rivers) is cast into the path as artwork provided by local Nanda Artists, the path extends out over the gorge and back, inspiring the form of the Skywalk. The built facilities (infrastructure) and associated visitor facilities include a Cafeteria, Shelters and Toilets.</p> | <p>\$10.0M</p> | <p>Department of Biodiversity, Conservation and Attractions Rory Chapple 0400 025 854</p> | <p>Craig Poletti Paul Butterfield Tom Connolly</p> |
| <p>Holland Street School Therapy Pool & Ablutions</p>  | <p>The Works comprised of</p> <ul style="list-style-type: none"> Demolition of the existing below ground fibreglass pool and associated enclosure and infrastructure. Construction of a new below ground concrete pool and associated plant, and a new pool enclosure, plant room and abtution facilities. | <p>\$2.5M</p> | <p>Building Management & Works Pauline Riley (08) 9965 7106</p> | <p>Craig Poletti</p> |

Expression of Interest
Preparation of Concept Plans
Proposed Kalbarri Multi-Purpose Centre



FEE PROPOSAL

| | | | |
|---|--|-----|-------------------------------|
| • Site inspection with shire representative. Travel costs 320km @ \$1/km | 6 hours @ \$230.00 | \$ | 1,380.00 |
| | | \$ | 320.00 |
| • Establish basis of brief and design requirements in accordance with relevant codes | 4 hours @ \$230.00 | \$ | 920.00 |
| • Review of existing building and suitability for re-use (Council to provide copies of existing drawings where required) | 3 hours @ \$230.00 | \$ | 690.00 |
| • Review of existing services and requirements for upgrades to including in budget Power Water Sewer Gas (sub consultants fees not included) | 2 hours @ \$230.00 | \$ | 460.00 |
| • Concept site planning and Shire liaison | 4 hours @ \$230.00 | \$ | 920.00 |
| • Concept facility planning | Architect 7 hours @ \$230.00 Draftsperson 15 hours @ \$130.00 | \$ | 1,610.00 |
| | | \$ | 1,950.00 |
| • Shire presentation | 3 hours @ \$230.00 | \$ | 690.00 |
| • Amend and Finalise | Architects 3 hours @ \$230.00 Draftsperson 5 hours @ \$130.00 | \$ | 690.00 |
| | | \$ | 650.00 |
| • Liaise with QS for provision of Opinion of Probable Costs | 3 hours @ \$230.00 | \$ | 690.00 |
| | | | Architectural Services |
| | | \$ | 10,970.00 |
| • Quantity Surveyor (Est.) | | \$ | 3,000.00 |
| • Conceptual 3D Image (Est.) | | \$ | 3,000.00 |
| | | | TOTAL |
| | | \$ | 16,970.00 |
| | | GST | \$ 1,697.00 |
| | | | \$ 18,667.00 |