



ATTACHMENTS

COUNCIL MEETING

21 MARCH 2024

CONTENTS

ATTACHMENTS

9.2.1 (1) Proposed Accounts for Endorsement on 21 st March 2024	2
9.2.2 (1) Monthly Financial Statements for the period ending 29 February 2024.....	11
9.2.3 (1) Proposed Budget Review March 2024	35
9.4.1 (1) Proposed Overheight Outbuilding at Lot 69 (No. 9) Ruby Terrace, Kalbarri.....	45
9.4.2 (1) Proposed Outbuilding at Lot 82 (No. 18) Fifth Avenue, Northampton.....	48
9.4.3 (1) Proposed Additional Egg Laying Shed (Animal Husbandry Intensive Agriculture) at Lot 14 (No. 3874) George Grey Drive, Yallabatharra.....	50
9.4.3 (2) Proposed Additional Egg Laying Shed (Animal Husbandry Intensive Agriculture) at Lot 14 (No. 3874) George Grey Drive, Yallabatharra.....	57
9.4.3 (3) Proposed Additional Egg Laying Shed (Animal Husbandry Intensive Agriculture) at Lot 14 (No. 3874) George Grey Drive, Yallabatharra.....	61
9.4.4 (1) Proposed Overheight Outbuilding at Lot 812 (No. 4) Karina Mews, Kalbarri.....	66
9.4.5 (1) Delegated Planning Decisions for February 2024	69
9.4.6 (1) Proposed “Kurlaji Wangga” Cultural Tours (Experiential Use) – Commercial Recreational Tourism Activity Licence Agreement.....	70
9.5.1 (1) Building Approvals Report February 2024	77
9.8.1 (1) Information Items – Maintenance/Construction – Works Program.....	78
9.9.1 (1) Unconfirmed Minutes of the Community Grants Advisory Committee	85
9.9.1 (2) Unconfirmed Minutes of the Community Grants Advisory Committee	87
9.9.2 (1) Unconfirmed Minutes of the Audit and Risk Management Advisory Committee.....	88
9.9.2 (2) Unconfirmed Minutes of the Audit and Risk Management Advisory Committee.....	95
9.9.2 (3) Unconfirmed Minutes fo the Audit and Risk Management Advisory Committee.....	119

APPENDICES

9.4.7 (1) Proposed Delegation to Chief Executive Officer for Renewal of Commercial Recreational Tourism Activity License	1
9.4.7 (2) Proposed Delegation to Chief Executive Officer for Renewal of Commercial Recreatinal Tourism Activity License	9

Payments List for Endorsement on 21st March 2024

CHEQUES - MUNICIPAL ACCOUNT

Chq #	Date	Name/Payee	Description	Amount
22460	02-02-2024	GERALDTON MOWER & REPAIR SPECIALISTS	BRUSHCUTTER GREASE & OIL	167.20
22461	02-02-2024	SHIRE OF NORTHAMPTON	BCITF COMMISSION DECEMBER 2023	31.50
22462	14-02-2024	GERALDTON MOWER & REPAIR SPECIALISTS	BRUSH CUTTER CUTTER GUARD	43.40
22463	14-02-2024	WATER CORPORATION	WATER USE & SERVICE CHARGES	16453.14
22464	19-02-2024	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	139.35
22465	29-02-2024	SHIRE OF NORTHAMPTON	BCITF/BRB COMMISSION JANUARY 2024	58.00
22466	29-02-2024	GERALDTON MOWER & REPAIR SPECIALISTS	LAWN EDGER BLADES	39.20
22467	29-02-2024	WATER CORPORATION	WATER USE & SERVICE CHARGES	3612.13
				<u><u>\$ 20,543.92</u></u>

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name/Payee	Description	Amount
EFT25959	01-02-2024	ROSS MITCHELL	AJANA BINNU FIRE UNIT REIMB FUEL	105.10
EFT25960	02-02-2024	RUSSELL JOHN BROMLEY	OVAL HOUSE INTERIOR PAINTING	7200.00
EFT25961	02-02-2024	AUSTRALIAN TRAINING MANAGEMENT	TRAFFIC MANAGEMENT TRAINING	325.00
EFT25962	02-02-2024	AUSSIE NATURAL SPRING WATER GERALDTON	WATER COOLER WATER	14.95
EFT25963	02-02-2024	BIN BOMB PTY LTD	KAL BIN DEODORISER TUBS	413.42
EFT25964	02-02-2024	TREVOR BRANDY	REIMB POLICE CHECK FOR BUILDING SURVEYOR LICENSE	58.70
EFT25965	02-02-2024	NEIL EDWARD BROADHURST	REIMBURSE SERVICE 131NR	843.30
EFT25966	02-02-2024	BUNNINGS (GERALDTON WAREHOUSE)	PLANTER POT SEALER	49.36
EFT25967	02-02-2024	CENTRAL WEST PUMP SERVICE	WATER TRUCK HOSE	165.00
EFT25968	02-02-2024	CHAPMAN ANIMAL HOSPITAL	STERILISATION SUBSIDY	20.00
EFT25969	02-02-2024	COHESIS PTY LTD	ITHEALTH CHECK AND BUSINESS SYSTEMS	3847.25
EFT25970	02-02-2024	BOC GASES AUSTRALIA	INDUSTRY GASES	45.16
EFT25971	02-02-2024	WINC AUSTRALIA PTY LTD	RICOH PRINTER, P/COPIES MTCE, CHAIRS/MATS, HUTCH	8481.23
EFT25972	02-02-2024	CORSIGN WA PTY LTD	SIGNS	2163.70
EFT25973	02-02-2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	653.54
EFT25974	02-02-2024	EP DRAFFIN MANUFACTURING P/L	STREET BINS	1148.40
EFT25975	02-02-2024	ELDERS RURAL SERVICES AUSTRALIA LTD	TOILET PAPERS, DISINFECT	1148.73
EFT25976	02-02-2024	WA ELECTORAL COMMISSION	2023 ELECTION	9175.83
EFT25977	02-02-2024	ELGAS	GAS	202.42
EFT25978	02-02-2024	ENGIN	TELEPHONE CHARGES	268.58
EFT25979	02-02-2024	GERALDTON DIESEL INJECTION SERVICE	ISUZU TRUCK INJECTORS	5655.57
EFT25980	02-02-2024	TREVOR GRAEME GIBB	COUNCILLOR FEES	200.00
EFT25981	02-02-2024	DAVID GRAY & CO PTY LTD	BINS	220.22
EFT25982	02-02-2024	GREENFIELD TECHNICAL SERVICES	KALBARRI WIDENING WORKS CONSULTANT	19543.06
EFT25983	02-02-2024	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUELS/FUEL CARDS	20472.54
EFT25984	02-02-2024	C + J HANSON PLUMBING CONTRACTORS	PLUMBING, RPZ VALVE TESTING	2625.32
EFT25985	02-02-2024	KALBARRI EXPRESS FREIGHT	FREIGHT	25.74
EFT25986	02-02-2024	KALBARRI WAREHOUSE	POTTING MIX, RETIC, HARDWARE	541.45

EFT #	Date	Name/Payee	Description	Amount
EFT25987	02-02-2024	KEMPTON ELECTRICAL CONTRACTING	OVAL HOUSE ELECTRICAL	1562.00
EFT25988	02-02-2024	LGRCEU	PAYROLL DEDUCTIONS	82.00
EFT25989	02-02-2024	GERALDTON TOYOTA	NR1 SERVICE	466.47
EFT25990	02-02-2024	MINING EQUITIES PTY LTD	RATE REFUND	1008.21
EFT25991	02-02-2024	M L COMMUNICATIONS	131NR HANDS FREE KIT	648.45
EFT25992	02-02-2024	NORTHAMPTON IGA	CLEANING GOODS, REFRESHMENTS	867.01
EFT25993	02-02-2024	NORTHAMPTON TOURIST ASSOCIATION	AUSTRALIA DAY BREAKFAST 2024 CONTRIBUTION	500.00
EFT25994	02-02-2024	NORTHAMPTON BOWLING CLUB	COUNCIL XMAS FUNCTION	3860.00
EFT25995	02-02-2024	OFFICE OF THE AUDITOR GENERAL	JUNE 2023 AUDIT FEES	40249.00
EFT25996	02-02-2024	OAKS CIVIL CONTRUSCTION	KALBARRI ROAD TRAFFIC CONTROL	21093.00
EFT25997	02-02-2024	DEPARTMENT OF THE PREMIER AND CABINET	ADVERTISING	156.00
EFT25998	02-02-2024	RHONDA BARBETTI	UNIFORM EMBROIDERY	44.00
EFT25999	02-02-2024	ROAD RUNNER MECHANICAL SERVICES	ISUZU TRANSMISSION WIRING REPAIR	572.00
EFT26000	02-02-2024	PAUL SHERIFF	SYNERGYSOFT MTCE	110.00
EFT26001	02-02-2024	SKYTRUST	SKYTRUST SUBSCRIPTION	493.90
EFT26002	02-02-2024	SOLOMONS FLOORING & SULTANS BLINDS	OVAL HOUSE FLOORING	11829.35
EFT26003	02-02-2024	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	DOZER WORKS PUSHUP GRAVEL	10763.50
EFT26004	02-02-2024	2V NET IT SOLUTIONS	COMPTER MTCE	821.50
EFT26005	02-02-2024	TOTALLY WORKWEAR - GERALDTON	SAFETY BOOTS & HIVIS VESTS	205.54
EFT26006	02-02-2024	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1098.19
EFT26007	02-02-2024	WILSONS SIGN SOLUTIONS	HKS MEMORIAL WALL PLAQUE	330.00
EFT26008	02-02-2024	WOODLANDS DISTRIBUTORS PTY LTD	DOG WASTE BAGS	3220.80
EFT26009	01-02-2024	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN GUARANTEE FEE	3328.82
EFT26010	13-02-2024	RAUBEX CONSTRUCTION PTY LTD	KALBARRI ROAD WIDENING	284518.60
EFT26011	14-02-2024	AERODROME MANAGEMENT SERVICES	AIRPORT REPORTING OFFICER TRAINING	2655.00
EFT26012	14-02-2024	KALBARRI IGA	GOODS/CLEANING SUPPLIES	82.46
EFT26013	14-02-2024	ASSETVAL PTY LTD	VALUATION INFRASTRUCTURE	89650.00
EFT26014	14-02-2024	AUSSIE NATURAL SPRING WATER GERALDTON	WATER COOLER BOTTLES	29.90
EFT26015	14-02-2024	BLACKWOODS	WATER DISPENSER	1424.50
EFT26016	14-02-2024	CITY OF GREATER GERALDTON	REFUSE DISPOSAL MERU	23871.88
EFT26017	14-02-2024	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM 240LT REFUSE COLLECTION	25800.32
EFT26018	14-02-2024	BOC GASES AUSTRALIA	INDUSTRY GASES	45.16
EFT26019	14-02-2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	95.69
EFT26020	14-02-2024	CRAMER & NEILL REFRIGERATION	NTON OFFICE SERVICE AIRCONS	1287.06

EFT #	Date	Name/Payee	Description	Amount
EFT26021	14-02-2024	LUKE DOUGLAS	REFUND KERB DEPOSIT	500.00
EFT26022	14-02-2024	ELGAS	GAS	196.00
EFT26023	14-02-2024	ENGIN	TELEPHONE CHARGES	311.65
EFT26024	14-02-2024	GERALDTON LOCK & KEY SPECIALISTS	KEYS	281.12
EFT26025	14-02-2024	GHD PTY LTD	NORTHAMPTON DISASTER RECOVERY WORKS	35863.85
EFT26026	14-02-2024	CALE GILBERTSON	REFUND KERB DEPOSIT	500.00
EFT26027	14-02-2024	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUELS/FUEL CARDS	33714.75
EFT26028	14-02-2024	C + J HANSON PLUMBING CONTRACTORS	NCC TOILET REPAIRS	302.50
EFT26029	14-02-2024	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA)	VEHICLE PARTS	634.55
EFT26030	14-02-2024	HOSEXPRESS	TRUCK HYDRAULIC HOSES	221.53
EFT26031	14-02-2024	INDEPENDENT RURAL NORTHAMPTON	RETIC CONTROLLER, SPRINKLERS, PAINT, HARDWARE	3733.35
EFT26032	14-02-2024	JMH MECHANICAL SERVICES	BACKHOE 1000HR SERVICE KIT	1117.39
EFT26033	14-02-2024	KALBARRI STATE EMERGENCY SERVICE	ESL 23/24 3RD QUARTER	10000.00
EFT26034	14-02-2024	BP KALBARRI	FUEL, HARDWARE	450.59
EFT26035	14-02-2024	KALBARRI WAREHOUSE	RAKES, HARDWARE	137.25
EFT26036	14-02-2024	KEMPTON ELECTRICAL CONTRACTING	RSL SERVICE AIRCON	264.00
EFT26037	14-02-2024	KIMBERLEY QUARRY PTY LTD	10MM MRWA AGGREGATE	9776.05
EFT26038	14-02-2024	MACH ONE AUTO ONE	TRAILER BATTERY SOLAR PANEL	215.10
EFT26039	14-02-2024	ANDREW MANNING	RATE REFUND	53.17
EFT26040	14-02-2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	228.80
EFT26041	14-02-2024	MEDIBLOOM GROUP PTY LTD	DOCTORS TRAVEL	194.48
EFT26042	14-02-2024	NORTHAMPTON CREATIVE OBSESSIONS INC	OPERATING SUBSIDY 23/24	1500.00
EFT26043	14-02-2024	NORTHAMPTON IGA	CLEANING, GOODS	167.84
EFT26044	14-02-2024	NORTHAMPTON NEWSAGENCY	NEWSPAPERS, OFFICE STATIONERY	516.34
EFT26045	14-02-2024	NORTHAMPTON LIONS CLUB	REFUND BUS BOND	200.00
EFT26046	14-02-2024	GERALDTON CLEANPAK TOTAL SOLUTIONS	HANDTOWELS, DISINFECTANT	275.20
EFT26047	14-02-2024	ORIGO PTY LTD	PORT GREGORY WATER SUPPLY ANNUAL MONITORING FEE	1223.20
EFT26048	14-02-2024	PURCHER INTERNATIONAL	VEHICLE PARTS	336.05
EFT26049	14-02-2024	SYNERGY	ELECTRICITY CHARGES	22231.15
EFT26050	14-02-2024	PAUL SHERIFF	SYNERGYSOFT MTCE	110.00
EFT26051	14-02-2024	TELSTRA	TELEPHONE CHARGES	1350.58
EFT26052	14-02-2024	VALERIE ROSE TRENT	RATE REFUND	272.76

EFT #	Date	Name/Payee	Description	Amount
EFT26053	14-02-2024	TRUCKLINE	VEHICLE PARTS	460.99
EFT26054	14-02-2024	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	304.98
EFT26055	14-02-2024	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	898.29
EFT26056	14-02-2024	NORTHAMPTON TYRES	2 TYRES	719.00
EFT26057	15-02-2024	AUSTRALIAN TAXATION OFFICE	BAS JANUARY 2024	40076.00
EFT26058	15-02-2024	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 155	14558.26
EFT26059	21-02-2024	WEST AUSTRALIAN NEWSPAPERS LTD	KVC ADVERTISING	2750.00
EFT26060	23-02-2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF JANUARY 2024	1905.15
EFT26061	23-02-2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BRB JANUARY 2024	996.44
EFT26062	26-02-2024	RAUBEX CONSTRUCTION PTY LTD	KALBARRI ROAD WIDENING	542305.74
EFT26063	29-02-2024	ALL CLEANING AND MAINTENANCE	ALLEN CENTRE CLEANING JUNE 2023 - JANUARY 2024	20834.00
EFT26064	29-02-2024	AW CRAGAN & ALLCAPRI PTY LTD	BOBCAT HIRE VARIOUS SITES	1378.30
EFT26065	29-02-2024	ARROW BRONZE	CEMETERY URN	434.27
EFT26066	29-02-2024	AUSTRALIA POST	POSTAGE	569.99
EFT26067	29-02-2024	BABA MARDIA ROAD SERVICES (JUURLU BABA YAMITJI P/L)	BINNU EAST ROAD TRAFFIC CONTROL	743.38
EFT26068	29-02-2024	MT & HM BARNDEN	REFUND KERB DEPOSIT	500.00
EFT26069	29-02-2024	BESPOKE COLLECTIVE PTY LTD	SELF-INKING STAMPS	198.50
EFT26070	29-02-2024	BLACKWOODS	HOIST SLING, HOSES, HARDWARE	786.53
EFT26071	29-02-2024	BUNNINGS (GERALDTON WAREHOUSE)	SPRAYER, TOOLS, PLANTS	421.14
EFT26072	29-02-2024	ANDREW CAMPBELL	REIMB TELSTRA	144.00
EFT26073	29-02-2024	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	8118.96
EFT26074	29-02-2024	CLEANAWAY OPERATIONS PTY LTD	REFUSE FRONTLIFT BINS	94.71
EFT26075	29-02-2024	WINC AUSTRALIA PTY LTD	PHOTOCOPIER MTCE	1854.93
EFT26076	29-02-2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	161.03
EFT26077	29-02-2024	CRAMER & NEILL REFRIGERATION	NTON OFFICE SERVICE AIRCON	545.45
EFT26078	29-02-2024	DAZFAB ENGINEERING	NTON BOWLS CLUB BENCH TOPS	3102.00
EFT26079	29-02-2024	SIMON DRAGE	RSL & LIONS PARK REPAIRS	506.00
EFT26080	29-02-2024	ELDERS RURAL SERVICES AUSTRALIA LTD	TOILET PAPERS, WASH, RETIC	1062.04
EFT26081	29-02-2024	FREEMANS LIQUID WASTE PTY LTD	PUMP SEPTICS VARIOUS SITES	5199.80
EFT26082	29-02-2024	GERALDTON LOCK & KEY SPECIALISTS	KEYS	349.08

EFT #	Date	Name/Payee	Description	Amount
EFT26083	29-02-2024	ATOM GERALDTON	TRAFFIC CONES, TAPE, STRAPS	1085.93
EFT26084	29-02-2024	GERALDTON AUTO WHOLESALERS	ISUZU REPAIR SENSOR	1480.14
EFT26085	29-02-2024	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	2346.38
EFT26086	29-02-2024	GNC QUALITY PRECAST GERALDTON	BINNU EAST RD CULVERTS	18916.70
EFT26087	29-02-2024	GREENFIELD TECHNICAL SERVICES	KALBARRI WIDENING WORKS CONSULTANT, ROADS 2040 SUBMISSION	53226.34
EFT26088	29-02-2024	C + J HANSON PLUMBING CONTRACTORS	VARIOUS PLUMBING REPAIRS	3023.38
EFT26089	29-02-2024	HILLE THOMPSON & DELFOS	LITTLE BAY ROAD SURVEY	3278.00
EFT26090	29-02-2024	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA)	PARTS	76.02
EFT26091	29-02-2024	HOSEY'S CONTRACTING	OVAl HOUSE REMOVE ASBESTOS	12234.66
EFT26092	29-02-2024	IMPRINT PLASTIC	ACRYLIC DESK PLATES	614.90
EFT26093	29-02-2024	INDEPENDENT RURAL NORTHAMPTON	SPRINKLERS, RETIC, HARDWARE	4483.11
EFT26094	29-02-2024	INFOCOUNCIL PTY LTD	INFOCOUNCIL ENHANCEMENTS	739.20
EFT26095	29-02-2024	KALBARRI AUTO CENTRE	VEHICLE SERVICES, 4 TYRES, REPAIRS	1969.00
EFT26096	29-02-2024	KALBARRI EXPRESS FREIGHT	FREIGHT	225.23
EFT26097	29-02-2024	GRAEME RALPH	KALB VERGE MOWING, BALLA-WHEL WATER TRUCK	6691.85
EFT26098	29-02-2024	KEMPTON ELECTRICAL CONTRACTING	NTON DEPOT ELECTRICAL	822.25
EFT26099	29-02-2024	KOORI KIDS	NAIDOC SCHOOL INITIATIVES 2024 CONTRIBUTION	500.00
EFT26100	29-02-2024	LENANE HOLDINGS PTY LTD	BALLA WHELLARA RD WATER TRUCK	5678.75
EFT26101	29-02-2024	LIONS CANCER INSTITUTE (INC)	LIONS CANCER SPONSERSHIP	700.00
EFT26102	29-02-2024	LOCAL GOVERNMENT SUPERVISORS ASSOCIATION	LG SUPERVISORS ASSOC 2024 MEMBERHIPS	400.00
EFT26103	29-02-2024	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT26104	29-02-2024	MIDWEST FIRE PROTECTION SERVICES	FIRE EQUIPMENT SERVICING 23/24	5283.70
EFT26105	29-02-2024	GRANT MIDDLETON	REIMB 2 PEDESTAL FANS FOR OFFICE	88.10
EFT26106	29-02-2024	MIDWEST AERO MEDICAL AIR AMBULANCE	PRE-EMPLOYMENT MEDICAL	514.87
EFT26107	29-02-2024	MITCHELL & BROWN	ALLEN CENTRE MEETING ROOM FRIDGE	648.00
EFT26108	29-02-2024	M L COMMUNICATIONS	MTCE TRUCK 40 CHANNEL HANDPIECE	215.00
EFT26109	29-02-2024	NATURAL AREA HOLDINGS PTY LTD	LITTLE BAY ENVIRONMENTAL MANAGEMENT PLAN	3960.00
EFT26110	29-02-2024	OAKS CIVIL CONTRUSCTION	BALLA WHELLARRA RD TRAFFIC CONTROL	9013.13
EFT26111	29-02-2024	THOMAS EDWARD POWELL	RATE REFUND	1908.75
EFT26112	29-02-2024	RED BLUFF BAKERY CAFE	REFRESHMENTS	290.00
EFT26113	29-02-2024	BRIAN ROBINSON	REIMB RELOCATION EXPENSES	1480.00
EFT26114	29-02-2024	SUN CITY PRINT & DESIGN	STATIONERY	608.00

ATTACHMENT 9.2.1(1)

EFT #	Date	Name/Payee	Description	Amount
EFT26115	29-02-2024	SYNERGY	ELECTRICITY CHARGES	35757.58
EFT26116	29-02-2024	SKYTRUST	SKYTRUST SUBSCRIPTION	987.80
EFT26117	29-02-2024	TELSTRA	TELEPHONE CHARGES	564.13
EFT26118	29-02-2024	THE SEWING FAIRY	UNIFORM EMBROIDERY	50.00
EFT26119	29-02-2024	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	KALB REFUSE SITE DOZER HIRE	15053.50
EFT26120	29-02-2024	2V NET IT SOLUTIONS	COMPTON MTCE	574.00
EFT26121	29-02-2024	DATATRAX PTY LTD	KVC TOUCH SCREEN	395.00
EFT26122	29-02-2024	LANDGATE	VALUATION EXPENSES	627.11
EFT26123	29-02-2024	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING	330.00
EFT26124	29-02-2024	WILSONS SIGN SOLUTIONS	HKS MEMORIAL WALL PLAQUES	330.00
EFT26125	29-02-2024	WILLIAMS & HUGHES	LEGAL FEES	242.44
				<u>\$1,594,696.04</u>

PAYROLL, SUPERANNUATION AND GENERAL JOURNALS

Jnl #	Jnl Date	Name/Payee	Transaction Date	Description	Transaction Amount	Total
	01-02-2024	PAYROLL		FN/E 31/01/2024		108,443.00
	02-02-2024	SUPERCHOICE		SUPERANNUATION PAY FN/E 31/01/2024		24,291.29
	15-02-2024	PAYROLL		FN/E 14/02/2024		112,185.00
	21-02-2024	SUPERCHOICE		SUPERANNUATION PAY FN/E 14/02/2024		25,741.61
	29-02-2024	PAYROLL		FN/E 28/02/2024		113,784.00
	28-02-2024	SUPERCHOICE		SUPERANNUATION PAY FN/E 28/02/2024		25,636.61
GJ0809	29-02-2024	NATIONAL AUSTRALIA BANK		BANK FEES		118.64
GJ0810	29-02-2024	NATIONAL AUSTRALIA BANK		BANK MERCHANT FEES		238.46
GJ0818	29-02-2024	COMMONWEALTH BANK		BPOINT FEES		75.48
GJ0812	29-02-2024	NATIONAL AUSTRALIA BANK		BPAY		216.48
GJ0814	29-02-2024	NAB CEO CORPORATE CARD	09-01-24	PAPER PLUS OFFICE COMPUTER CABLES	43.75	
			09-01-24	HARVEY NORMAN OFFICE COMPUTER CABLES	97.95	
			09-01-24	SPOTLIGHT OFFICE BLINDS	240.00	
			11-01-24	BUNNINGS OFFICE HARDWARE	148.45	
			22-01-24	MICROSOFT STORE WINDOWS PROFESSIONAL	169.00	
				CARD FEE	9.00	708.15
GJ0815	31-01-2024	NAB EMCS CORPORATE CARD	05-01-24	2VNET COMPUTER MTCE	418.00	
			15-01-24	2VNET COMPUTER MTCE	75.34	
			15-01-24	2VNET COMPUTER MTCE	50.00	
			15-01-24	2VNET COMPUTER MTCE	331.98	
			18-01-24	2VNET COMPUTER MTCE	486.20	
			23-01-24	IINET LTD	79.99	
			23-01-24	QANTAS AIR TRAINING FLIGHTS	517.60	
			25-01-24	MOORE AUSTRALIA BUDGET WORKSHOP	1,320.00	
			25-01-24	ADOBE SYSTEMS COMPUTER MTCE	209.95	
			29-01-24	LG MANAGEMENT PROFESSIONALS FINANCE	1,360.00	
				CONFERENCE		
			29-01-24	2VNET COMPUTER MTCE	149.99	
			29-01-24	CARD FEE	9.00	5,008.05
						<u>\$ 416,446.77</u>

FUEL CARDS

Payment #	Payment Date	Name/Payee	Transaction Date	Description	Transaction Amount	Total
EFT25983	02-02-2024	GREAT SOUTHERN FUEL SUPPLY		DEPOT BOWSERS	19,862.64	
			22-12-23	EMCS ISUZU MUX	118.39	
			27-12-23	EMCS ISUZU MUX	57.83	
			07-12-23	CEO TOYOTA PRADO	200.97	
			26-12-23	CEO TOYOTA PRADO	232.71	
						<u>20,472.54</u>
EFT26027	14-02-2024	GREAT SOUTHERN FUEL SUPPLY		DEPOT BOWSERS	32,483.16	
				SUNDRY PLANT OILS/DEGREASER	528.84	
			04-01-24	EMCS ISUZU MUX	121.70	
			13-01-24	EMCS ISUZU MUX	75.83	
			26-01-24	EMCS ISUZU MUX	96.29	
			01-01-24	CEO TOYOTA PRADO	191.66	
			15-01-24	CEO TOYOTA PRADO	217.27	
						<u>33,714.75</u>
EFT26085	29-02-2024	GERALDTON FUEL COMPANY PTY LTD	08-01-24	CEO TOYOTA PRADO	224.20	
			22-01-24	CEO TOYOTA PRADO	190.73	
			31-01-24	CEO TOYOTA PRADO	223.46	
			15-01-24	EMWTS TOYOTA PRADO	184.82	
			20-01-24	EMWTS TOYOTA PRADO	85.16	
			22-01-24	EMWTS TOYOTA PRADO	106.63	
			07-01-24	EHO CAMRY	78.40	
			24-01-24	EHO CAMRY	84.27	
			31-01-24	EHO CAMRY	84.00	
			24-01-24	BS TOYOTA FORTUNA	112.09	
			25-01-24	BS TOYOTA FORTUNA	103.20	
			28-01-24	BS TOYOTA FORTUNA	97.09	
			31-01-24	BS TOYOTA FORTUNA	98.77	
			25-01-24	EMCDR FORD RANGER	131.16	
			26-01-24	EMCDR FORD RANGER	118.82	
			29-01-24	EMCDR FORD RANGER	51.45	
			30-01-24	EMCDR FORD RANGER	123.39	
				SUNDRY PLANT/NTON TIP GENSET	248.74	
						<u>2,346.38</u>

SHIRE OF NORTHAMPTON

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 29 February 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statements required by regulation

Statement of Financial Activity	2
Statement of Financial Position	3
Note 1 Basis of Preparation	4
Note 2 Statement of Financial Activity Information	5
Note 3 Explanation of Material Variances	6

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	5,047,928	5,047,928	5,089,293	41,365	0.82%	▲
Rates excluding general rates		56,000	56,000	56,089	89	0.16%	▲
Grants, subsidies and contributions	13	918,769	676,899	1,472,722	795,823	117.57%	▲
Fees and charges		1,321,561	1,184,582	1,209,082	24,500	2.07%	▲
Interest revenue		177,500	124,164	186,054	61,890	49.85%	▲
Profit on asset disposals	6	59,000	58,998	19,855	(39,143)	(66.35%)	▼
		7,580,758	7,148,571	8,033,095	884,524	12.37%	
Expenditure from operating activities							
Employee costs		(4,394,780)	(2,978,132)	(2,952,748)	25,384	0.85%	▲
Materials and contracts		(2,839,575)	(1,894,588)	(1,874,026)	20,562	1.09%	▲
Utility charges		(363,900)	(242,448)	(203,857)	38,591	15.92%	▲
Depreciation		(2,557,550)	(1,704,968)	(1,747,163)	(42,195)	(2.47%)	▼
Finance costs		(30,725)	(20,464)	(15,894)	4,570	22.33%	▲
Insurance		(249,990)	(249,868)	(244,114)	5,754	2.30%	▲
Other expenditure		(642,469)	(420,425)	(424,463)	(4,038)	(0.96%)	▼
		(11,078,989)	(7,510,893)	(7,462,265)	48,628	0.65%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,498,550	1,645,970	1,727,310	81,340	4.94%	▲
Amount attributable to operating activities		(999,681)	1,283,648	2,298,140	1,014,492	79.03%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	1,312,387	874,904	2,877,936	2,003,032	228.94%	▲
Proceeds from disposal of assets	6	155,000	40,000	36,364	(3,636)	(9.09%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		17,005	17,005	17,005	0	0.00%	
		1,484,392	931,909	2,931,305	1,999,396	214.55%	
Outflows from investing activities							
Payments for property, plant and equipment	5	(852,750)	(642,144)	(859,679)	(217,535)	(33.88%)	▼
Payments for construction of infrastructure	5	(2,736,610)	(1,830,990)	(1,426,028)	404,962	22.12%	▲
		(3,589,360)	(2,473,134)	(2,285,707)	187,427	7.58%	
Amount attributable to investing activities		(2,104,968)	(1,541,225)	645,597	2,186,822	141.89%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	11	250,000	0	0	0	0.00%	
Transfer from reserves	4	0	100,000	100,000	0	0.00%	
		250,000	100,000	100,000	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(138,610)	(77,456)	(77,456)	0	0.00%	
Transfer to reserves	4	(101,650)	0	(613,075)	(613,075)	0.00%	▼
		(240,260)	(77,456)	(690,531)	(613,075)	(791.51%)	
Amount attributable to financing activities		9,740	22,544	(590,531)	(613,075)	(2719.46%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		3,094,909	3,094,909	3,032,626	(62,283)	(2.01%)	▼
Amount attributable to operating activities		(999,681)	1,283,648	2,298,140	1,014,492	79.03%	▲
Amount attributable to investing activities		(2,104,968)	(1,541,225)	645,597	2,186,822	141.89%	▲
Amount attributable to financing activities		9,740	22,544	(590,531)	(613,075)	(2719.46%)	▼
Surplus or deficit after imposition of general rates		0	2,859,876	5,385,833	2,525,957	88.32%	▲

KEY INFORMATION

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

* Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

	Supplementary Information	30 June 2023	29 February 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	4,889,424	5,791,243
Trade and other receivables		666,933	1,100,753
Other financial assets		16,353	17,005
Inventories	8	193,407	241,592
TOTAL CURRENT ASSETS		5,766,117	7,150,593
NON-CURRENT ASSETS			
Trade and other receivables		84,959	84,959
Other financial assets		376,315	384,255
Property, plant and equipment		36,474,104	36,590,156
Infrastructure		142,050,748	142,456,732
TOTAL NON-CURRENT ASSETS		178,986,126	179,516,102
TOTAL ASSETS		184,752,243	186,666,695
CURRENT LIABILITIES			
Trade and other payables	9	1,830,363	356,491
Other liabilities	12	20,000	20,000
Borrowings	11	138,610	78,159
Employee related provisions	12	744,555	744,555
TOTAL CURRENT LIABILITIES		2,733,528	1,199,205
NON-CURRENT LIABILITIES			
Borrowings	11	807,407	807,407
Employee related provisions		1,531,531	1,531,531
TOTAL NON-CURRENT LIABILITIES		2,338,938	2,338,938
TOTAL LIABILITIES		5,072,466	3,538,143
NET ASSETS		179,679,777	183,128,552
EQUITY			
Retained surplus		87,855,087	90,790,786
Reserve accounts	4	653,221	1,166,296
Revaluation surplus		91,171,469	91,171,470
TOTAL EQUITY		179,679,777	183,128,552

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 29 FEBRUARY 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

Judgements and estimates

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

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

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

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 05 March 2024

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening	Last Year Closing	Year to Date
		30 June 2023	30 June 2023	29 February 2024
Current assets		\$	\$	\$
Cash and cash equivalents	3	1,896,166	4,889,424	5,791,243
Trade and other receivables		739,518	666,933	1,100,753
Other financial assets		17,684	16,353	17,005
Inventories	8	13,407	193,407	241,592
Other assets	8	180,000	0	0
		2,846,775	5,766,117	7,150,593
Less: current liabilities				
Trade and other payables	9	(1,894,219)	(1,830,363)	(356,491)
Other liabilities	12		(20,000)	(20,000)
Borrowings	11	(142,131)	(372,328)	(78,159)
Employee related provisions	12	(732,724)	(744,555)	(744,555)
		(2,769,074)	(2,967,246)	(1,199,205)
Net current assets		77,701	2,798,871	5,951,388
Less: Total adjustments to net current assets	Note 2(c)	(560,637)	233,755	(565,555)
Closing funding surplus / (deficit)		(482,936)	3,032,626	5,385,833

(b) Non-cash amounts 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*.

Non-cash amounts excluded from operating activities		Adopted Budget	YTD Budget	YTD Actual
		\$	(a)	(b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(59,000)	(58,998)	(19,855)
Less: Movement in liabilities associated with restricted cash				2
Add: Depreciation		2,557,550	1,704,968	1,747,163
Total non-cash amounts excluded from operating activities		2,498,550	1,645,970	1,727,310

(c) Current assets and liabilities excluded from budgeted deficiency

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

		Adopted Budget Opening	Last Year Closing	Year to Date
		30 June 2023	30 June 2023	29 February 2024
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(653,222)	(653,221)	(1,166,296)
- Current financial assets at amortised cost - self supporting loans			(16,353)	(8,419)
- Land held for resale			(180,000)	(180,000)
- Other liabilities - Adjustment to current non current liabilities			(33,554)	(33,554)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11		372,328	78,159
- Current portion of other provisions held in reserve			744,555	744,555
- Current portion of employee benefit provisions held in reserve	4	92,585	0	0
Total adjustments to net current assets	Note 2(a)	(560,637)	233,755	(565,555)

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.

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2024

3 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 2023-24 year is \$5,000 or 0.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
General rates	41,365	0.82%	▲
Interim and back rates			
Grants, subsidies and contributions	795,823	117.57%	▲
Additional DFES Community Benefit Fund Grant and DRFA Funding			
Fees and charges	24,500	2.07%	▲
Timing will reconcile			
Interest revenue	61,890	49.85%	▲
Investment interest rates higher than expected.			
Profit on asset disposals	(39,143)	(66.35%)	▼
1 vehicle changed over, timing will reconcile.			
Expenditure from operating activities			
Employee costs	25,384	0.85%	▲
Variance due to vacant positions			
Materials and contracts	20,562	1.09%	▲
Timing will reconcile as works progress.			
Utility charges	38,591	15.92%	▲
Timing will reconcile			
Depreciation	(42,195)	(2.47%)	▼
Revaluation June 2023 complete. Increased asset values resulting in additional depreciation.			
Finance costs	4,570	22.33%	▲
Timing will reconcile.			
Insurance	5,754	2.30%	▲
Timing will reconcile.			
Other expenditure	(4,038)	(0.96%)	▼
Timing will reconcile.			
Non-cash amounts excluded from operating activities	81,340	4.94%	▲
Timing will reconcile - increases in depreciation and employee provisions			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	2,003,032	228.94%	▲
Additional DFES Resilience Fund Grant and Blackspot Funding			
Proceeds from disposal of assets	(3,636)	(9.09%)	▼
1 vehicle changed over, timing will reconcile.			
Outflows from investing activities			
Payments for property, plant and equipment	(217,535)	(33.88%)	▼
Timing will reconcile as works are completed			
Payments for construction of infrastructure	404,962	22.12%	▲
Timing will reconcile as works are completed			
Outflows from financing activities			
Transfer to reserves	(613,075)	0.00%	▼
Transfer to reserves actioned			
Surplus or deficit at the start of the financial year	(62,283)	(2.01%)	▼
Timing will reconcile			
Surplus or deficit after imposition of general rates	2,525,957	88.32%	▲
Due to variances described above			

SHIRE OF NORTHAMPTON

SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

1	Key Information	8
2	Key Information - Graphical	9
3	Cash and Financial Assets	10
4	Reserve Accounts	11
5	Capital Acquisitions	12
6	Disposal of Assets	14
7	Receivables	15
8	Other Current Assets	16
9	Payables	17
10	Rate Revenue	18
11	Borrowings	19
12	Other Current Liabilities	20
13	Grants and contributions	21
14	Capital grants and contributions	22
15	Bonds & Deposits	23
16	Budget Amendments	24

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.09 M	\$3.09 M	\$3.03 M	(\$0.06 M)
Closing	\$0.00 M	\$2.86 M	\$5.39 M	\$2.53 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$5.79 M	% of total
Unrestricted Cash	\$4.62 M	79.9%
Restricted Cash	\$1.17 M	20.1%

Refer to 3 - Cash and Financial Assets

Payables	
	\$0.36 M
	(\$0.00 M)
Trade Payables	
0 to 30 Days	(194.7%)
Over 30 Days	294.7%
Over 90 Days	294.7%

Refer to 9 - Payables

Receivables		
	\$0.54 M	% Collected
Rates Receivable	\$0.57 M	89.4%
Trade Receivable	\$0.54 M	% Outstanding
Over 30 Days		33.0%
Over 90 Days		32.1%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.00 M)	\$1.28 M	\$2.30 M	\$1.01 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$5.09 M	% Variance
YTD Budget	\$5.05 M	0.8%

Refer to 10 - Rate Revenue

Grants and Contributions		
YTD Actual	\$1.47 M	% Variance
YTD Budget	\$0.68 M	117.6%

Refer to 13 - Grants and Contributions

Fees and Charges		
YTD Actual	\$1.21 M	% Variance
YTD Budget	\$1.18 M	2.1%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.10 M)	(\$1.54 M)	\$0.65 M	\$2.19 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.04 M	%
Adopted Budget	\$0.16 M	(76.5%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.43 M	% Spent
Adopted Budget	\$2.74 M	(47.9%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$2.88 M	% Received
Adopted Budget	\$1.31 M	119.3%

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.01 M	\$0.02 M	(\$0.59 M)	(\$0.61 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.08 M)
Interest expense	(\$0.02 M)
Principal due	\$0.87 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$1.17 M
Interest earned	\$0.03 M

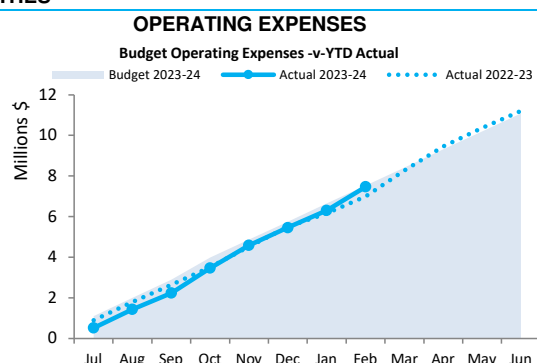
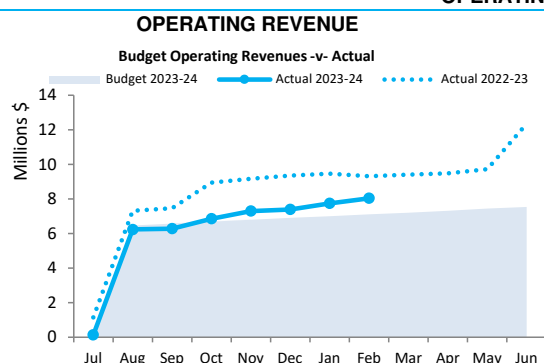
Refer to 4 - Cash Reserves

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

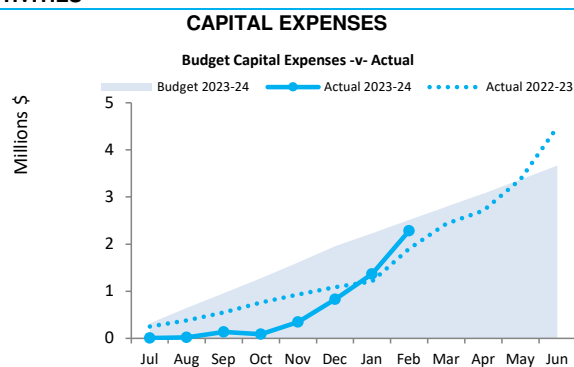
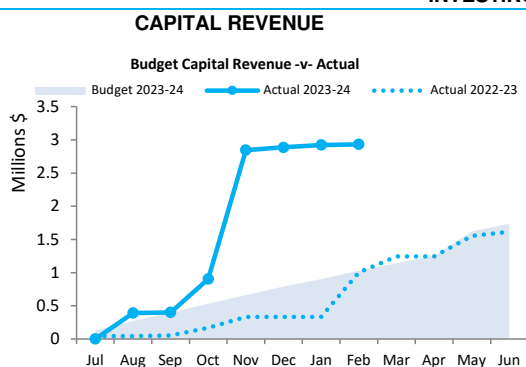
SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

2 KEY INFORMATION - GRAPHICAL

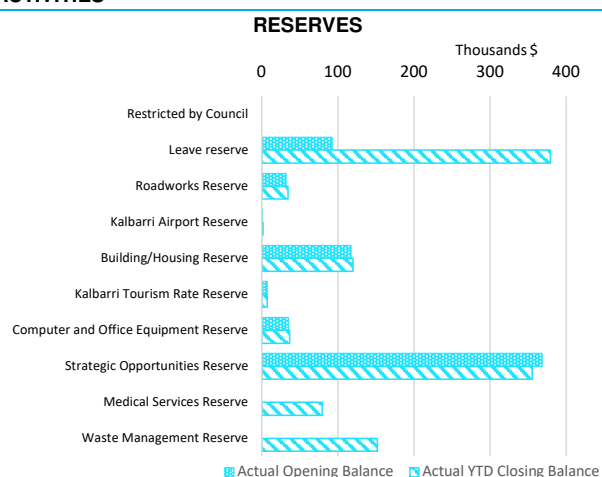
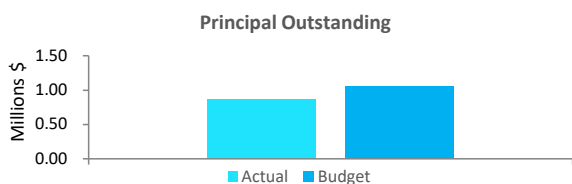
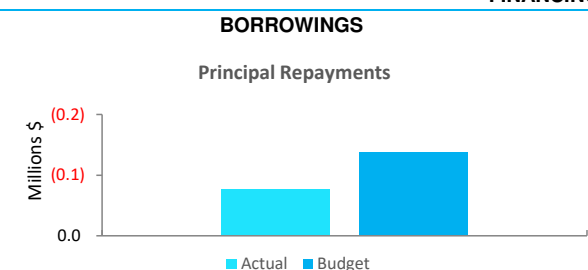
OPERATING ACTIVITIES



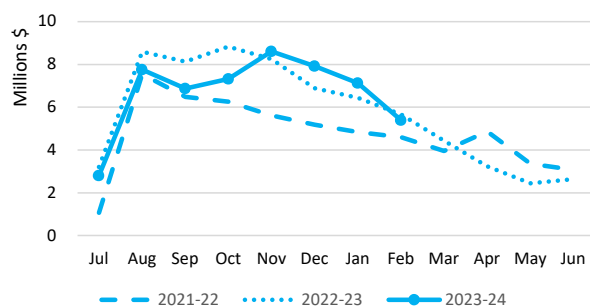
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Attachments - Ordinary Meeting of Council - 21 March 2024

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash Deposits	Municipal	1,604,297		1,604,296.85		NAB		At call
Petty Cash	Cash on Hand	1,050		1,050.00				
Investment	Reserves	0	1,166,297	1,166,297		NAB	4.90%	23/02/2023
Investment	Term Deposit	1,510,964		1,510,964.39		NAB	4.60%	11/04/2024
Investment	Term Deposit	1,508,635		1,508,635.07		NAB	5.00%	07/03/2024
Total		4,624,946	1,166,297	5,791,243	0			
Comprising								
Cash and cash equivalents		4,624,946	1,166,297	5,791,243	0			
		4,624,946	1,166,297	5,791,243	0			

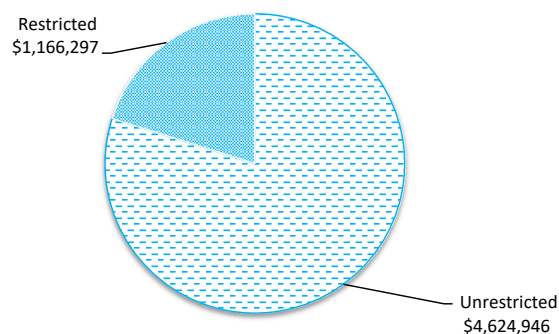
KEY INFORMATION

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

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

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

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



SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave reserve	92,585	5,000	5,000		102,585	92,585	13,180	273,607		379,372
Roadworks Reserve	31,986	1,500			33,486	31,986	2,440			34,426
Kalbarri Airport Reserve	1,045	500			1,545	1,045	820			1,865
Building/Housing Reserve	117,240	1,500			118,740	117,240	2,440			119,680
Kalbarri Tourism Rate Reserve	6,975	0			6,975	6,975	0			6,975
Computer and Office Equipment	35,136	1,000			36,136	35,136	1,650			36,786
Strategic Opportunities Reserve	368,254	7,500			375,754	368,254	12,309	75,000	(100,000)	355,563
Medical Services Reserve	0		79,650		79,650	0	0	79,650		79,650
Waste Management Reserve	0				0	0	0	151,979		151,979
	653,222	17,000	84,650	0	754,872	653,221	32,839	580,236	(100,000)	1,166,296

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	71,750	59,148	498,199	439,051
Plant and equipment	781,000	582,996	361,481	(221,515)
Acquisition of property, plant and equipment	852,750	642,144	859,679	217,535
Infrastructure - Roads	2,157,140	1,438,064	1,423,108	(14,956)
Infrastructure - Footpaths & Carpark	376,470	250,936	0	(250,936)
Infrastructure - Parks & Ovals	148,000	105,326	2,920	(102,406)
Infrastructure - Water & Sewer Reticulation	55,000	36,664	0	(36,664)
Acquisition of infrastructure	2,736,610	1,830,990	1,426,028	(404,962)
Total capital acquisitions	3,589,360	2,473,134	2,285,707	(187,427)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,312,387	874,904	2,877,936	2,003,032
Borrowings	250,000	0	0	0
Other (disposals & C/Fwd)	155,000	40,000	36,364	(3,636)
Reserve accounts				
Strategic Opportunities Reserve	0		100,000	100,000
Contribution - operations	1,871,973	1,558,230	(728,592)	(2,286,822)
Capital funding total	3,589,360	2,473,134	2,285,707	(187,427)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

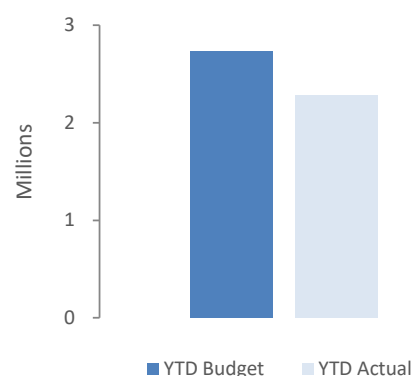
Initial recognition and measurement for assets held at cost

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

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

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

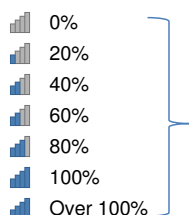
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



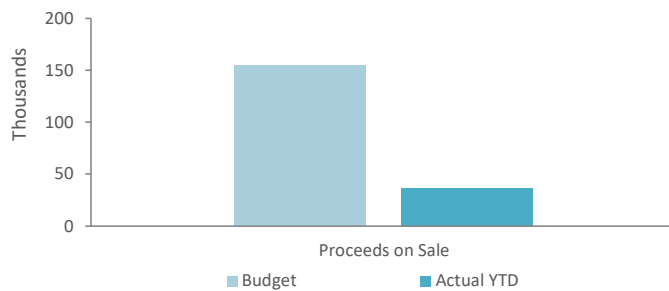
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
DCEO Vehicle	55,000	54,996	56,290	(1,294)
Install Hampton Gardens Shelter (Seroja Donations)	0	0	2,920	(2,920)
DUP Recreation Ground Ablutions	6,000	2,000	0	2,000
Horrock Foreshore - Install Outdoor Shower	3,000	2,000	0	2,000
Kalbarri Recreation Jetty Repairs	40,000	26,664	0	26,664
NCC - Womes Change Room Upgrade	40,000	39,996	0	39,996
Port Gregory Carpark and BBQ	141,310	94,192	0	94,192
Stud Breeders Shed - Northampton	1,750	1,160	1,659	(499)
Kalbarri Multi-Use Centre	10,000	6,664	10,044	(3,380)
Horrocks North Holding Tanks	20,000	19,998	0	19,998
Shelters Kalbarri Foreshore	25,000	16,664	0	16,664
RSL Monument - Kalbarri Foreshore	60,000	40,000	0	40,000
Road Construction	2,157,140	1,438,064	1,423,108	14,956
Footpath/Carpark Construction	235,160	156,744	0	156,744
Water Truck	250,000	396,000	240,559	155,441
Back Hoe (No Trade) c/over	235,000	0	0	0
Truck Trailer	100,000	0	0	0
Tipper Trailer for Kalbarri Gardiner	9,000	0	0	0
LH Maintenance Kalbarri P283 c/over	55,000	55,000	0	55,000
Works Manager 4WD (Replace P302)	77,000	77,000	0	77,000
Kalbarri Depot Install Septic Tanks	14,000	9,328	18,464	(9,136)
Port Gregory - Septic System Upgrade & WS Tank	55,000	36,664	0	36,664
Kalb Mens Shed Richardson Road	0	0	468,032	(468,032)
EMCDR Vehicle	0	0	64,631	(64,631)
	3,589,360	2,473,134	2,285,707	187,427

6 DISPOSAL OF ASSETS

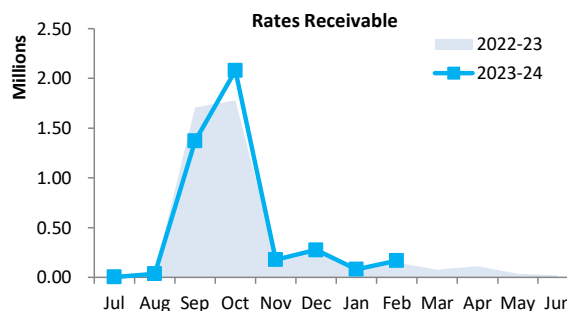
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
41782	P295 MUX DCEO	19,000	40,000	21,000	0	16,509	36,364	19,855	0
41769	P283 Ute LH Kalbarri	5,000	10,000	5,000	0			0	0
41789	P302 Prado MWTS	35,000	50,000	15,000	0			0	0
41694	P217 Water Truck	27,500	40,000	12,500	0			0	0
41695	P218 Truck Trailer	9,500	15,000	5,500	0			0	0
		96,000	155,000	59,000	0	16,509	36,364	19,855	0



7 RECEIVABLES

Rates receivable

	30 June 2023	29 Feb 2024
	\$	\$
Opening arrears previous years	62,511	170,852
Levied this year	4,820,332	5,145,382
Less - collections to date	(4,711,991)	(4,750,899)
Gross rates collectable	170,852	565,335
Net rates collectable	170,852	565,335
% Collected	96.5%	89.4%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,782)	173,351	1,419	836	81,589	254,412
Percentage	(1.1%)	68.1%	0.6%	0.3%	32.1%	
Balance per trial balance						
Trade receivables						254,412
Rubbish receivables						67,610
GST receivable						127,848
Emergency Services Levy						85,548
Total receivables general outstanding						535,418

Amounts shown above include GST (where applicable)

KEY INFORMATION

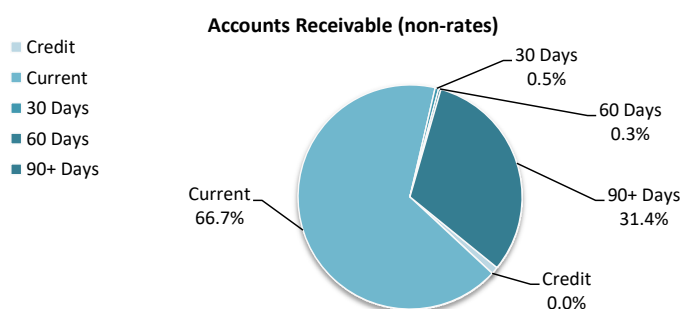
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 29 February 2024
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	16,353		652	17,005
Inventory				
Fuel	13,407	48,185		61,592
Land held for resale				
Cost of acquisition	180,000			180,000
Total other current assets	209,760	48,185	652	258,597
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

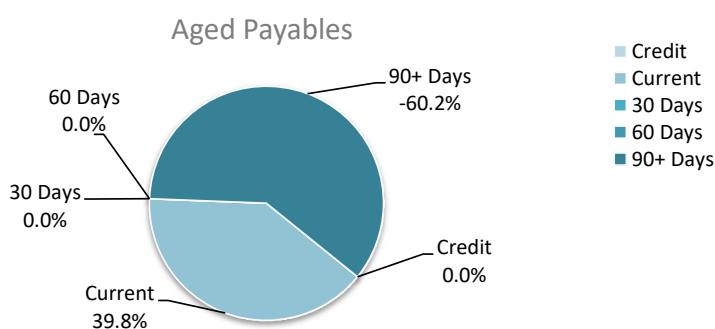
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	41	0	0	(62)	(21)
Percentage	0.0%	-194.7%	0.0%	0.0%	294.7%	
Balance per trial balance						
Sundry creditors						(21)
Accrued salaries and wages						5,127
ATO liabilities						112,491
Payroll Deductions Rates						(40)
Prepaid Rates						61,103
Bonds and Deposits						195,867
Accrued Expenditure						(18,036)
Total payables general outstanding						356,491

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



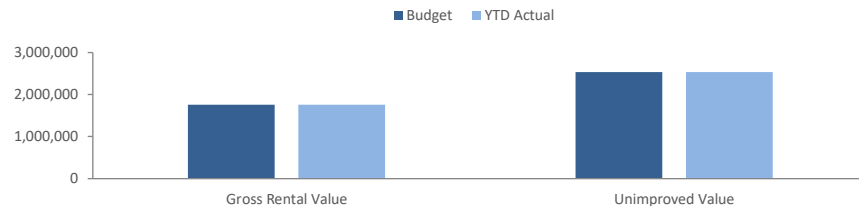
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	YTD Actual		
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Rate	Interim	Total
				\$	\$	\$	\$	\$	\$
Gross rental value									
Gross Rental Value	8.6903	1,445	18,432,632	1,756,773		1,756,773	1,756,781		1,756,781
Unimproved value									
Unimproved Value	0.8487	422	298,259,414	2,532,860		2,532,860	2,533,555		2,533,555
Sub-Total		1,867	316,692,046	4,289,633	0	4,289,633	4,290,336	0	4,290,336
Minimum payment	Minimum Payment \$615								
Gross rental value									
Gross Rental Value		1,151	5,325,590	707,865		707,865	714,015	39,456	753,471
Unimproved value									
Unimproved Value		52	1,655,142	50,430		50,430	44,280	(244)	44,036
Sub-total		1,203	6,980,732	758,295	0	758,295	758,295	39,212	797,507
Total general rates						5,047,928			5,087,843
Specified area rates	Rate in								
	\$ (cents)								
Port Gregory Water Supply	0.045713	55	568,762	26,000		26,000	26,000		26,000
Kalbarri Tourism Rate	0.001785	1,759	16,805,309	30,000		30,000	30,089	1,450	31,539
Total specified area rates			17,374,071	56,000	0	56,000	56,089	1,450	57,539
Total						5,103,928			5,145,382

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 20 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



11 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Staff Housing	154	79,363			(19,361)	(39,038)	60,002	40,325	(1,392)	(2,871)
RSL Hall Extensions	156	312,202			(24,576)	(49,405)	287,626	262,797	(3,974)	(8,265)
Plant Purchases	157	243,626			(16,515)	(33,162)	227,111	210,464	(1,975)	(5,370)
Plant Purchases	158	0		250,000			0	250,000		
Staff Housing	152	2					2	2		
		635,193	0	250,000	(60,451)	(121,605)	574,742	763,588	(7,341)	(16,506)
Self supporting loans										
Pioneer Lodge		310,824	0	0	(17,005)	(17,005)	293,819	293,819	(8,573)	(14,219)
		310,824	0	0	(17,005)	(17,005)	293,819	293,819	(8,573)	(14,219)
Total		946,017	0	250,000	(77,456)	(138,610)	868,561	1,057,407	(15,914)	(30,725)
Current borrowings		138,610					0			
Non-current borrowings		807,407					868,561			
		946,017					868,561			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Plant Loan 158		250,000	WATC	Fixed	10					
	0	250,000				0		0	0	0

KEY INFORMATION

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

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

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 29 February 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		20,000	0			20,000
Total other liabilities		20,000	0	0	0	20,000
Employee Related Provisions						
Provision for annual leave		266,079	0			266,079
Provision for long service leave		478,476	0			478,476
Total Provisions		744,555	0	0	0	744,555
Total other current liabilities		764,555	0	0	0	764,555

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD Revenue
	1 July 2023	Liability	Liability	29 Feb 2024	Liability	Budget	Budget	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Grants and subsidies								
GRANTS COMMISSION - GENERAL				0		47,850	35,886	50,539
GRANTS COMMISSION - ROADS				0		26,975	20,229	33,560
EMERGENCY SERVICES LEVY - BFB				0		53,090	35,391	39,818
EMERGENCY SERVICES LEVY - SES				0		40,000	26,665	30,000
CONTRIBUTIONS/REIMBURSEMENTS				0		3,552	2,368	0
- MRD MAINTENANCE				0		221,240	221,240	221,240
DFES - COMMUNITY BENEFIT FUND				0				400,000
	0	0	0	0	0	392,707	341,779	775,156
Contributions								
CONTRIBUTIONS				0		15,000	10,000	(4,338)
REBATES AND COMMISSIONS				0		25,000	16,664	24,617
LEGAL CHARGES RATES (NO GST)				0		10,000	6,664	0
RATE EQUIVALENT PAYMENTS				0		23,267	0	1,184
REIMBURSEMENTS				0		12,000	8,000	0
CONTRIBUTIONS				0		16,000	10,664	0
REIMBURSEMENTS - OTHER				0		2,000	1,328	1,071
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE				0		0	0	6,139
NCCA GRANTS/CONTRIBUTIONS REVENUE				0		0	0	80
REIMBURSEMENTS - HOUSING OTHER				0		15,000	10,000	11,713
CONTRIBUTIONS				0		50,000	33,328	32,438
REIMBURSEMENTS - DRUMMUSTER				0		4,000	2,664	0
REIMBURSE (ADVERTISING/PLANNING COMMISSION)				0		200	128	6,364
REIMBURSEMENTS				0		8,500	5,664	11,386
BUS HIRE				0		0	0	104
CONTRIBUTIONS/REIMBURSEMENTS				0		0	0	3,552
REIMBURSEMENTS				0		2,000	1,328	1,857
REIMBURSEMENTS- REC. CTRE/GOLF CLUB				0		5,000	3,328	2,695
REIMBURSEMENTS				0		0	0	463
150 YEAR CELEBRATIONS - REVENUE (INC BRICKS/MEMORABILIA)				0		0	0	20
CONTRIBUTION (INC STREET LIGHTING)				0		3,750	2,496	480
LEASE FEES - HALF WAY BAY COTTAGES				0		16,000	10,664	16,000
BUILDING REIMBURSEMENTS				0		1,500	1,000	513
REIMBURSEMENTS				0		2,000	1,328	5,796
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT				0		4,500	3,000	2,688
PT GREGORY SPEC AREA RATE				0		1,000	664	1,000
INSURANCE CLAIMS - VEHICLES				0		2,000	1,328	0
DIESEL FUEL REBATE				0		36,000	24,000	25,133
WHS COORDINATOR INCOME RECOUP				0		58,595	39,056	25,641
DFES/DFRAWA INCOME				0		187,750	125,160	460,104
REIMB. - WORKERS COMPENS.				0		25,000	16,664	60,865
	0	0	0	0	0	526,062	335,120	697,566
TOTALS	0	0	0	0	0	918,769	676,899	1,472,722

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023		(As revenue)	29 Feb 2024	29 Feb 2024	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
OTHER COMMUNITY AMENITIES - CONTRIBUTIONS/GRANTS				0		0	0	56,000
ROADS TO RECOVERY FUNDING				0		453,484	302,320	0
BLACKSPOT FUNDING				0		92,935	61,952	1,521,824
LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT				0		490,301	326,864	683,871
WA BIKE NETWORK GRANT				0		41,000	27,328	0
REGIONAL ROAD GROUP FUNDING				0		234,667	156,440	0
RUNWAY RESEAL - LRCI GRANT				0		0	0	116,241
DFES - LOCAL GOVERNMENT RESILIENCE FUND				0		0	0	500,000
	0	0	0	0	0	1,312,387	874,904	2,877,936

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

15 BONDS & DEPOSITS

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2023	Received	Paid	29 Feb 2024
	\$	\$	\$	\$
Transportable House Bonds	17,000	40,400	(7,900)	49,500
Footpath Bonds	23,007	17,000	(7,000)	33,007
Nomination Deposits	0	500	(500)	0
Building Levies (BCITF & BRB)	346	25,727	(23,852)	2,221
Community Bus Bond	5,400	1,400	(600)	6,200
Unclaimed Monies - Rates	5,179	19,776	(19,776)	5,179
RSL Hall Key Bond	430	250	(250)	430
Special Series Plates	4,510	2,170	(1,400)	5,280
Northampton Child Care Association	23,739	47	0	23,786
Horrocks Memorial Wall	1,198	1,000	(750)	1,448
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	0	(200)	1,600
Horrocks - Skate/Pump Park	2,000	0	0	2,000
RSL - Kalbarri Memorial	31,883	0	0	31,883
DOT - Department of Transport	0	134,824	(134,824)	0
Cyclone Seroja Donations	0	100	0	100
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	1,353	0	(62)	1,291
Miscellaneous Deposits	240	0	0	240
	149,787	243,195	(197,114)	195,867

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

16 BUDGET AMENDMENTS

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption						0
LRCI3 - Kalbarri Runway Reseal	9.2.3	Capital revenue		145,301		145,301
LRCI3 - Grey Street Asphalt	9.2.3	Capital revenue		275,000		420,301
LRCI3 - NCC Toilet Block	9.2.3	Capital revenue		70,000		490,301
FAG's General Grant	9.2.3	Operating revenue		19,535		509,836
FAG's Road Grant	9.2.3	Operating revenue		17,771		527,607
Plant & Equipment	9.2.3	Capital expenses			(65,000)	462,607
Planning Consultancy	9.2.3	Operating expenses			(50,000)	412,607
Oval Residence	9.2.3	Operating expenses			(50,000)	362,607
Rake Place Residence	9.2.3	Operating expenses			(14,000)	348,607
Strategic Opportunities Reserve	9.2.3				(75,000)	273,607
Leave Reserve	9.2.3				(273,607)	0
Port Gregory Toilet Septic System Upgrade	9.2.3	Capital expenses		19,000		19,000
Kalbarri Sport & Recreation Furniture Contributi	9.2.3	Operating expenses		6,000		25,000
Port Gregory Water supply Shed	9.2.3	Capital expenses			(25,000)	0
Strategic Opportunities Reserve	9.1.7			100,000		100,000
Economic Development Framework Project	9.1.7	Operating expenses			(100,000)	0
LRCI Phase 4 Revenue (Little Bay Road Constr	9.2.3	Capital revenue		282,816		282,816
Little Bay Road Construction Expenditure)	9.2.3	Capital expenses			(282,816)	0
Rebates & Commissions (Revenue)	9.2.3	Operating revenue		11,500		11,500
Kalbarri Airport Runway Reseal (Expense)	9.2.3	Capital expenses			(11,500)	0
Blackspot Grant Revenue	9.2.3	Capital revenue		3,711,625		3,711,625
Kalbarri Road - Shoulder Widening	9.2.3	Capital expenses			(3,711,625)	0
Rebates & Commissions (Revenue)	9.2.3	Operating revenue		1,500		1,500
Contribution - Northampton Creative Obsession	9.2.3	Operating expenses			(1,500)	0
				4,660,048	(4,660,048)	0

SHIRE OF NORTHAMPTON

BUDGET REVIEW REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statement of Budget Review	2
Note 1 Basis of Preparation	3
Note 2 Summary Graphs - Budget Review	4
Note 3 Net Current Funding Position	5
Note 4 Predicted Variances / Future Budget Amendments	7

		Budget v Actual			Estimated Year at End Amount (b)	Predicted Variance (a) - (b)	
		Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual			
		\$	\$	\$	\$	\$	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	4.1	5,047,928	5,047,928	5,063,872	5,087,928	40,000	▲
Rates excluding general rates		56,000	56,000	56,089	56,000	0	
Grants, subsidies and contributions	4.2	918,769	956,075	1,012,782	967,575	11,500	▲
Fees and charges	4.3	1,321,561	1,346,061	1,141,500	1,351,061	5,000	▲
Service charges		0	0	0	0	0	
Interest revenue		177,500	177,500	115,765	177,500		
Other revenue		0	0	0	0		
Profit on asset disposals		59,000	59,000	0	59,000		
Fair value adjustments to financial assets at fair value thro					0		
Fair value adjustments to investment property					0		
Share of net profit of associates accounted for using the ex					0		
		7,580,758	7,642,564	7,390,008	7,699,064	56,500	
Expenditure from operating activities							
Employee costs	4.4	(4,394,780)	(4,394,780)	(2,132,711)	(4,374,780)	20,000	▲
Materials and contracts	4.5	(2,839,575)	(3,059,575)	(1,286,612)	(3,018,225)	41,350	▲
Utility charges		(363,900)	(363,900)	(117,415)	(363,900)		
Depreciation	4.6	(2,557,550)	(2,557,550)	(1,320,427)	(2,613,550)	(56,000)	▼
Finance costs		(30,725)	(30,725)	(6,613)	(30,725)		
Insurance		(249,990)	(249,990)	(244,114)	(249,990)		
Other expenditure		(642,469)	(643,969)	(347,720)	(643,969)		
Loss on asset disposals					0		
Loss on revaluation of non-current assets					0		
Reversal of prior year loss on revaluation of assets					0		
		(11,078,989)	(11,300,489)	(5,455,612)	(11,295,139)	5,350	
Non-cash amounts excluded from operating activities	4.7	2,498,550	2,498,550	1,312,012	2,554,550	56,000	▲
Amount attributable to operating activities		(999,681)	(1,159,375)	3,246,408	(1,041,525)	117,850	
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions	4.8	1,312,387	5,797,129	2,877,936	6,297,129	500,000	▲
Distributions from investments in associates					0		
Proceeds from disposal of assets		155,000	155,000	0	155,000		
Proceeds from sale of investments					0		
Proceeds from self supporting loans		17,005	17,005	8,419	17,005		
		1,484,392	5,969,134	2,886,355	6,469,134	500,000	
Outflows from investing activities							
Purchase of land held for resale					0		
Purchase of investment property					0		
Purchase of intangible assets					0		
Purchase of land and buildings	4.3	(71,750)	(71,750)	(31,667)	(575,750)	(504,000)	▼
Purchase of plant and equipment	4.4	(781,000)	(846,000)	(365,958)	(496,000)	350,000	▲
Purchase of furniture and equipment					0		
Purchase and construction of infrastructure-roads	4.5	(2,157,140)	(6,151,581)	(428,495)	(6,059,581)	92,000	▲
Purchase and construction of infrastructure-other		(579,470)	(584,970)	(2,920)	(584,970)		
Purchase of right of use assets					0		
Purchase of investments					0		
		(3,589,360)	(7,654,301)	(829,040)	(7,716,301)	(62,000)	
Non-cash amounts excluded from investing activities		0	0	0	0	0	
Amount attributable to investing activities		(2,104,968)	(1,685,167)	2,057,315	(1,247,167)	438,000	
FINANCING ACTIVITIES							
Cash inflows from financing activities							
Proceeds from advances	4.6	250,000	250,000	0	0	(250,000)	▼
Proceeds from new borrowings					0		
Proceeds from new leases liabilities					0		
Transfers from reserve accounts			100,000	100,000	100,000		
		250,000	350,000	100,000	100,000	(250,000)	
Cash outflows from financing activities							
Advances of self supporting loans					0		
Payments for principal portion of lease liabilities					0		
Repayment of borrowings		(138,610)	(138,610)	68,870	(138,610)		
Transfers to reserve accounts		(101,650)	(450,257)	(449,652)	(450,257)		
		(240,260)	(588,867)	(380,782)	(588,867)	0	
Amount attributable to financing activities		9,740	(238,867)	(280,782)	(488,867)	(250,000)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		3,094,909	3,032,626	3,032,626	3,032,626	0	
Amount attributable to operating activities		(999,681)	(1,159,375)	3,246,408	(1,041,525)	117,850	
Amount attributable to investing activities		(2,104,968)	(1,685,167)	2,057,315	(1,247,167)	438,000	
Amount attributable to financing activities		9,740	(238,867)	(280,782)	(488,867)	(250,000)	
Surplus or deficit after imposition of general rates	3(a), 4.7	0	(50,783)	8,055,567	255,067	305,850	▲

1. BASIS OF PREPARATION

This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 33A prescribes contents of the budget review.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

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

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

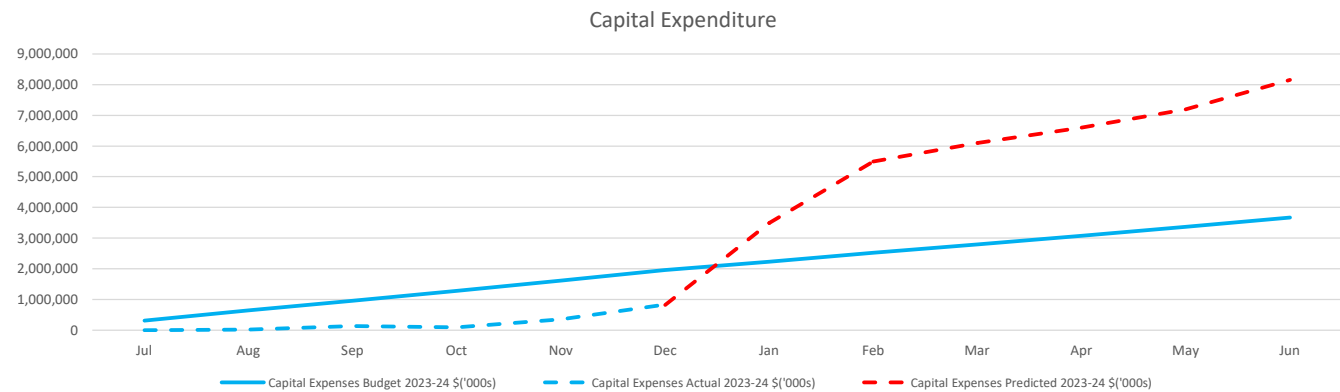
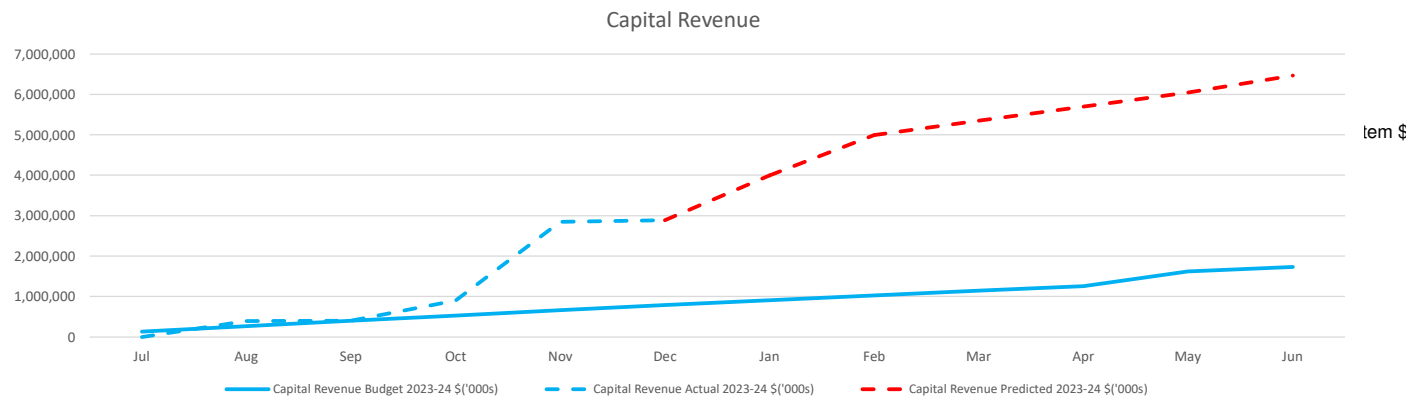
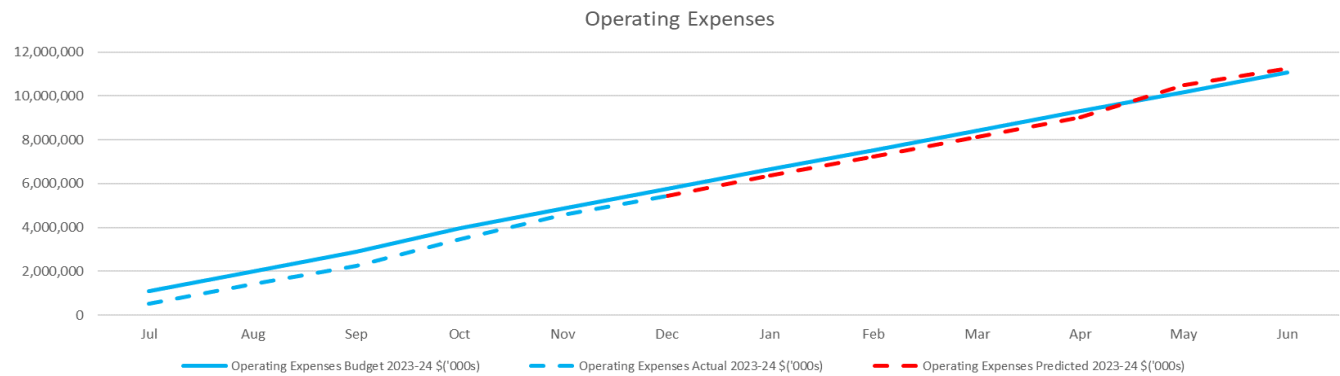
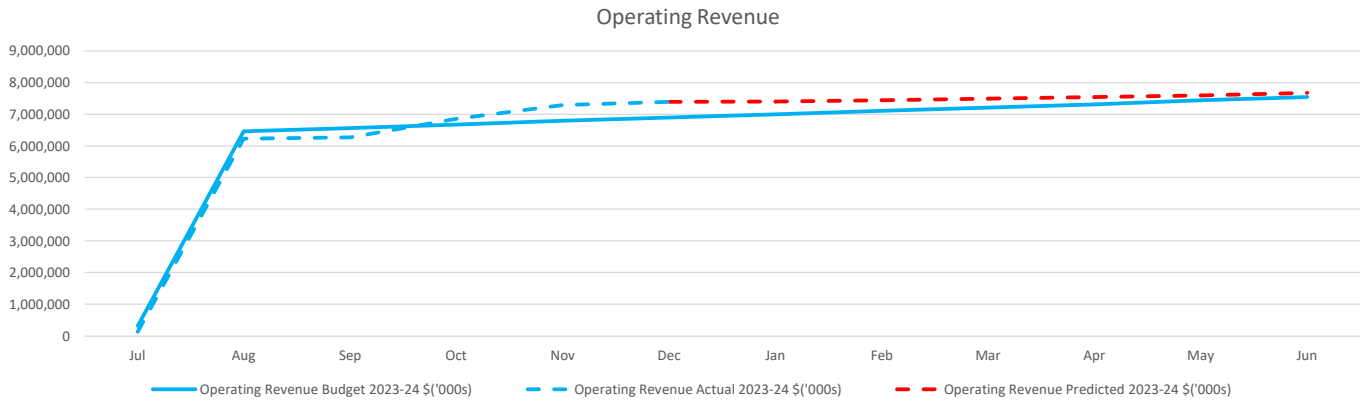
The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

3 NET CURRENT FUNDING POSITION
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
(a) Composition of estimated net current assets	\$	\$	\$	\$	\$
Current assets					
Cash and cash equivalents	4,889,424	1,896,166	1,896,166	7,955,577	3,000,000
Financial assets	16,353	17,684	17,684	0	
Trade and other receivables	666,933	739,518	739,518	1,187,482	750,000
Inventories	13,407	13,407	13,407	72,016	15,000
Other assets		180,000	180,000	180,000	180,000
Contract assets					
Assets classified as held for sale	180,000				
	5,766,117	2,846,775	2,846,775	9,395,075	3,945,000
Less: current liabilities					
Trade and other payables	(1,830,363)	(1,894,219)	(1,894,219)	(232,402)	(1,800,000)
Contract liabilities	(20,000)			(20,000)	
Capital grant/contribution liability					
Lease liabilities					
Borrowings	(138,610)	(142,131)	(142,131)	163,979	(142,131)
Employee related provisions	(744,555)	(732,724)	(732,724)	(744,555)	(744,555)
Other provisions					
	(2,733,528)	(2,769,074)	(2,769,074)	(832,978)	(2,686,686)
Net current assets	3,032,589	77,701	77,701	8,562,097	1,258,314
Less: Total adjustments to net current assets	37	(77,701)	64,430	(644,270)	(529,552)
Closing funding surplus / (deficit)	3,032,626	0	142,131	7,917,827	728,762

(b) Non-cash amounts 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*.

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
Adjustments to operating activities	\$	\$	\$	\$	\$
Less: Profit on asset disposals	(173,241)	(59,000)	(59,000)	0	(59,000)
Less: Reversal of prior year loss on revaluation of fixed assets					
Less: Non-cash grants and contributions for assets					
Less: Movement in liabilities associated with restricted cash				4	
Less: Fair value adjustments to financial assets at fair value through profit or loss					
Less: Share of net profit of associates and joint ventures accounted for using the equity method					
Oil \$50,000 GL 7312					
Add: Loss on disposal of assets	1,799	0	0	0	0
Add: Loss on revaluation of fixed assets					
Add: Depreciation on assets	2,560,707	2,557,550	2,557,550	1,320,427	2,613,550
Non-cash movements in non-current assets and liabilities:					
Financial assets at amortised cost				(8,419)	
Investment property					
Pensioner deferred rates	10,473				
Assets held for sale					
Employee benefit provisions	(37,722)				
Other provisions	519,980				
Contract liabilities					
Inventory					
Non-cash amounts excluded from operating activities	2,881,996	2,498,550	2,498,550	1,312,012	2,554,550

(b) Investing activities excluded from budgeted deficiency

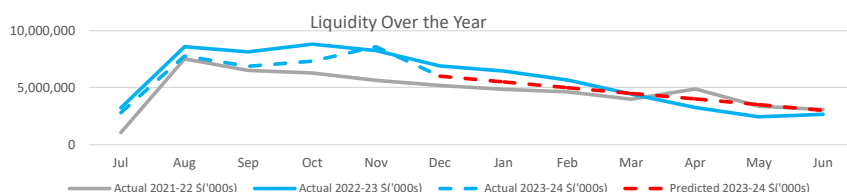
The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
Adjustments to investing activities	\$	\$	\$	\$	\$
Movement in non-current capital grant/contribution liability	0		0	0	0
Less: Grants, subsidies and contributions for assets received in-kind					
Less: Movement in current unspent capital grants associated with restricted cash					
Less: Movement in non-current capital expenditure provisions					
Less: Movement in current capital expenditure provision associated with restricted cash					
Add: Property, plant and equipment received for substantially less than fair value					
Add: Infrastructure received for substantially less than fair value					
Non cash amounts excluded from investing activities	0	0	0	0	0

(c) Current assets and liabilities excluded from budgeted deficiency

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.

	Audited Actual 30 June 2023	Adopted Budget 30 June 2024	Updated Budget Estimates 30 June 2024	Year to Date Actual 31 December 2023	Estimated Year at End Amount 30 June 2024
Adjustments to net current assets	\$	\$	\$	\$	\$
Less: Reserve accounts	(653,221)	(754,872)	(754,872)	(1,002,873)	(1,185,000)
Less: Financial assets at amortised cost - self supporting loans	(16,353)	(17,684)	(17,684)	(8,419)	(17,684)
Less: Current assets not expected to be received at end of year	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	138,610	0	142,131	(163,979)	142,131
- Adjustment to current non current liabilities	(33,554)			(33,554)	(33,554)
- Current portion of lease liabilities					
- Employee benefit provisions	744,555	732,724	732,724	744,555	744,555
- Current portion of provisions held in reserve		142,131	142,131		
Add: Contract liability not expected to be cleared at end of year					
Add: Change in accounting policy					
Total adjustments to net current assets	37	(77,701)	64,430	(644,270)	(529,552)



3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities.

FINANCIAL ASSETS AT AMORTISED COST

The Shire of Northampton 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.

TRADE AND OTHER RECEIVABLES

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Northampton applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

INVENTORIES

General

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.

CONTRACT ASSETS

Contract assets primarily relate to the Shire of Northampton's right to consideration for work completed but not billed at the end of the period.

CONTRACT LIABILITIES

Contract liabilities represent the Shire of Northampton's obligation to transfer goods or services to a customer for which the Shire of Northampton has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

PROVISIONS

Provisions are recognised when the Shire of Northampton 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.

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Northampton's operational cycle. In the case of liabilities where the Shire of Northampton does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Northampton's intentions to release for sale.

TRADE AND OTHER PAYABLES

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

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Northampton recognises revenue for the prepaid rates that have not been refunded.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

Provision is made for the Shire of Northampton'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.

Rates Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Northampton'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 net current funding position. Shire of Northampton's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

Other long-term employee benefits

Long-term employee benefits provisions 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 of Northampton's obligations for long-term employee benefits where the Shire of Northampton does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 DECEMBER 2023

4 PREDICTED VARIANCES

	Variance	
	\$	
Revenue from operating activities		
4.1 General rates	40,000	▲
Additional Interim Rating due to post cyclone building repairs - \$20,000 GL 4501		
4.1 Rates excluding general rates	0	
4.2 Grants, subsidies and contributions	11,500	▲
Additional Diesel Fuel Rebate \$5,000 GL 6443		
4.3 Fees and charges	5,000	▲
Additional Refuse Fees - \$5,000 GL 3323, Additional Advertising Planning Fee Revenue \$6,500 GL 3823		
4.3 Service charges	0	
4.3 Interest revenue	0	
4.3 Other revenue	0	
4.3 Profit on asset disposals	0	
4.3 Fair value adjustments to financial assets at fair value through profit or loss	0	
4.3 Fair value adjustments to investment property	0	
4.3 Share of net profit of associates accounted for using the equity method	0	
Expenditure from operating activities		
4.4 Employee costs	20,000	▲
Reduced Superannuation contributions \$20,000 GL 7152		
4.5 Materials and contracts	41,350	▲
Rates Legal Expenses \$10K reduction GL 4082, Remove Rates Office Partition \$1,500 & Replace Library Split System \$4,000 GL 0372, Additional Computer Expenses \$20,000 GL 0502, Reticulation Fittings & Clothes Line, Fan Fitzgerald St Property \$3,000 GL 3212, Additional Legal Expenses (Planning) \$5,000 GL 4302, Install safety drip trays RSL Hall \$4,000 GL 4702, Works will not proceed – Brick paving south of commentators box area \$8,500, Rising damp stadium wall \$15,000, Wheel chair access ramp to stadium \$25,000 GL 5072, Consultant Fees for Road Management Plans \$20,000 GL 5850, Additional PPE GL 7192 \$5,000, Reduced Fuel & Oil \$50,000 GL 7312		
4.5 Utility charges	0	
4.6 Depreciation	(56,000)	▼
Additional depreciation associated with revaluation of Infrastructure assets in 22/23.		
4.6 Finance costs	0	
4.6 Insurance	0	
4.6 Other expenditure	0	
4.6 Loss on asset disposals	0	
4.6 Loss on revaluation of non-current assets	0	
Reversal of prior year loss on revaluation of assets	0	

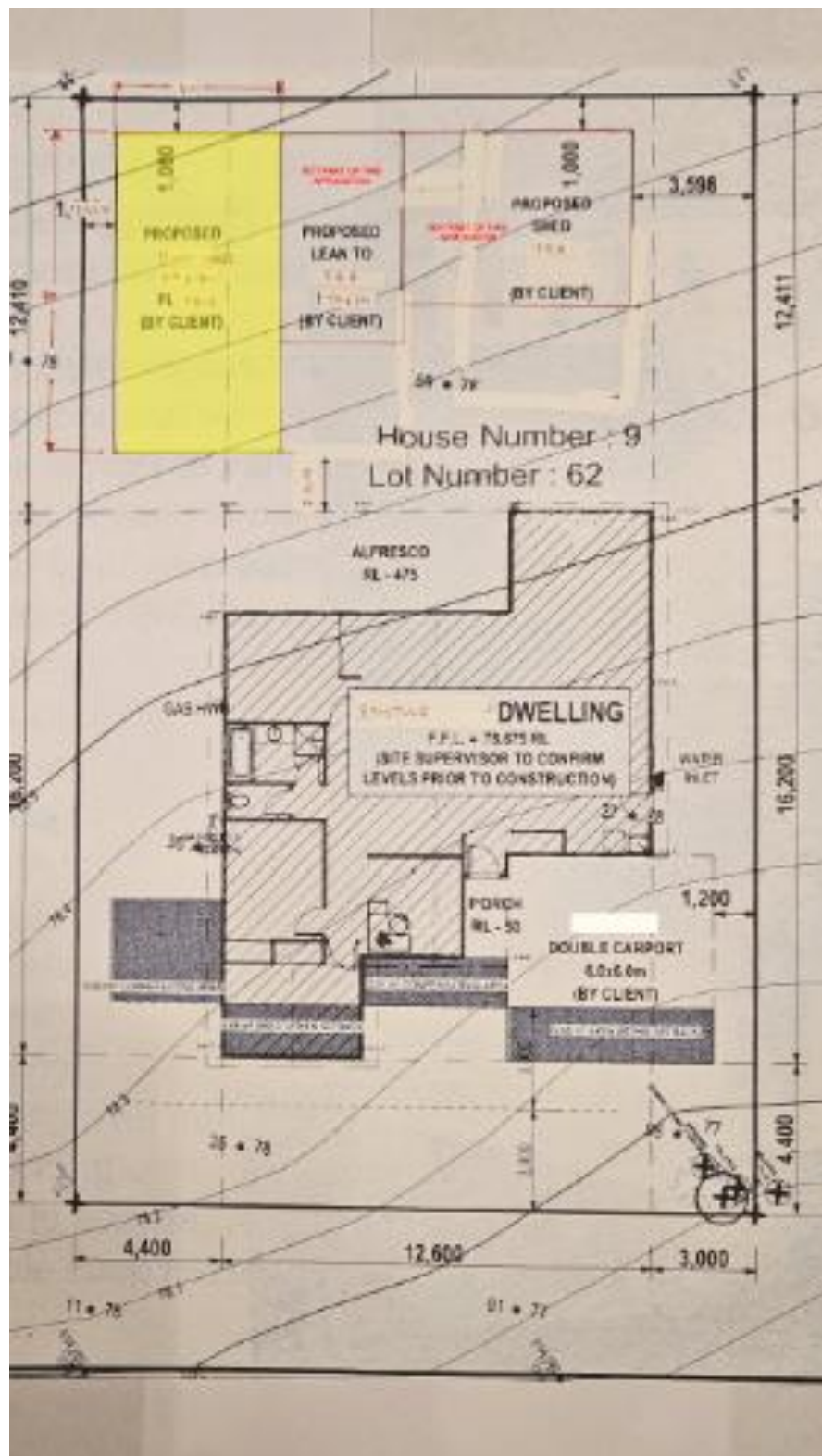
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 DECEMBER 2023

4 PREDICTED VARIANCES

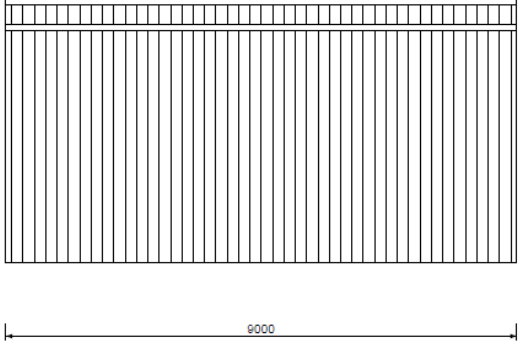
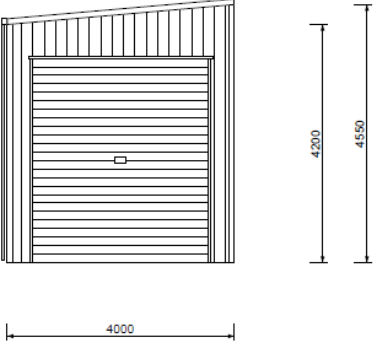
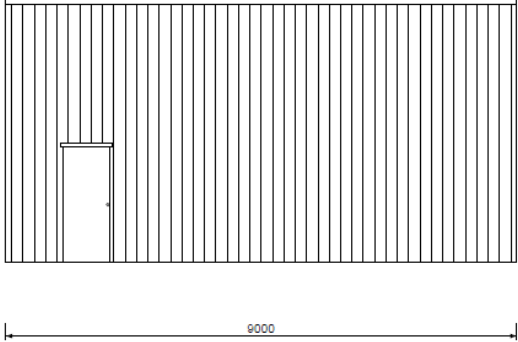
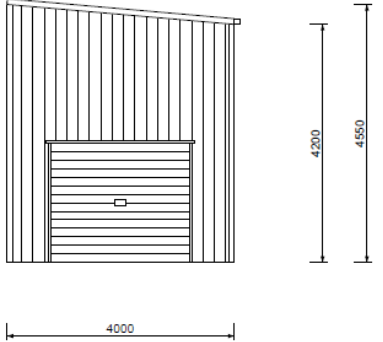



	Variance	
	\$	
Non-cash amounts excluded from operating activities	56,000	▲
Depreciation associated with the revaluation of waste sites		
Inflows from investing activities		
4.8 Capital grants, subsidies and contributions	500,000	▲
Local Government Resilience fund \$500,000 GL 6623		
4.8 Distributions from investments in associates	0	
4.8 Proceeds from disposal of assets	0	
4.8 Proceeds from sale of investments	0	
4.8 Proceeds from self supporting loans	0	
Outflows from investing activities		
4.2 Purchase of land held for resale	0	
4.2 Purchase of investment property	0	
4.2 Purchase of intangible assets	0	
4.3 Purchase of land and buildings	(504,000)	▼
Purchase of grant funded Mens Shed Building \$500,000 GL 6623, Additional Funds for DUP NCC Ablutions \$4,000 GL 3344		
4.4 Purchase of plant and equipment	350,000	▲
Delayed purchase of Tip Truck \$250,000 and Trailer \$100,000 GL 4214.		
4.4 Purchase of furniture and equipment	0	
4.5 Purchase and construction of infrastructure-roads	92,000	▲
Deferred projects including Coolcalaya Road \$35,000 GL 5060, Anchorage Lane \$10,000 GL 5060 & Stephen St DUP \$47,000 GL 5090		
4.5 Purchase and construction of infrastructure-other	0	
4.5 Purchase of right of use assets	0	
4.5 Purchase of investments	0	
4.5 Non-cash amounts excluded from investing activities	0	
Cash inflows from financing activities		
4.5 Proceeds from advances	0	
4.6 Proceeds from new borrowings	(250,000)	▼
Plant replacement delayed, loan not required for 23/24		
4.6 Proceeds from new leases liabilities	0	
4.6 Transfers from reserve accounts	0	
Cash outflows from financing activities		
4.6 Advances of self supporting loans	0	

4 PREDICTED VARIANCES

	Variance	
	\$	
4.6 Payments for principal portion of lease liabilities	0	
4.6 Repayment of borrowings	0	
4.6 Transfers to reserve accounts	0	
4.6 Surplus or deficit at the start of the financial year	0	
4.7 Surplus or deficit after imposition of general rates	305,850	▲

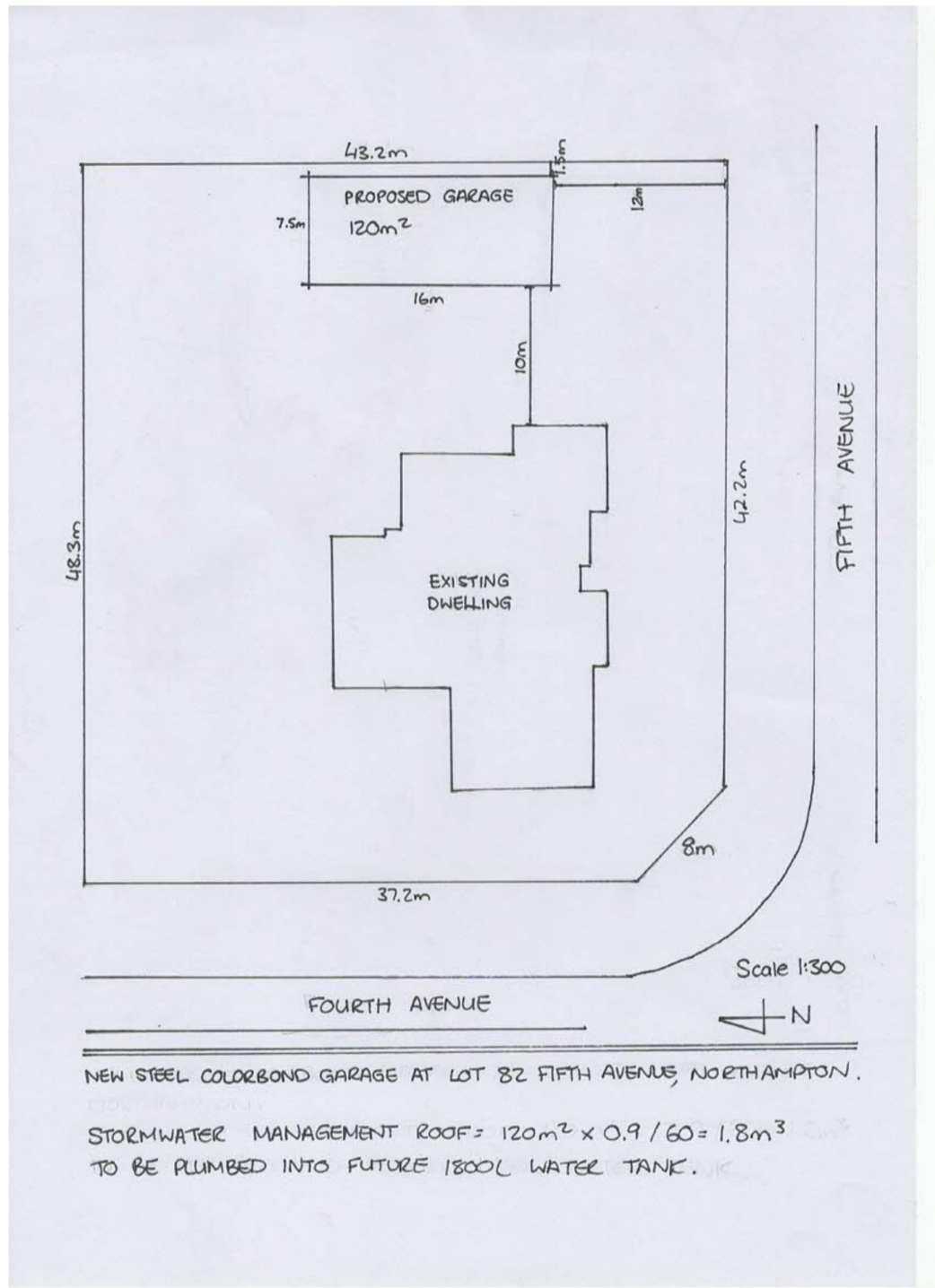


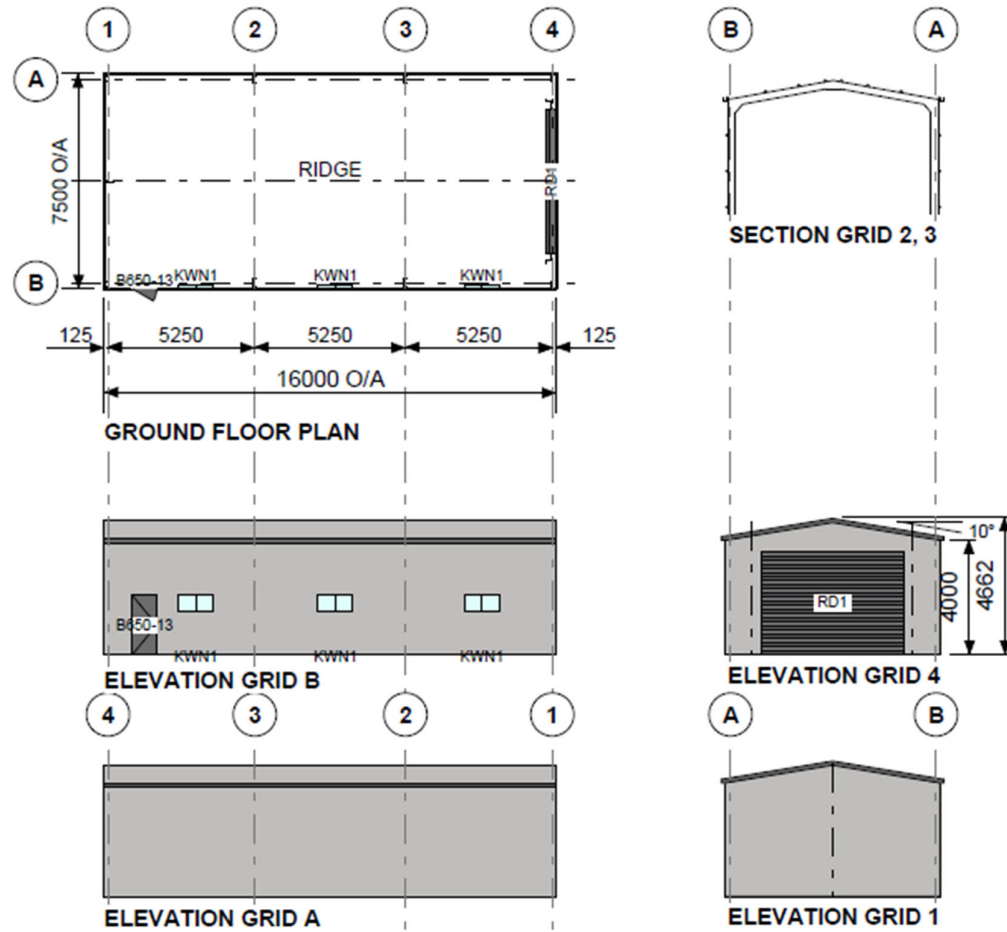
		OPTION ITEMS LIST: 1 x PA Door - 1 x Light Reg A & B (650/37) K/K Lock 820 Wide 2 x Roller Doors - 1 x H3600xW3100 - B Curtain C2 Windlocks - 1 x H2100xW2450 - A Curtain C2 Windlocks (E1) 1 x Eng - Certificate (WA) - Enduro	
Company: Action Sheds Australia PTY LTD Address: 55 Erceg Road Phone: 6559 1970 Email: gurvin@actionsheds.com.au Produced by Endurance TruQuote v4.5.5.0		CLIENT NAME: Shawn Opie SITE ADDRESS: 9 Ruby Terrace Kalbarri, WA, PC: 6536	CLIENT SIGNATURE: _____ TITLE: Plan View QUOTE NO: ASHGK62497 DATE: 18/10/2023 SCALE: NTS PAGES: 1 of 2 REV: A

 <p style="text-align: center; margin-top: 10px;">9000</p> <p>Back</p>	 <p style="text-align: center; margin-top: 10px;">4000</p> <p>Left</p>								
 <p style="text-align: center; margin-top: 10px;">9000</p> <p>Front</p>	 <p style="text-align: center; margin-top: 10px;">4000</p> <p>Right</p>								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;"> Company: Action Sheds Australia PTY LTD Address: 55 Eroeg Road Phone: 6559 1970 Email: gurvin@actionsheds.com.au </td> <td style="width: 20%; text-align: center; padding: 5px;">  </td> <td style="width: 20%; padding: 5px;"> CLIENT NAME: Shawn Opie SITE ADDRESS: 9 Ruby Terrace Kalbarri, WA, PC: 6536 </td> <td style="width: 20%; padding: 5px;"> CLIENT SIGNATURE: <div style="border-top: 1px dotted red; height: 20px; width: 100%;"></div> </td> <td style="width: 10%; padding: 5px;"> TITLE: Elevations View </td> <td style="width: 10%; padding: 5px;"> QUOTE No: ASHGK62497 DATE: 18/10/2023 </td> <td style="width: 10%; padding: 5px;"> SCALE: NTS PAGES: 2 of 2 </td> <td style="width: 10%; padding: 5px; text-align: center;"> REV: A </td> </tr> </table>		Company: Action Sheds Australia PTY LTD Address: 55 Eroeg Road Phone: 6559 1970 Email: gurvin@actionsheds.com.au		CLIENT NAME: Shawn Opie SITE ADDRESS: 9 Ruby Terrace Kalbarri, WA, PC: 6536	CLIENT SIGNATURE: <div style="border-top: 1px dotted red; height: 20px; width: 100%;"></div>	TITLE: Elevations View	QUOTE No: ASHGK62497 DATE: 18/10/2023	SCALE: NTS PAGES: 2 of 2	REV: A
Company: Action Sheds Australia PTY LTD Address: 55 Eroeg Road Phone: 6559 1970 Email: gurvin@actionsheds.com.au		CLIENT NAME: Shawn Opie SITE ADDRESS: 9 Ruby Terrace Kalbarri, WA, PC: 6536	CLIENT SIGNATURE: <div style="border-top: 1px dotted red; height: 20px; width: 100%;"></div>	TITLE: Elevations View	QUOTE No: ASHGK62497 DATE: 18/10/2023	SCALE: NTS PAGES: 2 of 2	REV: A		

Produced by Endurance TruQuote v4.5.5.0

ATTACHMENT 9.4.2 (1)





ATTACHMENT 9.4.3 (1)**APPLICATION INFORMATION****Animal Husbandry – Intensive (Kalbarri Egg Farm)****Background**

Kalbarri Eggs currently runs a successful egg producing farm at Yallabatharra, South of Kalbarri Townsite.

The operation has been going since 1991 and the eggs are marketed to customers as Kalbarri Eggs, thus helping to underpin the local economy as well as the image of Kalbarri region as a fresh, clean and green environment.

Currently the site has 7 existing layer hen sheds with a total production of 70,000 laying hens on site at any point in time.

The demand for Kalbarri Free Range eggs is growing and as such we are looking to expand our production capacity with a new state of the art laying shed with a capacity of 12,500 laying hen. This will take the total production capacity on site to 82,500 laying hens.

The site

The block of land that houses our Kalbarri egg farm is located on George Grey Drive, 23km South of Kalbarri Town site. The land area consists of two titles (Lot 12 and Lot 13) with a total of 670.96 hectares.

The large land size allows for significant setbacks from property boundaries and there are no neighboring residential/rural residential houses within at least 3km of the Proposed New Shed. Please refer to the attached site plan for boundary and road setbacks.

The "Environmental Code of Practice for Poultry Farms in Western Australia", May 2004 provides the following guidance regarding separation distances for poultry sheds:

500m from residential zone

300m from rural residential zone

100m from property boundary of the poultry farm

This Proposed New Shed complies with meet guidelines with ease as it is 3km to nearest house and between 485m and 2.75km to property boundaries. Please see attached site plan. Minimal earthworks are required to establish a sand pad for the Proposed New Shed. The map attached shows all the vegetation in relation to the proposed shed. There are no waterways running off the farm or on the farm as it is all sand plain and limestone ridges and any water that falls soaks straight into the ground.

The farm is already well established and has been operating for considerable time so there are already good internal roadways and mains power available.

The Proposed New Shed

The Proposed New Layer Shed will be a purpose-built facility with the newest equipment installed for feeding, watering and egg collection.

The shed will measure 15.3m wide and 108.3m long (outside measurements).

Earthworks will consist of a compacted sand pad at ground level. The floor will be 100mm thick reinforced concrete. The Proposed New Shed will be constructed from hot dipped galvanized steel frames.

The sidewalls will be 2.9m high and consists of 1m high concrete wall, 0.6m of 50mm sandwich panel finished in Colorbond Surfmist color. The top 1.3m of the sidewall is a moveable curtain to provide natural ventilation. These curtains are made from a PP materials (similar to tarps on trucks). They will be in an off white color. The curtains are fixed horizontally along the bottom and the top is attached to a steel pipe. This steel pipe can lower and raise the curtain via an automatic rope and pulley system based on the actual temperature inside the shed. Thus, providing ventilation.

The roof will have a 12 degree pitch and the roofing material will be Colorbond sheeting in Colorbond Surfmist color.

Please note that the Colorbond Surfmist color matches existing buildings on site.

Along the ridge there will be a fixed covered opening. See attached drawings. This opening is

for natural ventilation and allows the stale, hot air to be vented out of the shed.
At one end of the building the last 4m bay is fully clad in 50mm sandwich panel in Colorbond Surfemist color. This creates an internal room for egg collection and sorting.

Storm water

Any storm water will be retained on site and soaked into the ground. The contouring of the surrounding area means that water will be retained on site. There are no gutters on the Proposed New Shed as they become a maintenance issue. Erosion near the pad is managed by having a wide overhang of 1.2m and good compaction.

Traffic

Since the Kalbarri Egg Farm is already operational, the Proposed New Shed is not going to add to the amount of traffic coming to and from the farm. The existing number of staff will be able to look after more layer hens and the increased amount of eggs will fit in the existing trucks picking up from the farm.

Similarly the trucks handling feed will be able to handle more volume within the existing number of traffic movements.

This is part of the reason why the Proposed New Shed improves the economic efficiency of the farm.

Shed design and operation

The Proposed New Shed and the equipment such as nests, drinkers and feeders are designed to meet the requirements of the "Code of Practice For Poultry in Western Australia" as published by the Department of Local Government and Regional Development Western Australia in March 2003. As well as the "Environmental Code of Practice for Poultry Farms in Western Australia", May 2004.

On a daily basis staff will attend the shed 1-2 hours daily to check the wellbeing of the birds, drinkers, feeders etc.

The automatic control system will operate the curtains on the side wall as well as misters and stir fans inside the shed to make sure the climate is optimal for the laying hens.

In the afternoon the range doors will open automatically and allow the laying hens to go outside and range freely. At night time staff will make sure all hens have returned to the shed before the range doors are closed for the night.

The litter from the shed will be removed after each batch of laying hens and spread or composted. This is in line with the current practice of the existing sheds and the code of practice mentioned above.

Spent hens are composted on farm by my son who has a wholesale palm propagating and nursery business. The balance of spent hens are put into a pit and buried.

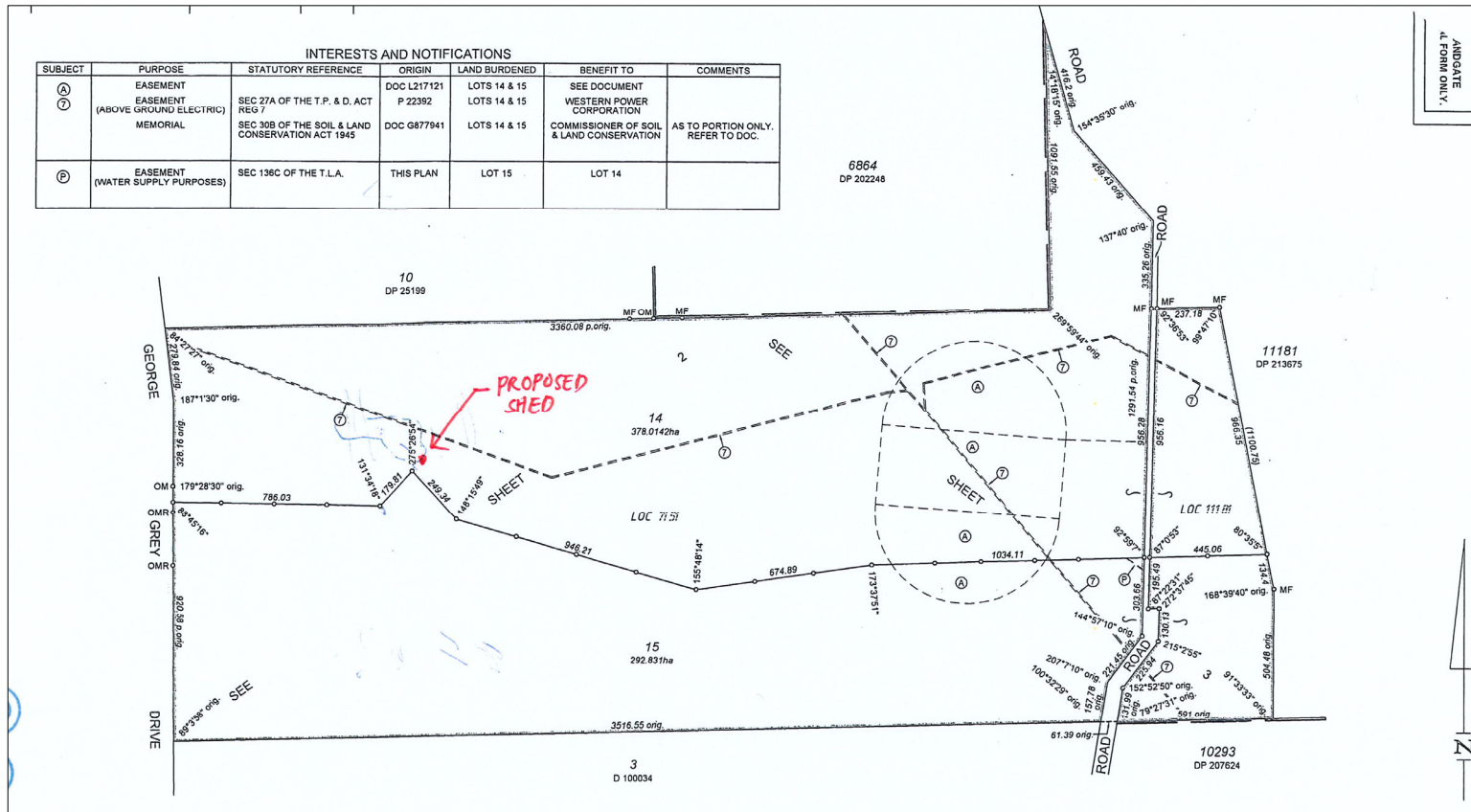
Power Supply

The existing main power supply to the site is big enough to provide power for the Proposed New Shed.

Water Supply

The existing water supply at the farm is big enough to provide water for the Proposed New Shed. Kalbarri Eggs has been operating without any complaints for many years and is a valuable contributor to the local economy.

SITE PLANS – Animal Husbandry – ‘Intensive’ (Kalbarri Egg Farm)





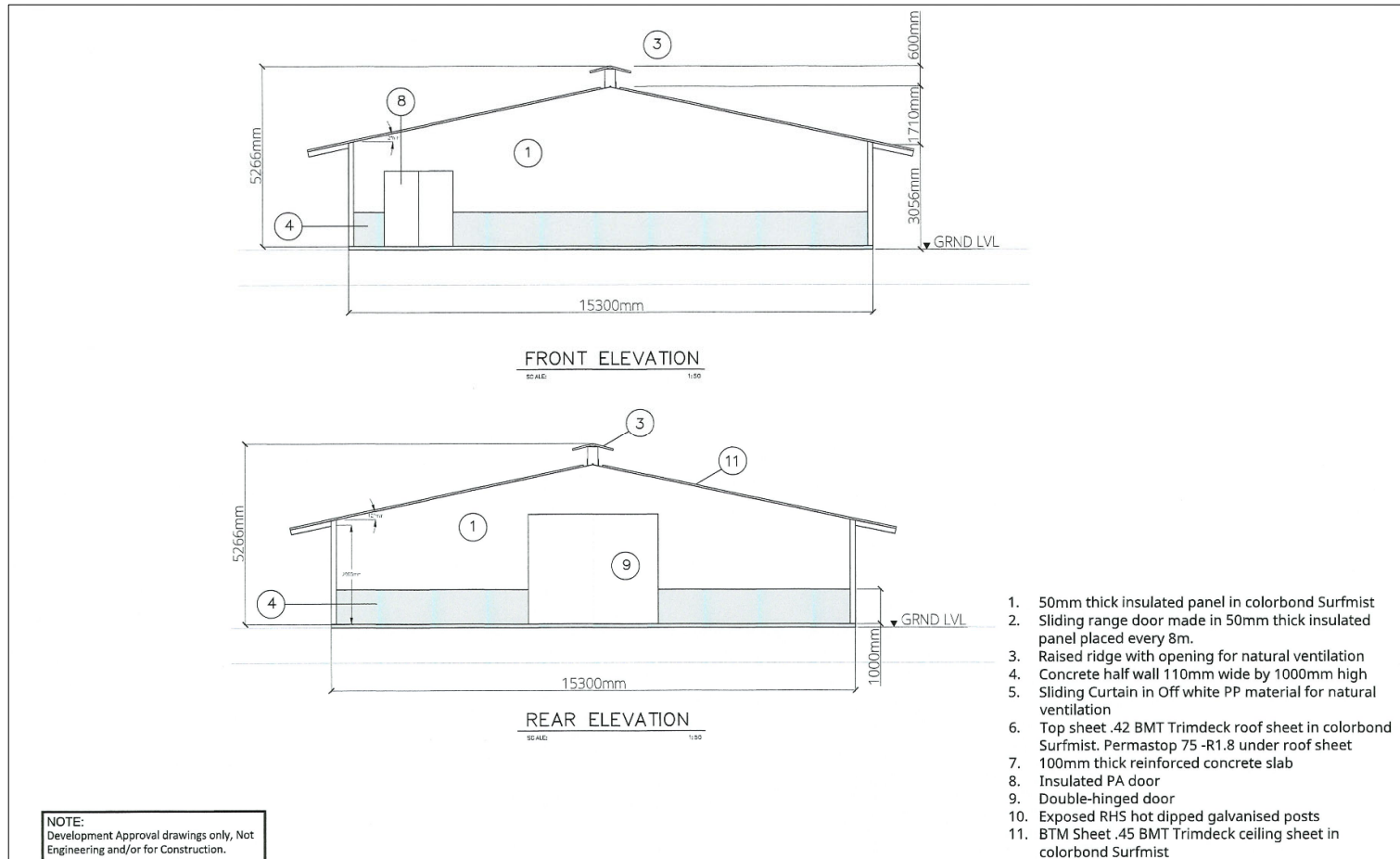
PROPERTY BOUNDARIES

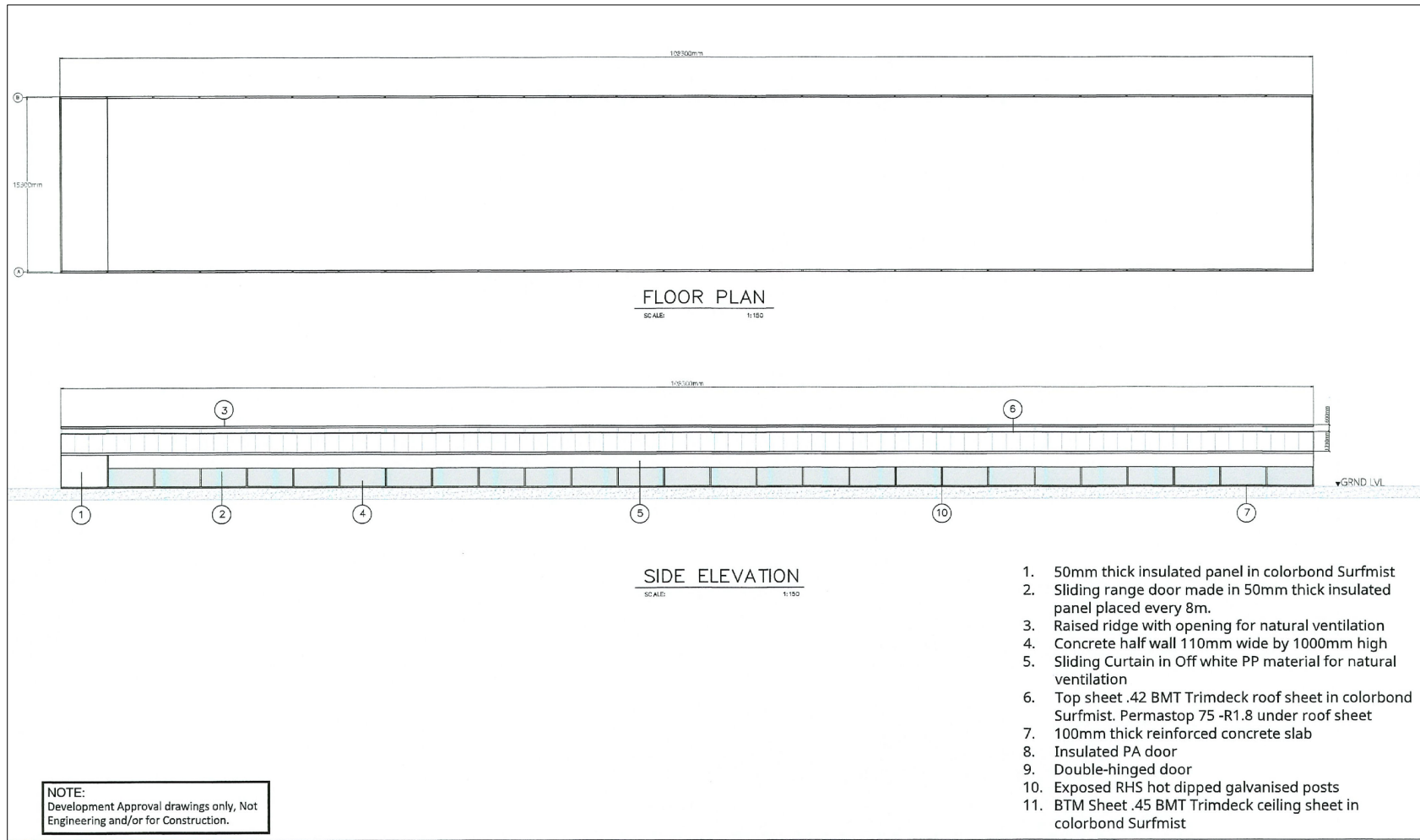
SCALE: NTS

NOTE:
Development Approval drawings only, Not
Engineering and/or for Construction.



SHED PLANS – Animal Husbandry – ‘Intensive’







PO Box 65, Kalbarri WA 6536
kalbarrieggs@westnet.com.au

Waste Management Plan

Introduction

Kalbarri Eggs currently runs a successful egg producing farm at lot 3874, Yallabatharra, 22kms South of the Kalbarri Townsite.

The operation has been going since 1991 and the eggs are marketed to customers as Kalbarri Eggs, thus helping to underpin the local economy as well as the image of Kalbarri region as a fresh, clean and green environment.

Currently the site has 7 existing layer hen sheds with a total production of 70,000 laying hens on site at any point in time.

The demand for Kalbarri Free Range eggs is growing and as such we are looking to expand our production capacity with a new state of the art laying shed with a capacity of 12,500 laying hen. This will take the total production capacity on site to 82,500 laying hens.

Kalbarri Eggs owns 640 hectares around the poultry farm creating ample buffer. Kalbarri Eggs has been operating on this site without any complaints for over 30 years.



The farm is operating in accordance with the *Environmental Code of Practice for Poultry Farms in Western Australia 2004* and the *Code of Practice for Poultry in Western Australia 2003*.

There is over 5km to the nearest dwelling or any sort of housing in any direction. This far exceeds the highest recommended minimum buffer distances of 500m in the *Environmental Code of Practice for Poultry Farms in Western Australia 2004*

Waste Composition and Generation

The three main types of waste generated are as follows:

Manure

roughly 2500 m3 per annum which would increase to 2800 m3 with the new shed.

The one cage shed produces 30 m3 a week which is emptied twice using a conveyor belt system that cleanly transports manure to a waiting compost spreader outside the facility. The belts are cleaned by a scraper bar before returning to where they originated.

The 6 free range sheds are emptied when the flocks are replaced every 62 weeks on a rotational system about two months apart. To facilitate this the floors are removed (floating floors raised 1.2 metres high) and a bobcat loader removes the manure where it is loaded into the compost spreader to be spread. this is about 200 m3 every two months.

The new shed is estimated to produce about 250 m3 each 62 weeks which will go into the rotation meaning that the frequency will go down to every 6 weeks.

Bird mortality

Daily - about 3 birds will be removed from sheds and taken to be composted.

Flock changeover – produces roughly 7000 birds at an average weight of 2 kgs every two months. These too are composted.

Cracked and broken eggs

100 kgs a week of broken eggs gets composted.

Waste Management System – Outline**Manure**

As soon as the manure is available it is removed from the sheds and spread onto the neighbouring farm at roughly 5-6 m3 / Hectare. After use the compost spreader is washed down using a high-pressure hose on a dedicated wash down site. The free range sheds when emptied are then given a thorough cleaning using anti-bacterial agents, a high pressure hose, flame burners for spider webs and a thorough pest eradication. The cage shed is cleaned on a regular basis.

Birds

When a flock is replaced, the birds are gassed using nitrogen, loaded into a trailer and then transported to the compost area. This is managed by a neighbouring business who utilises the compost in his nursery business.

The compost area is a dedicated site with a non-permeable gravel hardstand built on a slope so that any excess fluids will drain out.

The birds are composted with locally cut lupin hay at a weight ratio 1:1.5 to ensure the correct nitrogen to carbon mix to ensure aerobic composting and no nitrogen loss.

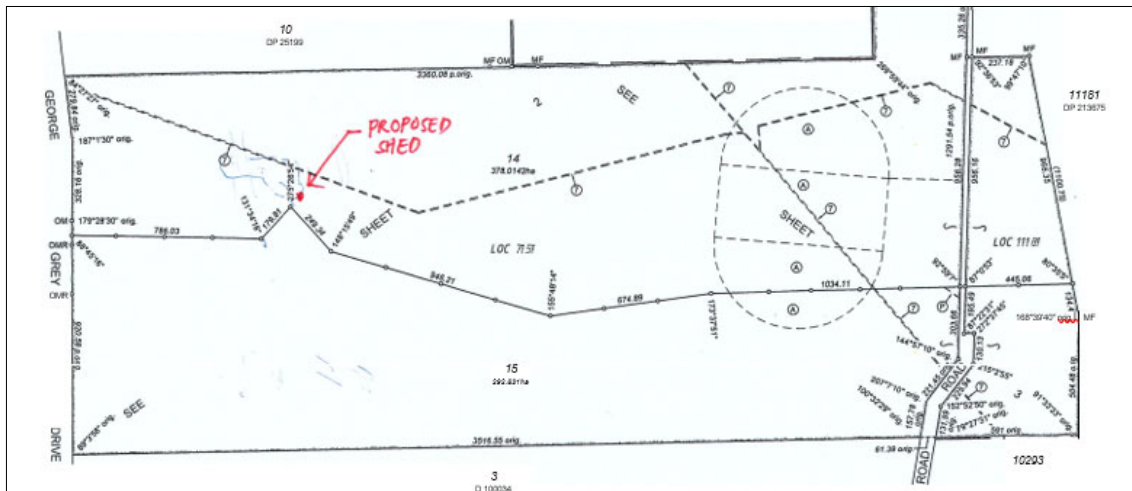
The birds are mixed thoroughly with a prepared pile of hay using a loader to ensure that adequate spacing between birds to ensure no noxious microbial activity is generated. When mixed adequately the pile is then capped with another layer of hay to ensure no odour is emitted and that wild animals cannot access the birds. This pile is left for one month and

watered regularly using sprinklers and then turned every three days to ensure its fully composted. The internal temperature is checked to ensure it has reached the required 67 degrees centigrade needed to kill bacteria.

The daily birds and egg waste are added to the newest pile and then covered appropriately.

Access

All waste is transported on farm using internal roads, the compost area is two kms from the sheds on a leasehold block which is at 3 kms from any main roads and 5 km from the nearest dwelling. The manure is spread on paddocks to the south and east of the egg farm also far away from any roads or dwellings.



Collection

Manure and birds are loaded directly onto tipper trailers or compost spreaders which are towed by tractors. These are loaded from either the dedicated point outside the cage shed or temporary dedicated points directly in front of sheds while in swap over mode. The waste is then moved to be either spread or composted.

Education

When large movements are under way, staff are made aware in a daily briefing session before hand and then witches hats and signs are placed in appropriate areas to warn of extra heavy vehicle movements.

Potential Issues

Potential issues include having larger than expected piles of manure which could leach into water ways from breakdowns or spills and these are ameliorated by using a front end loader to spread or remove to the compost area.

Issues with compost could include a too rich mixture which would release odours, wild animals disturbing the pile and exposing birds and leachate coming from the pile in a large quantity. These are all issues that are resolved by the nursery owner taking actions to prevent and fix by either covering with hay, stirring or reducing sprinkler usage.

Monitoring

The compost system is monitored by visually checking on a daily basis
And the manure is checked while being spread.

References**Environmental Code of Practice for Poultry Farms in WA**

<https://www.wa.gov.au/system/files/2022-04/Environmental-code-of-pactice-for-poultry-farms-in-WA.pdf>

Composting By-products on Egg Farms (Department of Agriculture, Fisheries and Forestry)

http://docs.wixstatic.com/uqd/7f146f_c9f89311a33144ffa1bd35b10ed58701.pdf

Code of Practice for Poultry in WA (Department of Local Government and Regional Development)

https://www.agric.wa.gov.au/sites/gateway/files/Code%20of%20Practice%20for%20Poultry%20in%20Western%20Australia_0.pdf

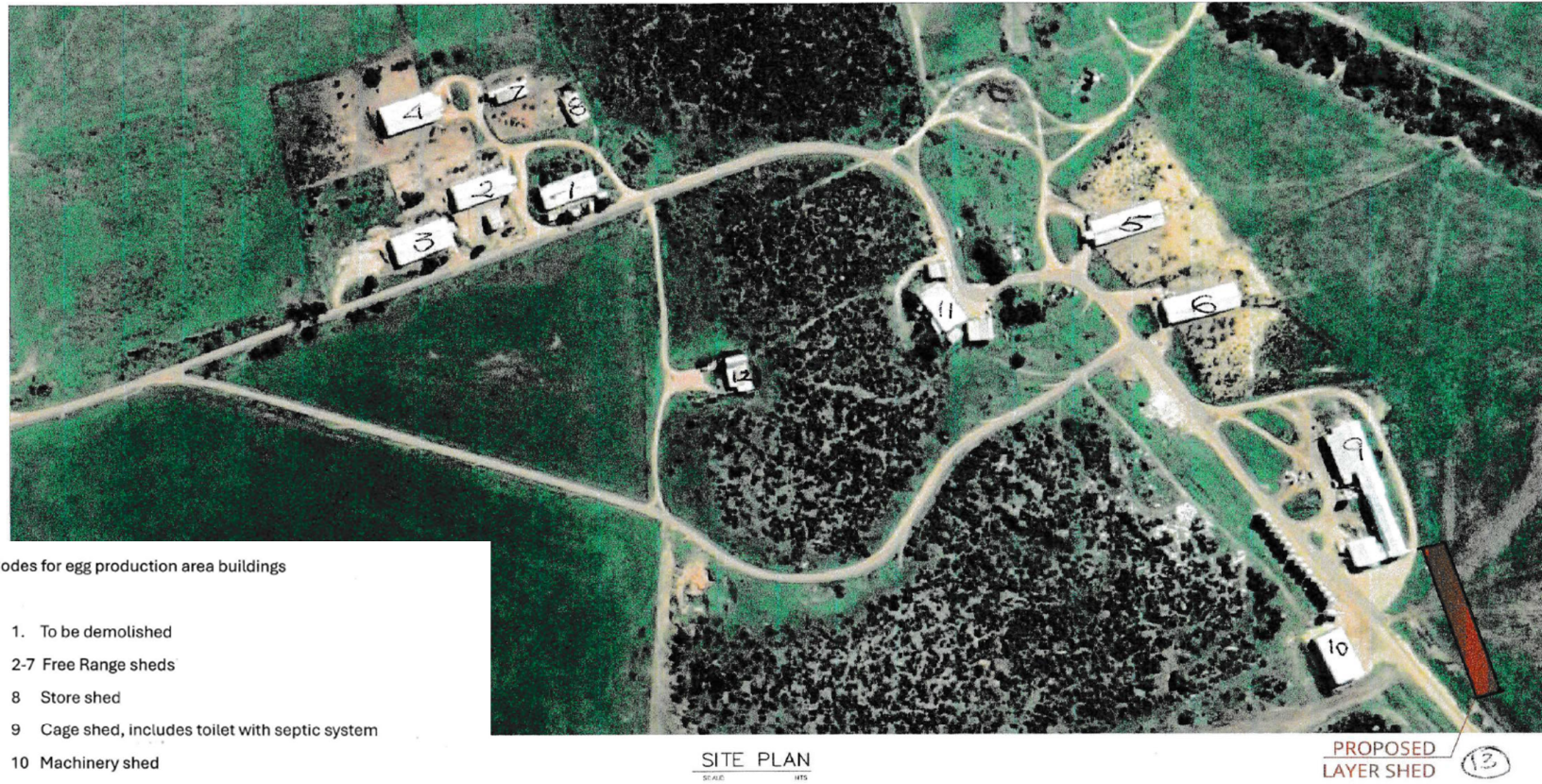
Poultry Farms

Western Australian Planning Commission Fact Sheet

State Planning Policy 2.5 – Rural Planning**National Environmental Management System for the Meat chicken Industry – Version 2****Egg Industry Environmental Guidelines – Edition II**

December 2023

ATTACHMENT 9.4.3 (3)



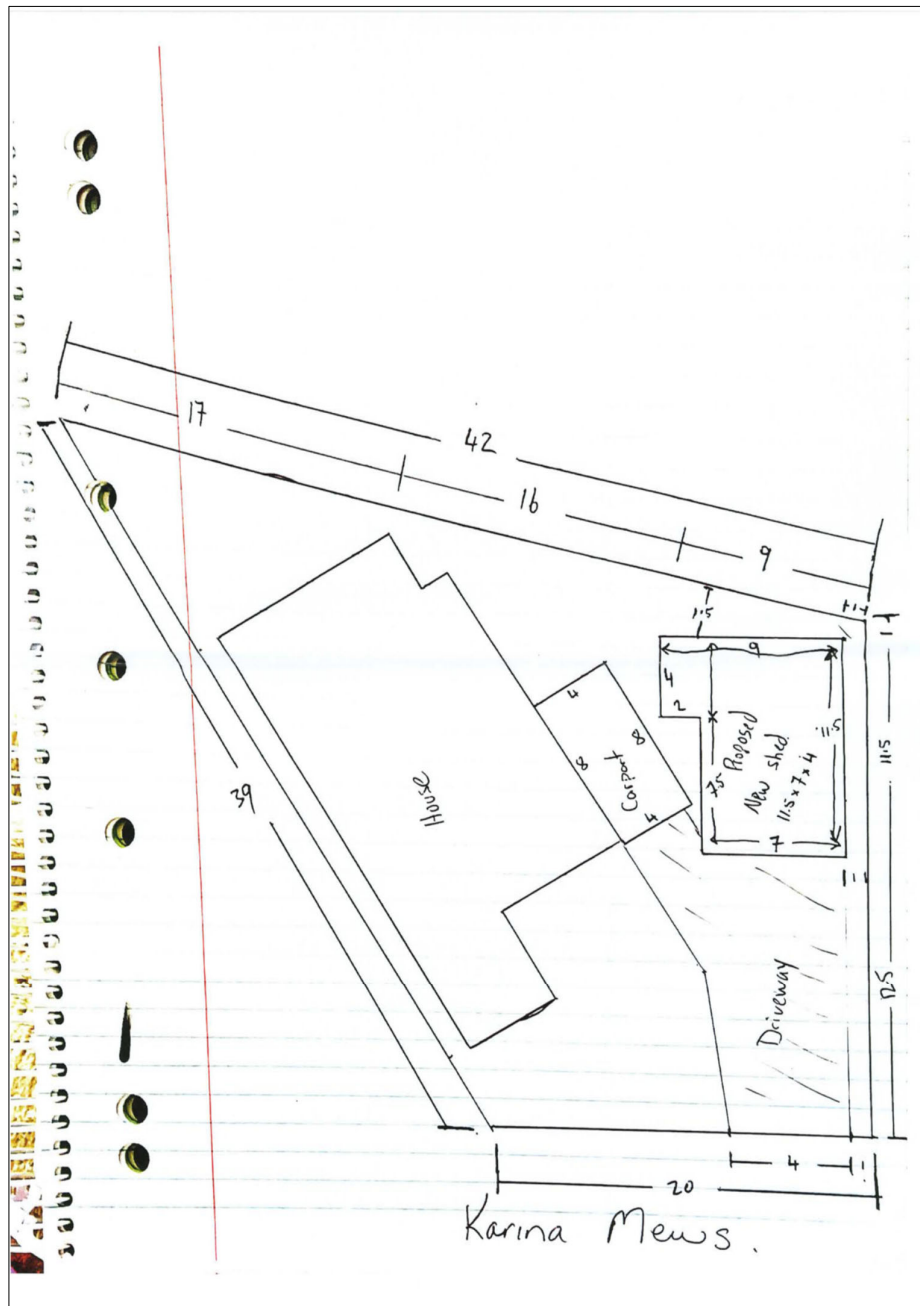
Shire of Northampton – Animal Husbandry Intensive (Kalbarri Eggs)				ATTACHMENT 9.4.3 (4)
Submission No. & date received	Respondent	Nature of Submission	Shire Comment	Shire Recommendation
1. 08/01/2024	Department of Water and Environmental Regulation (DWER)	<p>ADVICE TO APPLICANT DWER identified that the proposal has the potential for impact on environment and/or water resource values. Environmental Protection Act licensing applies in relation to the management of the waste through the production of compost which may be subject to licensing under Part V of the <i>APA Act 1986</i>. Insufficient information was provided to enable DWER to determine whether the proposal will be categorised as Prescribed Premises as per Schedule 1 of the <i>APRegulations 1987</i>. The Applicant was advised to refer to the information and Industry Regulation Guide to Licensing available online. Any queries relating to works approvals and licenses to contact DWER.</p>	Shire Officers provided full copy of the DWER submission to the applicant with additional advice to contact DWER in relation to works approvals and licenses that may be required.	<p>Submission noted</p> <p>Condition of approval applied.</p> <p><u>Condition</u> <i>The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Aboriginal Cultural Heritage Act 2021, is required at all times.</i></p>
25/01/2024		<p>Advice of 08/01/2024 corrected. The threshold level for composting is 1,000 tonnes and not 100 tonnes. Composting is 99 tonnes per annum. This is well below the threshold level of 1000 so the application is not subject to licensing by DWER.</p>		
2. 10/01/2024	Department of Health (DoH)	<p>ADVICE TO APPLICANT The proposal is required to comply with requirements of Health (Treatment of Sewage & Disposal of Effluent and Liquid Waste) Regulations 1974 (the Regulations).</p> <p><u>Wastewater Management</u> The following is required to be undertaken during development stage:</p> <ol style="list-style-type: none"> 1. Minimal reference to type of staff amenities and specifications or size of onsite wastewater treatment system and disposal areas. As this is a 	Shire Officers provided full copy of the DoH submission to the applicant with additional advice to contact DoH with any queries.	<p>Submission noted</p> <p>Condition of approval.</p> <p><u>Condition</u> <i>The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to the Aboriginal Cultural Heritage Act 2021, is</i></p>

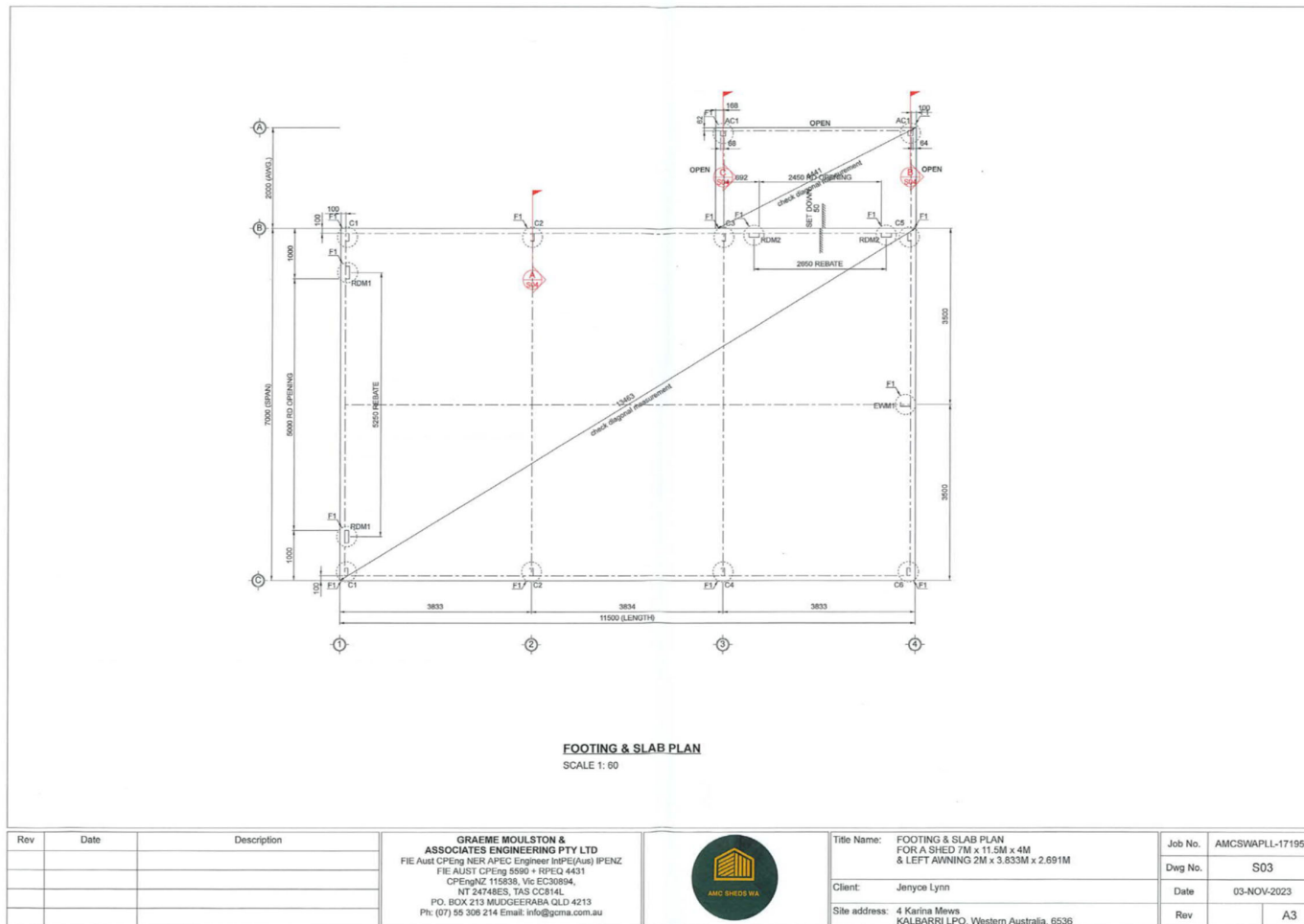
Shire of Northampton – Animal Husbandry Intensive (Kalbarri Eggs)				ATTACHMENT 9.4.3 (4)
Submission No. & date received	Respondent	Nature of Submission	Shire Comment	Shire Recommendation
		<p>significant upgrade, the onsite waster treatment system needs to be sized for the number of staff and hours of operation as per Regulatory requirements.</p> <ol style="list-style-type: none"> 2. A site specific Site and Soil Evaluation (SSE) may be required to be undertaken by a qualified consultant during the wettest seasonal time of the year (mid-July/August) as per AS/NZS 1547:2012 to ensure land application area is sized appropriately. 3. Provision of detailed plans showing the proposed building envelopes, existing wastewater systems, proposed wastewater systems, all trafficable areas, parking bays and land application areas including setback distances, exclusion zones and measurements. 4. An Application to Construct or Install an Apparatus for the Treatment of Sewage is required to be submitted to the Local Government for each wastewater treatment system or upgrade to a wastewater system. For commercial purposes, the application are required to be forwarded to the DoH for assessment and approval. <p><u>Drinking water management</u></p> <ol style="list-style-type: none"> 1. All drinking water provided on site must meet health related requirements set out in version 3.7 of the Australian Drinking Water Quality Guidelines 2011. 2. Any non-drinking water (water not intended or suitable for drinking) must be managed to ensure it cannot be confused or contaminate the drinking water supply. <p><u>Food</u></p> <p>The Shire of Northampton to continue to provide regulatory oversight as the enforcement agency under the <i>Food Act 2008</i> and to ensure food business complies</p>		<p><i>required at all times.</i></p> <p>Copy of DoH advice provided to applicant/landowner.</p>

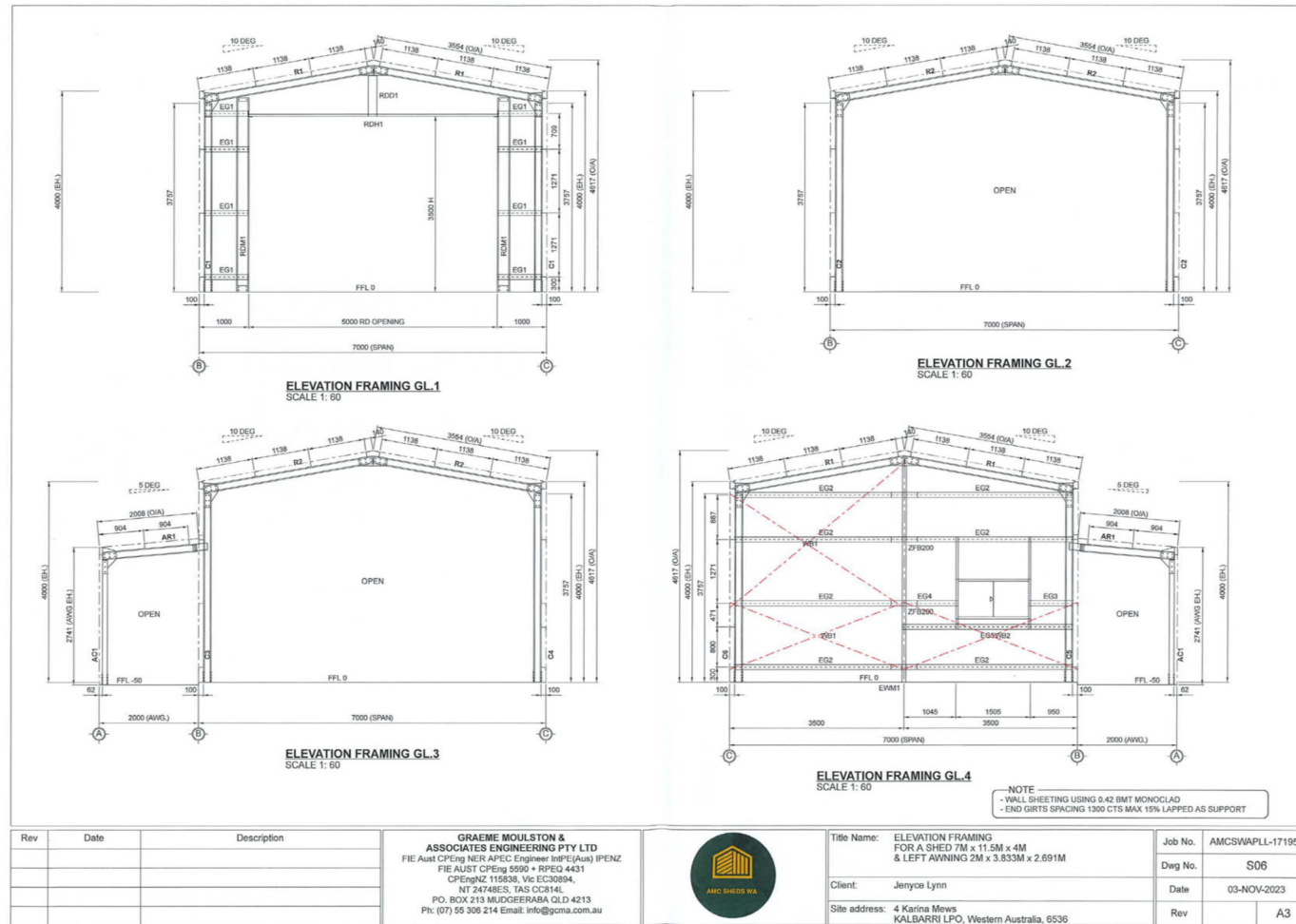
Shire of Northampton – Animal Husbandry Intensive (Kalbarri Eggs)			ATTACHMENT 9.4.3 (4)	
Submission No. & date received	Respondent	Nature of Submission	Shire Comment	Shire Recommendation
		<p>with the Food Standards <i>Code Standard 4.2.5 – Primary production and processing standards for eggs and egg product.</i></p> <p><u>Management Plan</u> It is recommended that conditions of approval include requirement for submission of a management plan for endorsement by the Shire of Northampton detailing procedures regarding odor and pest management.</p>		
3. 09/01/2024	Department of Biodiversity, Conservation and Attractions (DBCA)	<p>NO OBJECTION The DBCA has no objections to the proposal as outlined. It is anticipated that the proposed new outbuilding and extension of current intensive animal husbandry operation and any associated environmental impacts will be appropriately managed through the existing planning framework.</p>		Submission noted
4. 19/01/2024	Department of Primary Industry and Regional Development (DPIRD)	<p>NO OBJECTION The DPIRD does not object to the proposal and offers the comments on the following points;</p> <p><u>Codes of Practice</u></p> <p><u>Soil & Landorms</u></p> <p><u>Waste Management</u></p> <p><u>Composting or storage areas</u></p> <p><u>Burial pits</u></p> <p><u>Nutrient Management Plan</u></p> <p>Manure</p>		<p>Submission noted.</p> <p>Copy of DPIRD advice provided to applicant/landowner.</p>

Shire of Northampton – Animal Husbandry Intensive (Kalbarri Eggs)				ATTACHMENT 9.4.3 (4)
Submission No. & date received	Respondent	Nature of Submission	Shire Comment	Shire Recommendation
5. 01/02/2024	Mainroads WA (MRWA)	<p>NO OBJECTION subject to conditions being imposed</p> <ul style="list-style-type: none"> Developer must construct driveway access upgrade to Main Roads requirements. Access driveway to be sealed from edge of George Grey Drive for 50m into the property. Covenant preventing vehicular access being lodged on title at full expense of landowner. Covenant is to prevent access in accordance with the plan enclosed. Stormwater shall not be discharged onto George Grey Drive road reserve. Landowner shall make good any damage to existing verge vegetation within George Grey Drive road reserve. No waste collection is permitted from Goerge Grey Drive. Application must be made to MRWA for any advertising signs. 	<p>A number of conditions relating to current and prevention of future access points were requested to be included in the Development Approval. Court decisions relating to planning law clearly state that conditions of approval are required to be consistent with the principles that they must be:</p> <ul style="list-style-type: none"> - Fair and reasonable; - Have a planning purpose; - Must relate to the proposal; and - Must not have the effect of negating an approval. <p>It is considered the conditions being sought to impose a restrictive covenant to prevent future access and to seal 50m of the driveway are not fair and reasonable and the Shire does not support this aspect of the Mainroads submission.</p>	<p>Advice note applied</p> <p><i>Prior to commencement of the approved use the Applicant/Landowner should liaise with Mainroads WA with regard to George Grey Drive road reserve:</i></p> <ul style="list-style-type: none"> • <i>No earthworks are to encroach onto the road reserve;</i> • <i>No stormwater drainage is to be discharged onto the road reserve; and</i> • <i>The Landowner/Applicant shall make good any damage to the existing verge vegetation within the road reserve.</i> <p>Copy of MRWA advice provided to landowner/applicant.</p>

ATTACHMENT 9.4.4 (1)







ATTACHMENT: 9.4.5 (1)**Delegated Planning Decisions for February 2024**

D/A No	Applicant	Property	Purpose	Decision	Value
007	M & M GROVE	MOBILE FOOD VEHICLE ANNUAL RENEWAL	RESERVE 52436 LAND-BACKED WHARF, KALBARRI	1 February 2024	**
008	STATESIDE MAINTENANCE	LOT 130 (NO. 166) HAMPTON ROAD, NORTHAMPTON	REPAIRS MACHINERY SHELTERS, CHIVERTON HOUSE	1 February 2024	\$78,030
Amend 2022-007	TR & SJ HAY	LOT 111 (NO. 7) LYNTON AVENUE, PORT GREGORY	TIME EXTENSION TO D/A 2022- 007 (OUTBUILDING)	16 February 2024	\$80,000
Amend 2022-020	PIQUE MOD PTY LTD	LOT 192 (NO. 7) CASSIA CLOSE, KALBARRI	TIME EXTENSION TO D/A 2022 020 (SINGLE DWELLING)	26 February 2024	\$168,030
2024-014	RM CHAPMAN & GD MOORE	LOT 9 (NO. 31) GLASS STREET, KALBARRI	GROUPED DWELLING & RETAINING WALLS (R-CODE VARIATION)	26 February 2024	\$200,000

** Includes administrative applications which are allocated no value and can include Commercial Vehicle Parking, Mobile Food Vehicle, Commercial Recreational Tourism License and Temporary and Exemption Approval Applications.

ATTACHMENT 9.4.6 (1)

Commercial Recreational Activity – Application Letter

**Overview**

To whom it may concern,

Kurlaji Wangga [KUR-la-gee-won-GUH], meaning "river gum talk". Has been operating for two years in facilitating Welcome to Countries, Cultural Advisory, and art exhibitions with K'uarla Mungga Art Gallery. Most of these services have been facilitated on National Park grounds at the Kalbarri Skywalk.

It is our goal to expand our tours by offering a new product to tourists visiting Kalbarri. This new product will visit three locations across a 20 KM journey taking 2.5 to 3 hours. The sites include Witecarra Creek, Gidigimarra Springs, and Murchinson House Station. While visiting each site, Ill share stories of our culture and the significance of each location. This tour will require guests to use their own vehicle as we travel to and from, with goals to purchase a 4WD bus to make the tour more accommodating. Furthermore, we would like to incorporate Paradise Flats as a tour location in the future.

For a more comprehensive understanding, the selection criteria requested is addressed below.

Commercial Recreational Activity – Application Letter

Selection Criteria [3.5.2]

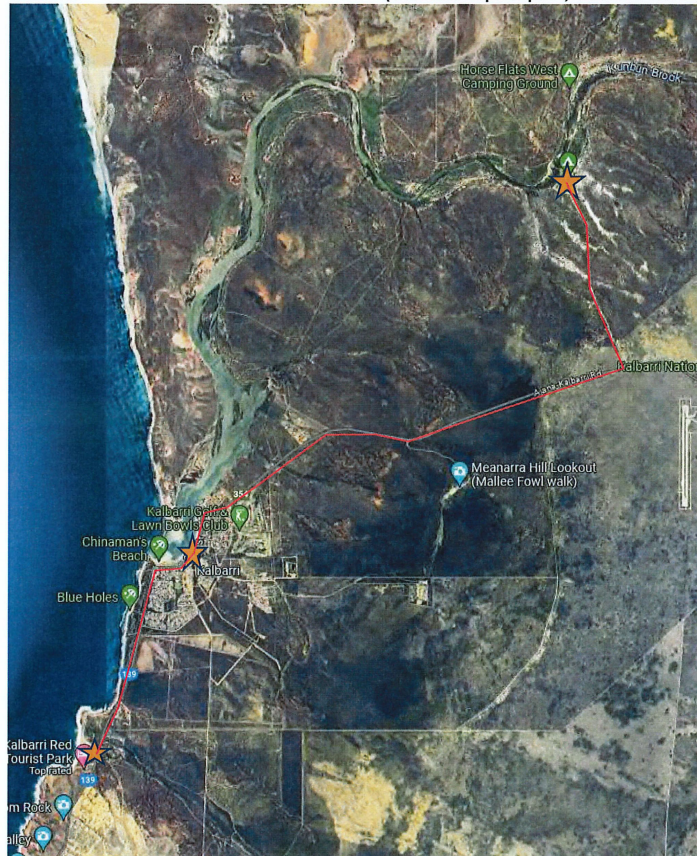
- a) Kurlaji Wangga has been trading for 2 years now, working closely with DBCA in facilitating my tours, services such as cultural advisor at the Skywalk withing the National Park. Furthermore, undertaking the operation of K'uarla Mungga Art Centre.
- b) **Type: Cultural Tour**
 - a. Duration: 2.5 – 3 hours
 - b. Locations: Red Bluff Beach, Witecarra Creek, Gidigimarra Springs, and Murchinson House Station.
 - c. Frequency: Once per fortnight on a Saturday from March to July
 - d. Capacity: 8 PAX
 - e. Staff: (Colleen and one guide on each tour)
 - i. Colleen - Owner/Operator
 - ii. Clayton – Guide
 - iii. Kaiden – Guide
 - iv. Kane – Guide
 - v. Marissa – Guide
 - vi. Mauretta- Guide

Commercial Recreational Activity – Application Letter

c) Locations:

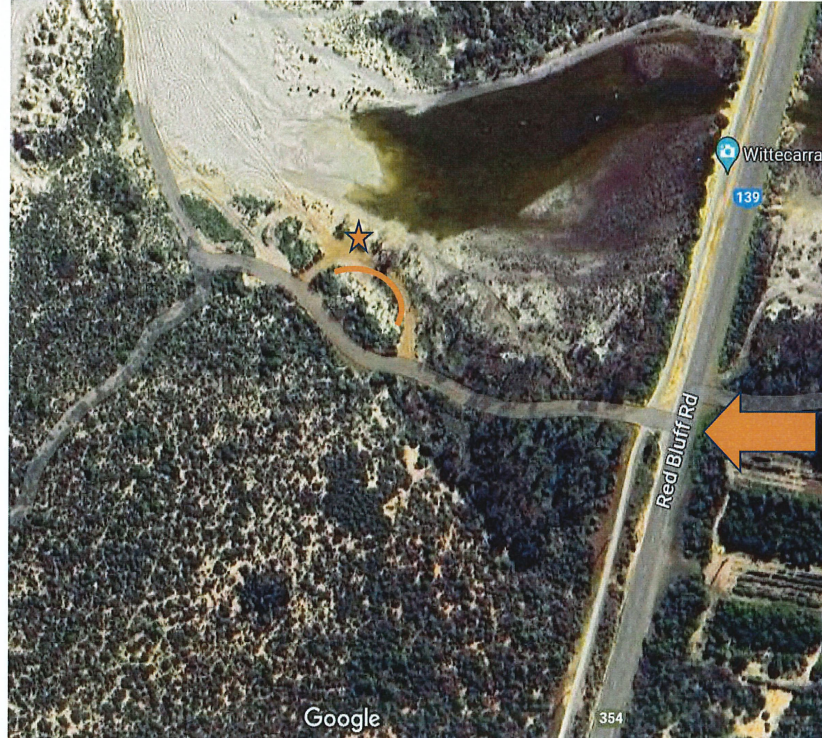
a. Overview

(Red Line depicts path, South to North)



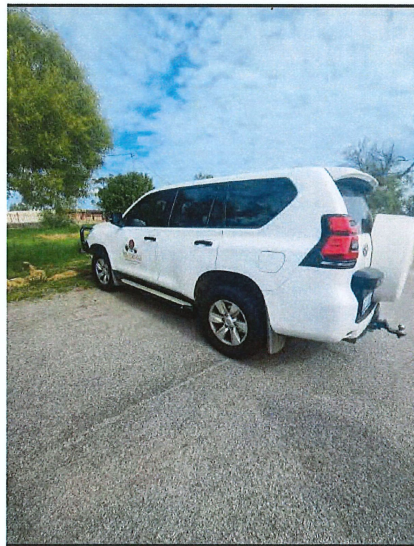
Commercial Recreational Activity – Application Letter

- b. Wittecarra Creek: Vehicles to be parked in crescent shape. Star is gathering point.



Commercial Recreational Activity – Application Letter

- d) Our proposed itinerary for this tour will be:
- a. Begin at Whittcarra Creek at 8:00AM. Open with a welcome to Country, safety inductions and Storytelling. **15 min**
 - b. Travel to Gidimarra Spring for Q&A and Storytelling **45 min**
 - c. Travel to Murchinson House Station for Storytelling **80 min**
 - d. Tour end: guests make their way back to town.
- e) This tour is to be scheduled once per fortnight (on a Saturday or Sunday) from 8AM – 11PM during March - July.
- f) This tour will be available for the public sector to book via our website which is incorporated with our booking software. Additionally, we will consider a membership with the visitor's centre for more reach.
- a. Pricing: Per Vehicle = \$350
 - i. Minimum of 4 Vehicles for tour to proceed.
- g) Equipment Used:
- a. Vehicle – 2008 Toyota Prado



Commercial Recreational Activity – Application Letter

- h) Safety measures include:
 - a. First aid training,
 - b. First aid Kit
 - c. Fire extinguisher
 - d. Advisory within booking confirmation.
- i) Kurlaji Wangga's PPL policy has expired but will renew when our tourism season restarts.
- j) No additional information however if there are any questions, please contact Kurlaji Wangga or WAITOC (Kyle Bigos – 0438948882).

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - FEBRUARY 2024						
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
1/02/2024	23063	Nathan Howarth and T'Leah Forman	Owner Builder	3 (Lot 271) Ash Place, Kalbarri	Construct steel-framed lean to structure with steel roof cladding. Install sea container and arbor structure	\$ 14,650.00
28/02/2024	23077	Peter Wilkin	Noel Visser	8 (Lot 1) Starfire Close, Kalbarri	Construct steel-framed shed	\$ 19,999.00
19/02/2024	23078	Tim Hay	Owner Builder	7 (Lot 111) Lynton Avenue, Port Gregpry	Construct limestone retaining wall	\$ 8,000.00
16/02/2024	24001	Andrew and Catherine Cranfield	MI Global Construction Pty Ltd	15 (Lot 263) Explorer Avenue, Kalbarri	Construct steel-framed shed	\$ 80,000.00
28/02/2024	24002	Department of Education	Pacific Energy Renewables	48 (Lot 3002) Hackney Steet, Kalbarri	Install energy storage system	\$ 516,357.00
5/02/2024	24003	Arabian Fishing Co, Helen and Ashe Young	Owner Builder	94 (Lot 4) Grey Street, Kalbarri	Construct replacement staircase	\$ 18,000.00
14/02/2024	24006	Summerstar Pty Ltd	Jay Taylor	399 Red Bluff Road, Kalbarri	Install open wall gable roof structure	\$ 19,320.00
16/02/2024	24007	Russell and Roberta Berry	Johns Lyng Insurance Building Solutions	45 (Lot 234) Smith Street, Kalbarri	Remediation repairs to main dwelling roof cladding, purlins and bracing. Repairs to patio roof cladding, battens and rafters.	\$ 93,364.15
28/02/2024	24008	David and Kerry Forman	Owner Builder	28 (Lot 129) Smith Street, Kalbarri	Construct steel-framed patio	\$ 14,500.00
19/02/2024	24009	Andrea and Steven Timms	Modularis Pty Ltd TA Modular WA	4 (Lot 13) Ranch Court, Kalbarri	Construct new steel-framed, three-bedroom modular dwelling	\$ 315,641.00
28/02/2024	24011	David Hollier	Pique Mod Pty Ltd	4 (Lot 57) Diamond Vista, Kalbarri	Construct new steel-framed, two-bedroom modular dwelling	\$ 260,626.00
28/02/2024	23CS523	Arabian Fishing Co, Helen and Ashe Young	John Gillard	94 (Lot 4) Grey Street, Kalbarri	Remediation repairs to roof covering	\$ 90,000.00

SHIRE OF NORTHAMPTON

ATTACHMENT 9.8.1 (1)

WORKS CREW BUDGET - PROGRAM AND PROGRESS REPORT (2023/2024)

(March 2024)

2023/2024 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Kalbarri Road Reseal works 0.00 - 18.00 slk	RR17	COMPLETE	Revised to match budget 7.50 to 18.00 slk
<u>ROADS TO RECOVERY - 152100</u>			
Balla Whelarra Road Reseal 8.00 to 20.80 (Binnu East Road South)	RT42		Revised to match budget 8.00 to 20.80 slk
Northampton - Fifth Street Install Stormwater	RT43		
<u>LRCU GRANT - 152140</u>			
Little Bay Road Construct Road to Little Bay	R440		Clearing Permit request submitted Land Tenure, cadastral survey and native title study included as part of clearing permit application.
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2022/2023			
<u>Kalbarri</u>			
Karina Mews Reseal and replace concrete kerbing	R982		
Gwalla and Brook Street Install drainage, carry over works from 2022/2023	R326		
Cont.			

2023/2024 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
Robinson Street	R338		
Surface Correction - 2 sections and kerbing			
Fifth Street (Council Contribution)	R345		
Install Stormwater			
Bruce Road	R346		
Reseal			
John Street	R347		
Reseal			
<u>Kalbarri</u>			
Anchorage Lane	R348		
Engineering Works - Investigate and Design			
<u>Rural</u>			
Coolacalaya Road	R335		
Survey Road Reserve			
Binnu East Road	R341		Works Commenced
Pavement Repair 12.6 to 13.6 slk			
Parker - Wundi Road/s	R336	COMPLETE	
Outstanding Culvert headwall works			
Kalbarri Road (Council Contribution)	R343	COMPLETE	Revised to match budget 7.50 to 18.00 slk
Reseal works 7.50 - 18.00 slk			
Balla Whelarra Road (Council Contribution)	R344		Revised to match budget 8.00 to 20.80 slk
Reseal 8.00 to 20.80 (Binnu East Road South)			
Cont.			

2023/2024 Budget Works	Job No	Status	Comments
<u>OTHER WORKS - Depots/Foreshores/Ovals/Parks/Gardens/Cemeteries etc</u>			
Northampton - Oval - New Toilet Block Install concrete DUP to adjacent pavillions.	F016	COMPLETE	
Northampton - Oval renovation Undertake Verti mowing			
Northampton - Ram Pavillion Install window to pavillion office			
Northampton - RSL Fabricate and install pump/retic cover		COMPLETE	
Northampton - Northampton Community Centre Install disabled ramp south end			
Northampton - Northampton Community Centre Treatment for rising damp - stadium wall			
Northampton - Northampton Community Centre Brick pave commentery box south to prevent moisture		COMPLETE	
Northampton - Depot Supply and Install cooler/drink fountain			
Northampton - Cemetery Install new niche wall under existing shelter	H001		
Northampton - Lions Park Install 3 x stone wall seating	F012		
Northampton - Lions Park Install stone wall to eastern side garden bed.	F012		
Northampton - Wannerenooka Tanks Supply and install filtration system			
Northampton - Main Street Heritage bin surrounds Supply heritage style bin surrounds			
Cont.			

2023/2024 Budget Works	Job No	Status	Comments
Kalbarri - Oval Renovation Undertake Verti Drain	F003	COMPLETE	
Kalbarri - Oval - Playground Replace 2 x bridge/climbing sections		COMPLETE	
Kalbarri - Skate Park area Remove central surface and replace with coloured concrete.			
Kalbarri - Foreshore grass removal Cut down grass height along DUP area/s			
Kalbarri - Depot Install one central aircon to depot office		COMPLETE	
Kalbarri - Depot Install septic and connect toilet		COMPLETE	
Kalbarri - Foreshore shelter Install Foreshore shelter.			
Horrocks - Foreshore grass removal Cut down grass height along DUP area/s			
Horrocks - Foreshore water supply holding tank Remove existing and place new			
Horrocks - Install shower Install shower at top of Jetty boardwalk	3664		
Horrocks - Jetty pylons Maintenance to jetty pylons - Remove rust/corrosion protection.	08 3684		
Horrocks - Caravan dump point Install additional tank to site - total 2	F017	COMPLETE	
Port Gregory - Carpark Construction/Renovations Foreshore carpark area	3714		
Port Gregory - New Community Storage Shed New shed	99 5414		Deferred to 2024/25
Port Gregory - Non Potable water supply holding tank Install new water supply holding tank Cont.	99 5414		

#REF!	Job No	Status	Comments
Northampton Tip Site Install new fence around green waste area		COMPLETE	
Kalbarri Tip Site Maintenance to fence	B020	COMPLETE	
Binnu Tip Site Install new fence	B022		
Port Gregory Tip Site Install cover over 'Oil Reciprical'			
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (Construction) Purchase new - trade/sell existing P217 Mitsi	4214/99		
Northampton - New Truck Trailer (Construction) Purchase new - trade/sell existing P218 Trailer	4214/99		
Northampton - New Backhoe Purchase New - No trade	4214/99		New item Ordered - Delivery October 2023. Pending replacement due to non specification machine - \$0 trade
Northampton - Exe Manager of Works and Tech Services Purchase New - trade/sell P302 Toyota Prado	4214/99		Replacement vehicle ordered - Delivery end of April 2024
Northampton - Exe Manager Corporate Services Purchase New - trade/sell P295 Isuzu MUX		COMPLETE	
Northampton - Exe Manager Comm, Develop and Reg Purchase New - no trade		COMPLETE	
Kalbarri - New utility - Kalbarri Leading Hand Purchase new - trade/sell P242 Nissan Navara	4214/99		
Cont.			

Kalbarri	Job No	Status	Comments
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - 2 way radios	7362/02	COMPLETE	
Northampton - New Post hole digger	7362/02	COMPLETE	
Northampton - New Pole saw	7362/02	COMPLETE	
Northampton depot - New high pressure cleaner	7362/02	COMPLETE	
Northampton depot - New Vehicle mounted air compressor	7362/02	COMPLETE	
Northampton Gardeners- 1 x whipper snipper	7362/02	COMPLETE	
Northampton Gardeners- 1 x shredder/chipper	7362/02	COMPLETE	
Northampton Gardeners- 1 x Blower battery	7362/02		
Northampton Maint Truck - Small fridge	7362/02		
Kalbarri depot - New Air compressor.	7362/02	COMPLETE	
Kalbarri Gardeners - Mower	7362/02	COMPLETE	
Kalbarri Gardeners - Blower	7362/02	COMPLETE	
Kalbarri Gardeners - Whipper snipper	7362/02	COMPLETE	



**SHIRE OF NORTHAMPTON
MINUTES**

**Community Grants Advisory Committee held in the Allen Centre, Kalbarri
2:05pm 15 February 2024**

1. DECLARATION OF OPENING OF MEETING BY SHIRE PRESIDENT

Shire President Liz Sudlow declared the meeting open at 2.05pm

2. ACKNOWLEDGEMENT OF COUNTRY

Cr Sudlow read the following statement:

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

3. APPOINTMENT OF CHAIRPERSON

Shire President nominated and was accepted the role of Chairperson unopposed.

4. ATTENDANCE / APOLOGIES

Members

Cr Liz Sudlow – Shire President
Cr Rob Horstman – Deputy Shire President
Cr Des Pike
Andrew Campbell

Apologies

Cr Trevor Gibb

Observers

Cr Richard Burges
Cr Roslyn Suckling
Cr Tim Hay
Grant Middleton
Michelle Allen

5. DECLARATIONS OF FINANCIAL INTERESTS

Nil.

6. GENERAL DISCUSSION AS TO APPROACH (FIRST MEETING)

A general discussion about the potential structure of how the Community Grants Advisory could operate.

Andrew Campbell suggested that the normal community grant Shire budget commitment of approximately \$100,000p.a. would be the starting point with approaches to corporates to supplement the funding pool. This may include existing and future garnet miners, BASF, CBH, Northern Agriculture Group and future hydrogen/renewable energy providers. Suggestion that two funding rounds per year, one major and one minor with additional funding rounds if additional revenue became available. It was agreed by consensus that Andrew Campbell would draft a process for consideration at the next meeting.

The membership of the Committee was also discussed with Cr Richard Burges and Cr Roslyn Suckling expressing an interest in joining.

Moved: Andrew Campbell

Seconded Cr Rob Horstman

“That Councillors Roslyn Suckling and Richard Burgess are recommended to be appointed to the Community Grants Advisory Committee.”

Carried 4-0

For: Cr’s Sudlow, Horstman, Pike and Mr Campbell

Against: Nil

7. DATE FOR NEXT MEETING

23 April 2024 at 1pm in the Council Chamber, Northampton.

8. CLOSURE

There being no further business the Chairperson closed the meeting at 2.33pm.



COMMUNITY GRANTS ADVISORY COMMITTEE TERMS OF REFERENCE

Status:	<u>Occasional Committee</u>
Members:	6 Councillors Chief Executive Officer (Total 7)
Proxies:	Nil
Quorum:	At least 4 members
Term of Appointment:	2 years to 17 October 2025
Officer Responsible:	Chief Executive Officer
Meetings:	At least annually and more frequently if required
Reporting:	Direct to Council
Delegated Power:	Nil

FUNCTIONS OF COMMITTEE

1. To develop and review the process for the receipt of community grants requests.
2. To develop and review the process for the determination of priority for awarding community grants.
3. To recommend to Council any additional committee membership.
4. To make recommendations to Council as to the distribution of community grants.

CURRENT MEMBERS FROM 21 MARCH 2024

Cr Liz Sudlow	Councillor
Cr Rob Horstman	Councillor
Cr Trevor Gibb	Councillor
Cr Des Pike	Councillor
Cr Roslyn Suckling	Councillor
Cr Richard Burgess	Councillor
Mr Andrew Campbell	Chief Executive Officer



SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

1.	OPENING	2
2.	ACKNOWLEDGEMENT OF COUNTRY	2
3.	ATTENDANCE / APOLOGIES	2
3.	APOLOGIES	2
4.	CONFIRMATION OF MINUTES	2
5.	DECLARATIONS OF FINANCIAL INTERESTS	2
6.	COMPLIANCE AUDIT RETURN	3
7.	RISK MANAGEMENT COMPLIANCE CALENDAR	5
8.	CLOSURE	7



SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

1. OPENING

The Chair Cr Suckling welcomed attendees and thanked everyone for their attendance and declared the meeting open at 1.38pm.

2. ACKNOWLEDGEMENT OF COUNTRY

3. ATTENDANCE / APOLOGIES

Cr R Suckling (Chair)
Cr L Sudlow (President)
Cr R Burges
Cr T Hay

Mr Grant Middleton (minutes)

Executive Manager Corporate
Services

Mr Andrew Campbell (observer)

Chief Executive Officer

3. APOLOGIES

Nil

4. CONFIRMATION OF MINUTES

Moved Cr Sudlow, seconded Cr Hay

That the minutes of the Audit Committee Meeting held on the 15th December 2023 be received as a true and correct record.

CARRIED 4/0

For: Cr Sudlow, Cr suckling, Cr Burges, Cr Hay

Against: Nil.

5. DECLARATIONS OF FINANCIAL INTERESTS

Nil



SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

6. COMPLIANCE AUDIT RETURN

PROPONENT:	Shire of Northampton
OWNER:	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Corporate and Financial Services
FILE REFERENCE:	1.1.1
LEGISLATION:	<i>Local Government (Audit) Regulations 1996</i>
AUTHOR:	Grant Middleton
APPROVING OFFICER:	Grant Middleton
DATE OF REPORT:	12 February 2024
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Formal review of the 2023 Compliance Audit Return

The Audit and Risk Management Advisory Committee is required to review the completed Compliance Audit Return and report the results to the Council prior to the Compliance Audit Returns adoption by Council and submission to the Department by 31 March 2024.

The Compliance Audit Return 2023 has been provided under separate cover.

ATTACHMENT 6(1)

COMMENT:

There have been no matters of non-compliance raised in the Compliance Audit Return for 2023.

STATUTORY ENVIRONMENT:

Local Government (Audit) Regulations 1996, Regulation 14

Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —



SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

- (a) presented to the council at a meeting of the council; and
- (b) adopted by the council; and Local Government (Audit) Regulations

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That the Compliance Audit Return for 2023 as presented be received and recommended for presentation to Council.

COMMITTEE RESOLUTION

MOVED: Cr Burges, SECONDED: Cr Sudlow

That the Compliance Audit Return for 2023 as presented be received and recommended for presentation to Council.

CARRIED: 4/0

For: Cr Suckling, Sudlow, Cr Hay, Burges.

Against: Nil.

ATTACHMENTS

1. Compliance Audit Return 2023.

APPENDICIES

1. Nil.



SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

7. RISK MANAGEMENT COMPLIANCE CALENDAR

PROPONENT:	Shire of Northampton
OWNER:	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Corporate and Financial Services
FILE REFERENCE:	1.1.1
LEGISLATION:	Local Government (Audit) Regulations 1996
AUTHOR:	Grant Middleton
APPROVING OFFICER:	Grant Middleton
DATE OF REPORT:	12 February 2024
DECLARATION OF INTEREST:	Nil

BACKGROUND:

The Risk Management Compliance Calendar is presented to the Audit and Risk Management Advisory Committee bi-annually. The calendar lists key actions for identified risks and the planned treatment and status of the identified risks.

The "Risk Management Compliance Calendar" has been provided under separate cover.

ATTACHMENT 7(1)

The Risk Management Compliance Calendar has been provided as a tool to help address this identified control weakness and engage the audit committee in relation to risk management, internal control and legislative compliance

According to "The appointment, function and responsibilities of Audit Committees" Local Government Operational Guidelines number 09 the Audit Committee is to consider the CEO's biennial reviews (refer Regulation 17.) of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance and report to the council the results of those reviews.

The review of the Compliance Calendar is undertaken by the Audit and Risk Management Advisory Committee upon receipt of the compliance Audit Return in February or March each year and in November or December when the Annual Report is received.

COMMENT:

The review of financial management, risk management, legislative compliance and internal controls helps an organisation accomplish its objectives by

SHIRE OF NORTHAMPTON

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance.

The Audit and Risk Management Advisory Committee has the opportunity to question staff in relation to the risk framework and compliance calendar plus recommend any other relevant changes that can be implemented to improve governance standards.

STATUTORY ENVIRONMENT:

Local Government (Audit) Regulations 1996

17. CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —

(a) risk management; and (b) internal control; and

(c) legislative compliance.

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

(3) The CEO is to report to the audit committee the results of that review.

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That the Audit and Risk Management Committee recommends that Council receive the Risk Management Compliance Calendar as presented.

COMMITTEE RESOLUTION

MOVED: Cr Sudlow, SECONDED: Cr Hay

That the Audit and Risk Management Advisory Committee recommends that Council receive the Risk Management Compliance Calendar as presented.

CARRIED: 4/0

**SHIRE OF NORTHAMPTON**

Minutes of the Audit and Risk Management Advisory Committee held at the Allen Centre, Grey Street, Kalbarri, on Thursday 15th February 2024.

For: Cr Suckling, Sudlow, Hay, Burges.

Against: Nil.

ATTACHMENTS

- 1. Risk Management Compliance Calendar**

APPENDICIES

- 1. Nil**

8. CLOSURE

There being no further business, the Chair thanked all present for their attendance and declared the meeting closed at 2.03pm.

[Home \(/\)](#) / [Compliance Audit Return \(/CAR/\)](#) / **Compliance Audit Return Form**

Compliance Audit Return Form

Start ✓

Details ✓

Commercial Enterprises ✓

Delegation ✓

Disclosure of Interest ✓

Disposal of Property ✓

Elections ✓

Finance ✓

IPR ✓

Employees ✓

Conduct ✓

Other ✓

Tenders ✓

Documents ✓

Review

Finalise

Print

Details

Local Government

Northampton, Shire of

Created By

Andrew Campbell

Year of Return

2023

Status

Draft

Commercial Enterprises by Local Governments

1. Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023? *

N/A

 **Add comments**

Please enter comments *

No major trading undertakings in the period

2. Has the local government prepared a business plan for each major land transaction that was not exempt in 2023? *

N/A

 **Add comments**

3. Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023? *

N/A

 **Add comments**

Please enter comments *

No major land undertakings in the period.

4. Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023? *

N/A

 **Add comments**

5. During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority? *

N/A

 **Add comments**

—

Delegation of Power/Duty

1. Were all delegations to committees resolved by absolute majority? *

N/A

 **Add comments**

Please enter comments *

No delegations were provided to committees

2. Were all delegations to committees in writing? *

N/A

 **Add comments**

—

3. Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995? *

N/A

 **Add comments**

—

4. Were all delegations to committees recorded in a register of delegations? *

N/A

 **Add comments**

N/A

—

—————

Abstract

9. Were all delegations by the CEO to any employee in writing? *

Yes

☐ Add comments

10. Were all decisions by the Council to amend or revoke a delegation made by absolute majority? *

Yes

☐ Add comments

11. Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees? *

Yes

☐ Add comments

12. Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year? *

Yes

☐ Add comments

13. Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19? *

Yes

☐ Add comments

Disclosure of Interest

1. Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter? *

Yes

[Add comments](#)

2. Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting? *

Yes

[Add comments](#)

3. Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made? *

Yes

[Add comments](#)

4. Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? *

Yes

[Add comments](#)

[Add comments](#)

Add comments

ADD COMMENTS

Add comments

9. When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person? *

Yes

☐ Add comments

10. Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return? *

Yes

☐ Add comments

11. Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A? *

Yes

☐ Add comments

12. Did the CEO publish an up-to-date version of the gift register on the local government's website? *

Yes

☐ Add comments

13. When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people? *

Yes

☐ Add comments

14. Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure? *

Yes

 Add comments

15. Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report? *

Yes

 Add comments

16. Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application? *

N/A

 Add comments

Please enter comments *

Not required within the period

17. Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered? *

N/A

 Add comments

18. Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct? *

Yes

☐ Add comments

—

19. Did the local government adopt additional requirements in addition to the model code of conduct? *

N/A

☐ Add comments

—

20. Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website? *

Yes

☐ Add comments

—

21. Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? *

Yes

☐ Add comments

—

21a. Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website? *

Yes

Disposal of Property

N/A

Not required within the period

N/A

Add comments

Yes

Add comments

N/A

No gifts declared.

3. Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997? *

Yes

☐ Add comments

—

Finance

1. Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995? *

Yes

☐ Add comments

—

2. Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority? *

N/A

☐ Add comments

Please enter comments *

No delegation provided in period

3. Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023? *

Yes

☐ Add comments

—

Some matters continuing to be addressed after the period concluded.

Add comments

Add comments

Add comments

13/24

1. Has the local government adopted by absolute majority a strategic community plan? *

Yes

☐ Add comments**Please provide the adoption date or the date of the most recent review ***

19/03/2021

2. Has the local government adopted by absolute majority a corporate business plan? *

Yes

☐ Add comments**Please provide the adoption date or the date of the most recent review ***

21/07/2023

3. Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)? *

Yes

☐ Add comments

Local Government Employees

1. Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A? *

Yes

☐ Add comments

2. Was all information provided in applications for the position of CEO true and accurate? *

Yes

☐ Add comments

3. Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995? *

Yes

☐ Add comments

4. Did the CEO inform council of each proposal to employ or dismiss senior employee? *

Yes

☐ Add comments

5. Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so? *

Yes

☐ Add comments

Official Conduct

1. Has the local government designated an employee to be its complaints officer? *

Yes

☐ Add comments

Please enter comments *

The complaints officer is the CEO

2. Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995? *

Yes

Add comments

—

3. Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995? *

Yes

Add comments

—

4. Has the CEO published an up-to-date version of the register of the complaints on the local government's official website? *

Yes

Add comments

—

Other

1. Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2) (c) within the three financial years prior to 31 December 2023?

Yes

Add comments

Please provide the date of council's resolution to accept the report. *

18/11/2022

2. Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023?

Yes

Add comments

Please provide the date of council's resolution to accept the report. *

18/11/2022

Please enter comments *

FMSR and Reg 17 Review conducted by Moore in July 2022

3. Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?

N/A

Add comments

Please enter comments *

No disclosures made during period.

4. Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?

Yes

Add comments

5. Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?

Yes

Add comments

6. Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?

Yes

 **Add comments**

7. Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?

Yes

 **Add comments**

8. By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?

Yes

 **Add comments**

9. When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?

Yes

 **Add comments**

Tenders for Providing Goods and Services

1. Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less? *

Yes

 Add comments

—

2. Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations? *

Yes

 Add comments

—

3. When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)? *

Yes

 Add comments

—

4. Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract? *

N/A

Add comments

Please enter comments *

Not applicable within reporting period

5. If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation? *

Yes

☐ Add comments

—

6. Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16? *

Yes

☐ Add comments

—

7. Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website? *

No

☐ Add comments

Please enter comments *

Tender register not published on website.

8. Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender? *

N/A

☐ Add comments

Please enter comments *

No tenders rejected in the reporting period.

9. Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept? *

Yes

☐ Add comments

10. Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted? *

Yes

11. Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22? *

N/A

Please enter comments *

No EOI's requested during the reporting period.

12. Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice? *

N/A

13. Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer? *

N/A

No EOI's requested during the reporting period.

14. Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24? *

N/A

☐ Add comments

15. Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE? *

N/A

☐ Add comments

Please enter comments *

No panel of suppliers requested during the reporting period.

16. If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation? *

N/A

☐ Add comments

17. Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application? *

N/A

☐ Add comments

18. Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG? *

N/A

☐ Add comments

Add comments

Add comments

Add comments

Add comments

Documents

There are no notes to display.

Close

[Previous](#)

Next

Shire of Northampton Risk Management Compliance Calendar

Title	Action	Frequency	Officer Responsible	Due Date	Completed Yes/No/TBA	Legislation
<u>Monthly Cycle</u>						
Monthly Financial Report	Report to be presented at an Ordinary Council meeting within 2-months after the end of the month to which the statement relates. No report to Council in January.	Monthly	EMCS/Finance Officer	Each month except January	Yes	Local Government Act 1995, s.6.4 FM.Reg.34
<u>Annual Cycle</u>						
Budget Review	Between 1 January and the last day of February each year a local government is to carry out a review of its annual budget for that year. The review of the annual budget for a financial year must be submitted to council on or before 31 March in that financial year.	Annual	EMCS	31-03-24	TBA	Local Government Act 1995, FM Regs.33A(1) (2A) (2) (3)
Compliance Audit Return	Report to Audit Committee with recommendations to Council. Report to be submitted to DLGSCI by 31 March.	Annual	CEO	31-03-24	TBA	Local Government Act 1995, s.7.13(1)(i) Audit.Reg. 13, 14 and 15
Corporate Business Plan/Long Term Financial Plan	Review Corporate Business Plan and present for Council consideration. CBP includes Asset Management Plans and Long Term Financial Plan.	Annual	CEO	April - May	TBA	Local Government Act 1995, s5.56 Admin.Reg 19DA
Policy Review	Review and update Council Policies manual as required.	Annual	CEO	30-06-24	TBA	Local Government Act 1995, s.2.7(2)(b)
Annual Returns	Annual Returns - Elected Members and Designated Employees to provide an Annual Return by no later than 31 August,	Annual	CEO	31-08-24	TBA	Local Government Act 1995, s.5.76 (1)
Key Management Personnel	Councillors to provide Related Party Return (KMP) for current financial year	Annual	DCEO	30-06-24	TBA	
Budget Adoption	Between 1 June to 31 August, Local Government is to prepare and adopt, by absolute majority, an Annual Budget for the next financial year.	Annual	EMCS	31-08-24	TBA	Local Government Act 1995, s.6.2 (1)
Bush Fire Control Officers	Nominations from BFAC Meeting and appointment by Council. Gazettal required for change of prohibited/restricted burning dates.	Annual	EMC,D&R	February - April	Yes	Bush Fires Act 1954 s.38
ESL Return	ESL Form B and Grant acquittal to be completed annually.	Annual	EMCS/Rates Officer	Ongoing	Yes	DFES - ESL Manual of Operating Procedures
Roads to Recovery	Grant Acquittal to be signed off by auditor and sent by 31st October each year	Annual	EMCS	31-10-24	TBA	R2R Funding Agreement
Annual Report	Annual Report including Finance Report to Council and Accepted, by Absolute Majority, by no later than 31st December. There is longer a requirement for the Annual Financial Report is to be submitted to the DLGSCI Executive Director as they are supplied with the report by the audit firm.	Annual	CEO	31-12-24	TBA	Local Government Act 1995, s.5.53 & s.5.54
Reporting on Supplementary Audit	Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website. Note - this requirement is separate to the publication of the report on the website.	Annual	CEO	Ref Letter to the minister.	TBA	Local Government Act 1995, s.7.12A (5)

Shire of Northampton Risk Management Compliance Calendar


Title	Action	Frequency	Officer Responsible	Due Date	Completed Yes/No/TBA	Legislation
Asset Revaluation	Asset re-valuations for non-financial assets are required within a 5 year period. Plant carried at cost, no requirement to re-value. Finance Reg 17A changed 9/11/2020. Land & Buildings revaluation completed 21/22, Infrastructure completed 22/23, Next asset re-valuation = Land & Buildings 26/27, Infrastructure 27/28	Annual	EMCS	Ref Annual Report	Yes	Finance Reg 17A (4) (a) & (b)
Electors Meeting	Electors Meeting to be held within 56 days of the annual Report being accepted by Council. (Electors Meeting for 2022/2023 to be held 8th February 2024)	Annual	CEO	Within 56 Days	Jan - March 2023	Local Government Act 1995, s.5.27
Returns	Various Grant Returns including Royalties for Regions, WALGA Roads Return and WALGGC Roads Return	Annual	EMCS	Ongoing	TBA	
Business Continuity Disaster Recovery Plan	Review the plan and test as required.	Annual	EMCS	Ongoing	TBA	Initial testing June 2019, replacement server. Plan adopted by Council March 2020. Synergy Soft restored from back-up August 2020. Cyclone Seroja April 2021
<u>Bi-Annual Cycle</u>						
Election/Electrol Roll	Residents/Owners & Occupier Roll's to be prepared by Electoral Commissioner By: 13/09/25	Annual	CEO	30-09-25	Yes	Local Government Act 1995, s4.38, s.4.40 (2)
Primary Returns	Newly Elected Members are required to lodge a Primary Return with CEO within 3 months of making Declarations of Office.	Bi-annual	CEO	Within 3 Months	TBA	DLGSC Operational Guideline No.21 Disclosure of Financial Interests in Returns
<u>Every 3 Years</u>						
FMR Regulation 17 Report	CEO to review appropriateness of systems and procedures at least once every three years.	Once every 3 Years	CEO	Ongoing	Yes	Last review July 2022, next review due June 2025. Local Government (Audit) Regulations 1996 17. CEO to review certain systems and procedures
<u>Every 4 Years</u>						
Strategic Community Plan	Major review to completed at least once every 4 years. Current Plan adopted by Council 23/08/2020.	Once every 4 Years	CEO	April - May	Yes	Next minor/ major update - 2022 (Minor update not mandatory), Major update due 2024.
<u>Every 5 Years</u>						
Record Keeping Plan	Undertake a review of the efficiency and effectiveness of the LGs record keeping systems - evaluated not less than once very 5 years. Last amendment = 29th August 2023	Every 5 Years	EMCS	29-08-28	Yes	State Records Act 2000 s.28 (5) Local Government act 1995 s.5.41 (h)
<u>Identified Risk</u>						
Tip Site Remediation	Accounting standards require costs associated with the remediation of tip sites to be identified and reported.	Annual	CEO	Ongoing	Yes	A provision totalling \$1,506,164 was recognised in the 2022/2023 Annual Financial Report.
<u>Emergency Management</u>						
LEMA	Local Emergency Management arrangements	Once every 4 Years	EMC,D&R	Ongoing	Yes	LEMA Endorsed by LEMC October 2022 and Council November 2022
LRC	Local Recovery Plan	As required	EMC,D&R	Ongoing	Yes	LRC Endorsed by LEMC October 2022 and Council November 2022



APPENDICES

COUNCIL MEETING

21 MARCH 2024

		<div>Commercial, Recreational Tourism Activity Local Planning Policy</div>
Version 4		
<div>Scheme Provisions: LPS #11 3.2 Zoning Table LPS #10 4.1 Zoning and Development Table</div>	<div>Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Council Policy - 9.2 Requirements for Licence Agreements to Use Crown Reserves for Commercial, Recreational and Tourism Activities. Shire of Northampton Local Law "Activities in Thoroughfares in Public Places and Trading"</div>	<div>Special procedural considerations:</div>
<div>1.0 CITATION</div> <p>This is a local planning policy prepared under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the <i>Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite</i> ('the Scheme'). It may be cited as the Commercial, Recreational Tourism Activity local planning policy.</p> <p>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.</p> <div>2.0 OBJECTIVE</div> <div>2.1 To ensure that commercial activities on reserves do not diminish the recreational amenity of residents or visitors who are attracted to the Shire for its natural beauty and environment.</div> <div>2.2 To ensure ecologically sustainable use and protection of reserves for the benefit and enjoyment of future generations.</div> <div>2.3 To retain reserves (where appropriate) as places for passive and/or active recreation for residents and visitors.</div>		

2.4 To regulate the level and intensity of commercial activities on reserves necessary to ensure that it does not destroy the value and nature of the activity and the resource on which it is based.

2.5 To enable appropriate (limited) opportunities for commercial tourism operators to provide services and facilities to the public to enhance their visit to the Shire.

2.6 To provide criteria for assessing and determining applications.

3.0 POLICY STATEMENT

3.1 Background

3.1.1 Local Planning Schemes require that development approval from Council is required PRIOR to the use or commencement or carrying out of development on reserved land within the Shire.

3.1.2 Under the “Activities in Thoroughfares in Public Places and Trading Local Law” approval from Council is required to sell or hire goods and services from reserves and foreshore areas within the jurisdiction of the Shire.

3.1.3 Council has a responsibility to manage the lands entrusted to it for their intrinsic values and for the appreciation and benefit of present and future generations. In doing so, Council recognises that the Shire has a beautiful and diverse natural environment which provides recreational, aesthetic and spiritual as well as material benefits for both residents and visitors alike.

3.1.4 It is recognised that reserves have the capacity to satisfy an important portion of the public demand for outdoor recreation and tourism, and in so doing contribute significantly to the social, physical and economic well-being of the Shire.

3.1.5 With public demand for beaches/rivers and reserves rapidly increasing, Council must take every care to protect them and the safety and comfort of people who use them.

3.2 APPLICATION OF POLICY

3.2.1 This policy applies to all ‘recreational’ Crown reserves and immediate ocean/river foreshore and beach areas within the Shire including Unallocated Crown Land (UCL).

3.2.2 A ‘recreational’ reserve, for the purposes of this Policy, are deemed to be those reserves or UCL areas within the Shire that are predominantly used, or intended to be used for recreation purposes.

3.2.3 The main areas the policy applies to are those commercial tourism operations which received a commercial gain or reward from the use of the reserve or UCL. Examples include guided tours/safaris, active recreational pursuits (sandboarding, off-road vehicles, cycling, horse riding etc.) or the use of reserves or UCL for a hire site (boat, surfboard, snorkel equipment etc.).

3.2.4 Activities are not limited to those taking place wholly on the reserve or UCL but also include activities that involve crossing the reserve or UCL, or transferring people or items on, off or over the reserve or UCL. This includes the embarking or disembarking of people/items from or to water based activities adjoining the reserve or UCL (eg. tour boats, canoeing, river cruises etc.).

3.2.5 Scenic tours that simply traverse a reserve or UCL as part of a longer journey or passive recreational activities are generally exempt from this policy.

3.2.6	Uses that require exclusive use of the reserve and permanent infrastructure should apply for a lease (should the local government have power to lease).
3.3	MATTERS TO BE CONSIDERED IN ASSESSING & DETERMINING APPLICATIONS
3.3.1	General
3.3.1.1	The natural systems should be able to sustain the form of recreation or activity which is proposed.
3.3.1.2	The activity should be compatible with the vesting purpose of the land and with the preservation values of the land, eg. they do not impinge upon rare or fragile ecosystems or impair key features of the landscape, or increase visitor pressure on land to an unacceptable level and do not detract from the reasonable enjoyment of the land by the public.
3.3.1.3	Generally the widest range of activities consistent with the reserve purpose should be allowed. Uses that impair other forms of use to an unreasonable extent or place the safety of others in jeopardy should be controlled or eliminated. In certain instances, for safety reasons, priority use may be allocated to specialised recreation activities at sites that are uniquely suited to those activities (eg. jet ski hire).
3.3.1.4	Sites that are likely to suffer environmental/stability problems from increased human activity or have a high conservation value will be excluded.
3.3.1.5	The Shire will endeavour within the resources available to it to provide an appropriate level of supervision of activities on the reserve or UCL. This is particularly important where natural and cultural values may be impaired. If this cannot be done, the activity should where practicable be restricted, relocated or eliminated.
3.3.1.6	The activity should enhance the appropriate use of, enjoyment, understanding and appreciation of the land.
3.3.1.7	The activity should meet all statutory and industry requirements relevant to the operation including compliance with statutory local planning requirements (ie. zoning provisions, development control, Scheme purposes and objectives) and any relevant strategic planning report recommendations.
3.3.1.8	If an application is received for an existing activity by a previous Agreement holder of that activity and on the same site, Council will give preference to the previous Agreement holder where no recorded breach of any condition has been noted by Council.
3.3.2	Land-Based Activities
3.3.2.1	If Council's roads, carparks or dual use paths are to be used, then the activity will be assessed in terms of whether it will create a danger to other users of the accessway/areas or will create an obstruction to traffic movement or will result in a major loss of carparking spaces.
3.3.2.2	Where appropriate, activities should be located adjacent to constructed public car parking areas and public conveniences (within 100 metres). The applicant may be required to contribute towards the construction of the public facilities. Approved applications may be required to contribute towards the upkeep of the local public infrastructure and facilities if considered necessary as a consequence of that activity.
3.3.2.3	If the beach is to be used then the activity must be determined as compatible with the beach environment.

3.3.2.4 Hire sites adjacent to foreshore areas must be related to the hire of beach-related equipment. A range of complementary operations may be permitted in the same vicinity if there are sufficient facilities and impacts are minor.

3.3.2.5 Beach site activities are not to damage, or lead to degradation of, coastal or other natural environment. All applications for beach sites are to be assessed to ensure that community demands outweigh commercial demands. Passive and informal recreation use of the beach will be the dominant use.

3.3.2.6 All activities are to demonstrate that they will not create a public nuisance to adjacent residential areas in context of noise, traffic, etc. and not create a conflict with the main beachgoers.

3.3.3 Water-Based Activities

3.3.3.1 Permission will be given to the use of the beach area for guided tours/hiring of water based equipment, provided the applicant is prepared to comply with the terms of any licence of the relevant authority of the water body.

3.3.3.2 The activities are not to dominate the main informal water-based activity, conflict with the designated water based activity or create a public danger.

3.3.3.3 All activities must be located adjacent to constructed public carpark areas and public conveniences.

3.3.3.4 The activity is not to damage, or lead to the degradation of, the coastal or marine environment.

3.3.3.5 All activities are not to create a public nuisance to nearby residents, or affect residential amenity and is not to create public nuisance to other regular water-based activities.

3.3.3.6 In the case of jet ski hire activity and other motorised craft, signage shall give adequate notice of warning that the particular area is not suitable for informal recreation use.

3.3.4 Information from the Applicant

In assessing and determining applications, Council will be guided by the following selection criteria:

- (a) Demonstrated successful experience in the activity to a high professional standard;
- (b) Demonstrated history and experience or environmentally acceptable operations;
- (c) Demonstrated appropriate level of knowledge and understanding of local conditions, natural and cultural history, ecological process and possible constraints;
- (d) Demonstrated experience in meeting Agreement conditions, including the prompt payment of fees;
- (e) Demonstrated ability to provide appropriate safety requirements and duty of care responsibilities;
- (f) Demonstrated capability to promote interpretive and educational information that ensures clients are receiving instructions in minimal impact techniques, environmental protection and ethics of appropriate behaviour; and
- (g) Demonstrated \$20 million public liability insurance cover.
- (h) Public liability insurance cover must be held in Australia.

3.4	SPECIFIC RESTRICTIONS
3.4.1	<i>Signage & Structures</i>
3.4.1.1	Council may permit the use of a maximum of 1 temporary sandwich board sign or similar in the immediate vicinity of an approved activity/hire site for the purposes of marking the location of the activity. All other advertising signs are subject to a separate application for development approval in accordance with the Local Planning Scheme.
3.4.1.2	The use of bunting, fencing, sheds or other similar structures for activities is generally not supported.
3.4.2	<i>Activities & Locations</i>
3.4.2.1	Based on experience of the impacts of previous/similar activities (within or outside the Shire), the fragile nature of certain areas, and/or the dominant public use of certain areas, Council is of the view that certain activities should not be supported in certain areas and also that a restriction on the number of certain activities in certain areas should be prescribed.
3.4.2.2	These restrictions are attached to this policy and are based on knowledge and experience at this time and may be amended from time to time by Council as further knowledge and experience is accumulated.
3.5	APPLICATIONS FOR APPROVAL
3.5.1	All applications shall be in writing on the form prescribed in the Local Planning Scheme and are to be accompanied by the appropriate application fee.
3.5.2	Applicants should address the criteria as outlined in Clause 4.4 and provide Council with the following information: <ul style="list-style-type: none"> (a) Previous relevant experience of the applicant(s); (b) Full details of type of service to be operated; (c) Preferred location of operation (with alternatives); (d) Diagram of layout of service when in operation showing location of equipment, trailers, signs, operators table etc; (e) Hours and dates of operation; (f) Method of operation, eg. hourly hire, 15 minute rides, day trips, and proposed charges to clients; (g) Type and numbers of equipment to be hired/used including details of make, age, special features etc; (h) All of the intended safety measures – ie. marker buoys, rescue boats, sign etc; (i) A cover note or similar statement from an insurance company indicating a willingness to promote insurance coverage (minimum \$20 million public liability coverage required); (j) Any on-site storage requirements (if permitted); (k) Intended signage (may require Council's additional separate approval); and (l) Any additional information specific to the individual service to be provided.
3.6	PROCESSING OF APPLICATIONS
3.6.1	Where the land is NOT under the care, control and management of the local government, the consent of the owner (ie. the crown via the Department of Planning Lands and Heritage - State Lands) is required to process the application.

3.6.2

All applications will be advertised in accordance with the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* prior to final determination by Council.

3.6.3

Applications will be referred to any relevant statutory authorities as determined by Council.

3.6.4

All applications will be considered with respect to the matters as are relevant to the site and the proposed activity.

3.6.5

Successful applicants will be advised in writing that prior to commencement of the activity, they must enter into an Agreement with Council and pay the relevant costs.

3.7

FEES (GST inclusive)

3.7.1

Application for Development Approval

3.7.1.1

New applications - \$747 (comprising \$147 plus Level D consultation fees of \$600)

Renewal applications (for existing approved operators) with no modifications - \$447 (comprising \$147 plus Level C consultation fees of \$300)

3.7.1.2


This fee excludes advertising costs (eg. advert in newspaper, sign on site etc.) which are charged separately.

4.0 RESPONSIBILITY

The Chief Executive Officer as per the Delegations Policy and Register.

5.0 ADOPTION

	First Drafted	22 October 2004	
	First Adopted	17 December 2004	Minute 12.9.3
	Last Modified	19 October 2012	
	Last Adopted	19 December 2012	Minute 12.8.2
	V2 16 June 2014	Advertising / Final Adoption	Minute 6.8.1
	V3 15 June 2018	Advertising / Final Adoption	Minute 6.9.1
	V4 19 July 2019	Update Attachment 1	Minute 7.10.3

		(Attachment 1) SPECIFIC LOCATION & ACTIVITY RESTRICTIONS	
Location		Restriction	
Reserve 25307 "Chinaman's Beach" Kalbarri		NO commercial recreational tourism activity PERMITTED.	
Reserve 12996, 25307 & 26591 "Murchison River Foreshore" Kalbarri		Jet Skis & Houseboats are NOT PERMITTED. No further approvals will be issued other than for the following: <ul style="list-style-type: none"> • BBQ Pontoon Hire – 1 Agreement (maximum 2 pontoons); and • River Boat Cruise – maximum of 2 boats; (Current Agreement is one boat – 35 passengers & 2 crew) 	
Reserve 12996 & 26591 "Paradise Flats" Kalbarri		No further approvals will be issued other than for the following: <ul style="list-style-type: none"> • Horse Riding Tours – 1 Agreement (maximum of 45 horses); (Current agreement is 18 horses including staff horses) • 4 Wheel Bike Tours – 1 Agreement (maximum of 7 bikes); • Canoe Safaris – 1 Agreement (maximum of 14 canoes). Including 1x guided vessel and 3x 4wd trucks and 2 x trailers • Land-based fishing tours – no current Agreement 	
Reserve 12996 South (from Nanny Goat Well to Murchison House Station)		<ul style="list-style-type: none"> • Canoe Tours – 1 Agreement 6 three seater canoes, 2x 4wd and 1x trailer 	
Reserve 12996 (North) – the area of land immediately adjacent to and north of the Murchison River		<ul style="list-style-type: none"> • Skydive Kalbarri – no current Agreement. • Wilderness Canoe – 1 Agreement (emergency access track only). 6 three seater canoes, 2x 4wd and 1x trailer 	
Reserve 25307 "Sally's Tree carpark" and "Northern carpark" & 34550 Red Bluff Road, Kalbarri		<ul style="list-style-type: none"> • Coffee Van – 1x Itinerant Food Van 	

UCL & Reserve 35206 “Halfway Bay, Lucky Bay & Wagoë” Yallabatharra (No power to lease)	No further approvals will be issued other than for the following: <ul style="list-style-type: none"> • Sandboarding Tours – 1 Agreement (maximum of 30 sandboards); and • Quad Bike Tours – 1 Agreement (maximum of 14 bikes, includes sandboarding and fishing)
UCL, Port Gregory Townsite, Lucky Bay and Hutt River mouth	No further approvals will be issued other than for the following: <ul style="list-style-type: none"> • Pink Lake and Lucky Bay Sight-seeing tours – 1 Agreement (maximum 1 x 6 seater vehicle)

ATTACHMENT 9.4.7 (2)

Local Government Act 1995**1 – Appointment of Authorised Persons to Execute Documents**

Function	Authority to sign documents.
Statutory Power Delegated	<i>Local Government Act 1995</i> • Section 9.49A(4) – Execution of documents
Statutory Power to Delegate:	• Nil.
Delegated to:	Chief Executive Officer
Statutory Power to Sub-Delegate:	Nil.
Sub Delegated to:	Nil.
Conditions on Delegation/Sub-Delegation	Executing documents through the use of the common seal or by signing a document does not constitute the decision to undertake a particular course of action. A Council resolution or a decision under delegated authority is required prior to executing documents pertaining thereto.
Policy/Compliance Links	<i>Local Government Act 1995</i> • Section 5.41(d) – CEO's duty to manage day to day operations. • Authority to Execute Documents on Behalf of Council Policy.
Record Keeping	Record to be kept on relevant register or file
Date of Council Adoption	15 December 2023