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**SHIRE OF NORTHAMPTON**

**Minutes of Ordinary Meeting of Council held at the Northampton Council Chamber on  
Friday 18<sup>th</sup> December 2020**

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**12.1 OPENING**

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

**12.2 PRESENT**

Cr C Simkin	President	Northampton Ward
Cr S Krakouer	Deputy President	Kalbarri Ward
Cr R Suckling		Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr D Pike		Kalbarri Ward
Cr T Hay		Northampton Ward
Cr L Sudlow		Northampton Ward
Mr Garry Keefe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works and Technical Services	
Mrs Michelle Allen	Planning Officer	
Ms Wendy Dallywater	Environmental Health Officer	1.33pm to 1.48pm

**12.2.1 LEAVE OF ABSENCE**

Nil

**12.2.2 APOLOGIES**

Cr S Smith	Kalbarri Ward
Cr P Stewart	Kalbarri Ward

**12.3 QUESTION TIME**

Nil

**12.4 DISCLOSURE OF INTEREST**

Nil

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**12.5 CONFIRMATION OF MINUTES**

**12.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING  
FRIDAY 20<sup>th</sup> NOVEMBER 2020**

Moved Cr SUCKLING seconded Cr SUDLOW

That the minutes of the Ordinary Meeting of Council held on the 20<sup>th</sup> November 2020 be confirmed as a true and correct record.

CARRIED 7/0

**12.5.2 BUSINESS ARISING FROM MINUTES**

Kalbarri War Memorial Upgrade – There appears to be some reticence between members locally about upgrading the memorial. It was resolved that the CEO obtain a quote that includes demolition of the current monument, installation of a black granite cairn and re-concreting of the internal area of the memorial. Quotations once received will be presented to Council.

**12.6 RECEIVAL OF MINUTES**

Nil

**12.7 WORKS & ENGINEERING REPORT**

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

Noted

**12.8 HEALTH & BUILDING REPORT**

**12.8.1 BUILDING APPROVALS (ITEM 7.2.1)**

Noted.

**12.8.2 WATER WHEELCHAIR STORAGE ROOM (ITEM 7.2.2)**

Moved Cr KRAKOUER, seconded Cr PIKE

That Council authorise the change of the design of the water wheelchair and the purchase of the Keter 2160 x 2180 x 2260mm Artisan Shed from Bunnings and install the shed at a suitable location adjoining the new Volunteer Marine Rescue building on the Kalbarri Foreshore.

CARRIED 7/0

**12.9 TOWN PLANNING REPORT**

**12.9.1 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.1)**

Noted.

**12.9.2 PROPOSED SIGNAGE – ENTRANCE TO KALBARRI BOAT PEN FACILITY  
RESERVE 26591 LOT 202 GREY STREET, KALBARRI (ITEM 7.3.2)**

Council amended the recommendation presented to allow for removal of a sign/panel in the event a business/organisation ceases to operate.

Moved Cr STOCK-STANDEN, seconded Cr SUDLOW

That Council grant Development Approval for signage to be installed at the entrance to the Kalbarri Boat Pen Facility upon Reserve 26591 Lot 202 Grey Street, Kalbarri, subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 18 December 2020 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the local government;
2. The approval is for one pylon sign to be located as per the attached approved plan(s) dated 18 December 2020 and to the approval

of the local government. The endorsed sign designs shall not be modified or altered without the prior written approval of the local government;

3. The cost to develop, construct, erect and maintain the sign shall be borne by the six businesses/organisations involved in the sign proposal;
4. Should a business/organisation cease to operate their advertising sign/panel is to be removed;
5. The final design/artwork of the sign shall be forwarded to the local government for approval prior to installation of the sign;
6. The sign is to be maintained in good condition to the approval of the local government. Should the sign become in a state of disrepair, the Shire of Northampton reserves the right to remove the sign(s) at the cost of the Applicant/Proponents;
7. The sign is to be securely fixed in position at all times;
8. The Applicant/Proponents is required to indemnify and keep indemnified the Shire, its servants and agents against any claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought by any person or corporation against the Shire, its servants and agents arising out of the erection, existence or operation of the advertisement; or any negligence of the Shire, its servants and agents in granting approval to erect or display the advertisement or in setting or failing to set conditions or giving or failing to give directions for the erection, existence or display of the advertisement;
9. The Applicant/Proponents are required to maintain a public liability insurance policy with a reputable insurer to a minimum of \$1,000,000 for the coverage of the sign and provide copy to the local government;
10. No further signs shall be permitted at the entrance to the Kalbarri Boat Pen Facility upon Lot 202 Grey Street, Kalbarri in relation to tourism providers.

Advice Notes:

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

Note 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED 7/0

<b>12.10 FINANCE REPORT</b>
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12.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)
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Moved Cr SUDLOW, seconded Cr SUCKLING

That Municipal Fund Cheques 21998 to 22015 inclusive totalling \$64,308.62, Municipal EFT payments numbered EFT21407 to EFT21530 inclusive totalling \$497,833.63, Trust Fund Cheques 2567 to 2572, totalling \$2,823.55, Direct Debit payments numbered GJ0504 to GJ0509 inclusive totalling \$232,792.58 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

12.10.2 MONTHLY FINANCIAL STATEMENTS – NOVEMBER 2020 (ITEM 7.4.2)
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Moved Cr KRAKOUER, seconded Cr SIMKIN

That Council adopts the Monthly Financial Report for the period ending 30th November 2020.

CARRIED 7/0

**12.11 ADMINISTRATION & CORPORATE REPORT**

**12.11.1 2021 COUNCIL MEETING DATES (ITEM 7.5.1)**

Moved Cr HAY, seconded Cr SUDLOW

1. That Council holds their ordinary meetings on the following dates for 2021:

February 19 <sup>th</sup>	July 16 <sup>th</sup>
March 19 <sup>th</sup>	August 20 <sup>th</sup>
April 16 <sup>th</sup>	September 17 <sup>th</sup>
May 21 <sup>st</sup>	October 15 <sup>th</sup>
June 18 <sup>th</sup>	November 19 <sup>th</sup>
	December 17 <sup>th</sup>

2. That all meetings commence at 1.00pm.
3. That the February, May, August and November meetings be held at the Allen Centre in Kalbarri with all other meetings to be held at the Northampton Council Chambers.

CARRIED 7/0

**12.11.2 LED SCREEN NOTICE BOARDS (ITEM 7.5.2)**

Moved Cr STOCK-STANDEN, seconded Cr PIKE

That Council accept the quote received from Danthonia Designs for the supply and installation of two LED Notice Boards at a total cost of \$66,630 and all additional electrical costs that exceed the \$70,000 budget and grant allocation be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Wendy Dallywater entered the meeting at 1.33pm.



12.11.3 BUILDING SURVEYOR SERVICES (ITEM 7.5.3)

Moved Cr HAY, seconded Cr SUDLOW

That Council:

1. Accept the quote provided and appoint Barron Building Services to undertake Council building surveyor services on a contract basis for a trial period as from the 25 December 2020 to 31 March 2021 and should the arrangement prove satisfactory to the building surveyor services then this appointment be extended to 31 December 2021 where at least one month prior to this date that a review of the appointment and re-appointment be undertaken by Council.
2. That pursuant to Section 25 of Building Act 2011 and Regulations 4 and 21 of the Building Regulations 2012, the CEO (Mr Garry Keeffe) and Environmental Health Officer (Ms Wendy Dallywater) are given delegated authority to endorse and issue building licences where Councils appointed Building Surveyor Consultant has provided approval for the plans and specifications that the building licence applies to and has approved the issuing of that building licence.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

Wendy Dallywater, left the meeting at 1.48pm.

12.11.4 BATAVIA LOCAL EMERGENCY MANAGEMENT (ITEM 7.5.4)

Moved Cr SUCKLING, seconded Cr STOCK-STANDEN

That Council endorse Cr Hay as the representative for the Batavia Local Emergency Management Committee.

CARRIED 7/0

12.11.5 FEASIBILITY BUSINESS CASE – KALBARRI AIRPORT (ITEM 7.5.5)

Moved Cr SUCKLING, seconded Cr SUDLOW

That Council defer this item to the February 2021 meeting of Council when answers to the Chief Executive Officer's email of 2 December 2020 should be received from Icon Tourism.

CARRIED 7/0

12.11.6 LOCAL ROADS & COMMUNITY INFRASTRUCTURE (LRICI) PROGRAM  
(ITEM 7.5.5)

Moved Cr SUCKLING, seconded Cr PIKE

That Council identifies the following projects as community based infrastructure needs and submits the projects for funding to the Local Roads and Community Infrastructure Program:

- |                                                      |           |
|------------------------------------------------------|-----------|
| • Kalbarri commercial precinct ablutions             | \$100,000 |
| • Two pump tracks, Northampton and Horrocks          | \$100,000 |
| • New playground equipment at the Marina Parkland    | \$100,000 |
| • New playground equipment at the Horrocks foreshore | \$100,000 |

CARRIED 7/0

12.11.7 REGENERATION ESTUARINE ENVIRONMENTS – PROJECT (ITEM  
7.5.6)

Moved Cr SUDLOW, seconded Cr SIMKIN

That Council not support the significant funding request made by the Northern Agricultural Catchment Council as it will bring little benefit to the community and/or ratepayers at this time.

CARRIED 7/0

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12.11.8 DRAFT GUIDELINES & CRITERIA FOR IDENTIFICATION OF  
SIGNIFICANT LOCAL GOVERNMENT ROADS – PROJECT  
(ITEM 7.5.7)

Moved Cr SUCKLING, seconded Cr STOCK-STANDEN

That Council submit the following comments to Main Roads WALGA and the Western Australian Local Government Association in the *Draft Guidelines and Criteria for the Identification of Significant Local Government Roads*

Document Section	Document Text	Comments
Significant Local Roads Amendments	Should a RRG agree to seek an amendment to the endorsed Significant Local Government Roads this must be documented on the attached Road Justification and Development Strategy Submission Form. After approval by the RRG, it must be sent to the Road Classification Manager at Main Roads to confirm the road/route meets the criteria. The Road Classification Manager will then submit the application to the State Road Funds to Local Government Advisory Committee (SAC) for endorsement. If endorsed, the Road Classification Manager shall update the RRG Roads List.	<p>This appears a long, bureaucratic process, yet perhaps necessary.</p> <p>The concern is the SAC having the final say and perhaps the right of veto after the application has been through the Technical Group, RRG and the Road Classification Manager at Main Roads to confirm the road/route meets the criteria.</p> <p>Clarity is required to confirm the SAC does not have the right to reject an application if it has been through the Technical Group, RRG and MRWA check and endorsement process.</p>
Significant Local Roads Amendments	If an affected road crosses into an adjoining Region, then agreement should be reached with the adjoining RRG on the proposed change and both RRGs must apply for the amendments submitting copies of the approved forms from the adjoining RRG with the application.	<p>The concern is the neighbouring region (LGA) may not see the adjoining road/route as a priority resulting in an agreement not being reached.</p> <p>Perhaps there needs to be a process in place to remove LGA parochialism to ensure cross-regional roads/routes of significance are recognised for the</p>

		betterment of the regional and State road transport network. This could a role for the SAC.
Criteria for Significant Local Roads – Network/Significant	Roads connecting areas of significant population (>500). ABS Census population of town (UCL).	Criteria connecting areas of significant population >500 is too high and appears to be totally arbitrary.  Indigenous population criteria is only 250 or 50. If there has to be a population figure then it should be consistent for all population centres.
Criteria for Significant Local Roads – Traffic Volume	Has a PCU adjusted traffic AADT count of over 200 AADT.  <i>(PCU = Passenger Car Unit.)</i>  <i>(AADT = Annual Average Daily Traffic)</i>	Why has the arbitrary number of >200 AADT been chosen for the traffic volume?  A lesser AADT is preferred;
Criteria for Significant Local Roads – Tourism	Roads that provide access to tourist attractions or recreation areas of State or regional significance as per the Tourism WA website link below, OR Roads that form part of a State tourist drive or way.  <u><a href="#">Tourist Spot Map WA (Click on "MAP" button).</a></u>	The concern here is the <i>Tourist Spot Map WA</i> become the determining factor for this criteria.  How does a tourist or recreational attraction actually get onto (or removed from) this list?  Perhaps traffic volume, type and mix should be the determining factor, not a Tourist Spot Map, which there is no LGA control over the content.
Criteria for Significant Local Roads – Other Considerations	The development of parallel routes to roads already providing the network function should be avoided.	This criteria has been too vague and open to interpretation in the past and should be expanded upon. Perhaps it has been left vague in the Draft Guidelines because any set criteria (e.g. distance separating parallel routes) will be challenged if a particular route is rejected.

		<p>Maybe this section should state:</p> <p><i>“Parallel routes should be avoided; however, this is not to be a determining factor to reject an application if the LGA and RRG approve the proximity of a parallel route being appropriate and warranted.”</i></p>
Criteria for Significant Local Roads – Definitions	Regional Route – Shall be defined as a road that provides a connection between inter – regional routes (State Roads) or between inter – regional routes (State Roads) and areas of significant population. ABS population data by region. Must show more than 5000 within the relevant UCL	Regional route population is also too high. Very few regional and remote towns have a population higher than 5000.
Criteria for Significant Local Roads – Definitions	Regional Heavy Haulage Route – Over 100 RAV vehicles per day of RAV 2 NETWORK and above with anecdotal evidence supporting regional movement.	Regional Heavy Haulage of over 100 RAV vehicles per day is too high and should be reduced (to 50).
Ongoing Review & Update Process – Flow Chart	Technical Group (if applicable) Considers for Submission to RRG.	<p>The Flow Chart indicates the Technical Group has the power to reject an application. This should not be the case and the Technical Group should only have the role of considering applications and making a recommendation to the RRG via the Sub-RRG (if these are in existence).</p> <p>The Technical Group is not an elected body of LGA representations and should not be afforded to power to reject an application.</p>

General Comments on the overall content of the Draft Guidelines:

- 1) Guidelines do not state if roads currently on the RRG significant road list will stay or be reassessed under the new guidelines. Most Councils have spent and/or committed major investments on these routes, and they should remain on the list until and not be reassessed. The recommended removal of any specific road/route currently listed as a significant road, must be accompanied by a fully detailed analysis of the financial impact this may have on the local government authority, specifically for the those roads part way through upgrade works and future maintenance requirements (e.g. reseals).
- 2) There appears to be a bias towards roads connecting to significant tourist areas, which will be at the expense of heavy haulage transport routes, specifically in the Wheatbelt areas of the State. If there has to be a change of criteria, it should be on a level playing field. The criteria appears obscure and it is difficult to verify exactly what a relevant tourist attraction is.
- 3) Local governments have complied with medium to long term planning for road improvements under the current criteria, including obtaining clearing permits, commissioning engineering designs and carrying out safety audits. There appears to have been little regard for the extensive planning work that has been carried out when it is suggested roads meeting the current criteria yet not the revised criteria will no longer qualify for funding.
- 4) The Guidelines appears to be attempting to establish the concept of *One-Size-Fits-All*, which cannot be supported and is a concept local government (and WALGA) has been opposing strongly with the current Local Government Act Review process. It is important the unique individual circumstances of each region needs to be taken into consideration when Guidelines are being considered. The Draft Guideline are basically insinuating we do not have it right now and there is a need for change. This may not necessarily be the case in many RRG areas.
- 5) The submission period on the proposed guidelines must be extended for at least six months to ensure the local government industry has appropriate time to consideration and debate all proposed changes to the guidelines and an analysis has been undertaken on the effects of any changes on each local government authority.

CARRIED 7/0

**12.12 PRESIDENT'S REPORT**

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

24/11/2020	Main Roads WA, George Grey Drive Parking Bay
8/12/2020	RSL Memorial Upgrade, Kalbarri

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**12.13 VICE PRESIDENT'S REPORT**

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

16/12/2020            CBH Weighbridge Meeting, Blinu

**12.14 COUNCILLORS' REPORTS**

**12.14.1 CR PIKE**

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

1/12/2020        Annual General Meeting, Kalbarri Visitor Centre  
8/12/2020        RSL Memorial Upgrade, Kalbarri  
8/12/2020        Kalbarri Visitor Centre meeting, Kalbarri  
17/12/2020      Aged Care Meeting with Vince Catania MLA, Kalbarri

**12.14.2 CR HAY**

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

8/12/2020            RSL Memorial Upgrade, Kalbarri

**12.14.3 CR STOCK-STANDEN**

Since the last Council meeting Cr STOCK-STANDEN reported on her attendance at:

24/11/2020            Main Roads WA, George Grey Drive Parking Bay

**12.15 NEW ITEMS OF BUSINESS**

**12.15.1 CR SIMKIN – COMPLAINT LODGED – KRIS TEAKLE**

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Moved Cr SUCKLING seconded Cr STOCK-STANDEN

That Council discuss this item *"in-camera"* at 2.12pm

CARRIED 7/0

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council continue the meeting *"out of camera"* at 2.40pm.

CARRIED 7/0

Moved Cr STOCK-STANDEN, seconded Cr SUCKLING

That Council having considered the letter from Kris Teakle determined no further action was required and the Shire President would contact Ms Teakle to further discuss her complaint.

CARRIED 7/0

**12.16 NEXT MEETING OF COUNCIL**

The next Ordinary Meeting of Council will be held on Friday 19<sup>th</sup> February 2021 commencing at 1.00pm at the Allen Centre, Kalbarri.

**12.17 CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.43pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 16 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 19<sup>TH</sup> FEBRUARY 2021.

PRESIDING MEMBER: \_\_\_\_\_

DATE: \_\_\_\_\_