



2018/2019 ANNUAL REPORT



COUNCILLORS



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COUNCIL & COMMITTEE MEETINGS

COUNCIL MEETINGS

Council Meetings are held on the third Friday of each month. All Council meetings are held in the Northampton Council Chambers except for the February, June and October meetings which are held in the Allen Centre, Kalbarri.

The Council and Committee meetings are open to the public and there is public question time at the beginning of both Council and Committee meetings at which time the general public may ask questions on any Local Government matter.

Meeting dates and times are subject to change and if this does occur, notice of such changes are advertised as per the requirements of the Local Government Act 1995.

COMMITTEE MEETINGS

Council has no operational standing committees however the following standing committees have been retained and meet on an as needs basis. The members listed are those as at 30 June 2017.

None of the following committees have delegated power which requires all committee recommendations having to be put before full Council for final determination.

Audit Committee

Cr's Simkin, Krakouer, Suckling, Carson & Smith

Disability Services Committee

Cr's Stewart, Suckling, Stock-Standen and Building Surveyor/Environmental Health Officer

Staff Occupational, Health & Safety Committee

Cr's Carson, Stock-Standen & Krakouer

Senior Staff Employment Performance Review Committee

Cr's Simkin, Krakouer, Carson, Stewart, Smith & CEO



PRESIDENTS REPORT – CR CRAIG SIMKIN

It is with great pleasure that as President of the Northampton Shire Council that I present my 2018/19 Annual Report.

The year has once again been a rewarding one with some challenges in local government. We had a change in auditors with different compliant requirements which has no doubt placed additional workload on the management staff who have met these challenges with professional outcomes. There were a couple of variations that had to be met and these were solved with no ramifications to our shire and staff.

Other challenges that are presenting themselves are the reclaiming of unpaid rates which has put another burden on senior staff to address and I wish we didn't have to do this but it puts a strain on the Council budget so we have to pursue through legal avenues the recovery of outstanding rates.

Throughout the year one of the major projects commissioned by State Government was the lead tailings cleanup of the Northampton townsite. Merit Consulting were engaged to undertake the works which took longer than originally estimated however the result of near all lead tailings that could pose a health risk have been removed from various sites within the town.

There have been a few celebrations of significance throughout the year. Two were 60 year anniversaries of the Binnu Primary School and the Kalbarri District High School. I had the pleasure of attending both and can say that they were well presented and attended by past principals, teachers and students. While on schools, Binnu Primary has joined the Independent School Association.

Owen Simkin was presented with the longevity award medal for his services to the Port Gregory/Yallabatharra fire brigades. This event was performed at the Port Gregory caravan park entertainment shed where I did the presentation and must say was a great night, well attended by locals and members of Department of Fire and Emergency Services. Well rewarded.

Another special mention is the state 2018 Local Government Road Safety Award in Category C – Safe System Approach, Local Road Safety Partnerships, received by the Council through the efforts of the Kalbarri Road Wise Committee. The Committee were also nominated for a National Award however were unsuccessful.

It is pleasing to say that the White Cliffs Road building and sealing project has been completed and the asset it brings to our shire in helping locals and tourists connecting Horrocks Beach to Port Gregory and Kalbarri. The Chilimony Road widening has also been completed. Whilst on roads, the Binnu West Road T junction corner is also completed. This item has been on the agenda for many years and would like to thank the family involved for their support to let it proceed.

A major Council funded project within the Corporate Business Plan that has commenced is the redevelopment of the RSL Hall where a new visitors centre and additional memorabilia display area is being constructed as well as improvements to the ablutions and provision of a storeroom. The Northampton RSL Sub Branch are also renovating the kitchen and installing a bar area. Regrettably Council was unable to secure any grant funding for the project and therefore is utilising council loan funds and own resources to fund the project.

There are a number of projects still to begin and Council is working towards these and hopefully will be able to secure grant funding to bring them to fruition in future years.

Pink Lake parking and viewing platforms are in consultation stage with Mid West Development Commission preparing a master plan and when adopted will allow applications for Government funding to install the urgently required infrastructure.

Kalbarri National Park skywalk is still a progress in motion where the two walkways are in place and the infrastructure for car parks, toilets and kiosk are beginning.

The proposed Kalbarri to Shark Bay Coastal Road has once again been raised in the government and tourism circles as a major project for our shire however until such time funding becomes available for the final route survey and land tenure for the road and then its construction, it is unlikely that any further progress will occur for a number of years.

It is with sadness that ex Councillor Mac Holt passed away earlier this year. We pass on our condolences to his wife Chris and family.

To my fellow Councillors, senior management, administration and works staff, I take this opportunity to once again thank you for a job well done and your support throughout year. I believe we have achieved a great deal with reduced Government funding.

To everyone in our shire I thank you for your support as we progress into another year.



White Cliffs Road



CHIEF EXECUTIVE OFFICERS REPORT

It is with pleasure to present my annual report on the 2018/2019 year of operations of the Shire of Northampton.

MANAGEMENT STAFF

The Chief Executive Officer is responsible for the overall management of the Shire and I am pleased to report that the following Management Staff are a blend of dedicated and professional staff which has resulted in benefits for the Shire.

Chief Executive Officer	Garry Keeffe
Deputy Chief Executive Officer	Grant Middleton
Environmental Health Officer & Building Surveyor	Glenn Bangay
Manager of Works and Technical Services	Neil Broadhurst

All staff members are there to serve you and should you have a query on any issue please do not hesitate to contact them or myself.

In accordance with provisions of *Regulation 19B of the Local Government (Administration Regulations) Act 1995*, it is reported that the one staff members annual salary is within the band \$150,000 to \$170,000 and two staff members annual salaries are within the band \$100,000 to \$130,000.

BUDGETING

The Shires budgeting process commences in February/March of each year with the preparation of a draft budget based on previously adopted works and capital expenditure programs and issues identified to elected members and staff by residents of the Shire.

Residents are encouraged to provide budgetary requests either to their elected members or to the management staff. The draft budget is presented at a special meeting of Council, normally held within the last two weeks of July of each year, where it is refined until a suitable balance between required works and an acceptable rate level is achieved.

Finance

The Shire had a surplus cash position at 30 June 2019 of \$1,952,735. This surplus cash position includes restricted cash of \$1,481,012 associated with the following:

Prepaid Financial Assistance Grant	\$839,685
Roads to Recovery Grant unspent – Binnu West Road	\$148,431
Loan – Balance of loan unexpended for RSL Hall	\$412,100
Old School Building Upgrade – RED's Grant	\$ 65,442
ESL for BFS & SES received in advance	\$ 15,354

Council was able to continue to supply new infrastructure and services, undertake other road projects that were a priority of Council, and continue to provide existing services at an acceptable level.

Although the growth of our various communities has slowed as compared to previous years the demand on services by residents and visitors continues to grow and the task to provide the communities with existing and new facilities and infrastructure is an ongoing challenge for the Council.

General Purpose Grant

Whilst the demand for works and services throughout the Shire is increasing the levels of Government funding, particularly the General Purpose Grant and Roadworks funds has been static in recent years which places extra pressure on Council with costs increasing.

2008/2009	\$1,052,350	2009/2010	\$1,072,083
2010/2011	\$1,148,048	2011/2012	\$1,238,720
2012/2013	\$1,287,165	2013/2014	\$1,440,321
2014/2015	\$1,487,705	2015/2016	\$1,485,645
2016/2017	\$1,485,000	2017/2018	\$1,499,146
		2018/2019	\$1,570,123

The indicative grant for 2019/20 is \$1,637,628 an increase of \$67,505.

Major Sources of Income

Apart from the General Purpose Grant the other major sources of income required to match the expenditure of Council are:

Rates	\$4,647,850
Road Grants	\$2,132,000
Refuse Charges	\$ 817,179
Other Government Grants	\$1,238,480
Fees/Charges, reimbursements	\$ 501,322
Interest on Investments	\$ 54,982
Reserve Funds utilised	\$ 168,370
Asset Sales	\$ 135,318
Rebates & Commissions	\$ 94,725

COMMUNITY STRATEGIC PLAN & CORPORATE BUSINESS PLAN

Community Strategic Plan

Council undertook a review of the strategic plan within 2017/18. Community input was requested through letter drop advice inviting residents to submit requests/ideas. General advertising of the review was also undertaken. The plan is for a ten year period and is to be reviewed strategically every two years with a full community consultation review every four years.

A full review including community consultation will be undertaken in 2019/20.

Corporate Business Plan

The Corporate Business Plan is made up of a number of informing strategies for a four year period with Asset Management Plans for a period of ten years and is the basis of formulating future budgets.

- The plan identifies and prioritises the principal strategies and activities Council will undertake in response to the aspirations and objectives stated in the Strategic Community Plan.
- The plan states the services, operations and projects that a local government will deliver over the period of the plan, method for delivering these and the associated cost.
- The plan references resourcing considerations such as asset management plans, finances and workforce plans.
- The plan is to be reviewed annually.

The Corporate Business Plan also has the following supporting documents:

Long Term Financial Plan (LTFP) – This plan is made up of a written section and supporting documents outlining the long term direction of the Council.

Asset Management Plans (AMP) – AMP's have been developed for buildings, recreation infrastructure, transportation infrastructure and plant /equipment.

Workforce Plan (WFP) – This plan has been developed and there are no foreseeable major changes to staffing levels.

The Corporate Business Plan will link all of the informing strategies relating to the next 4 years and provide detail on how Council will deliver and resource the projects set out.

Reporting Requirements

The operations of the Strategic Community Plan and Corporate Business Plan are to be reported on. Reporting required is to include an overview, what major initiatives are to continue into the next financial year, any modifications made to the Strategic Community Plan and any significant modifications made to the Corporate Business Plan.

The following changes were made to the respective asset management plans:

Buildings Capital Upgrade – New Works

That the provision of new ablutions at Kings Park in 2020/21 be increased from \$80,000 to \$100,000.

Recreation Capital Renewal

1. Deferred the provision of \$40,000 for a shelter over the Horrocks foreshore playground to 2021/22 at the request of the Horrocks Community Centre.
2. A provision of \$60,000 Outdoor Gym project for consideration in 2021/22.
3. Amended the timing of the purchases of bin surrounds and bollard lights within the Corporate Business Plan, such that the bollard lights form part of Stage 3 works (2019/20) and bin surrounds form part of Stage 4 works (2020/21).
4. Amended the Corporate Business Plan to reflect the above, with a provision of \$159,500 in 2019/20 and \$109,000 in 2020/21 for the Kalbarri foreshore parkland upgrade.

Road Projects & Car Parks

That the following changes to Road Projects and Car Parks asset management plan were made:

1. O'Connor & Lauder Streets sealing - Council list a provision of \$60,000 project for consideration in 2020/21 within the Corporate Business Plan.
2. Parker & Wundi Roads - Council list a provision of \$400,000 for consideration in 2023/24 within the Corporate Business Plan.
3. Burgess Street, Northampton - Council list a provision of \$60,000 for consideration in 2024/25 within the Corporate Business Plan.
4. That the bitumen sealing of the balance of Harvey Road to the intersection of Horry Road, and Horry Road up to entrance of the Northampton aerodrome (a total of 3.4km) be brought forward to 2019/20;
5. Defer the Binnu East Road re-seal to 2020/21 (project cost \$383,484);
6. Allocate the following projects to 2019/20:
 - Harvey and Horry project \$223,000
 - Thornton & Erwood project \$72,000
 - Kalbarri Road shoulders works \$101,700
 - Port Gregory Road shoulder works \$59,667;
7. Transfer reseal of Ogilvie East Road from 2022/23 to 2021/22;
8. Transfer the following projects from 2023/24 to 2022/23:
 - Anchorage Lane reseal - \$13,000
 - Essex Street reseal - \$12,000
 - John Street reseal - \$31,000

9. Deletion of re-sealing of George Grey Drive in 2020/21 as this has already been undertaken.
10. Grey Street, Kalbarri – Parallel Parking - Council list a provision of \$120,000 for consideration in 2021/22.
11. Grey Street, Kalbarri - Council list a provision of \$251,000 for consideration in 2021/22 using own resources and continuing in 2022/23 utilising Roads to Recovery Funding.
12. Porter Street, skate park car park - Council list a provision of \$125,000 for consideration in 2024/25.
13. Kalbarri CBD Car Park - Council list a provision of \$47,000 for consideration in 2019/20.

Footpaths

Council change the Kalbarri footpath plan with the footpath proposed for Gantheaume Crescent, Kalbarri, to be located on the northern side of the street.

Port Gregory - Council list the project for consideration in 2019/20, with the footpath to be constructed from concrete

Current Footpath Plan be amended by:

1. Stephen Street footpath to be rescheduled to occur in 2019/20
2. Delete the footpath planned for Essex Street
3. Defer the Red Bluff Road footpath to occur in 2020/21

Plant Purchases

That Council amend the Plant Replacement Plan by:

2019/20 Year

1. Not replace the EHO/Building Surveyor vehicle due to officer retiring and the position not being filled at this stage.
2. Delete the purchase of a free roller and include this within the changeover of the grader in 2021/22.
3. Transfer the purchase of the tipping trailer that is programmed for 2022/23 for consideration with new truck purchase in 2019/20.

2020/21 Year

4. Item 3 – Ranger Utility, delete as is to be purchased in 2019/20.

2021/22 Year

5. Add replacement of two leading hand utilities, being:
 - Maintenance Leading Hand Northampton purchase \$52,000, trade \$5,000
 - Construction Crew Leading Hand purchase \$54,000, trade \$5,000
6. Defer Kalbarri Loader purchase to 2023/24
7. Defer Tip Truck purchase to 2022/23

2022/23 Year

8. Delete purchase of utility for Kalbarri Gardener as is a duplication.
9. Add replacement of multi wheel roller \$190,000 purchase with trade of \$10,000.

2025/26 Year

10. Delete the purchase of four utilities, being Items 3 to 6 as are listed in error and are to be considered in 2027/28 and 2028/29.

Other Community Projects

Northampton Cemetery Fence

Replacement of the Northampton Cemetery boundary fence on Stone Street and Onslow Street with Bostik fencing at a cost of \$78,500 for consideration in 2019/20 within the Corporate Business Plan.



STATE RECORDS ACT 2000 – STANDARD 2/PRINCIPAL 6

In accordance with the requirements of Standard 2, Principal 6 of the State Records Act, I hereby report on how the Shire of Northampton employees are complying with the Shire's Records Keeping Plan:

Item 6.1 - Staff Training, Information Sessions, Publications.

Activities to ensure staff awareness and compliance are under process of being implemented in accordance with Council's endorsed Record Keeping Plan and will be an ongoing requirement of the organisation.

In addition training has been undertaken and continues to be reviewed to ensure Council's electronic filing system and hard copy system is utilised fully and correctly. The electronic system and hard copy filing system work in conjunction with each other ensuring correct record keeping procedures.

Item 6.2 – Performance Indicators in place

The following performance indicators have been developed to measure the efficiency and effectiveness of the Shire of Northampton's record keeping system:-

A register is to be maintained by the Administration staff responsible for filing all records of:-

- Records that cannot be located
- Files that are missing and unable to be located

With the administration centre being relatively small the issue of missing files has not been encountered with the exception of files that were archived some years prior and these too have been very minimal.

Item 6.3 – Agency Evaluation

The Shire of Northampton's record keeping system undertook a full review in 2017/2018 and will be continually reviewed and improved where possible in order to pursue best practice for the organisation. The current record keeping systems are assessed as being efficient and effective for the requirements of the organisation.

CONCLUSION

In conclusion my special thanks go to the staff and Councillors for their assistance, guidance and co-operation during the period of this report.

I also take this opportunity to thank the many residents who have assisted Council in some form in achieving its goals and objectives throughout 2018/2019.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER



WORKS & TECHNICAL SERVICES

NEIL BROADHURST MANAGER FOR WORKS & TECHNICAL SERVICES

Foreword

Major projects undertaken have been the continuation of Councils program to upgrade the four main townsites and rural road network.

Regional Road Group Projects consisted of two main works being the continuation of shoulder reconditioning works on Kalbarri Road between 13.00 and 23.00 slk. Competitive tendering allowed for some additional works to be undertaken within the same scope and location of past works. The other works were a reseal of George Grey Drive south of Kalbarri from Stiles Road through to Red Bluff Road.

Roads to Recovery funding for the year assisted:

- with the continuing improvement works associated with sections of Chilimony Road, being Stage 3 works north of North Road which included widening and sealing of this section.
- Porter Street, Kalbarri resealed from Nanda Drive through to the cemetery.
- Reconstruction of the Binu West Road intersection with Chilimony Road, corner realignment works completed with an extension of works allowed into July 2019,
- Hatch Road floodway works commenced however following extensive rain resulted in these works being listed for 2019/2020 once winter conditions have passed.

Royalties for Regions funding completed White Cliffs Road construction to a bitumen road. This road will no doubt be of great benefit to the area with tourism development.

Councils own resources were utilised for:

- completion of a significant reseal program for Northampton and Kalbarri townsites, In Northampton re-seal works undertaken on a section of Stephen Street, Onslow Street plus the entire Northampton Community Centre carpark. In Kalbarri re-seal works undertaken on Atkinson Crescent, Sutherland Street, Porter Street and Stiles Road resealed. In addition a further carpark to the south of Kalbarri IGA was constructed and sealed.

- Dual Use Pathway works continued with the replacement of the aged Dual Use Pathway along Hampton Road from Stephen Street South. Kalbarri saw the installation of a short section of Dual Use Pathway along Nanda Drive connecting to the Malaleuca pathway network plus an upgrade of the Dual Use Pathway from the Clinamen's carpark area to the Chinamen's toilet facilities.

Various other improvements and specific maintenance works to the town sites of Northampton, Kalbarri, Port Gregory and Horrocks were undertaken to enable continual enhancements to these areas to be ongoing. Noticeable works undertaken in this area were the completion of the Northampton Lions Park culvert extension and stone headwall works. New table and chair facilities at Northampton's Kings Park area. The installation of a new set of stairs at the jakes point carpark park area opposite Rainbow Jungle plus new bulk materials bins at the Kalbarri depot.

Plant fleet was upgraded seeing the Shire take delivery of a new Grader and free roller.

The 2018/2019 construction program again utilised contractor resources mainly in shoulder reconditioning works on the Kalbarri Road and full-service bitumen reseal works throughout the Shire. It is anticipated this use of contractors shall continue in works areas that are set in the amount of works required of a routine and known environment.

From a management perspective it is believed the Construction and Maintenance arm, and the Parks and Gardens section of the Council have had a very successful year as per the 2018/2019 financial year program. All major works have been completed in a timely manner and within reasonable budget expectations. Unfortunately and disappointingly many of the smaller type works have not been completed and have since been included as carry over works within the 2019/2020 budget.





ENVIRONMENTAL HEALTH & BUILDING SERVICES

GLENN BANGAY
ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR
ENVIRONMENTAL HEALTH OFFICER – WENDY DALLYWATER

Principal Environmental Health Officer/Building Surveyor – Glenn Bangay
Environmental Health Officer - Wendy Dallywater

ENVIRONMENTAL HEALTH (Shire of Northampton, Shire of Chapman Valley & Shire of Shark Bay)

- Inspection of Food Premises, including stall holders and mobile food vendors;
- Surveillance of Food Standards;
- Ensuring currency of Legislation;
- Attendance as required on recall of food product;
- Hairdressing establishments, including body piercing (ears nose, etc.);
- Chiropractic and physiotherapy establishments;
- Inspection and surveillance of seven refuse sites and transfer stations, processing and submitting annual reports to Department of Water and Environmental Regulation, and enforcing any and all restrictions/requirements adhered to those refuse site licences;
- Waste Management – recycling, refuse and rubbish;
- Monitoring Council's refuse contractor's performance and billing process;
- Caravan Parks and Camping Grounds;
- Other public and private accommodation;
- Public buildings;
- Public swimming pools (e.g. at motels, resorts);
- Approval and inspection of effluent disposal systems;
- Follow-up of Notifiable Disease Notifications;
- Sampling of potable water supplies, public swimming pools, reuse treated sewage (golf course) and ground water at the Kalbarri Refuse Site, Port Gregory and other significant ground water sites;
- Noise, dust and other health related complaints;
- Monitor and review Asbestos Register of Council owned buildings and infrastructure;
- General advice to the public on matters relating to environmental health; and
- Any other relevant health matter required to be attended to by Council staff.

BUILDING (Shire of Northampton and Shire of Shark Bay)

- Assessment of Building Applications for compliance with the National Construction Code of Australia and relevant Australian Standards;
- Issue of Certificate of Design Compliance for Class 1 & 10 buildings;
- Process and issue of Building Permits;
- Process and issue of Demolition Permits;
- Monitoring the handling and disposal of any Asbestos Containing Materials and the compliance with the ACM Handling and Disposal Code;
- Inspection of building works during the course of construction and on completion, including site-works, concrete footings and slabs, timber floor, wall and roof framing, masonry work, anchorage and tie down details, practical completion; as and when required by the NCC;
- Initial and periodic compliance inspections of private swimming pools barrier fencing, gates and access points;
- Disability Access and Inclusion Issues including annual reporting;
- Inspection and maintenance of Council controlled and owned buildings including preparing and overseeing Council building maintenance budget;
- Maintain close liaison with builders, architects/draftsmen and owner builders to ensure a satisfactory standard of building construction and compliance with the Building Code of Australia, is maintained; and
- Any other relevant building matter required to be attended to by Council staff.

A positive achievement for Councils' Building Services has been the ability to maintain an efficient turnaround time in receiving and processing building permit applications once they have received R Code or Local Town Planning Scheme compliance certification, generally between two to ten working days.

RESOURCE SHARING

The Shire of Northampton continues to provide Environmental Health Services to the Shire of Chapman Valley and Environmental Health and Building Services to the Shire of Shark Bay.

DISABLED ACCESS

The Shire has a responsibility under the State Disability Services Act to continuously hold under review the provision of suitable access to its services and buildings for people with disabilities.

In line with this requirement under the Shire of Northampton Disability Access and Inclusion Plan, Council's EHO/Building Surveyor will undertake a review of disability services within the Shire of Northampton annually and makes recommendations as to future works and projects to enhance disability access to all areas. Note! All new buildings are compliant with disability access, fixtures and services.

New disabled and ambulant compliant ablution blocks have been constructed at the Blue Holes beach in Kalbarri and at the Kalbarri Camp facility.

WASTE MANAGEMENT

During the year the Council has sought to continue improvement in its waste management practices and an improved level of compliance with Department of Works and Environmental Regulation requirements.

The Northampton refuse site/transfer station was been downgraded from a putrescible site to inert and green waste site. The Hazardous Waste Area that was developed under licence approval from DWER is being maintained as per approval conditions, this site was developed to receive the chemical contaminated soil from the Woodcock Hardware fire.

The Kalbarri refuse site/transfer station is no longer used as a putrescible site but still maintains the licence as a putrescible site. This provides the Shire with the potential to reopen this site as a putrescible refuse site if required in the future. ACM is received at this site and disposed of in compliance with DWER guidelines.

Following the purchase of additional land adjoining the Binnu Refuse Site, Council is in the process of developing the land and the current Binnu Refuse Site to extend the life and availability of an efficient and cost affective local refuse disposal site.

PUBLIC SWIMMING POOLS

Inspections and water sampling of 29 Public Swimming Pools is conducted on a monthly basis, within the Shire of Northampton, Shire of Chapman Valley, and Shire of Shark Bay as per the requirements of the new regulations.

RECYCLED WASTEWATER SAMPLING

Reticulated wastewater sampling will be continued on a regular basis from the Kalbarri Golf Club ponds, all samples taken complied with the water quality parameters as required by the Department of Health licence conditions, over the last year.

DRINKING WATER SAMPLING

Sampling is carried out on all food premises, caravan parks or townsites that are supplied with non-scheme water i.e. bore, rainwater or other source of water supply (Roadhouses, station/farm stays, caravan parks, nature based camping areas and some residential areas).

KALBARRI REFUSE SITE MONITORING BORE

As per the conditions of the licence issued by the Department of Water and Environmental Regulation, bi-annual water samples are taken from the ground water monitoring bore at the Kalbarri Refuse Site to ensure that there is no ground water contamination from the old putrescible waste dumping site. These results are monitored by Councils Environmental Health Officers and the Department of Water and Environmental Regulation.

FOOD PREMISES

All the Food Premises were inspected throughout the year at regular intervals on a risk assessment basis and, where required, work requests were issued for premises to be brought into compliance with the new Food Standards Code. All food premises are now registered under the new Food Act.

A noticeable improvement in the overall standard of the premises, food handling, storage and preparation of food in the food premises has been observed and pressure will continue to keep the standard improving.

The new Minimum Requirements for Temporary Food Stalls have been implemented and have been accepted very well and the most recent temporary food stalls complied with the requirements

Follow up inspections will be carried out with a more regular program to ensure premises continue with the required works and maintain a high standard of cleanliness, hygiene and work practices.

BUILDING CONTROL

85 Building Permits and 14 demolition permits were issued during the year at a total value of \$7,385,261.00.

General Statistics, for the 2018/2019 financial year and of previous years are provided in the tables at the end of this report.

COUNCIL'S BUILDING ASSETS

Regular inspections of all Council's building assets are undertaken, and maintenance undertaken where required and or necessary, subject to budget parameters and financial allocations. The general standard of Councils' building assets has improved due to regular maintenance and this work will be continued to further enhance the value and integrity of the assets.

CARAVAN PARKS AND CAMPING GROUNDS.

Inspections of these facilities are undertaken at regular intervals. Notices with regard to the upgrading of facilities and caravans according to the requirements of the Caravan and Camping Grounds Act and Regulations were issued where required and follow up inspections have been carried out to ensure continued compliance with the relevant legislation.

KALBARRI	2016/2017		2017/2018		2018/2019		No	Value
	No	Value	No	Value	No	Value		
Houses	12	\$3,489,941	8	\$2,005,898	7	\$1,866,374		
Additions/Alterations	13	\$193,054	10	\$111,570	14	\$204,885		
Outbuildings	17	\$570,680	16	\$211,198	13	\$393,500		
Comm./Ind./Public	1	\$150,000	1	\$1,200,000	7	\$2,089,078		
Demolitions	5	\$16,600	4	\$20,870	9	\$56,310		
TOTALS	48	\$4,420,275	39	\$3,549,536	50	\$4,610,147.0		
						0		

NORTHAMPTON	2016/2017		2017/2018		2018/2019		No	Value
	No	Value	No	Value	No	Value		
Houses			2	\$477,360	0	\$0		
Additions/Alterations	5	\$81,079	8	\$93,000	7	\$102,506.00		
Outbuildings	10	\$242,308	4	\$44,500	4	\$90,869.00		
Comm./Ind./Public	4	\$1,581,610	1	\$800,000	1	\$637,982.00		
Demolitions	1	\$4,000	2	\$8,800	1	\$3,000.00		
TOTALS	20	\$1,908,997	17	\$1,423,660	13	\$834,357.00		

HORROCKS	2016/2017		2017/2018		2018/2019		No	Value
	No	Value	No	Value	No	Value		
Houses			2	\$535,391	2	\$1,144,823.0		
Additions/Alterations	1	\$10,000	7	\$130,570	1	\$11,500.00		
Outbuildings	1	\$15,000	2	\$23,000	3	\$50,500.00		
Comm./Ind./Public			2	\$935,000	0	\$0		
Demolitions			5	\$29,622	4	\$31,600.00		
TOTALS	2	\$25,000	18	\$1,653,583	10	\$1,238,423.0		
						0		

OTHER LOCALITIES	2016/2017		2017/2018		2018/2019		No	Value
	No	Value	No	Value	No	Value		
Houses	3	\$620,685	3	\$364,000	3	\$426,513.00		
Additions/Alterations	2	\$13,000	3	\$16,500	6	\$70,071.00		
Outbuildings	7	\$416,635	8	\$200,880	4	\$205,750.00		
Comm./Ind./Public	3	\$310,500			0	\$0		
Demolitions			1	\$65,000	0	\$0		
TOTALS	15	\$1,360,820	15	\$646,380	13	\$702,334.00		

WHOLE OF SHIRE	2016/2017		2017/2018		2018/2019		No	Value
	No	Value	No	Value	No	Value		
TOTALS	85	\$7,715,092	89	\$7,273,159	85	\$7,385,261.00		

PLANNING

HAYLEY WILLIAMS – PLANNING CONSULTANT

DEBBIE CARSON – PLANNING OFFICER

The following summarises the major planning activities undertaken or initiated within the 2018/19 financial year.

Local Planning Strategy Review

Council was successful in obtaining funding to undertake a review of the *Shire of Northampton's Local Planning Strategy* in the 2016/17 financial year, and this review is still currently in progress.

The existing *Local Planning Strategy* was completed in 2008 and it was recommended for review, due to its contents being outdated and requiring adjustment. The *Local Planning Strategy* establishes the planning framework and strategic basis for future *Local Planning Schemes* and sets out the Shire's objectives for future land-use planning and development by addressing the social, environmental, resource management and economic factors that affect/are affected by land use and development.

Council's appointed consultant has provided Shire staff with a draft copy of the revised *Local Planning Strategy* which is currently under review by the Western Australian Planning Commission/Department of Planning, Lands and Heritage, with the Shire currently awaiting the Department's consent to advertise the Strategy so as to seek public comment on the draft Strategy.

Horrocks Beach Coastal Hazard Risk Management and Adaptation Plan (CHRMAP)

Council was successful in obtaining funding to prepare a CHRMAP for Horrocks Beach within the 2018/19 financial year, with the preparation of the draft plan in progress. The purpose of the CHRMAP is to identify coastal hazards, evaluate their likelihood and consequences for specific assets, and identify management and adaptation responses to the risks as well as prioritise these responses.

Council's appointed consultant has completed the first draft of the Coastal Hazard Assessment, which forms the first element of the CHRMAP, and this draft is currently under review.

Local Planning Policies Review

Within the 2018/19 financial year, a review of the Shire of Northampton's *Local Planning Policies* continued, in order to update the existing policies and address provisions and terminology within the newly adopted *Local Planning Scheme No. 11 - Kalbarri*, the *Planning and Development (Local Planning Schemes) Regulations* and to rectify other anomalies. During the financial year, eleven (11) Local Planning Policies were reviewed, and a new Local Planning Policy, guiding the assessment and approval of Mobile Food Vehicles, was proposed and adopted. This review is being led by the Shire's Consultant Planner with assistance from the Planning Officer.

Heritage List and Municipal Heritage Inventory Review

A review of the *Shire of Northampton's Local Planning Scheme No 10's* Heritage List and the Shire's *Municipal Heritage Inventory* continued during the 2018/19 financial year. The proposed addition of significant heritage sites and structures into the Shire's Heritage List will give statutory force to the constraints on demolition and any significant alterations relating to listed places. The review of the Municipal Heritage Inventory aims to update and amend identified errors since the last review in 2015.

Subdivision Applications and Subdivision Clearances

Subdivision activity in the Shire has slightly decreased in the 2018-19 financial year, with three subdivision referrals and no clearances issued during the financial year.

Year	Subdivision Referrals	Clearances	Total
2018/19	3	0	3
2017/18	4	1	5
2016/17	1	2	3
2015/16	1	1	2
2014/15	2	1	3

Applications for Development Approval

Applications for development approval within the Shire have decreased during the 2018/19 financial year, however the previous year saw a large number of approvals issued for the remediation of lead tailings, which was not the case in this financial year. Applications have been generally smaller in nature and have included home occupation renewals, single dwellings, construction of outbuildings and commercial recreation approvals, however one approval was issued for the development of a caravan and chalet park during this financial year.

Year	Council Items	Delegated Approvals	Total
2018/19	18 (22%)	63 (78%)	81
2017/18	16 (18%)	75 (82%)	91
2016/17	17 (27%)	46 (73%)	63
2015/16	16 (20%)	66 (80%)	82
2014/15	10 (17%)	50 (83%)	60

Scheme Amendments and Structure Plans

Two Scheme Amendments were initiated during the financial year by the Shire of Northampton.

Scheme Amendment No. 5 of *Local Planning Scheme No. 10 - Northampton* was initiated to facilitate the expansion of a Caravan Park and Holiday Accommodation within the Horrocks Town Centre, in accordance with the *Horrocks Beach Local Planning Strategy*. The amendment is currently being advertised for public and stakeholder comment.

Scheme Amendment No. 6 of *Local Planning Scheme No. 10 - Northampton* removes Scheme provisions and definitions that are superseded by the deemed provisions contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and aligns the Scheme with the model provisions for local planning schemes. This Amendment is currently with the Western Australian Planning Commission for final consideration.

One Structure Plan Amendment was approved during the financial year, being the Brownes Farm Structure Plan – Amendment 1, which sought to consolidate some minor changes to redefine and realign lot boundaries.

Conclusion

In summary, the above illustrates the steady statutory and strategic planning activities that have taken place within the Shire of Northampton during the 2018/19 financial year. The aforementioned projects illustrate the important role that the Local Authority is taking in terms of strategic planning and, whilst funding is available, is an opportune time to undertake these strategic projects.

NATIONAL COMPETITION POLICY - CLAUSE 7

In accordance with the National Competition Policy - Clause 7 Statement the following relevant details are reported.

Principle CN.10

Details of the application and implementation of competitive neutrality principles to the activities and functions of the Shire of Northampton.

None of Council's business activities received in excess of \$200,000 revenue per annum, therefore Council has not applied the competitive neutrality principle on National Competition Policy during the year under review.

Principle SR.4

The application and implementation of structural reform principles regarding Public Monopolies to the activities and principles of the Shire of Northampton.

Council does not consider any of its activities being monopolistic and will continually review all its activities and functions to ensure the following:

- Efficient and effective utilisation of Council's resources, (ie financial, human, plant and equipment, etc) to the benefits of its electors.
- Ensure that the social ramification or alteration to any specific activity or function, are clearly identified.

Council does outsource some of its activities and has adopted the concept of resource sharing.

Principle LR.8

The application and implementation of a legislative review of its Local Laws.

A comprehensive review was undertaken in 2016/17 with many obsolete local laws repealed and additional and revised local laws adopted.

SHIRE INFORMATION



Contact Details

Northampton Administration Centre
Phone: (08) 99341202
Fax: (08) 99341072
Address: PO Box 61
Northampton 6535
Email council@northampton.wa.gov.au
Web – www.northampton.wa.gov.au

Kalbarri Administration Centre
Phone: (08) 99371097
Fax: (08) 99371466

All initial enquiries are to be directed to the relevant officer at the Northampton Office.

Council Statistics

Distance from Perth	475km
Area	12,499 sqkm
Length of Sealed Roads	371 km
Length of Unsealed Roads	935 km
Population (permanent) (2016 Census)	3,319
Number of Employees	40 (FTE)

Suburbs & Localities

Northampton, Kalbarri, Horrocks Beach, Port Gregory, Binnu, Ajana, Isseka.

Boundaries

Shires of Chapman Valley, Shark Bay, City of Greater Geraldton and Murchison.

Significant Local Events

Northampton Agricultural Show and Kalbarri Canoe & Cray Festival.

History

Recorded history of this area dates back to 1629 with the wrecked Dutch ship Batavia and two men being marooned at the mouth of the Murchison River.

Copper was first discovered in WA at Wannernooka in 1842, with lead then being discovered in 1848.

A convict hiring station was established at Port Gregory from 1853-1856. The first railway commenced in 1874 and was completed in 1879 running from Geraldton to Northampton, later being extended to Ajana in 1913.

With the railway came the expansion of the district's mining and agriculture, more lead and copper mines were opened up, cereal crops (mainly wheat) were increasing and sheep numbers also increased.

Local Government commenced in 1871, the district then named "Mines Road District". Its boundaries being described from the north by running a line running eastward from the mouth of the Murchison River, west by the Indian Ocean, south by a line running eastward from the mouth of the Buller River, with no eastern boundary.

The first local government administration centre/office was built in 1898 in Northampton, new offices were built in 1957 and were extensively extended and modified in 1984. The Kalbarri administration centre, being the "Allen Centre", was opened in 1992.

Council Agenda

The agenda for an Ordinary Meeting of the Council is available for inspection by members of the public from the commencement of business on the day having been served on the Members, at the Northampton and Kalbarri offices of the Council. The agenda is usually available on the Monday prior to Council meetings.

Persons wishing for a matter to be considered by Council are required to have their request lodged to the relevant Senior Officer on the Tuesday the week before the Council meeting.

Fire Control

Don't forget all owners and occupiers need to install firebreaks on their properties before 1 October and maintain them up until the 15 February of each year.

Firebreaks in the townsites of Horrocks and Kalbarri must be to a width of at least 3 metres and lots are not to have bush pushed up then burnt at a later date. All material must be removed or slashed.

All remaining areas need to have firebreaks not less than 2 metres wide immediately inside all external boundaries of the property and also immediately surrounding all buildings on the property. Other requirements are stated on the Fire Break Notice which is issued with the rate assessments.

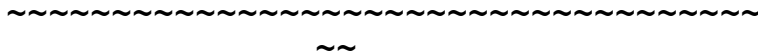
They can be installed by raking, scraping, ploughing, cultivating, scarifying, or chemical spraying. If any of these methods are impracticable please contact the Bush Fire Control Officer, Mr Robert McKenzie on (08) 99341202, your local Fire Control Officer or the Shire Office.

Burning permits are required for the period 1 September to 14 October and 2 March to 15 April of each year and burning is prohibited for the period 15 October to 1 March of each year, with the exception of small heaps of rubbish on the ground between 6pm and 11pm within a low, moderate or high fire weather warning.

All burning periods are reviewed annually and are subject to change.

Citizenship Ceremonies

The Shire of Northampton conducts Citizenship ceremonies to approved applicants when required and is normally held during an ordinary meeting of Council. Application forms for citizenship are available from Post Offices and the Ministry of Immigration and Multicultural Affairs.



PART 2

AUDIT REPORT

&

ANNUAL FINANCIAL STATEMENTS



Grant Middleton – Deputy CEO