



File No: 4.1.14

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Councillor,

The next Ordinary Meeting of the Northampton Shire Council will be held on Friday 19th February 2021 in the Meeting Room of the Allen Centre, Grey Street, Kalbarri, commencing at 1.00pm.

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read "G. Keeffe", is placed above the name of the Chief Executive Officer.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

12th February 2021



~ Agenda ~

19th February 2021

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 19th February 2021, at the

Allen Centre, Kalbarri commencing at 1.00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

12th February 2021

SHIRE OF NORTHAMPTON

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Signed  _____

Date 12th February 2021

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
19th February 2021

1. OPENING

2. PRESENT

- 2.1 Leave of Absence
- 2.2 Apologies

3. QUESTION TIME

4. DISCLOSURE OF INTEREST

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

5. CONFIRMATION OF MINUTES

- 5.1 Ordinary Meeting of Council – 18th December 2020

6. RECEIVAL OF MINUTES

- 6.1 Audit Committee Meeting – 19th February 2021

7. REPORTS

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

8. COUNCILLORS & DELEGATES REPORTS

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

9. NEW ITEMS OF BUSINESS FOR DECISION

10. NEXT MEETING

11. CLOSURE

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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

12.5 CONFIRMATION OF MINUTES

**12.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING
FRIDAY 20th NOVEMBER 2020**

Moved Cr SUCKLING seconded Cr SUDLOW

That the minutes of the Ordinary Meeting of Council held on the 20th 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

12.10 FINANCE REPORT

12.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)

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)

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 th	July 16 th
March 19 th	August 20 th
April 16 th	September 17 th
May 21 st	October 15 th
June 18 th	November 19 th
	December 17 th

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

CARRIED 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.

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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 (LRCI) 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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<p>12.11.8 DRAFT GUIDELINES & CRITERIA FOR IDENTIFICATION OF SIGNIFICANT LOCAL GOVERNMENT ROADS – PROJECT (ITEM 7.5.7)</p>
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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>

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		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>Tourist Spot Map WA (Click on "MAP" button).</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.

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		<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>

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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 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 Guidelines 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, Binu

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 19th 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 19TH FEBRUARY 2021.

PRESIDING MEMBER: _____

DATE: _____

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
7.1.2	NORTHAMPTON – HARVEY ROAD REQUEST FOR SPEED ZONE MODIFICATION AND INSTALL OF KANGAROO SIGNS	4

7.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM
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REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	11^h February 2021

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

Specific Road Works

- Maintenance grading carried out on Wundi, Parker, Blue Well, Coolacalaya, Baddera, Little Bay, Bowes River, Willow Gully, Rosehill, Larrard, Isachar, Starling, Hatch, Woolawar, Starling, Teakle, Isachar, Isseka East, Percy, Rose, Carson, Elliot, Kalbarri Tip and Telegraph Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Oakabella Homestead, Horry, Blue Well, Box and Telegraph Road/s.

Maintenance Items

- General – Various signage works.
- General – Kalbarri town streets, Kalbarri Road and Binu East Road preparation works for resealing works.
- General – Road verge mowing works – Binu East Road.
- General – Northampton oval, Kalbarri oval and town parks, gardens and foreshores all fertilised prior to storm/rain events weekend of 6th and 7th February.
- Northampton – Various Northampton townsite (Western Power) and rural road verge tree pruning works.
- Northampton – Assistance with construction and cleanup of Kings Park toilet block.
- Northampton – Town promotional signs installed.
- Northampton- Assistance to Bowling Club with gravel supply.
- Kalbarri – Bore issues, Eco Flora, Capital Hill bore field works.
- Kalbarri – Foreshore bollard/solar light maintenance works.
- Kalbarri Depot – Worksafe inspection completed. Staff working through some non-compliance issues.
- Kalbarri – Nature Based playground maintenance works.
- Horrocks – Foreshore fence and footpath clearance works.
- Rural Roads – Horry Road/Blue Well Road T-junction realignment and verge works.
- Port Gregory Water Supply – Various repair and improvement works.

Other Items (Budget)

- Northampton – Stephen Street asphalt works completed. Concrete kerbing and backfilling undertaken.
- Kalbarri – Jakes Point access road and carpark works completed.
- Kalbarri – Allen Centre Long vehicle parking area. Works continuing to clear vegetation and undertake earthworks.
- Kalbarri – Grey Street widening works commenced.
- Kalbarri – 3 x Fertiliser/wetting agent dosing pumps installed.

Plant Items

- Truck and trailer tarps for securing of loads – 2 x Truck and trailer units completed, 2 x trucks and one trailer outstanding– BRE
- Backhoe – Front and rear bucket works.- BRE
- Fire extinguisher annual checks – All plant and building fire extinguishers checked/serviced.

OFFICERS RECOMMENDATION

For Council information.

**7.1.2 NORTHAMPTON – HARVEY ROAD
REQUEST FOR SPEED ZONE MODIFICATION
AND INSTALL OF KANGAROO SIGNS**

REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	10TH February 2021
APPENDICES:	1. Letter dated 5/10/2020. 2. Locality Plan

BACKGROUND:

As per the attached information a request has been received for the speed zoning on Harvey Road to be reviewed plus the installation of warning signs for Kangaroos crossing the road in the area.

Mr. and Mrs. Graham reside at 161 Harvey Road which is approximately 1.3 kilometres past the Northampton District High School. The existing speed zone at Mr. and Mrs. Graham's driveway area is a derestriction area that implies a maximum speed limit of 110km/hour within the prevailing road conditions. The road is a bitumen sealed road at 7.2 metres in road width.

From the start of the existing derestriction speed zone area a total of 6 rural driveways exists within the next 700 metres of Harvey Road that lead directly to rural residences. A corner and crest are also in the area that has some visibility restrictions due to topographical and vegetation restraints.

Regarding the request for kangaroo signs the area either side of Harvey Road is a combination of vegetated and cleared open paddocks that are typical of the surrounding area.

Main Roads Western Australian are the responsible agency for the approval process for speed zone signs and shall need to be approached for review and approval to relocate/change the existing speed zone signage arrangement.

Local Government can supply, install, and maintain the black on yellow Kangaroo warning signage if deemed required or necessary.

FINANCIAL & BUDGET IMPLICATIONS:

The speed zone review and any modifications required are the responsibility of Main Roads Western Australian and as such all associated costs involved. Main Roads Western Australian supply, install and maintain all regulatory signs within Western Australia.

The Shire of Northampton would be responsibility for any costs associated with the supply, install and maintenance of any Kangaroo warning signs if approved.

COMMENT:

The speed zone review would appear to have some merit as the immediate area past the derestriction area (End 80, maximum 110km) for a length of 700 metres has 6 access points that lead directly to rural properties that are all currently occupied. The access points arguably have limited visibility due to a corner and crest with topographic and vegetation restraints. Management would support an approach to Main Roads Western Australia to review the speed zone provisions within this area.

The requirement for the installation of the symbolic Kangaroo warning signs is questioned due to the relevance or improvement that the signage would achieve. The area is generally accepted as a rural area where the travelling public may encounter wandering animals and straying stock regularly. If the review of the speed zoning results in an extension to the 80km/hour zone this by itself would improve the public safety travelling through this area without the need for any additional signage for wandering animals or straying stock issues.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.1.2

That Council direct Management to approach Main Roads Western Australia to review the speed zoning on Harvey Road to the east of Northampton. The additional request for the installation of Kangaroo signs not proceed as the use of such signs would achieve no significant purpose.

That Management advise Mr. and Mrs. Graham of this recommendation.

SHIRE OF NORTHAMPTON

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

(February 2021)

2020/2021 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Kalbarri Road Reseal works 18.00 - 28.00 slk	RR14		
<u>ROADS TO RECOVERY - 152100</u>			
Binnu East Road Reseal works 0.00 - 14.40 slk	RT35		
Stephen Street Asphalt Reseal 0.69 - 0.912 and 0.945 - 1.005 slk	RT34	COMPLETE	
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2019/2020			
<u>Northampton</u>			
Bateman Street Construct and Seal 210m	R971	COMPLETE	
Fifth Avenue Construct and Seal 230m	R986	COMPLETE	
<u>Kalbarri</u>			
Karina Mews Reseal and replace concrete kerbing 210m	R971		
Smith Street Asphalt reseal and replace concrete kerbing 0.40 - 0.66 slk	R986		
Cont.			
2020/2021 Budget Works	Job No	Status	Comments

<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
Thornton Street Install concrete kerb to east side (Langleys)	R992	COMPLETE	
Fifth Avenue Reseal 0.20 - 0.57 slk	R999	COMPLETE	
<u>Kalbarri</u>			
Browne Boulevard Reseal 0.130 - 0.440 slk at 8.5m.	R993		
Charlton Loop Reseal 0.000 - 0.631slk at 6.2	R995	Deferred	Removed/Deferred Council October 2020
Jacques Boulevard Reseal 0.030 - 0.528 slk at 7.4m	R997		
Nanda Drive Reseal xx -xx slk	R998		
Grey Street Construct parrallel parking - Wood street north on west side.	R996	Commenced	
<u>Horrocks</u>			
Glance Street Reseal xx -xx slk	R223		
<u>Rural</u>			
Binnu East Road (Council Contribution) Reseal works 0.00 - 14.40 slk	R235		
Cont.			
2020/2021 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FOOTPATHS - 150900</u>			

Carried Over from 2019/2020			
Northampton - Stephen Street Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		Incorporate with Allen Centre carpark works
Kalbarri - Grey Street Complete DUP infill	F710	COMPLETE	
Kalbarri - Glass Street Complete DUP infill	F711	COMPLETE	
Kalbarri - Malaluca Pathway Undertake identified reinstatement works	T379	COMPLETE	
<u>MUNICIPAL FOOTPATHS - 150900</u>			
New Projects			
Northampton - Essex Street Construct pathway from long vehicle parking to RSL entry	F712		
Kalbarri - Red Bluff Road Construct pathway into Red Bluff on north side Red Bluff Road	F713		
Kalbarri - Hackney Street Construct pathway ifrom school to post office north side	F714		Council determined Pathway on South side September 2020
<u>CARPARK CONSTRUCTION</u>			
New Projects			
Kalbarri - Allen Centre Construct Carpark/Access - Bus and Long vehicle parking	3884	Commenced	Final design approved. Clearing works commenced
Kalbarri - Jacques Point Construct Carpark/Access - Toilet carpark and access road	3052	COMPLETE	Some tidy up works to complete
Kalbarri - Blue Holes car park area Install concrete kerbing and carpark area only DUP Cont.	R969 3594	Commenced	
2020/2021 Budget Works	Job No	Status	Comments
<u>OTHER WORKS - Depots/Ovals/Parks/Gardens etc</u>			

Northampton - Oval renovation Undertake Verti mowing	F016	COMPLETE	
Northampton Tip Site Turn Contamination site - 2 actions per year	3854/08		first turn January 2021
Northampton Cemetery Site - Memorial Tree area Stage 2 - Shelter and Paving to south	4422/08		Works commenced
Northampton - Oval Fertiliser pump Install pump system to existing infrastructure	F016		
Kalbarri - Oval Renovation Undertake Verti Drain	F003	COMPLETE	
Kalbarri Oval and Foreshore - 3 x Fertiliser Pumps Install pump system/s to existing infrastructure.	F001 F003		
Kalbarri - Eco Flora Borefield Replace bore No 1 - Pump and Motor.	5282/08	COMPLETE	Works awarded
Kalbarri - Post Office Area Install planter boxes to road closure area at Post Office.	4992/02	COMPLETE	
Kalbarri - Foreshore Tree lopping to 4 x large foreshore trees	F001	COMPLETE	
Horrocks - Killy Street Stormwater sump - Replace existing and install new fence.	T379	COMPLETE	
Horrocks - Jetty Repairs to lower platform and solar light poles x 2	4972/08	COMPLETE	
Horrocks - Memorial Wall Install Concrete DUP around memorial to exist DUP	4972/08	COMPLETE	
Binnu Tip Site Establish new site/trenches	3858/08		Works identified. Dozer to undertake when next in area.
Cont.			
2020/2021 Budget Works	Job No	Status	Comments
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (6 wheeler)	4214/99	COMPLETE	Delivered July 2020 - Carry over from 2019/2020

Purchase new - trade/sell existing P228 Truck			
Northampton - New Truck Trailer Purchase new - trade/sell existing P262 (NR9376) Trailer	4214/99	COMPLETE	Delivered July 2020 - Carry over from 2019/2020
Northampton - New Tractor Purchase new - existing P159 to Kalbarri Golf Course	4214/99		Replacement deferred pending Corporate Business Plan Review
Northampton - New Maintenance Truck Purchase New - trade/sell P234	4214/99		Works awarded -Purcher International - delivery March 2021
Northampton - Manager of Works and Technical Service Purchase New - trade/sell P277	4224/99	COMPLETE	Outstanding components to be completed
Northampton - Load Covers 4 x Trucks, 3 x Trailers Install and fit Load Covers	4214/99		Works awarded - Dtrans/BRE - Progressive supply and install - 2 x complete
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Set of hand held 2-way radios	7362/02		
Northampton - Tip site generator		COMPLETE	
Northampton - Chainsaw small	7362/02		
Northampton Gardeners - New tipping trailer	4214/99	COMPLETE	
Northampton - 3 x Impact Wrench - Graders	7362/02	COMPLETE	
Northampton - 3 x Depot Office Desks.	T456	COMPLETE	
Kalbarri - Manual push fertiliser spreader	7362/02	COMPLETE	
Kalbarri - 1 x Rechargeable Rotary Hammer Drill	7362/02	COMPLETE	
Kalbarri - 1 x Whipper Snipper	7362/02	COMPLETE	

Manager of Works & Technical Services

NB
12-1-3

07 OCT 2020

ITEM No:	7.1.2
DATE	19/2

Dear Neil

I am writing this letter hoping that you will consider are requests.

Chris & I would like to address the speed limit past our place of 110km/hr.

In our opinion it is too fast. Traffic comes from out east along Harvey road and they are flying.

They come out past the High School and take off again.

Chris was coming out of our gate just the other day and a motorbike came flying around the corner and over the rise and almost ploughed into Chris.

If this isn't for you to decide can you please forward it on to who is responsible.

Also signage for KANGAROOS would be a great safety addition to the road as it is where the kangaroos cross the road.

We do hope these requests can be fulfilled.

Kind Regards



Sue & Chris Graham

5/10/2020

PO BOX 271 NORTHAMPTON



[Handwritten signature]

HARVEY ROAD

ITEM No:	DATE
7.1.2	19/2

HEALTH AND BUILDING REPORT CONTENTS

7.2.1	BUILDING STATISTICS FOR THE MONTH OF DECEMBER 2020	2
	BUILDING STATISTICS FOR THE MONTH OF JANUARY 2021	5

7.2.1	INFORMATION ITEM: BUILDING STATISTICS
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DATE OF REPORT:	12th February 2021
RESPONSIBLE OFFICER:	Wendy Dallywater – Environmental Health Officer

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for December 2020 and January 2021.

OFFICER RECOMMENDATION – ITEM 7.2.1
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For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - DECEMBER 2020														
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials			Area m2	Value	Fees			
						1. Floor	2. Wall	3. Roof			1. App Fee	2. BCITF	3. BRB	4. Other
01/12/2020	1861	M & K Stone PO Box 604 NORTHAMPTON	Owner/Builder	30 (Lot 14) Fifth Avenue NORTHAMPTON	T/F verandah and boundary retaining wall	1. Paving	2. n/a	3. Zinc	137	\$8,000	1. \$105.00	2. \$0.00	3. \$0.00	4. \$15.00
01/12/2020	1872	R Johnson PO Box 100 NORTHAMPTON	Owner/Builder	Lot 52 Angle Street ISSEKA	Single Storey, S/F, Colorbond clad dwelling	1. Steel	2. C/Bond	3. C/Bond	169	\$253,800	1. \$812.16	2. \$507.60	3. \$347.71	4. \$118.00
02/12/2020	1876	G Mitchell, L Sale & A Griffiths U2/67 Preston St COMO	I Cherry PO Box 1131 GERALDTON	Lot 34 Second Ave HORROCKS	Demolition	1. n/a	2. n/a	3. n/a	179	\$7,631	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
02/12/2020	1877	G Mitchell, L Sale & A Griffiths U2/67 Preston St COMO	I Cherry PO Box 1131 GERALDTON	Lot 34 Second Ave HORROCKS	Fix C/Bond & Hardie Cladding, replace window	1. Concrete	2. Hardie	3. C/Bond	91	\$8,804	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
02/12/2020	1873	B Rourke 7 Bayview Vista BALLAJURA	Simple Life Projects PO Box 147 KALBARRI	2 (Lot 11) Hibertia Road KALBARRI	D/Brick, C/Bond Roof Dwelling	1. Concrete	2. Brick	3. C/Bond	183	\$328,000	1. \$1049.60	2. \$656.00	3. \$449.36	4. \$500.00
02/12/2020	1880	M Koenig U12/116 Nanda Drive KALBARRI	Reker Homes PO Box 634 KALBARRI	16 (Lot 138) Centrolopi Circuit KALBARRI	T/F C/Bond clad dwelling	1. Concrete	2. C/Bond	3. C/Bond	277	\$230,000	1. \$437.00	2. \$460.00	3. \$315.10	4. \$500.00
03/12/2020	1879	R Martin PO Box 429 NORTHAMPTON	Simple Life Projects PO Box 147 KALBARRI	109 (Lot 288) Stiles Road KALBARRI	S/F Hebel Board and C/Bond dwelling	1. Concrete	2. Hebel	3. C/Bond	210	\$222,000	1. \$421.80	2. \$444.00	3. \$304.14	4. \$118.00

SHIRE OF NORTHAMPTON

HEALTH AND BUILDING REPORT – 19TH FEBRUARY 2021

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials			Area m2	Value	Fees			
						1. Floor	2. Wall	3. Roof			1. App Fee	2. BCITF	3. BRB	4. Other
08/12/2020	1883	J McAtee PO Box 92 KALBARRI	Simple Life Projects PO Box 147 KALBARRI	56 (Lot 8) Gantheaume Cres KALBARRI	T/F dwelling and Double Garage	1. Concrete	2. Hardie	3. C/Bond	117	\$190,000	1. \$608.00	2. \$380.00	3. \$260.30	4. \$500.00
08/12/2020	1882	T McKenzie PO Box 149 NORTHAMPTON	Shoreline Outdoor World PO Box 3223 BLUFF POINT	27 (Lot 611) Bateman Street NORTHAMPTON	S/F C/Bond Roof Patio	1. Concrete	2. n/a	3. C/Bond	19	\$3,059	1. \$105.00	2. \$0.00	3. \$61.65	4. \$20.00
09/12/2020	1885	Summerstar Parks 8 Mallion St EMBLETON	Holtro Group Pty Ltd PO Box 4 BASSENDEAN	399 (Lot 10646) Red Bluff Road KALBARRI	14 x Steel/Timber framed Hardie clad en-suites	1. Steel	2. Hardie	3. C/Bond	88	\$300,000	1. \$570.00	2. \$0.00	3. \$411.00	4. \$46.00
09/12/2020	1878	G Morphett & S Ward PO Box 91 CUE	Redink Homes Midwest PO Box 85 GERALDTON	18 (Lot 82) Fourth Avenue NORTHAMPTON	D/Brick, C/Bond roof clad with d/garage	1. Concrete	2. Brick	3. C/Bond	348	\$371,137	1. \$705.16	2. \$742.27	3. \$508.46	4. \$500.00
10/12/2020	1886	D Africh 478b Cambridge St WEMBLEY	Owner/Builder	1 (Lot 3) Salamit Place KALBARRI	D/Brick Dwelling	1. Concrete	2. Brick	3. C/Bond	125	\$150,000	1. \$480.00	2. \$0.00	3. \$205.50	4. \$545.00
10/12/2020	1888	S Lindon PO Box 2304 GERALDTON	Geraldton Carpentry 17 Simpson St BERESFORD	295 (Lot 20) Hampton Road NORTHAMPTON	Demolition	1. n/a	2. n/a	3. C/Bond	195	\$2,000	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
10/12/2020	1889	S Lindon PO Box 2304 GERALDTON	Geraldton Carpentry 17 Simpson St BERESFORD	295 (Lot 20) Hampton Road NORTHAMPTON	C/Bond Roof	1. n/a	2. n/a	3. C/Bond	195	\$15,500	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
15/12/2020	1847	D Rhodes PO Box 399 KALBARRI	Simple Life Projects PO Box 147 KALBARRI	8 (Lot 95) Mortimer St KALBARRI	T/F Additions	1. Concrete	2. V/Board	3. C/Bond	60	\$50,000	1. \$160.00	2. \$100.00	3. \$68.50	4. \$0.00
16/12/2020	1867	A & W Mole 7 Cornell Place KALBARRI	Owner/Builder	7 (Lot 302) Cornell Place KALBARRI	Metal Framed Open Carport	1. Concrete	2. n/a	3. C/Bond	20	\$7,500	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	1. Floor	Area m2	Value	1. App Fee
						2. Wall			2. BCITF
						3. Roof			3. BRB
									4. Other
16/12/2020	1820A	DLLE Inv P/L 285 Leyland Close BEECHINA	Simple Life Projects PO Box 147 KALBARRI	Lot 10113 Yerina Springs Road YALLABATHARRA	S/F Metal clad workshop with internal bathroom	1. Concrete 2. Metal 3. Metal	162	\$50,000	1. \$160.00 2. \$100.00 3. \$68.50 4. \$118.00
17/12/2020	BEECHINA	B Rebola 12 Hillside Crescent MAYLANDS	Coral Coast Homes PO Box 5261 WONTHELLA	24 (Lot 12) Mitchell Street HORROCKS	T/F verandah and deck Solarspan Roof	1. Timber 2. n/a 3. C/Bond	75	\$45,000	1. \$144.00 2. \$0.00 3. \$61.65 4. \$16.00
21/12/2020	1893	C Eley PO Box 54 KALBARRI	Simple Life Projects PO Box 147 KALBARRI	14 (Lot 11) Clotworthy Street KALBARRI	T/F c/Bond clad dwelling & ancillary accommodation	1. Concrete 2. Hardie 3. C/Bond	302	\$292,000	1. \$554.80 2. \$584.00 3. \$400.00 4. \$65.00
21/12/2020	1892	A Mawer 9 Ashton Place LEEMING	G Turner PO Box 396 KALBARRI	13 (Lot 957) Gliddon Ave KALBARRI	T/F Patio	1. Paving 2. n/a 3. C/Bond	24	\$6,160	1. \$342.00 2. \$360.00 3. \$246.60 4. \$500.00
23/12/2020	1851	G & P McCallum-Rowe PO Box 257 KALBARRI	Owner/Builder	4 (Lot 2) Jaques Boulevard KALBARRI	Limestone Retaining Walls	1. n/a 2. n/a 3. n/a	n/a	\$17,000	1. \$105.00 2. \$0.00 3. \$61.65 4. \$500.00

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - JANUARY 2021														
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials			Area m2	Value	Fees			
						1. Floor	2. Wall	3. Roof			1. App Fee	2. BCITF	3. BRB	4. Other
08/01/2021	1884	E & J McClintock PO Box 31 KALBARRI	Owner/Builder	4043 (Lot 11) George Grey Drive YALLABATHARRA	Shed Extension	1. Concrete	2. Zinc	3. Zinc	95	\$19,500	1. \$105.00	2. \$61.65	3. \$0.00	4. \$10.00
11/01/2021	1895	EA & AW Donovan PO Box 880 JURIEN BAY	Champion Sheds & Steel U/19 Box St WEBBERTON	26 (Lot 63) Sheehan Lane BOWES	Storage Shed	1. Concrete	2. C/Bond	3. C/Bond	72	\$14,000	1. \$105.00	2. \$61.65	3. \$0.00	4. \$24.00
27/01/2021	1890	Reg & Carol Teakle PO Box 3 NORTHAMPTON	Simple Life Projects PO Box 147 KALBARRI	14 (Lot 486) Harvey Place KALBARRI	Boatport	1. Concrete	2.	3. C/Bond	25	\$6,500	1. \$105.00	2. \$0.00	3. \$61.65	4. \$0.00
27/01/2021	1899	Sheree Howe PO Box 148 KALBARRI	Western Building L1/826 Albany Hwy E Vic Park	24 (Lot 648) Gallant Close KALBARRI	Storm Damage	1.	2.	3. C/Bond		\$198,002	1. \$376.20	2. \$0.00	3. \$271.26	4. \$64.00

TOWN PLANNING CONTENTS

7.3.1	REQUEST FOR FEE REDUCTION - AMENDMENT TO DEVELOPMENT APPROVAL - CARAVAN & CHALET PARK, OFFICE & CARETAKER'S DWELLING – LOT 10646 (NO. 399) RED BLUFF ROAD, KALBARRI	2
7.3.2	SUMMARY OF PLANNING INFORMATION ITEMS	11

7.3.1 REQUEST FOR FEE REDUCTION - AMENDMENT TO DEVELOPMENT APPROVAL - CARAVAN & CHALET PARK, OFFICE & CARETAKER'S DWELLING – LOT 10646 (NO. 399) RED BLUFF ROAD, KALBARRI

LOCATION:	Lot 10646 (No. 399) Red Bluff Road, Kalbarri
FILE REFERENCE:	10.6.1.3
DATE OF REPORT:	8 February 2021
APPLICANT:	Halsall & Associates
OWNER:	Summerstar Pty Ltd
REPORTING OFFICER:	Michelle Allen – Planning Officer
RESPONSIBLE OFFICER;	Garry Keeffe – Chief Executive Officer
APPENDICES:	
1.	Correspondence from Halsall & Associates, 2 February 2021
2.	Application Letter (November 2020 Amendment)
3.	Site Plan (November 2020 Amendment)

AUTHORITY / DISCRETION:

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

SUMMARY:

A request has been received by the Applicant, Halsall and Associates, on behalf of the landowner, Mr John Layman, for Council to consider a fee reduction of the planning application (amendment) fee paid on 12 November 2020, in light of the planning fees paid to date, and also that the proposed amendments to the plan do not comprise significant changes.

Council is therefore requested to consider the Applicant's request for a planning fee reduction.

BACKGROUND:

A fee reduction request has been received from Halsall and Associates, with regard to the planning application fee paid in relation to the most recent amendment approved on 19 November 2020 and made to Development Application 2016-054. The Applicant's full request is included as **Appendix 1** to this report.

In summary, the Applicant has stated that the modifications are of a minor nature, and are in response to again encountering rock on the site and that the fee was calculated on the overall cost of the development which was not the subject of the application.

In consideration of the Applicant's request, the additional information is provided:

Planning fee amounts paid to date by the landowner

The original planning fee of **\$10,633**, associated with the initial planning application (paid November 2016).

An application fee to amend that initial approval to the amount of **\$7,017.78**, which allowed the inclusion of a number of campsite ensuites and some other site plan modifications (paid April 2018).

A further planning fee of **\$147**, to allow the temporary placement of three accommodation units and two ensuites to provide suitable amenities for site workers (paid July 2018).

A further planning fee of **\$147**, to allow a temporary office to be sited at the Park after the original office complex was burnt down, prior to a new Manager's Residence being constructed (paid August 2018).

An application fee to amend the approval was made to Council at their meeting of 20 September 2019 with an application fee being paid for the amount of **\$7,017** (paid September 2019), to allow the construction of the Manager's Residence and accommodate a number of other changes. This fee, whilst having already been paid, was the subject of a fee reduction request made to Council at their meeting on 20 September 2019. Council reconsidered the application fee of \$7,017 and reduced the fee to \$2,017 and paid refund amount of \$5,000. The \$7,017 fee was calculated in accordance with the Shire of Northampton's Statutory Fees and Charges Schedule, 2/3 the cost of the original development application.

No planning application fee was charged or received in relation to the proposed extension of time approval sought on 25 September 2019 to site the temporary accommodation units and ensuites as per Agenda Item 7.3.2 of Council's 20 September 2019 meeting. The fee calculated would normally be a fee of \$98 (being 2/3 of the original \$147 application fee).

In November 2020 an application fee to amend the approval (Development Application 2016-053) was calculated in accordance with the Shire of Northampton's Statutory Fees and Charges Schedule being 2/3 the cost of the original development application. The amount of **\$7,017**, was paid to amend the application which sought amendments as follows:

- A redesign of the western ablution building to remove ablutions and develop the space as a camp kitchen;

- Change of height of the ablution structure from 3.016 metres to 3.719 metres together with alterations to door and window openings;
- Redesign of campsite areas and to the number of campsites from 20 sites to 14 sites;
- Relocation of the toddler swimming pool;
- Inclusion of individual ablution facilities to 14 campsites;
- Inclusion of additional recreation areas that included a sunset viewing area, lawn area, two barbecue areas and a nature play area; and
- Relocation of the boat and trailer parking area.

In considering the proposed changes sought in the latest amendment to the approval granted in November 2020, the changes were considered to be substantial and not minor amendments. Whilst some of the amendments proposed were in response to encountering rock on the site, it is noted for Council information that the amendment also comprised new items of built infrastructure, being ablution facilities to 14 campsites and the subsequent redesign of the ablution building to a camp kitchen. Amendments associated with the provision of individual ablutions to campsites was sought in response to the applicant's desire to meet potential market demand and provide a high end offering and unique point of difference to patrons. Relocation of the toddler pool was proposed due to the difficulty associated with providing shade and the impact of the northerly sun.

The total planning fees that have been paid by the Applicant to date, therefore total **\$31,978.78**. Should the Applicant's request to refund the fee in full be supported by Council, this amount paid would be reduced to **\$24,961.78**.

It is further noted for Council information, that an updated 'cost of development' figure has not been sought by Shire Officers or provided by the Applicant since approval was granted in 2016. Subsequent amendments have been approved to include major modifications and comprising items of new built infrastructure that now form part of the development. The original application fee of \$10,633 was calculated for a proposed development of \$4,500,000.

VOTING REQUIREMENT:

Absolute Majority Required: Yes.

COMMENT/CONCLUSION:

It is recognised that the landowner has paid substantial fees in relation to the proposed Red Bluff Caravan Park Development, and it is requested that Council consider the request of the Applicant to reconsider the application fee in relation to the latest amendment.

RECOMMENDATION – ITEM 7.3.1

For Council consideration.

APPENDIX 1 – CORRESPONDENCE RECEIVED FROM THE APPLICANT (2 FEBRUARY 2021)

Dear Garry

FEES FOR RECENT MODIFICATION TO PLANNING APPROVAL – 399 RED BLUFF BEACH ROAD, KALBARRI – RED BLUFF CARAVAN PARK (SUMMERSTAR PTY LTD)

I hope all is well in the Midwest and its good you guys have avoided this lockdown. Hopefully it will all pass without too much trouble.

As you are aware, we recently lodged an application with the Shire to make some minor modifications to the caravan park in the western parts again due to the fact that rock had been encountered in the installation of works including minor modifications to the swimming pool and camping grounds in this area. The assistance of the Shire was welcomed and very efficient with approval issued in a good timeframe.

This application resulted in the request for an application fee of \$7,017. This fee was obviously based on the overall cost of the development which was not the subject of the application. The application only related to a small section of the development which would have not resulted in a fee calculation of \$7,017. A fee of \$7,017 based on the Shire's fee schedule would be for assessment of an application to the value of just under \$2,500,000 which is not what was the subject of the application.

Our client is aggrieved by the significance of this application fee because it seems excessive given the nature of the application and the Shire's fee schedule. Our client has therefore requested us to ask the Shire to respectfully reconsider this application fee given the nature of the application and the fact the development application did not relate to the entire site only an adjustment to a small section of it. The stamped plans attached to the approval (see blue bubbled area) show the section of the park affected. Development was already approved in this area. The modified section of the park /proposal involved:

- reduction of 6 campsites
- conversion of ablution to laundry/disabled facility/camp kitchen/ undercover area
- introduction of ensuites for the adjusted and reduced number of sites
- 2 covered bbq's and recreation area
- adjustment to pool design including toddler section and shade sail

The above adjustments are not major and compared to developed previously approved in the same area, very similar for that particular area both physically and in cost.

We note Shire officers do undertake hard work to assess and process applications and this is reasonable however this application fee is significant relative to the scale and nature of the application and our client requests reconsideration of this fee and reimbursement as reasonable. We consider this request seems fair under the circumstances. Please feel free to discuss with us or John Layman if need be.

We appreciate consideration of this request.

Warm regards from lockdown !

Marc

Enc. Invoice for application fee.

Stamped plans



Halsall & Associates Margaret River, Bunbury & Geraldton

Town Planning Consultants

Marc Halsall
0428 222 323
marc@halsall.net.au www.halsall.net.au

Rural & Urban Subdivisions
Development Applications
Structure Planning
Tourism Projects
Re-zonings
Drafting

The business card features a blue header with the company name and location. Below this, the text is arranged in a light blue box with a white background. The bottom of the card has a green and white illustration of a coastal landscape with trees and a path.



APPENDIX 2 – APPLICATION LETTER (NOVEMBER 2020 AMENDMENT)

Halsall & Associates

Town Planning Consultants

The Shire of Northampton
Gary Keeffe
Chief Executive Officer
PO Box 61
NORTHAMPTON WA 6258
21 October 2020

Phone: 9758 8676
Email: admin@halsall.net.au
Web: www.halsall.net.au
Postal: PO Box 29, Margaret River, WA 6285
Head Office: Suite 1, 23 Fearn Avenue, Margaret River

Halsall and Associates Pty Ltd ACN 128 966 389 ATF
Halsall and Associates Trust ABN 56 677 081 593

Dear Sir

PROPOSED MINOR ADJUSTMENTS TO DEVELOPMENT APPROVAL RED BLUFF CARAVAN PARK LOT 10646 RED BLUFF BEACH ROAD KALBARRI

As you would be aware, the development of the Red Bluff Caravan Park is well underway and approaching completion. As development has been occurring, constraints and opportunities have been determined as a result of site characteristics. The development of the park has encountered the occurrence of rock and this has obviously created some challenges which needed to be responded to. Various minor adjustments have been approved by the Shire accordingly. Our clients appreciate the Shire's assistance in responding to some of these problems and further adjustments are now proposed again as a result of the occurrence of rock but also in response to the experiences on site with market enquiry but also provision of needed facilities.

Further to previous changes, Summerstar Pty Ltd wish to amend the approval plans again slightly particularly with respect to the following:

1. The previously approved plan indicated central ablution facilities on the western boundary of the site to support 20 camp sites in the western part of the site. The north western part of the site has become problematic due to the occurrence of rock for the installation of a 6m one way road and 8 camp sites at this location and as such this area is now proposed to be developed principally for recreation area recognising that the installation of a road and servicing will be difficult. This has reduced the number of sites slightly with 14 camp sites now proposed in a different configuration on the north south road alignment. This has resulted in a consideration of rather than providing an ablution facility for this number of sites that each site be provided with an ensuite which are proving to be very attractive to the market. This would mean that a large number of ensuite sites would be provided as a high end offering and unique point of difference for the caravan park.
2. In response to point 1 above, the central western ablution building has been modified so that it now simply provides laundry, disabled access facilities, camp kitchen and undercover area with drying facilities. Given the area required for such amenities in the west, an alteration to the number of sites has been made and the sites are slightly larger to accommodate ensuites but also the boat storage and parking has been moved from the western boundary to the east side opposite and camp sites adjusted accordingly.
3. A further alteration proposed is obviously the landscaped recreation area in the north west of the site entitled "Sunset Viewing" which provides for two covered barbeque areas, recreation facilities and lawns recognising the difficulties of rock beneath. This will present as an attractive area from Red Bluff Beach Road in any case and whilst there is a minor redirection

in available campsites, the types of campsites provided are high quality and will be an asset to the Shire and obviously Red Bluff Beach Caravan Park. A further adjustment is within the pool where there was a toddler swimming area proposed on the inside corner of the pool. It has become apparent that this would be difficult to shade given its location and the northerly sun and so a slightly smaller and separate toddler pool is proposed immediately east of the main pool and this will be provided with a shade sail cover so that babies and toddlers will be protected from the sun. This is a very minor adjustment and one that will provide more comfort for guests.

4. Within the recreation area a nature play area has been provided again to support families visiting the site.

The above minor changes to the Caravan Park are therefore seen to be improvements responding to the occurrence of rock still in compliance with the Caravan and Camping Regulations and the overall intent for the site. This will provide for completion of development in this location and the overall objectives for the site to be a high quality tourist and caravan park will be achieved.

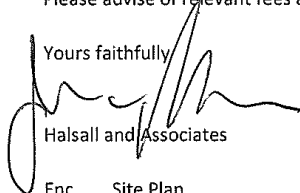
We respectfully request Council's consideration of these minor adjustments to the Park and once again thank Council for its assistance in dealing with such proposals.

Should there be any queries whatsoever regarding this minor adjustment, please do not hesitate to contact Marc Halsall of this office.

Please find enclosed plans of the ensuites the subject of this adjustment along with the varied ablution/camp kitchen building and covers for the barbeque areas in the north west.

Please advise of relevant fees and our client will pay these directly.

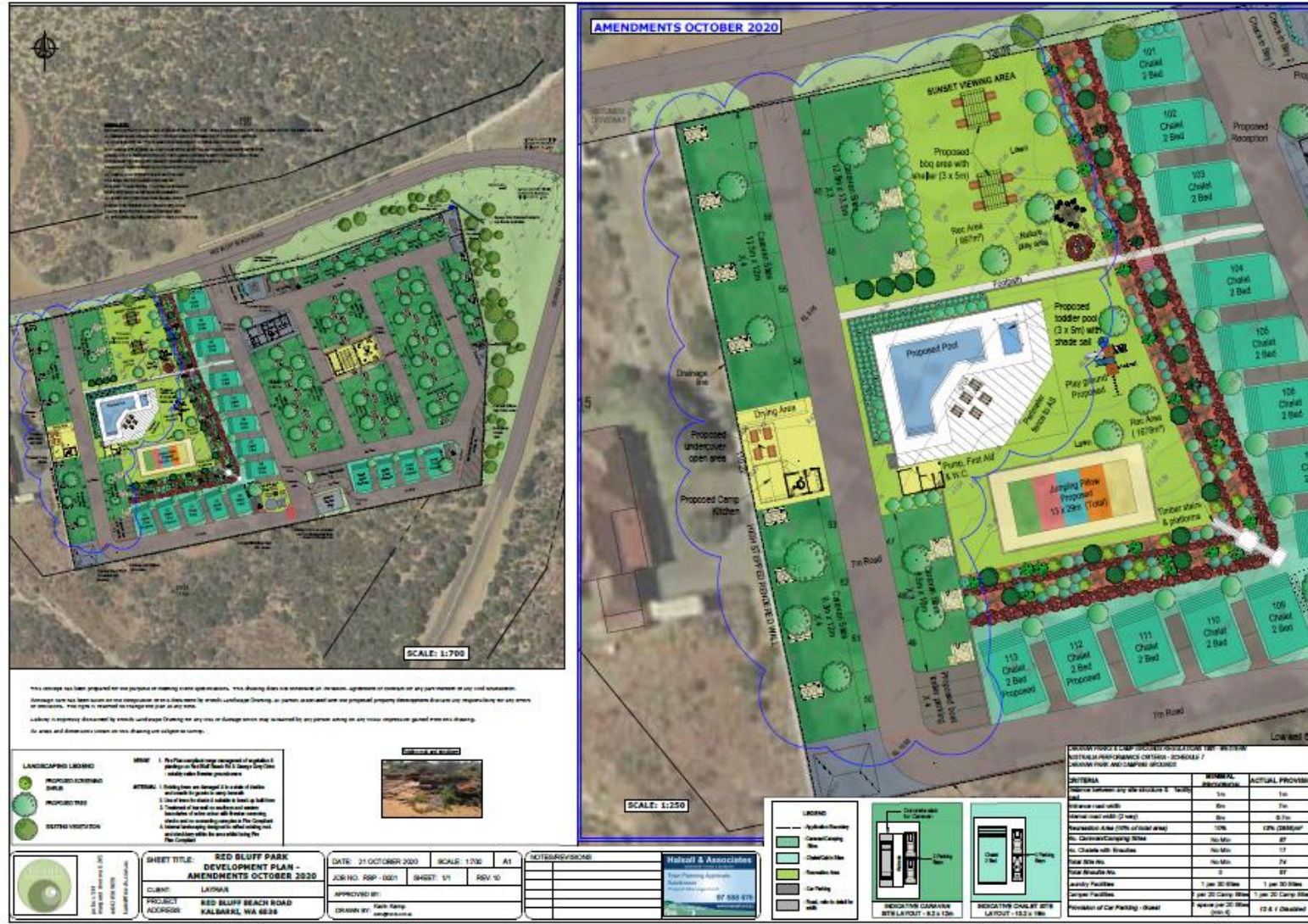
Yours faithfully



Halsall and Associates

Enc. Site Plan
Floor Plans
Elevations
Application Form

APPENDIX 3 – SITE PLAN (NOVEMBER 2020 AMENDMENT)



7.3.2 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 10 February 2021
REPORTING OFFICER: Michelle Allen – Planning Officer

COMMENT:

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

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
001	EJ & JA McClintock	LOT 11 (NO. 4043) GEORGE GREY DRIVE, YALLABATHARRA	OUTBUILDING EXTENSION – SECONDHAND MATERIALS	4 January 2021
002	AW & EA Donovan	NO 27 SHEEHAN LANE, BOWES	OUTBUILDING	4 January 2021
003 (Cancelled)	Eco Building & Design (J Willmott)	LOT 216 (NO. 33) STOKES STREET, HORROCKS	SINGLE HOUSE – R-CODE VARIATION	4 January 2021
004	J Teakle	LOT 486 (NO. 17) HARVEY PLACE, KALBARRI	CARPORT WITH R-CODE VARIATIONS	8 January 2021
005	JW & BA Reker	LOT 19 (NO. 3) GOODENIA WAY, KALBARRI	SINGLE DWELLING, OUTBUILDING AND FRONT FENCE – R-CODE VARIATION	8 January 2021
006	Stewart Urban Planning Pty Ltd (Spence)	LOT 297 (NO. 10) MALLARD STREET, KALBARRI	REPURPOSED DWELLING – ADDITIONS TO EXISTING HOUSE	21 January 2021
007	Midwest Planning Consulting (Crothers Bros)	43 (NO. 31) FIRST AVENUE, HORROCKS	EXTENSION TO GROUP DWELLING AND RETAINING WALL – R-CODE VARIATIONS	22 January 2021

008	Eco Building & Design (J Willmott)	LOT 216 (NO. 33) STOKES STREET, HORROCKS	SINGLE HOUSE AND SERVICE PIT R-CODE VARIATION	29 January 2021
009	PK, JE & GS Avery	LOT 156 (No. 76) STEPHEN STREET, NORTHAMPTON	TEMPORARY SHIPPING CONTAINER	27 January 2021
010	J F Ash	LOT 93 (NO. 6) MITCHELL STREET, HORROCKS	ADDITIONS – SINGLE HOUSE (R-CODE VARIATIONS)	1 February 2021
011	TJ & BL Smith	LOT 110 (NO. 9) LYNTON AVENUE, PORT GREGORY	SINGLE DWELLING	4 February 2021
012	Shoreline Outdoor World	LOT 452 (NO. 67) MARY STREET, NORTHAMPTON	OUTBUILDING (CONTAINERS FOR CHANGE)	5 February 2021

OFFICER RECOMMENDATION – ITEM 7.3.2

For Council Information

**LATE ITEM - TOWN PLANNING REPORT
FEBRUARY 2021**

7.3.3 PROPOSED TOURIST DEVELOPMENT - TWO BEDROOM CHALETS (4) AND SHORT STAY
ACCOMMODATION TENTS WITH ENSUITES (11) – LOT 830 (NO. 14) BRIDGEMAN
ROAD, KALBARRI 2

7.3.1 PROPOSED TOURIST DEVELOPMENT - TWO BEDROOM CHALETs (4) AND SHORT STAY ACCOMMODATION TENTS WITH ENSUITES (11) – LOT 830 (NO. 14) BRIDGEMAN ROAD, KALBARRI

LOCATION: Lot 830 (No. 14) Bridgeman Road, Kalbarri
FILE REFERENCE: 10.6.1.3 / A138
APPLICANT: K Kelly
OWNER: K Kelly
DATE OF REPORT: 10 February 2021
REPORTING OFFICER: Michelle Allen – Planning Officer
RESPONSIBLE OFFICER: Hayley Williams – Consultant Planner

APPENDICES:

1. Site Plan – Tourist Development (V3 – 2 February 2021)
2. Application – V3, February 2021
3. Site and floor plans – Chalets
4. Site and floor plans - Tents
5. Waste Water / Effluent Disposal Plans
6. Soil Permeability Test
7. Schedule of Submissions

AUTHORITY / DISCRETION:

Quasi-Judicial

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

SUMMARY:

The Shire is in receipt of an application to construct a ‘Tourist Development’ consisting of four (4) two-bedroom chalets and eleven (11) short stay accommodation tents with ensuites on Lot 830 (No. 14) Bridgeman Road, Kalbarri. The development is proposed to be undertaken in conjunction with existing land uses on the lot known as ‘Rainbow Jungle’. Council consideration is required given a number of objections were received during the public advertising period and limited supporting documentation has been provided to demonstrate site capability for both water supply and onsite effluent disposal. This report recommends Council advise the Applicant that it is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matters of onsite effluent disposal and water supply to be further examined and approved by the relevant authorities.

LOCALITY PLANS:

Figure 1 – Location Plan – Lot 830 (No. 14) Bridgeman Road, Kalbarri

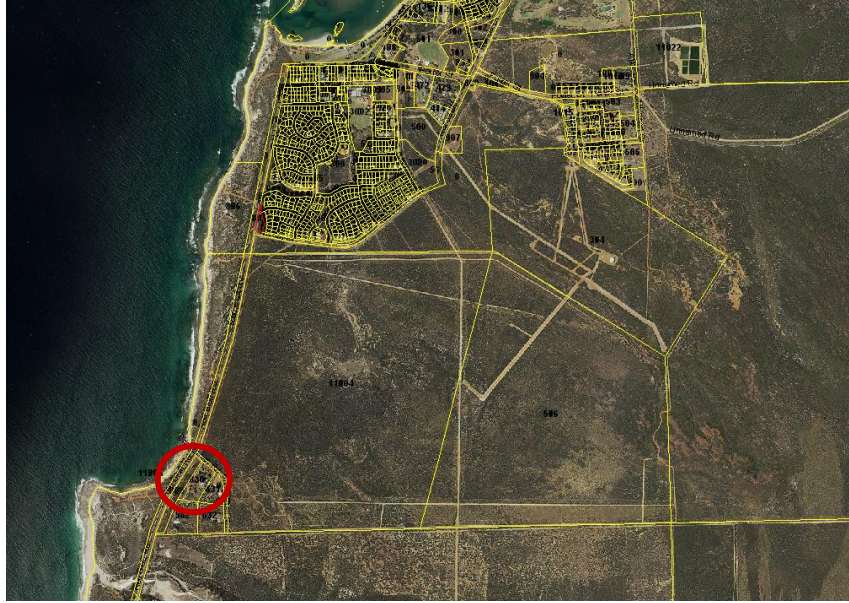


Figure 2 - Site Plan – Lot 830 (No. 14) Bridgeman Road, Kalbarri



BACKGROUND:

A number of Development Approvals exist over Lot 830 Bridgeman Road, Kalbarri, including the “Outdoor Cinema”, “Reception Centre”, “Gift Shop”, “Private Recreation – Laser Skirmish”, “Public Amusement – Maze”, “Commercial Kitchen” and “Caretaker’s Dwelling. These uses are considered to fall within the objectives and requirements of the Tourist Development zone. **Figure 1** provides a Location Plan and **Figure 2** provides a Site Plan for the subject property

The landowner is proposing to develop accommodation in the form of four (4) two-bedroom chalets (transportable self-contained units) and eleven (11) short stay accommodation tents with ensuites. A copy of the Site Plan is included in **Appendix 1** together with a copy of the Application in **Appendix 2** and site and elevation plans for the Chalets in **Appendix 3**. Photographs of the proposed chalet buildings are included in the Application document, Figure 10, page 12.

The chalets are detailed in the application as being *‘refurbished by the company of purchase to a level that they appear brand new having been repainted or repaired to a new standard’*.

The proposed tents are to be sited closest to the western side boundary and the transportable accommodation units are to be located in the south-eastern corner of the lot. The following setbacks apply:

Tents

Front (internal boundary) -	65m
Side (adjoining lot W) -	13m
Side (adjoining lot E) -	85m
Rear (adjoining lot S) -	225m

Chalets

Front (internal boundary) -	235m
Side (adjoining lot W) -	90m
Side (adjoining lot E) -	9m
Rear (adjoining lot S) -	15m

The applicant proposes to use colorbond steel for the wall and roof cladding, which will be creams, browns and grey (Classic Cream and Shale Grey) in colour. According to the detailed chalet plans, provided at **Appendix 3**, a 2.5 metre wide

timber verandah and decking will be constructed on the front of each chalet to provide an outdoor living area. Each rectangular chalet building is proposed to be 5.7 metres wide by 12 metres long having a total area of 68.4m² which differs to the measurements tabled within the application document. The chalet roof is proposed to have a 3° pitch and the verandah roof is proposed to have a 5° pitch. Each chalet is fully self-contained with two bedrooms, bathroom, kitchen, dining, lounge and alfresco area.

The short stay accommodation tents are constructed as a permanent fixture for the site and incorporate an ensuite toilet and shower. The tents are proposed to have an occupancy of 4 persons.

Overall, the proposed development would cater for a maximum occupancy of 68 persons.

The proposed development includes a carparking area in the north eastern portion of the lot, with an additional 28 bays to be constructed in this location. The application does not provide for direct access or parking of vehicles adjacent to the proposed accommodation.

The Proposal:

In consideration of the application the following information is provided:

Lot Size	3.0113 hectares / 30,113m ²
Existing Development	Tourist Development, Commercial Kitchen, Private Recreation, Reception Centre, Shop, Storage Shed, Public Amusement – Bird Park, Maze, Outdoor Cinema and Caretaker’s Dwelling.
Existing Services	Power & Phone
Access & Frontage	Bridgeman Road
Topography	Flat
Vegetation	Established vegetation
Surrounding Land Uses	Tourist Development, Special Use, Rural, and Parks and Recreation

COMMUNITY & GOVERNMENT CONSULTATION:

The proposed development was referred to three adjoining landowners and the following government departments:

- Department of Health;

- Department of Fire and Emergency Services;
- Department of Biodiversity, Conservation and Attractions;
- Department of Water and Environment Regulation; and
- Department of Planning Lands and Heritage (State Lands).

Three landowners responded with one landowner raising no objection and receipt of one submission was after closure of advertising. One landowner stated they were indifferent to the proposal but raised five (5) concerns and one landowner objected to the development. The main objections and points of concern raised are as follows:

- Visual amenity impacts of proposed transportable accommodation units;
- Inadequate information concerning water supply capability for the intensification of development (68 additional people) and existing development;
- Concerns about ground water depletion;
- Concerns about the contamination of ground water supplies due to intensification of development and reliance on conventional septic systems;
- The proposed development does not include sustainable water cycle management such as reuse of waste water on gardens;
- Setbacks of the proposed development to meet compliance with bushfire regulations and maintenance of cleared areas on Lot 830 only;
- Consideration that the proposed development is not “Low Key Tourist Development” and that there should be a requirement to connect to reticulated sewerage;
- Insufficient car parking; and
- Informal use of access leg that traverses Unallocated Crown Land to service accommodation units and tents.

A Schedule of Submission has been provided as **Appendix 7** that identifies the respondents, the nature of their submissions, and provides individual comment and recommendations.

Copies of the submissions received can be provided to Councillors upon request.

FINANCIAL & BUDGET IMPLICATIONS:

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

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

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

Clause 3.1 of the Scheme lists sets out requirements for Special Use Zones as:

SPECIAL USE ZONES

3.1.1 Schedule 3 sets out -

- a) special use zones for specified land that are in addition to the zones in the zoning table; and
- b) the classes of special use that are permissible in that zone; and
- c) the conditions that apply in respect of the special uses.

3.1.2 A person must not use any land, or any structure or buildings on land, in a Special Use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

Note: Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.

The objectives of Special Use Zone 9 (SU9) are:

- (a) *To facilitate the co-ordinated redevelopment of the precinct for Mixed Use Tourism purposes to provide for the broad accommodation and recreational needs of visitors and the recreational needs of residents.*
- (b) *To facilitate shared vehicular and pedestrian access between access sites.*
- (c) *To facilitate shared parking between sites.*
- (d) *To facilitate the release of surplus land within the George Grey Drive road reserve for visitor and coach parking.*

Conditions

- (a) *To facilitate the co-ordinated redevelopment of the precinct for Mixed Use Tourism purposes to provide for the broad accommodation and recreational needs of visitors and the recreational needs of residents.*
- (b) *The minimum lot area within the precinct shall be 1 ha.*
- (c) *In considering any development application, the local government is to have regard to the appropriateness of the uses proposed, the provision made for integration and sharing of vehicular access and parking with adjacent sites and pedestrian connectivity with adjacent sites;*
- (d) *The local government shall not permit more than two access points to George Grey Drive for the whole of the precinct. Such access points shall be positioned to benefit the whole of the precinct and shall be linked to facilitate two way access to George Grey Drive from the western portions of the precinct.*
- (e) *The local government shall require a minimum 6 metre wide public road along the western boundaries of and within lots 582 and 830 George Grey Drive.*
- (f) *In determining the extent of surplus land within the George Grey Drive road reserve forward of the precinct, the local government shall maintain a minimum vegetated buffer along George Grey Drive of 10 metres.*
- (g) *Except as otherwise approved by the local government and Department of Health in the case of low key tourist developments, all development shall be connected to reticulated sewer and water supply.*
- (h) *The cost of providing reticulated sewer and water supply to the lots within the precinct shall be borne by the owners and the costs shared pro-rata between the owners based on the area of each lot in accordance with a Development Contributions Plan.*
- (i) *The local government may enter into agreements with owners and applicants to facilitate the co-ordinated development of the precinct.*

Provisions of Special Use Zone 9 (SU9) list a “Tourist Development” as a “D” use which means that the use is not permitted unless the local government has exercised its discretion by granting development approval. There are four landholdings located within the SU9 zone in this location. The “D” uses listed are:

- Caravan Park
- Caretaker’s Dwelling
- Cinema / Theatre
- Educational Establishment
- Fast Food Outlet
- Holiday Accommodation
- Industry – Cottage
- Motel
- Recreation – Private
- Restaurant
- Serviced Apartment
- Shop
- Tourist Development

The definition of “tourist development” means a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide:-

- (a) short-term accommodation for guests; and
- (b) onsite facilities for the use of guests; and
- (c) facilities for the management of the development;

POLICY IMPLICATIONS:

*Local: Shire of Northampton Kalbarri Townsite Strategy
Shire of Northampton Local Planning Policy – Repurposed and Second-hand Dwellings
State Planning Policy 2.9 - Water Resources*

Kalbarri Townsite Strategy (2011)

The *Kalbarri Townsite Strategy* emphasises the importance of tourism to Kalbarri and states:

It is considered that Kalbarri’s long term security of visitors lies heavily in expanding and promoting the Intrastate family tourist market and, in particular, heightening the range of experiences and services available to families. This requires not only the provision of accommodation, attractions, and entertainment but, more importantly, the “packaging” of these into a “whole of family” (eg Club Med) experience where the parents have the opportunity to enjoy their holiday as much as the children.

The Kalbarri Townsite Strategy also makes the following recommendations for the areas adjacent to Lot 830 and it is considered that the proposed development accords with the tourism attraction function of this precinct.

PRECINCT	TOURIST PARK
Objective	<i>To provide for affordable, family based, future tourist accommodation requirements in the vicinity of Red Bluff, capitalising on available views to the coast and Wittecarra Creek.</i>
Planning Area	Use & Development Provisions
	<p>Family Tourist Park :</p> <p>Broad mix of affordable, short stay residential accommodation styles including caravan / camping, budget family cabins, chalets and villas.</p> <p>Open density. Two storey height limit.</p> <p>Require minimum on-site facilities of small convenience store, covered BBQ area, pool, recreation room and outdoor recreation facilities including playground.</p> <p>Average 20m (minimum 10m) remnant vegetation buffer to be retained to Nanda Drive / Red Bluff Road.</p>
	<p>Development to be subject to :</p> <ul style="list-style-type: none"> ▫ Detailed Flora & Fauna assessment; ▫ Native Title clearance and Aboriginal Heritage assessment; ▫ Refinement of zone boundaries based on environmental and Aboriginal Heritage considerations; and ▫ Approval to Commence Development.

	Following receipt of an acceptable development proposal rezone site under new Kalbarri Planning Scheme to include all of the land in the Tourist Accommodation Zone – minimum 42 day public advertising during rezoning period.
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PRECINCT	TOURIST ATTRACTIONS
Objective	<i>To provide for future tourist attractions that have larger land requirements and contribute to the overall attraction and activities within the Townsite.</i>
Planning Area	Use & Development Provisions
	<p>Tourist Attractions :</p> <p>Broad based zoning that provides for the development of a range of tourist attractions and activities, other than tourist accommodation.</p> <p>Single Caretaker / Manager residence only permitted per site.</p> <p>Average 20m (minimum 10m) remnant vegetation buffer to be retained to Nanda Drive.</p>
	<p>Subdivision and development to be subject to :</p> <ul style="list-style-type: none"> ▫ Detailed Flora & Fauna assessment; ▫ Native Title clearance and Aboriginal Heritage assessment; ▫ Refinement of zone boundaries based on environmental and Aboriginal Heritage considerations; ▫ Approval by Council and the WA Planning Commission of a Local Structure Plan providing for the subdivision of the land into a range of lot sizes suitable for tourist commercial activities. Minimum 28 day public advertising period for Local Structure Plan; and ▫ Approval to Commence Development of specific Tourist Attraction proposals. <p>Following adoption of an acceptable Local Structure Plan rezone site under new Kalbarri Planning Scheme to include all of the land in the Tourist Development Zone – minimum 42 day public advertising during rezoning period.</p>

Local Planning Policy – Repurposed and Second-hand Dwellings

Council adopted the *Repurposed and Second-hand Dwellings Local Planning Policy* on 16 February 2018.

In particular, this policy has the following objectives:

- a) *To ensure that any development proposing to use a repurposed or second hand building meets acceptable aesthetic and amenity requirements in the locality for which it is proposed.*
- b) *To ensure that any repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape*
- c) *To enable the local government to retain such monies (bonds) to ensure the desired standard of development is achieved.*

The *Local Planning Policy* also includes a list of application requirements required by the Policy at 5.3. These are outlined below:

- 5.3.1 Photographs will need to be submitted that clearly illustrate the in-situ condition and appearance of the entire building (all sides and roof)..
- 5.3.2 An inspection of a proposed second-hand building, in-situ, will be carried out and an inspection report furnished to Council. Where it is not practicable for the Shire building Surveyor to carry out the inspection it will be done by the building Surveyor for the area in which it is located or by such other person that is acceptable to Council. All cost for a building inspection will be borne by the applicant.
- 5.3.3 Clear concise details of proposed works to be undertaken to ensure the repurposed or second-hand dwelling's presentation is of an acceptable standard to that of the locality. This will generally include elevations of the proposed finished works.
- 5.3.4 It may be sufficient to demonstrate that the proposed development will be isolated from the view of neighbours or significant roads to make consideration of aesthetics and amenity irrelevant to the application.
- 5.3.5 A clear timeframe for the completion of the above works, with such time frame to be as short as practicable and a maximum of 12 months.
- 5.3.6 Any other additional information required to demonstrate that the repurposed or second-hand dwelling will be aesthetically acceptable,

contribute positively to the desired streetscape and comply with the objectives of this policy.

The application of this Local Planning Policy is considered relevant given that part of the development proposes to use second-hand transportable buildings. It is therefore necessary to ensure that these units are upgraded in a manner to meet acceptable aesthetic and amenity requirements in the locality.

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

State Planning Policy 2.9 – Water Resources

Given the proposed development is relying upon a water resource outside of a connection to the reticulated water supply, it is considered that State Planning Policy (SPP) 2.9 be given due regard. An objective of SPP 2.9 is to:

- promote and assist in the management and sustainable use of water resources.

Planning should therefore contribute to the protection and wise management of water resources by ensuring development applications adopt the following measures.

(ii) Aim to prevent or, where appropriate, ameliorate the following potential impacts:

- *any adverse effects on water quality and quantity and, as a minimum, proposed development should aim to maintain water quality and ensure water quantity is compatible with the receiving waters;*
- *increased nutrient loads into receiving waters;*
- *increased acidity and leaching of acid sulfate soils;*
- *the removal of associated native vegetation important for long-term management of the water resource, particularly vegetation associated with wetlands and waterways respectively;*
- *increased erosion, sedimentation and turbidity, particularly at the construction phase of development;*
- *any potential adverse effects on environmental water requirements and, as a minimum, proposed development should aim to maintain natural flow regimes and variability;*
- *excessive build-up of organic matter;*

- *pollution and contamination;*
- *salinity over and above the natural levels; and*
- *any potential cumulative impacts.*

Consideration should also be given to surface and ground water resources as well as total water cycle management.

Guidance for decision making with regards to water resources at the development stages, should ideally be provided by relevant planning strategies and schemes, prepared in the context of this policy. *Local Planning Scheme No. 11* specifically addresses the issue of water resources for lots contained within Special Use Zone 9. The condition requiring that development be connected to reticulated water and sewer with the exception of low key tourist developments, where approval has been granted by the local government and Department of Health, therefore needs to be adequately addressed at the planning approval stage.

STRATEGIC IMPLICATIONS:

Nil

COMMENT:

Council consideration is required given a number of objections were received during the public advertising period and limited supporting documentation has been provided within the application to demonstrate site capability for both water supply and onsite effluent disposal.

The Special Use 9 zone of Local Planning Scheme No. 11 includes Condition (g) which states:

‘Except as otherwise approved by the local government and Department of Health in the case of low key tourist development, all development shall be connected to reticulated sewer and water supply.’

Low key tourist developments are the exception to the requirement for connection to reticulated sewer and water supply. Therefore, provision of supporting information in the matters of water supply and waste water disposal to demonstrate site capability in proposed low key tourist developments is required as part of a development application.

Whilst it is acknowledged that some information has been provided, through an overview of water supply measures, the submission of a septic system design (refer **Appendix 5**) and soil permeability test (refer **Appendix 6**) this is considered to only partially address the demonstration of site capability, however, and does not provide enough information to satisfy the requirements for local government and Department of Health approval. This matter is further underscored by the objections and concerns relating to the provision of an adequate and sustainable water supply, suitable on site wastewater disposal and the technical matters raised by the Department of Health and Department of Water and Environment Regulation.

Water Supply

According to provisions within the *Local Planning Scheme No. 11* for Special Use 9 (SU9) Site zone, conditions are imposed requiring the approval of low key tourist developments by the Department of Health and Local Government should developments not be connected to a reticulated water supply.

This application is proposing a low key tourist development and although the application provides an overview of water supply, it does not contain definitive analysis of how an adequate volume of potable water will be provided to the proposed and the existing development across the site. In attempting to qualify matters relating to water supply, the Department of Water and Environmental Regulation has noted that Tourism Accommodation is an unauthorised activity under the current water license and therefore the current licence would need to be amended.

Shire Officers have requested that the Owner/Applicant submit a detailed Water Resource Management Plan to the Shire demonstrating the following:

- how an adequate and sustainable volume of potable water will be provided to the proposed and existing development;
- where the water will come from;
- how the volume of water required will be sustained over time; and
- how the water supply will be made potable and how potability will be confirmed.

This information is required to be considered by the Department of Water and Environment Regulation as well as the Water Corporation to ensure that the water supply to the locality is adequate to service the needs of the proposed and existing development without any noticeable impact on nearby properties.

Shire Officers have also requested that copies of relevant licenses from the Department of Water and Environmental Regulation and the Department of Health for this water supply be supplied as supporting information within the application.

There are also some discrepancies in the information relating to the water supply for fire fighting purposes and different capacities have been provided in the Bushfire Management Plan. This matter also needs to be addressed accordingly and modifications made to the Bushfire Management Plan.

It is considered that the proposed development has not adequately addressed the matter of water supply for both potable and non-potable purposes, therefore it is recommended that the Owner/Applicant be required to demonstrate an adequate and sustainable water supply for both proposed and existing development by preparing a Water Resource Management Plan and be required to amend the groundwater license to include Tourism Accommodation as an authorised water use.

Waste Water Disposal

The matter of waste water (onsite effluent) disposal is a key issue required to be addressed at the planning approval stage, in order to substantiate the capability of the site for the proposed development given a connection to reticulated sewerage is not currently available and is considered to be cost ineffective.

Shire Officers have required the Owner/Applicant submit to the Shire and the Department of Health WA a detailed wastewater disposal application completed by an Hydrology Engineer with full working drawings/plans of the system, which is to include (but not limited to) the following supporting information:

- calculation of the daily wastewater generated to be handled by this system;
- comparison of the preferred wastewater system to other alternative systems;
- justification for the preferred system recommended by the Engineer;
- a Winter Site and Soil Evaluation (SSE) report in accordance with Australian Standards 1547 (AS/NZS 1547);
- the depth of highest groundwater table;
- determination of the flow of water through the ground (clarification on the flow direction and rate); and
- information on additional treatments required or reduction of chemical levels required in the wastewater and identification of the treatments.

It is considered that the proposed development has not adequately addressed the matter of waste water disposal, therefore it is recommended that the Owner/Applicant be required to demonstrate site capability via a winter 'site-and-soil' (SSE) evaluation in accordance with Australian Standard 1547 and provide full working drawings/plans of a wastewater disposal system as recommended by a Hydrology Engineer.

Carparking and Access

An additional area of concern raised in the submissions is that of access and carparking. The Development Application Report has provided a single calculation for the carparking requirement of the proposed development (11 tents and 4 accommodation units). However, the plans submitted have not included information pertaining to car parking requirements associated with the existing development. Shire Officers have reviewed a number of Development Approvals on file and have ascertained that whilst there is a surplus of car parking, there is an overlap of parking areas, between that which is existing, and that which is proposed, along with the car park construction being gravel and having no line marking to determine the number of car bays.

Another point of objection relates to access to the proposed accommodation. Whilst the development application proposes car parking to be situated in the north eastern corner of Lot 830, access is provided via an informal arrangement over Unallocated Crown Land on the western side of the lot.

Special Use Zone 9 also includes a number of conditions that relate to the provision for integration and sharing of vehicular access, car parking and pedestrian activity. It is also a condition that the local government require a minimum 6 metre wide public road along the western boundaries of and within Lots 582 and 830. These conditions have not been specifically addressed in the Application other than stating the following:

The sharing of facilities such as parking and the integration of vehicular access and pedestrian linkages is not something that can be assessed at this time. This lot is the only lot within this development that is actually being used in accordance with the requirements of the Scheme, with all other lots within this area being used as defacto residential lots with no tourism or commercial land uses present and only single houses. The way this lot has been designed with carparking and visitors access at the front of the property will ensure that if and when surrounding lots develop in line with the intention of the Scheme that it will be easy to integrate their developments with the existing infrastructure upon this lot.

Whilst there is an opportunity to integrate developments with the existing infrastructure on Lot 830 in the future, consideration should be given to how the development of this lot accords with the conditions of Special Use Zone 9.

The existing informal arrangement should not support additional development and therefore should Council consider granting conditional approval to the proposal then a condition limiting access is recommended as well as an overall carparking and access plan for all uses of the site.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

It is considered that the proposed development has not adequately addressed the matters of water supply and effluent/waste water disposal and this report recommends Council advise the Applicant/Owner that it is prepared to consider conditional approval of the proposed development but prior to being able to do so, will require the matters of onsite effluent disposal and water supply to be further examined and approved by the relevant authorities.

OFFICER RECOMMENDATION – ITEM 6.3.3

DEFERRAL

That Council advise the Applicant/Owner that it is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the following matters to be are addressed and approved by the relevant authorities:

- 1. The Applicant/Owner submit for approval to the Department of Water and Environmental Regulation and the Water Corporation, a detailed Water Resource Management Plan demonstrating the following:**
 - (a) Appropriate licences/approvals obtained from the Department of Water and Environmental Regulation and the Department of Health WA and to include an amended groundwater licence having been being issued to the Applicant/Owner for the purpose of tourism accommodation;**
 - (b) Location of an adequate and sustainable volume of potable water and how it will be provided to the proposed and existing developments;**
 - (c) Technical information to include location of water source, volume of water required, how water volume will be sustained over time, measures**

- to be employed to make water supply potable and measures to be employed to record/confirm potability
- (d) Verification that the water use of the existing and proposed developments of Lot 830 shall not prejudice the future development, maintenance or operation of adjoining properties.
2. The Owner/Applicant submit for approval to the local government and the Department of Health WA, a detailed wastewater disposal application completed by a Hydrology Engineer with full working drawings/plans of the system that pertains to both the existing development and the proposed development, which is to include (but not limited to) the following supporting information:
- (a) Technical information to include determination of depth of high ground water level, flow direction of water through the soil, average rainfall and evaporation levels;
 - (b) A Winter Site and Soil Evaluation (SSE) report in accordance with Australian Standards 1547 (AS/NZS 1547);
 - (c) Identification of suitable wastewater disposal systems and comparison between these systems;
 - (d) Identification by the Engineer of the most appropriate wastewater system;
 - (e) Justification for the chosen wastewater system recommended by the Engineer;
 - (f) Calculations of the daily volume of wastewater to be disposed of by the chosen wastewater system disposal system; and
 - (g) Technical information to identify treatment options (such as additional treatments, reduction of chemical levels, if required, in the wastewater and identification of treatments).

ALTERNATIVE RECOMMENDATION:

That Council grant formal development approval of the proposed tourist development on Lot 830 (No. 14) Bridgeman Road, Kalbarri consisting of four (4) two-bedroom chalets and eleven (11) short stay accommodation tents with ensuites, subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 19 February 2021 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plan(s) shall not be modified or altered without the prior written approval of the Local Government;

- 2. Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition;**
- 3. Prior to the issuing of a building permit, a Water Resource Management Plan is to be prepared and approved, in consultation with the Department of Health WA and the Local Government. The approved Water Resource Management Plan shall demonstrate an adequate and sustainable water supply for both proposed and existing developments for Lot 830 Bridgeman Rd and for both potable and non-potable purposes and shall include:**
 - (a) Appropriate licences/approvals obtained from the Department of Water and Environmental Regulation and the Department of Health WA and to include an amended groundwater licence having been issued to the Applicant/Owner for the purpose of tourism accommodation;**
 - (b) Location of an adequate and sustainable volume of potable water and how it will be provided to the proposed and existing developments;**
 - (c) Technical information to include location of water source, volume of water required, how water volume will be sustained over time, measures to be employed to make water supply potable and measures to be employed to record/confirm potability;**
 - (d) Verification that the water use of the existing and proposed developments of Lot 830 Bridgeman Rd will not prejudice the future development, maintenance or operation of adjoining properties.**
- 4. Prior to the issuing of a building permit, an amended groundwater license for the purpose of tourism accommodation be approved in consultation with the Department of Water and Environmental Regulation consistent with the Water Resource Management Plan to the approval of the Local Government;**
- 5. Prior to the issuing of a building permit, a detailed wastewater disposal application shall be completed by a Hydrology Engineer with full working drawings/plans of the system that pertains to both the existing and proposed developments which is to include (but not limited to) the following supporting information:**
 - (a) Technical information to include determination of depth of high**

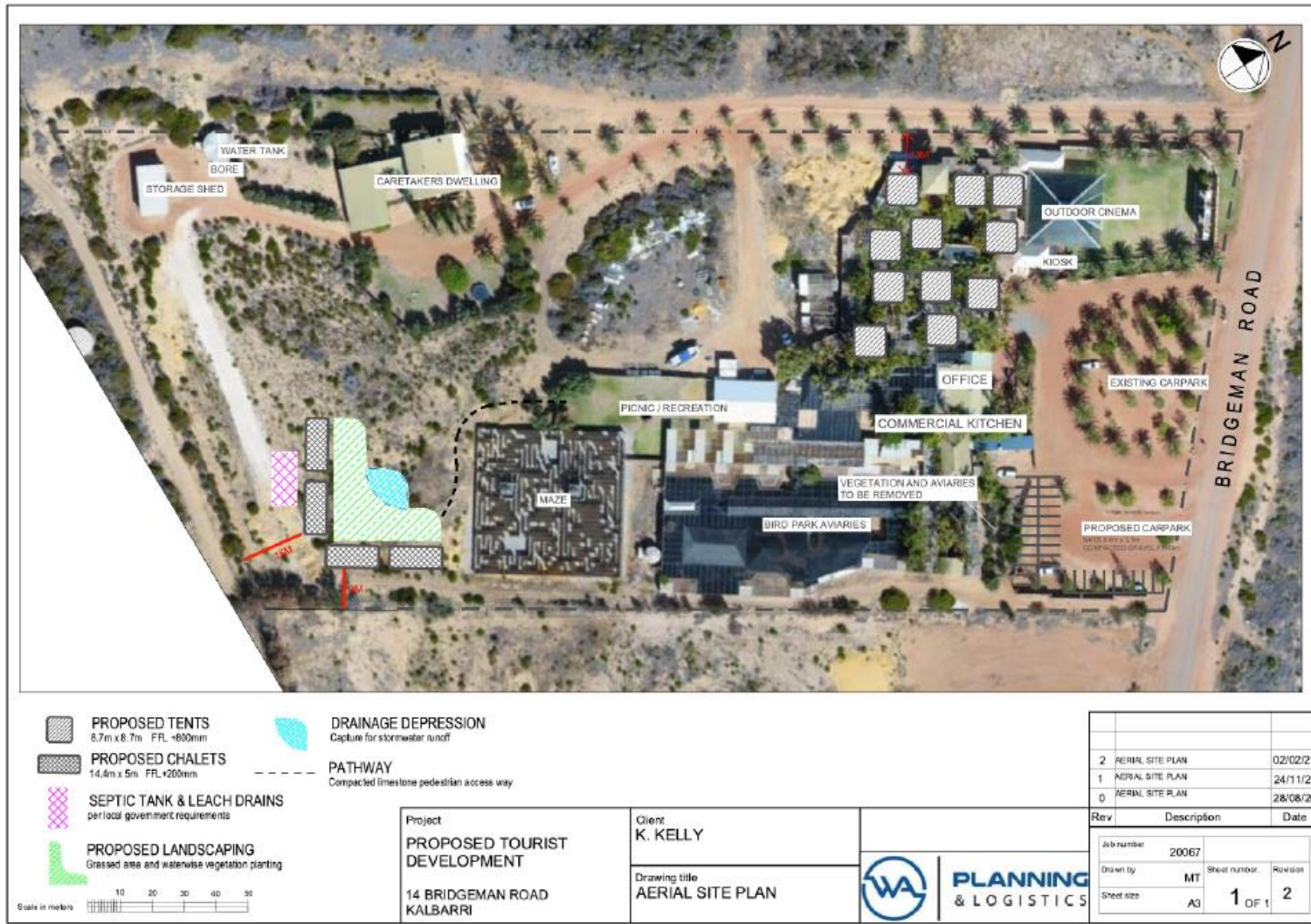
- ground water level, flow direction of water through the soil, average rainfall and evaporation levels;
- (b) A Winter Site and Soil Evaluation (SSE) Report in accordance with Australian Standards 1547 (AS/NZS 1547);
 - (c) Identification of suitable wastewater disposal systems and comparison between these systems;
 - (d) Identification by the Engineer of the most appropriate wastewater system;
 - (e) Justification for the chosen wastewater system recommended by the Engineer;
 - (f) Calculations of the daily volume of wastewater to be disposed of by the chosen wastewater disposal system; and
 - (g) Technical information to identify treatment options (such as additional treatments, reduction of chemical levels, if required, in the wastewater and identification of treatments).
6. A building permit shall be issued by the local government prior to the commencement of any work on the site;
7. A detailed schedule of external finishes, materials and colours to be used in the construction of the development shall be submitted prior to lodgment of an application for a building permit and shall be of non-reflective materials consistent or complimentary in colour with the surrounding natural landscape features to the approval of the Local Government;
8. All stormwater is to be disposed of on-site to the specifications and approval of the local government. On application for a building permit a detailed design of stormwater collection and disposal system of developed areas is to be supplied to the approval of the Local Government;
9. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
10. Vehicle access roads and designated car parking areas shall be constructed and drained to a compacted gravel standard, and thereafter maintained to the approval of the Local Government;
11. A Bushfire Attack Level (BAL) assessment, in accordance with *State Planning Policy 3.7 Planning in Bushfire Prone Areas* be undertaken and

- submitted, with any further conditions from this assessment addressed, prior to lodgment of an application for a building permit, to the approval of the local government;
12. A notification, pursuant to Section 165 of the Planning and Development Act 2005, is to be placed on the certificate(s) of title of the lot. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:
- 'This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commission and is subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development and ongoing management of this land.'*
13. The Bushfire Management Plan (Version 2 dated November 2020) shall include the following modifications:
- a) Figure 12 shall be amended to reflect the compliance statement in Table 5 with regard to water capacity for fire fighting purposes.
 - b) The proposed tents shall be setback a minimum of 13 metres from the western lot boundary;
14. The Applicant/Owner shall make arrangements with the Department of Planning, Lands and Heritage to formalise the existing accessway along the western boundary to the rear of Lot 830 that traverses Unallocated Crown Land;
15. Structures are not permitted to be erected above any septic tank, aerobic treatment unit or drainage line if that structure:
- (a) obstructs free access to the septic tank, aerobic treatment unit or drainage line; or
 - (b) has walls on more than three sides.
16. A separate area shall be set aside for the loading and unloading of vehicles, from the existing car parking area, to the approval of the local government; and
17. An overall carparking plan shall be provided to include designated parking areas and bays for all uses on the site and to include vehicle access/egress points from the public road, to the approval of the Local Government.

Advice Note

- 1. If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;**
- 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained;**
- 3. With regard to Condition No. 4 the landowner/proponent is required to make arrangements accordingly to the approval of the Department of Water and Environmental Regulation and the Local Government;**
- 4. With regard to Condition No's. 3 and 5 the landowner/proponent is required to make arrangements accordingly to the approval of the Department of Health WA and the Local Government;**
- 5. With regard to Condition No. 14 the landowner/proponent is required to formalise access arrangements with the Department of Planning Lands and Heritage to the approval of the Local Government;**
- 6. With regard to Condition No. 17, it is advised the Applicant/Owner should liaise with the Shire of Northampton's Manager of Works and Technical Services to determine suitable crossover and car parking design.**
- 7. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of determination.**

APPENDIX 1 – SITE PLAN (VERSION 3 – 2 FEBRUARY 2021)



APPENDIX 2 – APPLICATION (VERSION 3 FEBRUARY 2021)



**DEVELOPMENT APPLICATION
REPORT**



-  Tourist Accommodation
-  14 Bridgeman Road, Kalbarri
-  February 2021 (Version 3)



DOCUMENT REFERENCES

Address: 14 Bridgeman Road, Kalbarri
Local Government: Shire of Northampton
Description: Tourist Accommodation
Reference: BRID14

VERSION CONTROL

Version	Details	Author	Date Submitted
1.0	Initial	WA Planning & Logistics	28 August 2020
2.0	Updated after advertising of application	WA Planning & Logistics	17 December 2020
3.0	Updated per DFES and LG feedback	WA Planning & Logistics	2 February 2021

PREPARED BY:



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1. EXECUTIVE SUMMARY

WA Planning and Logistics Pty Ltd provides the following report for the purpose of lodging a development application upon. The proposal ultimately seeks the approval of a 'Tourist Development' that would ultimately see the construction of:

- **4 x two-bedroom chalets**
- **11 x accommodation tents**

This tourism development land use is proposed to be undertaken in conjunction with existing land uses as a way of diversifying the use of the land during a substantially hard economic time that the 'experience' tourism industry is facing under the shadow of COVID-19.

This report intends to outline the key features of the proposal as well as demonstrate how the proposal will be managed from day to day.

Tourism upon the lot is considered a highly desirable outcome for the site and provides a strategically diverse outcome for the lot to ensure its sustainability alongside existing land uses while international travel is suspended. The site has been previously earmarked for tourism related development and with the level of works already undertaken at the site, it is already proven that the landowners have the capability and capacity to provide for high quality tourism experiences for the Kalbarri area.

A site plan has been provided as well as floor and elevation plans for all buildings as a separate attachment.

A Bushfire Management Plan and Bushfire Emergency Evacuation Plan has also been included as a separate attachment as part of supplying the necessary information for this application as required by legislation.

2. LOCATION

The subject property is located approximately 3km from Kalbarri townsite across from a popular recreation area on the coast called Jakes Point.

There are only 4 freehold lots within this area bounded by reserve land that is completely covered in remnant vegetation.

Although this is strategically positioned to be a tourism precinct, Lot 830 is the only property currently being used for a tourism related purpose. All other lots within the area each contain a single residential dwelling only.

Figure 1: Aerial Plan



Figure 2: Location Plan



LEGEND

--- SUBJECT SITE

Client RAINBOW JUNGLE	
Plan Title 14 BRIDGEMAN ROAD KALBARRI	
Plan number Figure 1	Review 1
PREPARED BY KJ	DATE 14 AUG 2020
	ASSESSMENT DATE 14 AUG 2020

**LOCATION
PLAN**

 **PLANNING
& LOGISTICS**

* This map has been prepared for Planning purposes only. WA Planning & Logistics are not liable for any damage or loss whatsoever which may occur as a result of action taken or not taken, as the case may be, in respect to the information contained herein.

3. EXISTING DEVELOPMENT

Rainbow Jungle is the largest sized tourism business in Kalbarri. Previously approved upon the site are the following uses and infrastructure. A map demonstrating the location of the uses upon the site is provided as Figure 8.

1. Public Amusement (Bird Park)

The site has predominately been used as a bird park known as 'Rainbow Jungle' offering a unique experience for providing access to view many species of birds amongst landscaped gardens and water features.

Figure 3: Bird Park Brochure



As part of the Bird Park there is an office, gift shop, commercial kitchen and maze. This is land use that requires a ticket to gain entry to the facility to then explore the different areas unguided. There are also areas to sit and relax, eat and public toilet facilities.

Figure 4: Office and Gift Shop



Figure 5: Commercial Kitchen (left), maze (right)



2. Reception Centre

The site can be hired for individual events such as weddings and corporate events, which includes a liquor licence for the serving of alcohol. Functions are held infrequently as demand requires with up to 200 people catered for in any one event. Predominately the use of the outdoor cinema area and atrium is used in conjunction with the land use of reception centre.

3. Outdoor Cinema

Over the warmer months of the summer school holidays, the site offers an outdoor cinema experience to locals and tourists alike. These are aired on an open grassed area where people can sprawl on chairs and rugs to watch a movie and includes the opening of a small kiosk for the provision of light food and beverages to patrons.



4. Caretakers/Managers Dwelling

A single dwelling has been constructed towards the rear (southern side) of the lot as a caretaker dwelling to ensure that there is always an ability to manage the site 24/7. The house is surrounded by tall palms and also has its own outbuilding and rainwater supply.



Figure 8: Existing land uses plan



Client RAINBOW JUNGLE		EXISTING LAND USES		 <small>* This map has been prepared for Planning purposes only. WA Planning & Logistics are not liable for any damage or loss whatsoever which may occur as a result of action taken or not taken, as the case may be, in respect to the information contained herein.</small>	
Plan Title 14 BRIDGEMAN ROAD KALBARRI					
Plan number Figure 8	Issue 1	PREPARED BY JR	DATE 14 AUG 2020	ASSESSMENT DATE 14 AUG 2020	



* This map has been prepared for Planning purposes only. WA Planning & Logistics are not liable for any damage or loss whatsoever which may occur as a result of action taken or not taken, as the case may be, in respect to the information contained herein.

4. PROPOSED DEVELOPMENT

The proposal ultimately seeks the approval for tourist accommodation that would be complementary to the activities already permitted upon the site.

This application is made up of two distinct accommodation types in order to accommodate a wider patronage and provide a unique stay experience:

- 4 x Two-bedroom chalets
- 11 x Accommodation tents

A full copy of the development plans (including site, floor and elevation plans) has been included separately.

4.1 Two-Bedroom Chalets

Size: 5 x 14.4m (72m²)

Occupancy: 6 persons

Number to be installed: 4

The proposal seeks the construction of 4 x two-bedroom chalets at the rear of the property that can accommodate groups of up to 6 people. The units are fully self-contained with bathroom, kitchen, dining, lounge and alfresco areas for the exclusive use of the tenant.

The chalets are a refurbished transportable design and are clad in colorbond. A 2.5m wide timber verandah with a timber deck will be constructed at the front of each chalet to provide shade and an outdoor seating area within which guests can recreate. These chalets are refurbished by the company of purchase to a level that they appear brand new having been repainted or repaired to a new standard. The proposed chalets will be all white and light grey in colour.

Figure 9: 3D rendering of proposed chalet and verandah



These are examples of chalets that are available for purchase. As shown, these are in perfect condition and appear to be new given the high level of refurbishment undertaken. The addition of a timber framed verandah and decking area will soften the visual appearance of the box-shaped chalets, in addition to proposed landscaping to be installed surrounding the each unit and a shared grassed area to interconnect the units.

Figure 10: View of chalet prior to onsite construction of 2m verandah on front elevation



Figure 11: View of floor plan for each chalet



Specifications for each chalet:

1. Engineered plans for the shire
2. Energy Efficiency Certificate
3. Colourbond external cladding
4. Vinyl floor covering: timber plank
5. Kitchen with overhead cupboards, single bowl sink and tapware
6. Euromaid 600mm freestanding oven, under cupboard slide out rangehood and 228L fridge
7. All fixed furniture
8. Wardrobes to both bedrooms with sliding vinyl doors, shelf and cloths rail
9. Internal hinged door Qty 3
10. Colourbond external flashings
11. 1800mm W sliding glass door Qty 1
12. Windows: 1800mm W x 2100mm H Qty 2, 1500mm W x 1200mm H Qty 1 and 350x730mm W PV Qty 1 Key lock windows with flyscreens.
13. Bathroom: 700mm vanity, acrylic splashback, 600mm mirror and shaving cabinet, toilet roll holder, towel rail, shower module with shower rail and mixer, toilet and cistern, laundry trough with washing machine taps.
14. Power points: Qty 8 double power points.

15. Internal fluoro lights Qty 5

16. External bunker light Qty 1

Each unit is 86.4m² in area being made up of:

- Internal area of 14.4m by 3m – 2 bedrooms, kitchen, dining and lounge
- External verandah 14.4m x 2m – constructed on the front elevation to provide a shaded outdoor living space

Each chalet will be finished to a high standard with each constructed in muted colorbond tones (creams, browns and greys) to complement the surrounding natural environment.

Figure 12: View of typical inside of chalets



Figure 13: Typical view of bathroom and bedroom



4.2 Short Stay Accommodation Tents

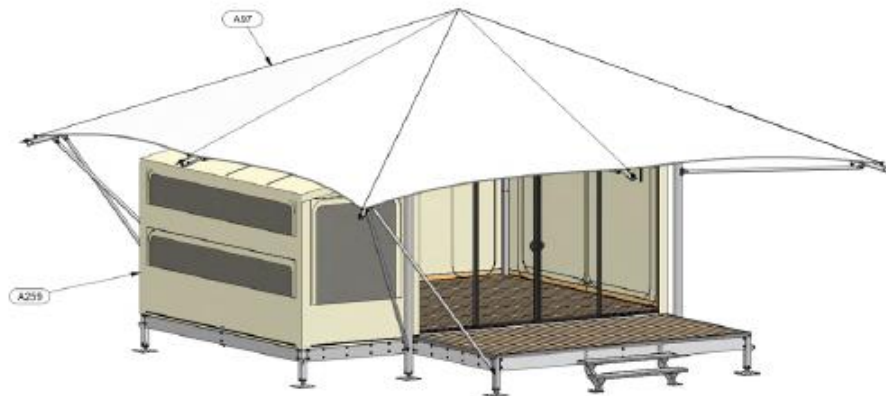
Size: 8.7m x 8.7m (75.69m²)

Occupancy: 4 persons

Number to be installed: 11

The application proposes to construct up to 11 accommodation tents. These tents, also known as ‘glamping tents’ are constructed as a permanent fixture for the site and incorporate an ensuite toilet and shower. This gives the ability to provide a customer with the experience of sleeping within a tent like structure but with the common comforts of a hotel room. This is an incredibly popular form of accommodation where people feel they are able to better connect with a natural type of surrounding. Ecotourism also reminds us all how important it is to preserve the precious natural ecosystems, biodiversity, and the environment itself.

Figure 14: Elevation plan for proposed tents to be installed



ISOMETRIC VIEW 3 - FRONT

In this instance the tents are to be erected within a heavily landscaped portion of the lot that was previously lined with aviaries in conjunction with the bird park. The Aviaries are to be removed and the tents placed within the landscaping to provide a natural outlook for the accommodation where the tents will feel immersed within the vegetation.

Figure 15: Tents to be located within existing vegetation



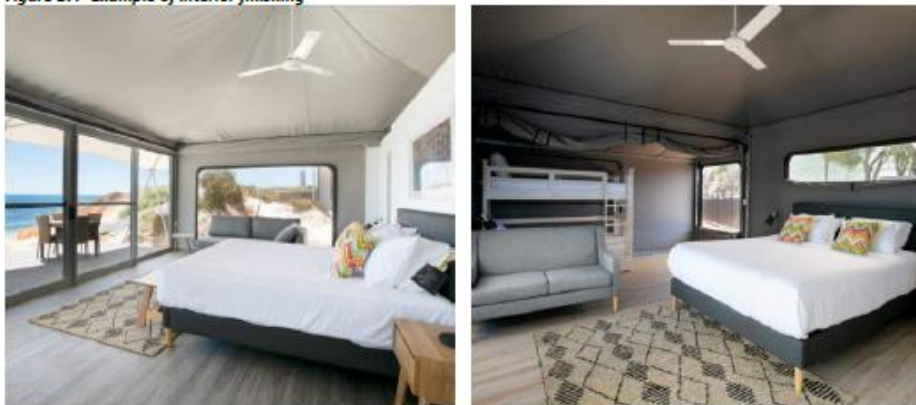
This vegetation is managed to a high standard already and there will be a requirement within the Bushfire Management Plan to maintain this high level of management such as removing all overhanging limbs and limbs within 2m from the ground, remove all dead material, no tall shrubs under trees etc. to ensure that the fuel load is maintained in a low threat state for the site.

The tents are to be single bedroom with an ensuite and outdoor decking area. They have been designed in accordance with the Building Code of Australia and can meet the required wind rating for any given wind region. They are made with hot dipped galvanised steel framed subfloor and stilts, wood plastic composite decking, hot dipped steel frames and purlins for walls and roof with a canvas covering. They are able to meet up to a BAL-29 BAL rating.

Figure 16: Example of tent external finishing



Figure 17: Example of interior finishing



5. Access & Parking

5.1 Access

The property contains existing access points to Bridgeman Road with an existing carparking area at the northern (front) area of the property. The access points have clear sightlines and are safe and legible for all road users.

Figure 18: Existing sightlines from crossovers



5.2 Parking

There is an existing approved carparking area at the front of the property. The existing carparking is constructed to a compacted gravel standard and features shade trees.

Figure 19: Existing Carparking



In relation to the new proposed land uses additional carparking has been allocated adjoining the existing carparks. Vegetation will be cleared to the north-east of the lot to make way for more parking.

The Scheme requires 28 bays for the proposed accommodation. This application proposes to construct 30 to the east of the existing carpark to account for the proposed accommodation upon the site. This is considered more than adequate to accommodate all the existing uses onsite plus the proposed accommodation.

6. SERVICING

6.1 Water

The site is isolated from the reticulated water scheme for the Kalbarri area and it is financially unviable to provide connection to this lot.

Water storage tanks will be strategically located to connect to the accommodation units and tents and provide a potable and non-potable supply of water.

Untreated bore water is to be used at the site for landscaping and firefighting purposes

Supply

Water will be sourced from the onsite bore. This bore has been licenced via permit issued by the Department of Water under the *Rights in Water and Irrigation Act 1914*. The licence permits the applicant to take up to 34,000kL and is valid until 25 July 2026.

Capacity

The site will contain the following supplies:

- 80,000 litre tank near the existing house
- 20,000 litre tank near the proposed tents
- 20,000 litre tank between maze and existing birdpark

Treatment

The treatment of water for the site will be a combination of filtration and Ultra Violet Light.

It is important to filter water before treatment with a UV light to make sure that all suspended particles are removed. The system will be equipped with a pre-filter to remove any iron, manganese and other dirt and debris that can either absorb or scatter UV light. UV light is not a filter so microorganisms and suspended matter will not be removed from the treated water.

Ultra Violet (UV) light is used to remove microbiological contamination from water. The system proposed will be:

- Equipped with a built in light sensor that can monitor the UV intensity, connected to an alarm system to alert the user in case of low UV level.
- Equipped with a safety control system that can shut off the water supply in case of a low UV level.
- connected to a constant power supply.
- Required to meet at least one of the following standards ANSI/NSF Standard 55, AS/NZS 3497 or AS/NZS 4348 and treatment classification level.
- Located as close to the point of use as possible,
- Maintained to ensure that there are no breaks or backflows in the plumbing system

Testing

Microbiological Testing

Microbiological testing will be undertaken once per month for the potable water for the first 12 months of the development and then quarterly per year thereafter.

To determine the microbiological quality of drinking water it must be sampled and tested in accordance with all of the following:

- the Australian Drinking Water Guidelines¹, as published by the National Health and Medical Research Council.
- AS/NZS 5667.1:1998 Guidance on the design of sampling programs, sampling techniques and the preservation and handling of samples.
- AS/NZS 5667.5:1998 Guidance on sampling of drinking water and water used for food and beverage processing.
- AS 2031-2012 Water Quality – Sampling for microbiological analysis.
- the Guidelines for the Microbiological Assessment of Drinking Water²

Chemical Testing

Chemical testing to be undertaken annually to analyse levels of a range of contaminants including:

- suspended solids
- nitrates
- nitrites
- phosphorus
- heavy metals

This will be undertaken at the beginning of the development to ensure levels are satisfactory prior to the commencement of the development. Chemical testing will continue to occur annually thereafter.

6.2 Drainage

Full sets of drainage plans will be provided at building licence stage. Given the size of the site all stormwater will be easily be retained onsite and directed into drainage areas.

6.3 Electricity

Electricity needs are already met for the site given the extensive nature of the existing land uses. Changes in relation to the current provision of power to the site will need to occur. Electrical details will be provided at building licence stage.

6.4 Effluent

The sewer main coming down Red Bluff Road is a sewer pressure main and is not capable of serving properties, as it is under immense pressure to carry sewerage long distance. The closest point that a gravity sewer might be able to be connected is over 900 metres away.

Based on conversations with the Shire effluent disposal for the accommodation will be via a commercial septic tank and soak well system, with the design of this system currently being prepared by a licensed plumber to meet Department of Health requirements.

A copy of the effluent plan for this project has been provided as a separate attachment to this report.

6.5 Rubbish

The site is currently serviced on a commercial rubbish disposal arrangement. This will continue for the disposal of any rubbish associated with the accommodation.

6.6 Laundry

All laundry will be commercially laundered offsite by others.

6.7 Staff

In association with the accommodation, on any given day there will be 3 staff members at the site. A manager is to be onsite at all times and 2 part time cleaners will come to site for the turning over of rooms each day.

7. STAGING

Stage 1 will involve the construction of the 4 short stay accommodation two-bedroom chalets and 4 of the accommodation tents. All carparking will be created for all accommodation at this first stage.

Stage 2 will involve the construction of an addition 4 accommodation tents.

Stage 3 will involve the construction of an additional 5 accommodation tents.

8. MANAGEMENT OF EMISSIONS/IMPACTS

Potential impacts arising from the operation of this land use can be managed in such a way as to minimise or eliminate those factors. The following information contains those measures that the company will initiate to provide confidence in its operation and ensure there is no detrimental impact on the surrounding land, land uses or the environment.

8.1 Dust

There are no foreseeable dust impacts associated with the development of this property for the intended purposes. A compacted parking area exists at the front of the property and the chalets will have the surrounding land stabilised with grass and landscaping and will connect the accommodation area with the existing development.

8.2 Noise

There are only limited noise impacts associated with the development of this lot for the intended purposes. As the site is used for tourism uses during the day this produces very little noise as there is no machinery or processing undertaken in conjunction with the land uses onsite. Noise that may be attributed to the overnight accommodation of patrons is expected to be minimal, as accommodation is primarily for the sleeping of visitors and there will be a manager onsite to ensure that 'quiet' is maintained after 9pm.

Notwithstanding the above, an onsite manager will be present to manage any complaints or problems with regard to noise should they arise.

8.3 Stormwater & Drainage

The development will be connected to an onsite stormwater and effluent disposal system. Exact details will be supplied as part of a building permit application.

It is proposed that rainwater will be collected where possible from structures and that all other drainage would be directed to existing basins and landscaping areas onsite.

8.4 Visual Management

The streetscape for the property will largely remain the same with the only difference being the extension of the carpark to the east of the existing carpark. The proposed chalets are at the rear of the property and will not be able to be seen from any public carriageway and the proposed tents are to be set amongst the existing vegetation within the site also.

Notwithstanding the above, the applicant also proposes the following additional actions to manage visual impacts from neighbouring properties and roads:

- Maintaining the property in a clean and orderly manner;
- Maintaining buildings to a high level of visual amenity;
- Maintaining aesthetically pleasing landscaping in keeping with the natural/eco style theme of the bird park.

8.5 Complaints

A manager will be onsite at all times so they can see to visitors checking into and out of the accommodation and to manage the ongoing activities, noise levels and respond to any matters that will arise. They will be contactable overnight with an on call number provided to visitors on arrival.

8.6 Environmental Impacts

There will be no environmental impacts as there will not be the clearing of any remnant vegetation in the development of the accommodation.

The site itself will be kept reasonably undisturbed with little excavation required compared to permanent building structures. We are planning to complement the environment by adding native plants to the landscape surrounding the Eco-tents. All existing vegetation will be retained.

9. PLANNING FRAMEWORK

9.1 Shire of Northampton Local Planning Scheme No.11 (Kalbarri)

Zoning

The subject property is zoned 'Special Use Area 9' under Local Planning Scheme No.11 (Kalbarri Townsite).

Figure 20: Extract from Map 2 of Scheme



Land Use & Permissibility

This application is seeking permission for the following land uses:

Table 5. Proposed Land use

Land use	Definition	Proposed
Tourism Development	a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide - (a) short-term accommodation for guests; and (b) onsite facilities for the use of guests; and (c) facilities for the management of the development;	13 x Tents with ensuites 4 x Two bedroom chalets

The use of 'tourism development' is a 'D' use under the Scheme.

Objectives

The Scheme lists the following objectives for the 'Special Use Area 9' zone:

- To facilitate the co-ordinated redevelopment of the precinct for Mixed Use Tourism purposes to provide for the broad accommodation and recreational needs of visitors and the recreational needs of residents.
- To facilitate shared vehicular and pedestrian access between access sites.
- To facilitate shared parking between sites.
- To facilitate the release of surplus land within the George Grey Drive road reserve for visitor and coach parking.



It is considered that the proposed use is in keeping with the objectives for the zone. The subject lot has existing tourism infrastructure which is likely to be expanded in the medium term, and the proposed development and use is considered to be ancillary but beneficial to, and compatible with, those uses and surrounding land uses. With the devastating impact of COVID 19 on the tourism industry this application seeks to tweak the land uses upon the site to better accommodate the current tourism conditions whilst maintaining the long-term vision for development of the land.

Special Use Area 9 - Conditions

The Scheme states that the following conditions should be considered in relation to development applications upon the land. The following table is provided to demonstrate the response of the application to these requirements.

Scheme SU9 Provision	Response
(a) Subdivision within the precinct will be supported where it is demonstrated that the subdivision is required to give effect to development consistent with the purpose and objectives of the precinct.	No subdivision proposed
(b) The minimum lot area within the precinct shall be 1 ha.	No subdivision proposed
(c) In considering any development application, the local government is to have regard to the appropriateness of the uses proposed, the provision made for integration and sharing of vehicular access and parking with adjacent sites and pedestrian connectivity with adjacent sites;	<p>The sharing of facilities such as parking and the integration of vehicular access and pedestrian linkages is not something that can be assessed at this time.</p> <p>This lot is the only lot within this development that is actually being used in accordance with the requirements of the Scheme, with all other lots within this area being used as de-facto residential lots with no tourism or commercial land uses present and only single houses.</p> <p>The way this lot has been designed with carparking and visitors access at the front of the property will ensure that if and when surrounding lots develop in line with the intention of the Scheme that it will be easy to integrate their developments with the existing infrastructure upon this lot.</p>
(d) The local government shall not permit more than two access points to George Grey Drive for the whole of the precinct. Such access points shall be positioned to benefit the whole of the precinct and shall be linked to facilitate two way access to George Grey Drive from the western portions of the precinct.	This has been achieved and in place. This application does not propose any changes to the road network.
(e) The local government shall require a minimum 6 metre wide public road along the western boundaries of and within lots 582 and 830 George Grey Drive.	This application is not for subdivision and therefore this requirements is not relevant at this time.

(f) In determining the extent of surplus land within the George Grey Drive road reserve forward of the precinct, the local government shall maintain a minimum vegetated buffer along George Grey Drive of 10 metres.	Not applicable to this application.
(g) Except as otherwise approved by the local government and Department of Health in the case of low-key tourist developments, all development shall be connected to reticulated sewer and water supply.	<p>The proposed accommodation is considered low-key tourism and will be subject to its own effluent disposal system. This system will need to be assessed and approved by the local government and potentially the Department of Health.</p> <p>Full details as to the proposed system will be provided on application for a building licence.</p> <p>Preliminary feedback from the Department of Health suggested that this was an appropriate developmental response given the isolation of the property from the reticulated system.</p> <p>The site already manages its own water supply and will continue to do so with this new development. See details on water supply for further information.</p>
(h) The cost of providing reticulated sewer and water supply to the lots within the precinct shall be borne by the owners and the costs shared pro-rata between the owners based on the area of each lot in accordance with a Development Contributions Plan.	This will only become relevant on subdivision of the lot following the development of a Structure Plan and Development Contribution Plan.
(i) The local government may enter into agreements with owners and applicants to facilitate the co-ordinated development of the precinct.	Not applicable to this development.

Setbacks

The Scheme does not designate any specific setback requirements in relation to the Special Use Area 9 zone, only that it is at the discretion of the local government.

In this instance the closest tents are 10m from the western boundary and the chalets are a minimum of 3m from the southern and eastern boundaries. This is sufficient to ensure that access can be maintained to the edges of the property in the event of a fire both for the ability to evacuate the property but to also provide access to firefighting crew to access the boundary of the property.

Development Height

Section 4.17.1 of the Scheme requires that:

"Except as otherwise provided under the Scheme, no building is permitted to exceed two storeys and 9 metres in height measured from the natural ground level immediately below the relevant point on the roof or wall, including freestanding structures such as masts, tanks and signage; with the exception of minor projections such as chimneys, TV aerials, satellite dishes and vent pipes."

All development is single storey and well under 9m in height.

Parking Requirements

Schedule 4 of the Scheme sets out the required ratio of parking requirements for certain land use categories. Under the Scheme, a 'Tourist development' application requires:

"2 per accommodation unit up to 10 units + 1.5 per accommodation unit in excess of 10 + parking for other non- accommodation uses as per Schedule"

Altogether this application is proposed 11 tents and 4 units = 15 in total. This would require 28 carparking bays. The application proposed to provide an additional 30 bays.

The Applicant is proposing to maintain all parking for all land uses at the property (although the bird park will be reduced in size in terms of the number of aviaries) within the existing carpark at the front of the property. The property is substantially large enough to accommodate overflow exceeding these carparking areas, should the demand for additional carparking arise which is highly unlikely given the nature of the business.

Landscaping

The Applicant has proposed to provide landscaping adjoining the proposed chalets at the rear of the property. The location of the tents is within existing landscaping. Given the substantial amount of landscaping existing at the site no addition landscaping is proposed.

9.2 Shire of Northampton Local Planning Strategy – Kalbarri

The Local Planning Strategy does not list anything specific for this property.

Figure 14. Extract of Local Planning Strategy Map



9.3 State Planning Policies

SPP 3.7 – Planning In Bushfire Prone Areas

The property is located within a Bushfire Prone Area as designated by the Department of Fire and Emergency Services and therefore the requirements of SPP3.7 are required to be met in this instance. As the land use is also considered 'vulnerable' there is also a requirement to provide an evacuation plan for this development.

Included as a separate attachment is a Bushfire Management Plan and Bushfire Emergency Evacuation Plan.

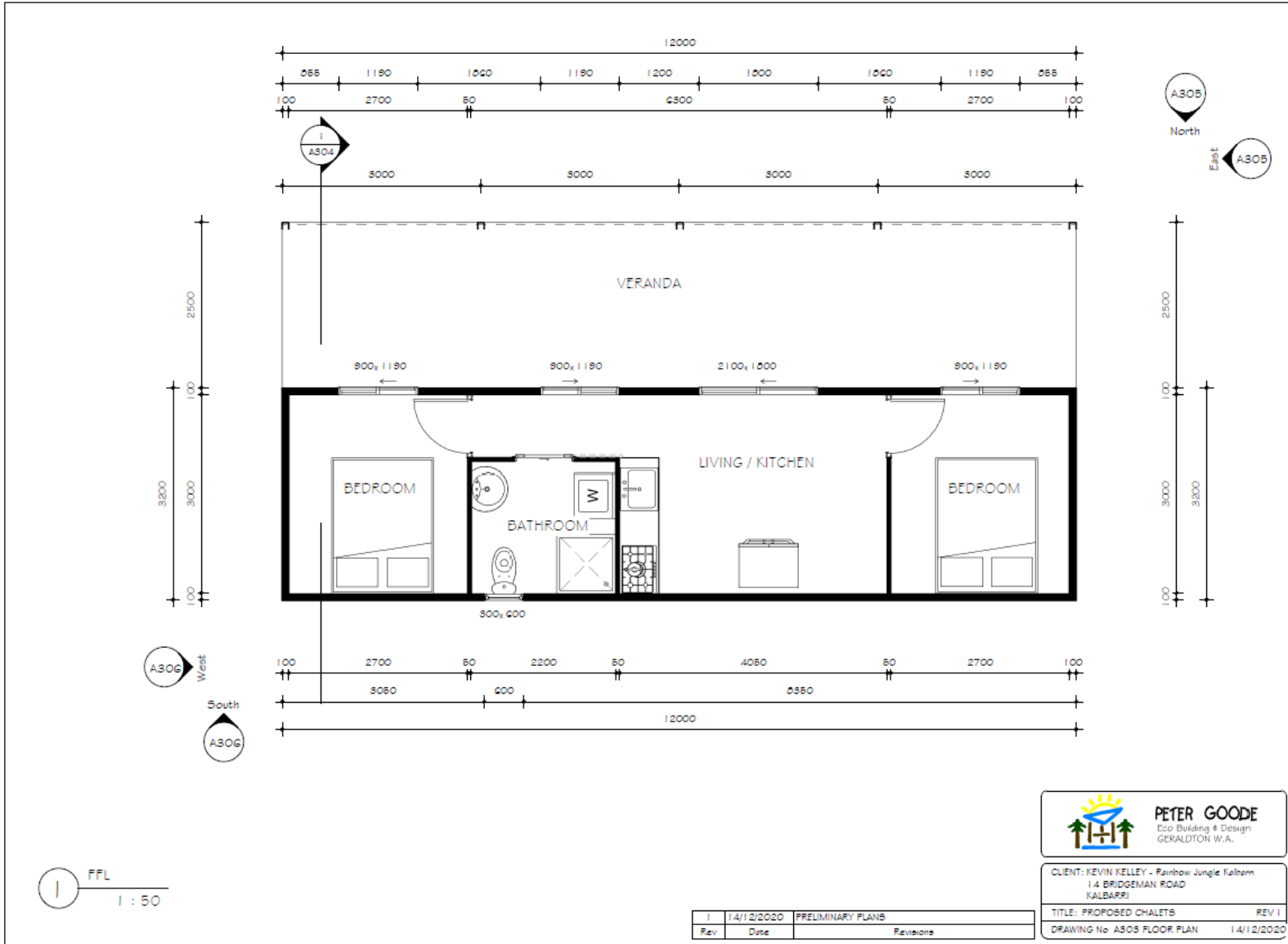
APPENDIX 3 – SITE AND FLOOR PLAN – CHALETS

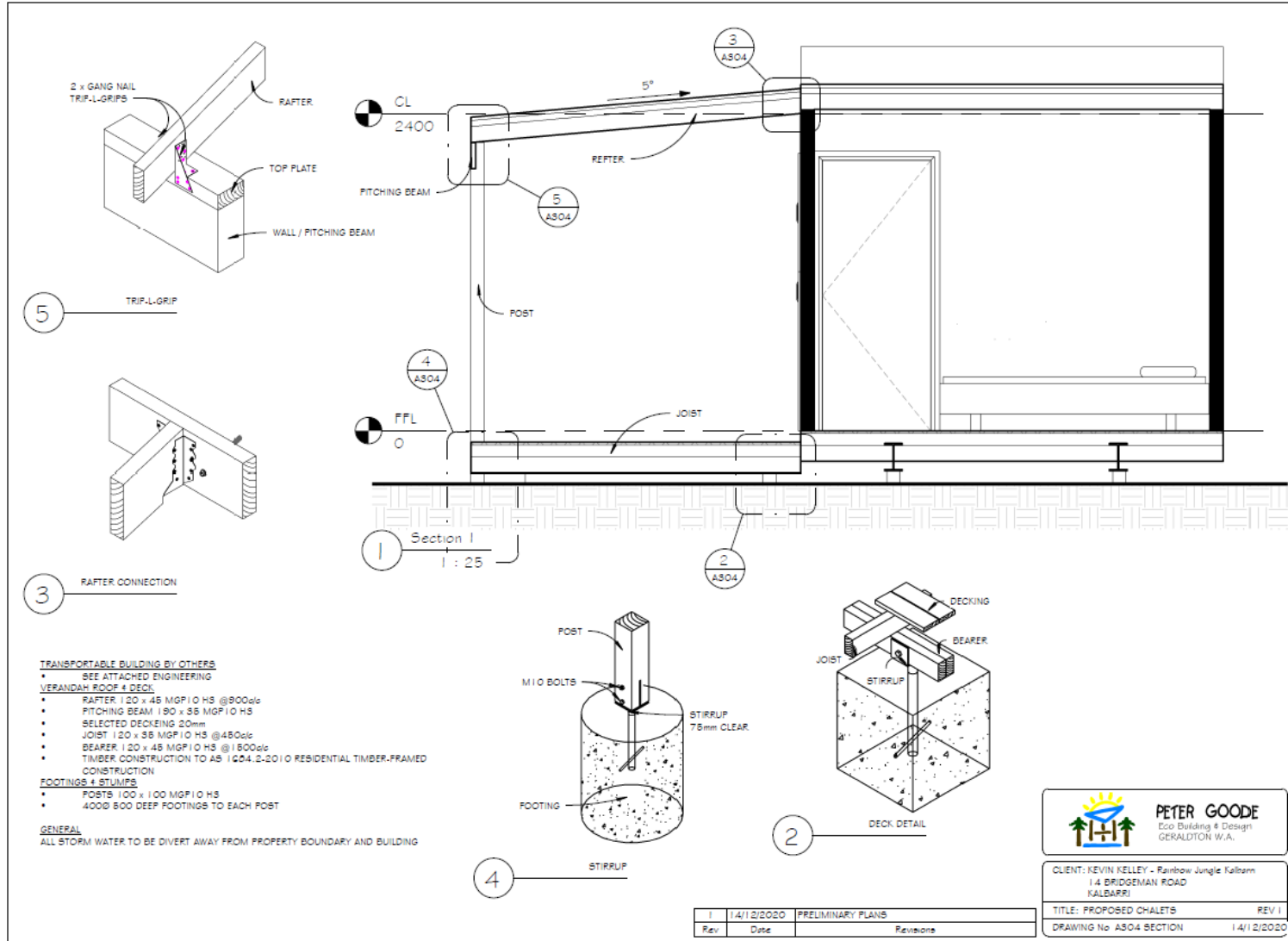


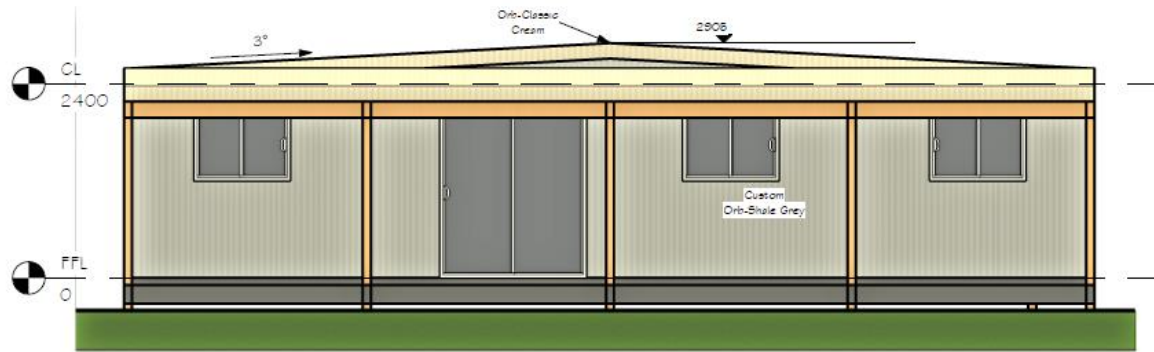
1 PROPOSAL VIEW

Rev	Date	Revisions
1	14/12/2020	PRELIMINARY PLANS

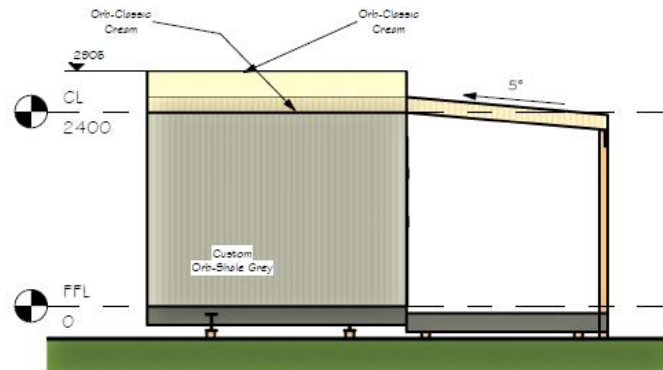
 <p>PETER GOODE Eco Building & Design GERALDTON W.A.</p>	
CLIENT: KEVIN KELLEY - Parlow Jungle Kalamien 14 BRIDGEMAN ROAD KALDARRI	
TITLE: PROPOSED CHALETS	REV 1
DRAWING No ASO1 PROPOSAL	14/12/2020







2 North
1 : 50



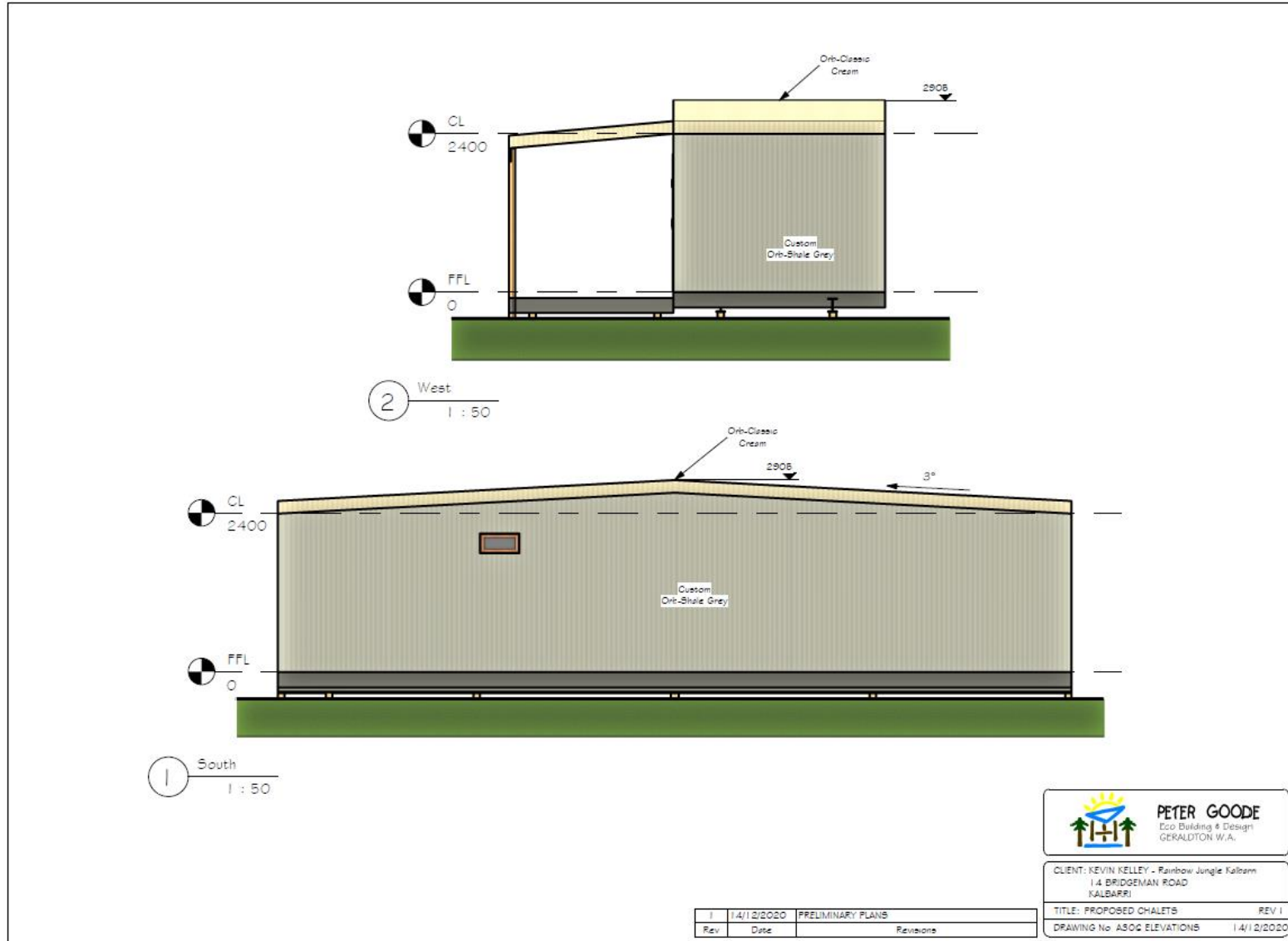
1 East
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Rev	Date	Revisions
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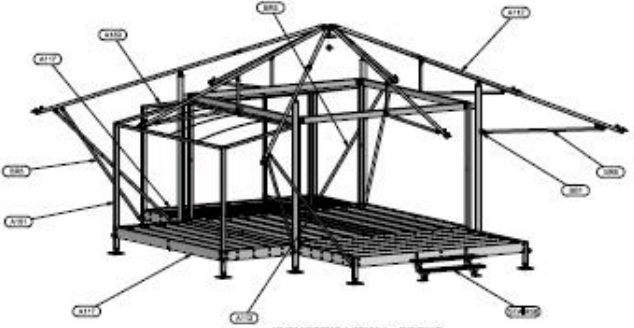


CLIENT: KEVIN KELLEY - Rainbow Jungle Kalbarri
14 BRIDGEMAN ROAD
KALBARRI


TITLE: PROPOSED CHALETS REV 1
DRAWING No. AS08 ELEVATIONS 14/12/2020



APPENDIX 4 – SITE AND FLOOR PLANS - TENTS

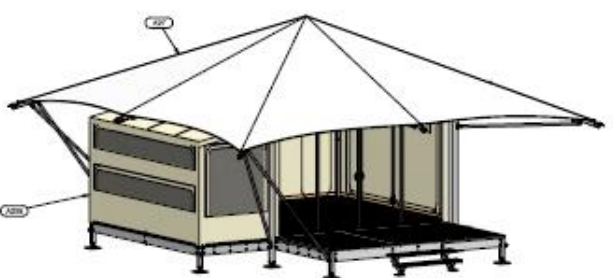


ISOMETRIC VIEW 1 - FRONT

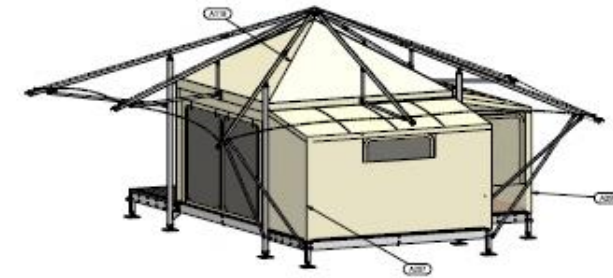


ISOMETRIC VIEW 2 - FRONT

ITEM NO.	DESCRIPTION	QTY	UNIT	REMARKS	STATUS
A101	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A102	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A103	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A104	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A105	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A106	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A107	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A108	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A109	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED
A110	STEEL TUBULAR STRUCTURE, 200x100	1	SET	FOR SHIRAZ TENTS	ISSUED




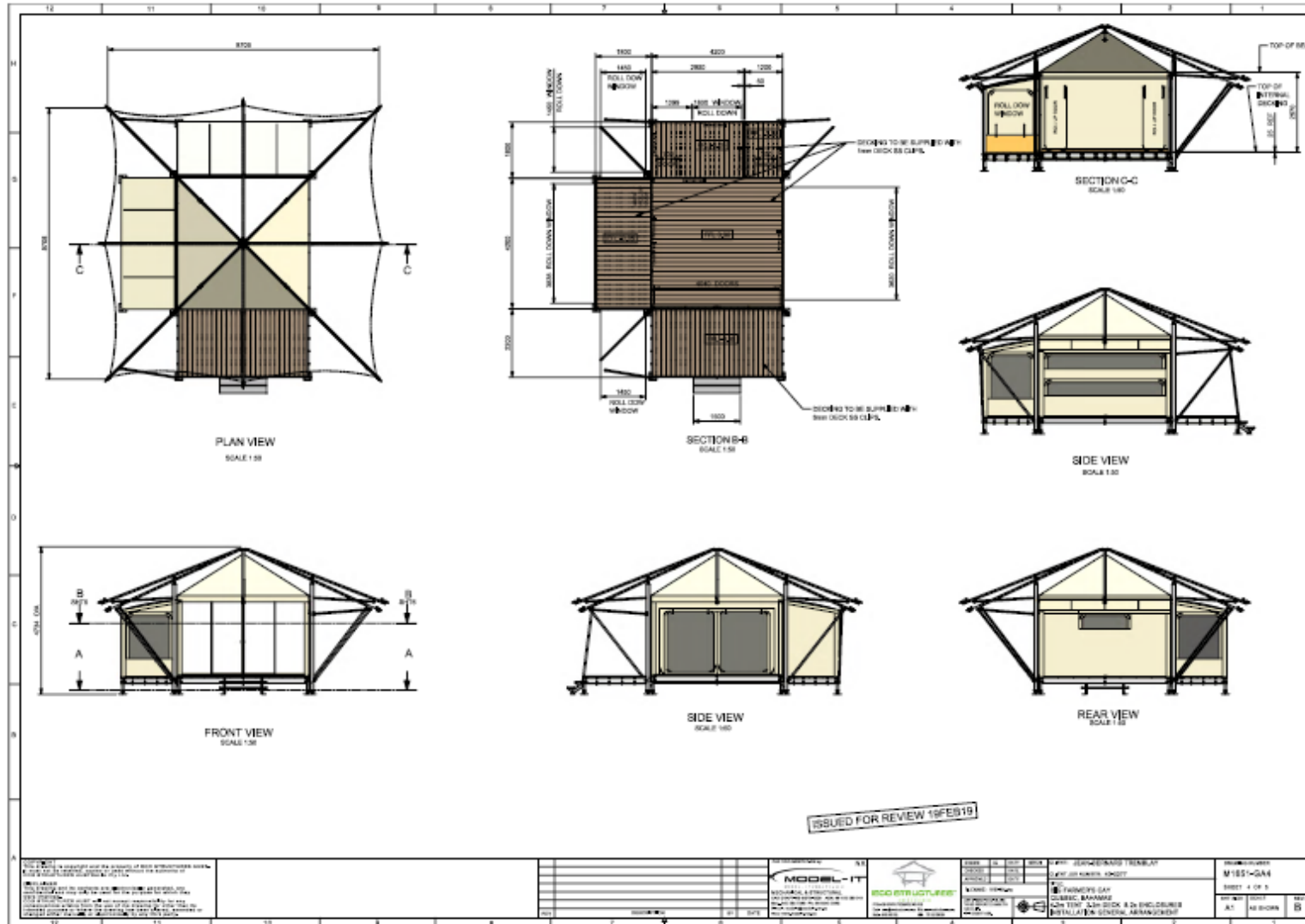
ISOMETRIC VIEW 3 - FRONT

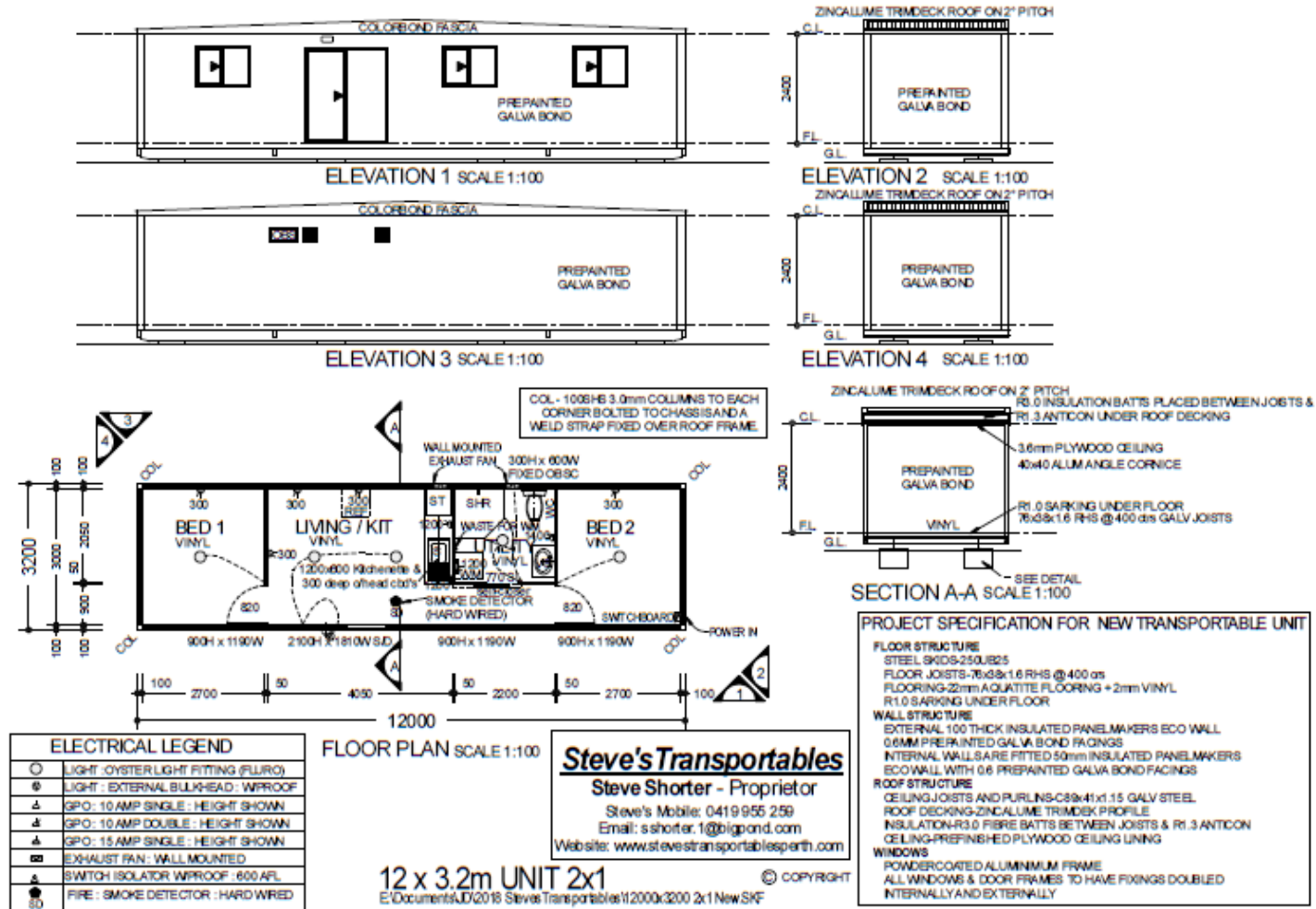


ISOMETRIC VIEW 4 - REAR
PIC SHOWN FROM TRAVELLING FOR PICTORIAL PURPOSES ONLY

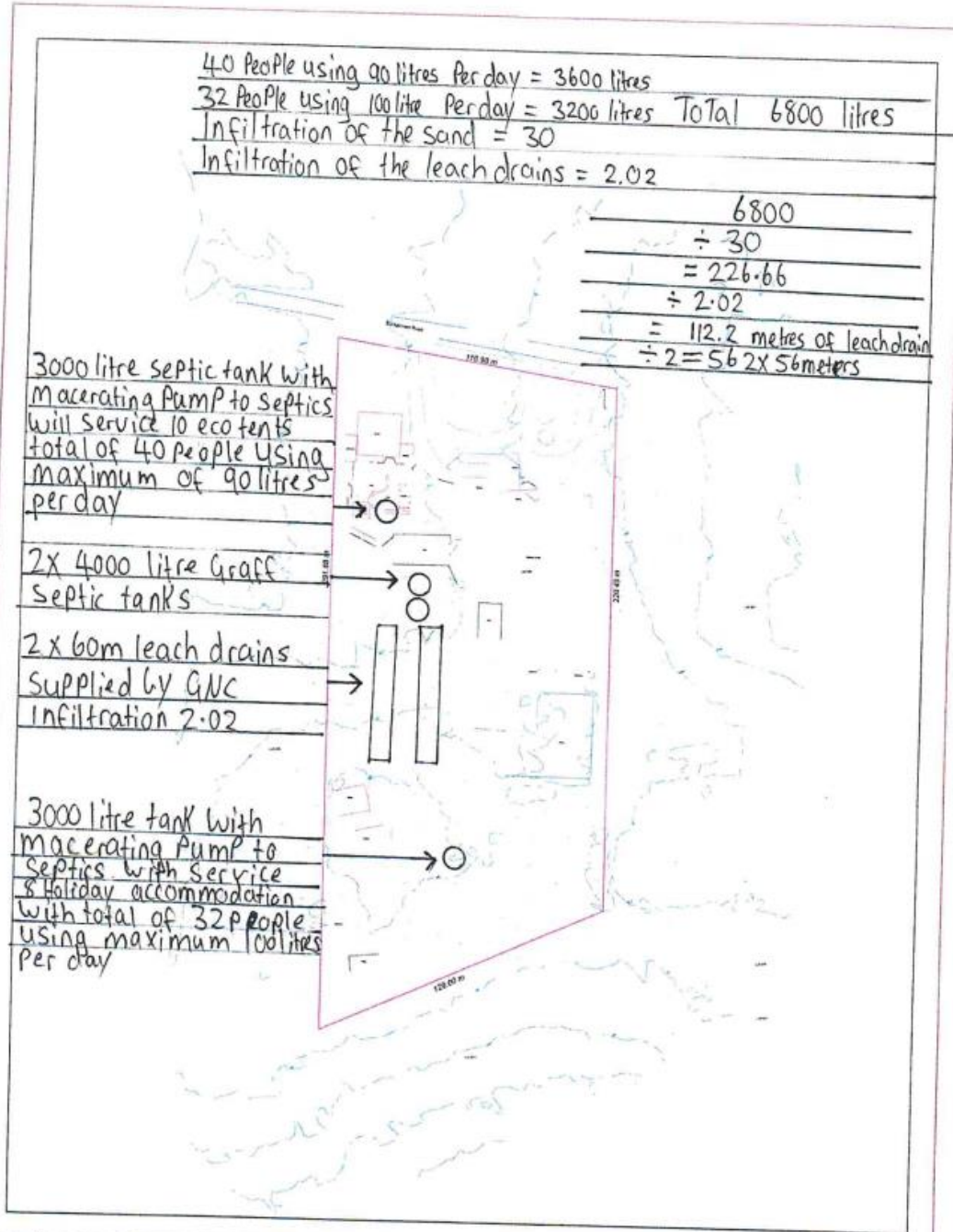
ISSUED FOR REVIEW 19FEB19


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DATE	ISSUED	NO.	REVISED	BY	REASON									
19 FEB 2019		1		MOORE-IT CONSULTANTS	ISSUED FOR REVIEW									





APPENDIX 5 – WASTE WATER/EFFLUENT DISPOSAL PLANS



Site	Control & Feature Survey	Rainbow Jungle - Overview		Murchison Surveys			
Date				Author	John Murchison	Project	2021
Client	Kevin Kelly			Client	Shire of Northampton	Project No.	
Address	Shire of Northampton			Project Name		Scale	1:1000
Location	8 Bridgeview Road Kalamit						

APPENDIX 6 – SOIL PERMEABILITY TEST

	BLACKTOP MATERIALS ENGINEERING
	PO Box 1018 Geraldton WA 6531 ACN: 098 257 071 / ABN: 52 098 257 071 PHONE: (08) 9921 1878 / FAX: (08) 9965 5730 email: blacktop@westnet.com.au

CLIENT:	Kevin Kelly	CERTIFICATE No.:	21BME196
ADDRESS:	14 Bridgeman Road, Kalbarri WA 6536	SAMPLE No.:	21BME196
PROJECT:	Rainbow Jungle - sewage investigation	DATE SAMPLED	4/02/2021
LOCATION:	Leach Drain	DATE TESTED:	4/02/2021
LOCATION:	Reduced Level test depth: 1000 - 1200 m	PROJECT No.:	Not Supplied
DESCRIPTION:	Yellow Sand with Silt	CLIENT LOT No:	Not Supplied
COURSE / LAYER:	Instu	CLIENT CONTRACT No:	Not Supplied
Area of Hole base:	900 cm ²	TEST REQUEST No:	Not Supplied

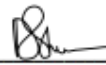
Soil Permeability Measurement - Constant Head Test

-in accordance In House test method BME-TP09 - 2020

Time (Mn:Sec)		Seconds	Level in tube (cm)	(r2-r1)	Q (cc)	Ir (cm/s)
0	00	00	10.50	-	0.00	-
0	10	10	24.50	14.0	127.11	0.014123
0	20	20	43.00	18.5	167.97	0.018663
0	24	24	50.00	7.0	63.55	0.017654
Total			39.5	358.63	0.016603	

Notes:

- 1 Testing performed by Blacktop Materials Engineering.
- 2 Blacktop Materials Engineering stress that this test has been performed under the field moisture conditions on the day of testing.
- 3 These results are only valid when the field moisture is similar to that on the day of testing.
- 4 Blacktop Materials Engineering accepts no responsibility for subsoil conditions below what was tested or at locations other than those tested.

Approved Signatory : _____ 

D. Sherman (Senior Materials Technician)

Date : 5/02/2021

This Test Certificate must not be reproduced except in full.
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Page 1 of 2
Form No. R-AS-37-00

Attachment to Test Certificate 21BME196



APPENDIX 7 – SCHEDULE OF SUBMISSIONS

The following submissions were received in relation to advertising of a ‘Tourist Development’ consisting of four (4) two bedroom chalets and eleven (11) short stay accommodation tents with ensuites on Lot 830 (No. 14) Bridgeman Road, Kalbarri:-

No & Date Received	Submitter	Submitter	Shire Comment	Shire Recommendation
1. 08/10/2020	Department of Biodiversity, Conservation & Attractions Level 1, 201 Foreshore Drive, GERALDTON WA 6530	NO OBJECTION	No additional comment.	Note Submission
2. 15/10/2020	Elizabeth Trotti	INDIFFERENT Submitter raised five concerns: 1. No objection to proposed 2 bedroom chalets which are to be placed at the rear of Lot 830 but this may affect privacy as it will give an unrestricted line of sight into my property. Request that screening is provided along the area adjoining Lot 831 where chalets are proposed to be placed. 2. Not sufficient information in application to address collection of rainwater and feels what is proposed to be	1. The proposed 2 bedroom chalets are set back 9 metres from the adjoining boundary. They are proposed to be painted in creams, browns and greys, to minimise visual impact and all outdoor living spaces and major openings face towards the west therefore privacy of the submitters lot is not considered to be impacted upon. 2. The matter of water supply has been considered by the Shire in light	Submission dismissed in part. <i>Recommend advising the Applicant/Owner that</i>

		<p>attached to accommodation units and tents will be insufficient for intended water usage.</p> <p>3. Construction of proposed project is already placing more pressure on underground water supply as owner of Lot 830 has already cleared all the bush to the rear of the Maze and is watering the area extensively. Kalbarri is in a dry arid location and I am concerned the underground water supply will be depleted or run out which will affect the four blocks in the Tourist Precinct which have no reticulated water main.</p>	<p>of feedback from the Department of Health and for non-scheme water connected areas, the development is to have access to a sufficient supply of potable water that is of a quality specified under the <i>Australian Water Quality Guidelines 2011</i>.</p> <p>The application is proposing a low key tourist development and although it provides an overview of water supply, it does not contain definitive analysis of how an adequate volume of potable water will be provided to the proposed and the existing development across the site.</p> <p>According to provisions within the <i>Local Planning Scheme No. 11</i> for Special Use 9 (SU9) Site zone, conditions are imposed requiring the approval of low key tourist developments by the Department of Health and Local Government should developments not be connected to a reticulated water supply.</p> <p>3. The proposed development and existing development will be serviced by a bore licenced via permit issued by the Department of Water under the <i>Rights in Water and Irrigation Act 1914</i>. The licence permits the applicant to take up to 34,000kL and is valid until 25 July 2026. Additional</p>	<p><i>Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of an adequate and sustainable water supply to be further examined and approved by the relevant authorities.</i></p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the</i></p>
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			<p>capacity over the site includes the following tanks:</p> <ul style="list-style-type: none"> * 80,000 litre tank near existing house * 20,000 litre tank near proposed tents * 20,000 litre tank between maze and existing birdpark <p>The Department of Water and Environment regulation were referred the Development Application for comment with no response being received initially. A response was received on the 10 February 2021 that provided additional information concerning the water license.</p> <p>The application is proposing a low key tourist development and although it provides an overview of water supply, it does not contain definitive analysis of how an adequate volume of potable water will be provided to the proposed and the existing development across the site.</p> <p>According to provisions within the <i>Local Planning Scheme No. 11</i> for Special Use 9 (SU9) Site zone, conditions are imposed requiring the approval of low key tourist developments by the Department of Health and Local Government should</p>	<p><i>Applicant/Owner to include amended groundwater licence for the existing and proposed development to include Tourism Accommodation as an authorised water use to the approval of Department of Water and Environmental Regulation and Local Government and that the matter of an adequate and sustainable water supply to be further examined and approved by the relevant authorities.</i></p>
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		<p>4. Clarification is sought on the required setbacks that will be in force if proposal is successful. I recently wrote to Council seeking clarification as owner of Lot 830 recently had a bushfire management plan done on the property and rang us to ask if it would be OK if he paid to clear an area along our Western boundary as he told us if this area of his neighbours was cleared then he wouldn't need to have a setback of 17 metres for his proposed development.</p> <p>5. Regarding effluent disposal, concern that soak wells may not be adequate and a Bio Max system or similar has not been proposed. A Bio Max system is much more efficient than soak wells as it uses treated effluent water to reticulate back onto lawns and gardens, thus saving water and risking contamination to groundwater supply.</p>	<p>developments not be connected to a reticulated water supply.</p> <p>4. The proposed setback from the adjoining boundary is proposed to be 9m with all vegetation on Lot 830 being modified to low threat state. As per the revised Bushfire Management Plan (Nov 2020) the proposed chalets can achieve a BAL29 rating with the setback of 9m.</p> <p>5. In terms of effluent disposal, this is considered and approved by the Department of Health and the Shire's Environmental Health Officer. The Department of Health has advised that:</p> <p><i>Suitable provision for adequate onsite effluent disposal area/s is to be accommodated in any planning approval. For on-site wastewater disposal systems to be approved, the site capability needs to be demonstrated via a winter 'site-and-soil evaluation' (SSE) in accordance with Australian Standard 1547. The DoH will permit multiple on-site separate systems or connecting the new facilities to existing system (providing they have capacity or are upgraded to have capacity)</i></p>	<p>The submission is dismissed in part.</p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of onsite effluent disposal (waste water disposal) to be further examined and approved by the relevant authorities.</i></p>
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			<p><i>depending upon logistics and site conditions.</i></p> <p>The Applicant has put forward plans outlining proposed systems (Refer Appendix 5) however, site capability has not yet been demonstrated.</p>	
3. 16/10/2020	Michael & Wendy Payne	<p>OBJECTION</p> <p>Submitters state the following:</p> <p>1. Proposal states 4 dongers and 11 tents (68 beds) and staging says 4 dongers and 13 tents (76 beds). Which is correct?</p> <p>2. No clear precise location of proposed infrastructure as there is no map of proposed development.</p> <p>3. No facts to support that rainwater will be sufficient for year round supply to 68 person accommodation facility.</p>	<p>1. It is confirmed that the proposed development consists of 4 tourism accommodation units and 11 tents.</p> <p>2. A site plan has been included as part of the proposed development and is included within Appendix 1 of this Planning Report.</p> <p>3. The Application states that the proposed development and existing development will be serviced by a bore licenced via permit issued by the Department of Water under the <i>Rights in Water and Irrigation Act 1914</i>. The licence permits the applicant to take up to 34,000kL and is valid until 25 July 2026. Additional capacity over the site includes the following tanks:</p> <ul style="list-style-type: none"> • 80,000 litre tank near the existing house • 20,000 litre tank near the proposed tents 	<p>Submission noted.</p> <p>Submission noted.</p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of an adequate and sustainable water supply to be further examined and approved by the relevant authorities.</i></p>

		<p>4. Consider sewer connection is essential for development which submitter considers unlikely to be 'low key'. Proposal needs to be assessed by Health Dept.</p>	<ul style="list-style-type: none"> • 20,000 litre tank between maze and existing birdpark <p>It is considered that the proposed development has not adequately addressed the matter of water supply for both potable and non-potable purposes.</p> <p>The application is proposing a low key tourist development and although it provides an overview of water supply, it does not contain definitive analysis of how an adequate volume of potable water will be provided to the proposed and the existing development across the site.</p> <p>According to provisions within the <i>Local Planning Scheme No. 11</i> for Special Use 9 (SU9) Site zone, conditions are imposed requiring the approval of low key tourist developments by the Department of Health and Local Government should developments not be connected to a reticulated water supply.</p> <p>4. The Special Use 9 zone includes Condition (g) which states:</p> <p><i>"Except as otherwise approved by the local government and Department of Health in the case of low key tourist developments, all</i></p>	<p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will</i></p>
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		<p>5. Visual management states development will not be visible from the roads but the donger accommodation will be visible from our adjacent property thereby lowering the amenity. Landscaping plans to screen dongers from the south should be included.</p>	<p><i>development shall be connected to reticulated sewer and water supply”.</i></p> <p>Low key tourist developments are the exception to the requirement for connection to reticulated sewer and water supply. This is only with the approval of the local government and the Department of Health. Before lodging the Development Application, the Applicant/Landowner was advised to liaise with the Department of Health to ascertain whether the proposed development could be accommodated on Lot 830 without connection to water or reticulated sewer. The response to date has been for the Applicant to suitably demonstrate site capability through a winter ‘site and soil evaluation’ and to have access to a sufficient supply of potable water that is of a quality specified under the <i>Australian Water Quality Guidelines 2011</i>.</p> <p>5. The proposed second-hand transportable buildings will be setback 15 metres from the southern boundary. Landscaping can be considered in this location, however, it would need to be managed in a low threat state and</p>	<p><i>require the matter of onsite effluent disposal (waste water disposal) to be further examined and approved by the relevant authorities.</i></p>
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		<p>6. Parking areas north east of block appear to be already cleared leaving no further space on Lot 830 to be cleared to make way for extra parking spaces as proposed.</p> <p>7. No plans to indicate access for guests of donger accommodation units that are to be placed south of the block. Submitter seeks assurance that existing illegal access on George Grey Road Reserve will not be used for this purpose.</p>	<p>therefore unlikely to provide substantial screening. Visual management of the proposed development is considered to be addressed through the use of appropriate muted, natural tones on the exterior of the buildings.</p> <p>6. LPS11 requires the provision of 28 car bays and the proposed development will include an additional 30 car bays onsite. These bays are not currently required for any other part of the existing development, however, a carparking plan that details car bay provision for both the proposed and existing uses is considered necessary to demonstrate this.</p> <p>7. Access to the proposed tourism accommodation is from Bridgeman Road into the car park contained in the north east corner. Individual car access to each chalet is not proposed and therefore utilisation of the existing informal access is not part of this proposal. However, should Council consider granting development approval, a condition will be placed on the development application requiring that the existing access through UCL is formalised</p>	<p>It is recommended that any future conditional approval include a condition that required the Applicant/Owner to undertake an overall car parking and access plan for all uses on Lot 830.</p> <p>It is recommended that any future conditional approval include a condition requiring that the existing access through UCL be formalised.</p>
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<p>4. 16/10/2021</p>	<p>Department of Fire & Emergency Services</p>	<p>Technical Comment Provided</p> <p><u>1st Referral</u></p> <p>MODIFICATION TO BMP REQUIRED</p> <p>Acknowledges tourism development in form of bird park, maze, cinema, commercial kitchen & caretakers dwelling already exists at the site.</p> <p>Development application seeks extension to tourism activity which would constitute an intensification of development and trigger application of SPP3.7.</p> <p>Tourism land uses, such as short-term accommodation is considered a vulnerable land use as prescribed by section 5.5.1 'Vulnerable Land Uses' of the Guidelines.</p> <p>DFES assessed the proposal against SPP3.7 & the Guidelines and recommended that the proposal not be supported, and modification was required stating that the development design has not demonstrated compliance to Element 1: Location; Element 2: Siting and Design or Element 4: Water.</p> <p>In terms of the preparation of the BAL contour map, modifications were also required to vegetation classification and setbacks, especially where there was a reliance on firebreaks on Crown Land.</p> <p><u>2nd Referral</u></p> <p>SUPPORTED SUBJECT TO MODIFICATIONS</p> <p>The development application and BMP have adequately identified issues arising from the bushfire risk assessment and considered how compliance with the bushfire protection criteria can be achieved. However, modifications to the BMP are necessary to ensure it accurately identifies the bushfire risk and necessary mitigation measures. As these modifications will not affect</p>	<p>In November 2020, the Bushfire Management Plan was modified to address the matters raised by the Department of Fire and Emergency Services ('DFES'). As a result of the amendments DFES advised on the 23 December 2020 that outstanding matters could be modified without further referral to DFES as they would not affect the development design.</p> <p>The location of the proposed accommodation tents has also been setback 13m instead of 10m to remove reliance on the adjacent Unallocated Crown Land having a firebreak/access leg, where there is no formal agreement for this arrangement.</p>	<p>Figure 12 shall be amended to reflect the compliance statement in Table 5 with regard to water capacity for fire-fighting purposes</p>
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	23/12/2020	<p>the development design, these can be undertaken without further referral to DFES.</p> <p>Element 4 – Water There are inconsistencies within the BMP relating to compliance statements for Element 4. The BMP has demonstrated compliance to Element 4: Water in Table 5 by stating that the development will provide an 80,000L water tank for fire fighting purposes and two additional 21,000L water tanks for the proposed accommodation. However, Figure 12: Spatial Representation of Management Strategies is inconsistent with Table 5 and states that ‘a static water supply shall be provided onsite which has the effective capacity of 10,000L. Figure 12 should be amended to reflect the compliance statement in Table 5.</p>		
5. (19/10/2020) Submitted after closing date of 16/10/2020	Bridgitte Carter	<p>NO OBJECTION</p> <p>I have read the Rainbow Jungle proposal and have no opposition.</p>	No additional comment	Submission noted.
6. (03/11/2020) Submitted after closing date of 16/10/2020	Department of Health	<p>Technical comment provided</p> <p>For non-scheme water connected areas, the development is to have access to a sufficient supply of potable water that is of a quality specified under the <i>Australian Water Quality Guidelines 2011</i>.</p> <p>Suitable provision for adequate onsite effluent disposal area/s is to be accommodated in any planning approval. For on-site wastewater disposal systems to be approved, the site capability needs to be demonstrated via a wider ‘site-and-soil evaluation’ (SSE) in accordance with Australian Standard 1547.</p>	<p>The Applicant was advised on 05/11/2020 of DoH’s response and that an SSE is required to be undertaken.</p> <p>The Applicant provided a Soil Permeability Test Report from Blacktop Engineering via email on 10 February 2020 and proposed septic system on a contour map of the property with estimated volume of</p>	<p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of an adequate and sustainable water supply to be further</i></p>

		<p>The DoH will permit multiple on-site separate systems or connecting the new facilities to existing system (providing they have capacity or are upgraded to have capacity) depending</p>	<p>wastewater generated per day when all accommodation units are occupied. This information is not considered to provide the level of detail required to adequately determine site capability and to obtain approval for onsite effluent disposal by both the local government and Department of Health.</p> <p>It is recommended that the Applicant engage a Hydrology Engineer to design a suitable wastewater disposal system for the proposed development which is supported by the suitable plans and documents that includes the following information:</p> <ul style="list-style-type: none"> - Volume of wastewater to be disposed by all uses, existing and proposed; - Assess the soils on the property for onsite disposal; - Consider ground water and flow through the soil; - Consider average rainfall and evaporation levels throughout the year; - Compare wastewater disposal systems and justify use of chosen system. <p>Whilst this level of detail may be considered in excess of what is required at the Planning Approval stage, it is noted that the Scheme's</p>	<p><i>examined and approved by the relevant authorities.</i></p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of onsite effluent disposal (waste water disposal) to be further examined and approved by the relevant authorities.</i></p>
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			Special Use zone includes a specific condition concerning the requirement for connection to reticulated sewerage and water except where approval has been granted by the Local Government and Department of Health in the case of low key tourist developments. For this reason, it is considered necessary to first justify that the site is capable of supporting the proposed development.	
7. (11.02.2021) Submitted after the closing date of 16/10/2020	Department of Water and Environmental Regulation	<p>No objection, technical comment provided</p> <p><u>Water Licensing</u> The property has an existing groundwater licence but Tourism Accommodation is not currently an authorised activity under this licence. Any groundwater abstraction in this proclaimed area is subject to licensing by the department, other than supply from the shallow water table (superficial aquifer) for domestic and non-intensive stock watering purposes. The proponents should contact the Mid West Gascoyne Water Licensing Team via 99657400 midwestgascoyne@dwer.wa.gov.au to discuss if any amendments are required to the licence.</p> <p><u>Wastewater</u> The proponent when designing a suitable wastewater system should allocate 140 L per person and use the potential maximum amount of people (66). The Wastewater System will need to be sized to accommodate for 66 * 140L per day = 8960 L per day. See Supplement to Regulation 29 and Schedule 9 - Wastewater system loading rates https://ww2.health.wa.gov.au/Articles/S_T/Supplement-</p>	<p>The existing ground water licence allocation has been included in the proposed development's water supply calculation. In order for this to be used for tourist accommodation purposes, an amendment to the water licence will be required.</p> <p>Given the Special Use site zones conditions, approval of a waste water system is required at planning approval stage. A maximum capacity of 68 persons should be addressed, instead of 66 persons as well as consideration being given to other uses over the site.</p>	<p>The Applicant be advised of the requirement to amend the groundwater licence to include Tourism Accommodation.</p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of onsite effluent disposal</i></p>

		<p>to-Regulation-29-and-Schedule-9-Wastewater-system-loading-rates</p> <p>While the location is not in a Sewage Sensitive Area it should be noted that it is less than 200m from the coast and 1.4 km from the Wellhead Protection Zone of the Kalbarri PDWSA. Wastewater systems should be designed accordingly to minimise potential risk.</p> <p><u>PotableWater</u> The proponent has confused potable water with rainwater. Rainwater/bore water are not considered potable water. Potable water is water safe for drinking. Rainwater or bore water should not be supplied to customers for drinking, bathing, watering edible plants, food preparation or cooking unless it has been properly tested and treated to make it suitable for the intended use.</p>	<p>The proposed development and existing development will be serviced by a bore licenced via permit issued by the Department of Water under the <i>Rights in Water and Irrigation Act 1914</i>. The licence permits the applicant to take up to 34,000kL and is valid until 25 July 2026. Additional capacity over the site includes the following tanks:</p> <ul style="list-style-type: none"> • 80,000 litre tank near the existing house • 20,000 litre tank near the proposed tents • 20,000 litre tank between maze and existing birdpark <p>The Department of Water and Environment Regulation were referred the Development Application for comment with no response being received until Shire staff followed up the matter of Water Licensing. It is considered that the proposed development has not adequately addressed the matter of</p>	<p><i>(waste water disposal) to be further examined and approved by the relevant authorities</i></p> <p><i>Recommend advising the Applicant/Owner that Council is prepared to consider conditional approval of the proposed development but prior to being able to do so will require the matter of an adequate and sustainable water supply to be further examined and approved by the relevant authorities.</i></p>
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			water supply for both potable and non-potable purposes.	
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7.4.1	ACCOUNTS FOR PAYMENT	2
7.4.2	MONTHLY FINANCIAL STATEMENTS – DECEMBER 2020	17
7.4.2	MONTHLY FINANCIAL STATEMENTS – JANUARY 2021	45

7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10th February 2021
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Leanne Rowe/Grant Middleton
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 19th February 2021, for confirmation in respect of accounts already paid or for the authority to those unpaid.

FINANCIAL & BUDGET IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.1

That Municipal Fund Cheques 22016 to 22044 inclusive totalling \$94,692.09, Municipal EFT payments numbered EFT21531 to EFT21749 inclusive totalling \$889,805.02, Trust Fund Cheques 2573 to 2580, totalling \$9,300.44, Direct Debit payments numbered GJ06016 to GJ0713 inclusive totalling \$481,758.50 be passed for payment and the items therein be declared authorised expenditure.

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
22016	04-12-2020	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	171.30
22017	04-12-2020	JOE TARCHINI	SERVICE AWARD 35 YEARS	1200.00
22018	04-12-2020	SCOTT REYNOLDS	SERVICE AWARD 25 YEARS	700.00
22019	04-12-2020	MICK SPARLING	SERVICE AWARD 20 YEARS	500.00
22020	04-12-2020	JOHN D WOODCOCK	SERVICE AWARD 20 YEARS	500.00
22021	04-12-2020	MARTIN PARKER	SERVICE AWARD 10 YEARS	100.00
22022	04-12-2020	BRIAN S HUTCHINSON	SERVICE AWARD 10 YEARS	100.00
22023	04-12-2020	SEAN BOYCE	SERVICE AWARD 10 YEARS	100.00
22024	11-12-2020	WATER CORPORATION	WATER CHARGES	12052.45
22025	11-12-2020	TELSTRA	TELEPHONE CHARGES	943.36
22026	17-12-2020	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	510.00
22027	17-12-2020	MARSH PTY LTD	FRAUD AWARENESS COURSE	126.50
22028	17-12-2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	3397.21
22029	18-12-2020	TIM HAY	COUNCILLOR FEES DEC 2020	2450.50
22030		CANCELLED		
22031	18-12-2020	PETER STEWART	COUNCILLOR FEES DEC 2020	2000.00
22032	18-12-2020	E E SUDLOW	COUNCILLOR FEES DEC 2020	2504.95
22033	22-12-2020	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	200.00
22034	22-12-2020	PETTY CASH - KALBARRI	PETTY CASH RECOUP	98.90
22035	23-12-2020	SYNERGY	ELECTRICITY CHARGES	20248.85
22036	24-12-2020	TELSTRA	TELEPHONE CHARGES	139.04
22037	20-01-2021	SHIRE OF NORTHAMPTON	PAYROLL SUNDRY DEBTOR DEDUCTIONS DKEE01 \$20440, DROW01 \$140, DNIC02 \$560	21140.00
22038	15-01-2021	ALINTA ENERGY	GAS	112.55
22039	15-01-2021	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	16111.26



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Chq #	Date	Name	Description	Amount
22040	15-01-2021	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	724.25
22041	15-01-2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	2099.84
22042	25-01-2021	PETTY CASH - NCCA	NCCA PETTY CASH RECOUP	195.55
22043	28-01-2021	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	5450.68
22044	28-01-2021	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS	814.90
				<u>\$94,692.09</u>

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT21531	02-12-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT21532	10-12-2020	BRIAN S HUTCHINSON	REIMB TELSTRA LINE RENTAL	127.80
EFT21533	10-12-2020	GLENN BANGAY	REIMB 60% WATER	86.78
EFT21534	10-12-2020	SAMANTHA CALDWELL	NCCA REIMB GOODS	60.00
EFT21535	10-12-2020	ROBERT MCKENZIE	ANIMAL EUTHANASIA	780.00
EFT21536	10-12-2020	GRANT MIDDLETON	REIMB WESTNET	241.29
EFT21537	10-12-2020	LEANNE ROWE	REIMB TRAINING FUEL/MEAL	160.13
EFT21538	10-12-2020	BUDDHAS BITES	NPTN WORKS CREW EVENING MEALS	344.00
EFT21539	10-12-2020	MIDWEST BOUNCE AND FUN	NCCA BOUNCY CASTLE XMAS PARTY	140.00
EFT21540	10-12-2020	DEBIE READER	NCCA FACEPAINTER XMAS PARTY	100.00
EFT21541	10-12-2020	WA TREASURY CORPORATION	LOAN 156	27791.42
EFT21542	10-12-2020	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	278.00
EFT21543	10-12-2020	AUSTRALIAN TAXATION OFFICE	NOVEMBER 2020 BAS	9892.00
EFT21544	15-12-2020	DEVISE URBAN PLANNING	PLANNING SERVICES	4147.00
EFT21545	17-12-2020	KALBARRI IGA	NPTN WORKS CREW SUNDRY FOODS	693.50
EFT21546	17-12-2020	AUSTRALIA POST	POSTAGE	325.19
EFT21547	17-12-2020	BATAVIA CONCRETE	HORROCKS MEMORIAL WALL QUARTZ BACKFILL MATERIAL	445.50
EFT21548	17-12-2020	BLACKWOODS	PLANT PARTS	24.40
EFT21549	17-12-2020	RC & NA BLUNDELL	RATES REFUND	713.85
EFT21550	17-12-2020	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	JAKES CARPARK KAL SEALING WORKS	4957.48
EFT21551	17-12-2020	RUSSELL JOHN BROMLEY	NTON OFFICE PAINTING	5000.00
EFT21552	17-12-2020	BRUCE ROCK ENGINEERING	PLANT PARTS	231.66
EFT21553	17-12-2020	CAT WEST PTY LTD	EMULSION - POTHOLE WORKS	1540.00
EFT21554	17-12-2020	DAVID ALBERT CHADWICK	RATES REFUND	214.68
EFT21555	17-12-2020	BOC GASES AUSTRALIA	INDUSTRY GASES	624.77
EFT21556	17-12-2020	CORSIGN WA PTY LTD	SIGNS	653.40

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EFT #	Date	Name	Description	Amount
EFT21557	17-12-2020	TOLL TRANSPORT PTY LTD	FREIGHT	663.05
EFT21558	17-12-2020	D'GUY CHARTERS	BUS SERVICES CHRISTMAS FUNCTION	255.00
EFT21559	17-12-2020	DEPARTMENT OF TRANSPORT	KAL FSHORE WATER REIMB	43.79
EFT21560	17-12-2020	SIMON DRAGE	BUILDING MAINTENANCE	2043.80
EFT21561	17-12-2020	GARY DUNGATE	DUP REPAIRS, RESIDENCE REPAIRS	4129.00
EFT21562	17-12-2020	CENTRAL REGIONAL TAFE	NPTN STAFF RENEWAL TRAFFIC MANAGEMENT	700.00
EFT21563	17-12-2020	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	ALLEN CENTRE CARPARK	400.00
EFT21564	17-12-2020	ENGIN	ENGIN CHARGES	308.19
EFT21565	17-12-2020	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER COUNT/MTCE	460.25
EFT21566	17-12-2020	FORPARK AUSTRALIA	BYRON SHELTER	6287.60
EFT21567	17-12-2020	GERALDTON LOCK & KEY SPECIALISTS	LOCKS AND KEYS	443.44
EFT21568	17-12-2020	GERALDTON TROPHY CENTRE	HERITAGE PLAQUES	3184.50
EFT21569	17-12-2020	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM - QUARTER	968.58
EFT21570	17-12-2020	GERALDTON AUTO WHOLESALERS	MU-X LST AUTO 4X4 WAGON	24372.60
EFT21571	17-12-2020	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	261.52
EFT21572	17-12-2020	GILGAI TAVERN	NPTN CONST CREW MEALS	359.00
EFT21573	17-12-2020	GREAT NORTHERN RURAL SERVICES	KAL FSHORE SOIL WETTER	1389.30
EFT21574	17-12-2020	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL PURCHASES/FUEL CARD	29182.05
EFT21575	17-12-2020	THE GREEN MAN TREE SERVICES	GLASS ST TREE REMOVAL	880.00
EFT21576	17-12-2020	GREEN PLANET GRASS	NPTN BOWLING CLUB SYNETHIC GREEN	93947.04
EFT21577	17-12-2020	HASLEBYS HARDWARE SUPPLIES	PLANTS, TOOLS, RETIC, BARROW, FERT,	5643.61
EFT21578	17-12-2020	JR & A HERSEY PTY LTD	PROTECTIVE CLOTHING	652.41
EFT21579	17-12-2020	HIPPOCKET WORKWEAR & SAFETY GERALDTON	UNIFORMS	173.15
EFT21580	17-12-2020	JOHN PAPAS TRAILERS	TRAILER (NTON GARDENER)	9450.00
EFT21581	17-12-2020	KALBARRI EXPRESS FREIGHT	FREIGHT	67.76

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EFT #	Date	Name	Description	Amount
EFT21582	17-12-2020	KALBARRI BP ROADHOUSE & HARDWARE	HARDWARE/FUEL	259.94
EFT21583	17-12-2020	KALBARRI WAREHOUSE	HARDWARE	236.75
EFT21584	17-12-2020	KALBARRI LAWNMOWING SERVICE	PT GREG MOWING	190.00
EFT21585	17-12-2020	KALBARRI CARRIERS	FREIGHT	75.91
EFT21586	17-12-2020	KALBARRI NEWSAGENCY	STATIONERY	100.90
EFT21587	17-12-2020	KALBARRI REFRIG & AIRCON SERVICE	KALB CAMP SERVICE AIRCON	1322.40
EFT21588	17-12-2020	KALBARRI GRAVEL & SAND SUPPLIES	KALB ROAD SWEEPING, VERGE GRAVEL	913.50
EFT21589	17-12-2020	KOMATSU AUSTRALIA PTY LTD	PARTS	842.01
EFT21590	17-12-2020	KALBARRI PEST CONTROL	PEST CONTROL	2850.00
EFT21591	17-12-2020	LAKELINE RESOURCES PTY LTD	PT GREG WATER LINE REPAIRS	1452.00
EFT21592	17-12-2020	LGIS RISK MANAGEMENT	REG RISK CO-ORDINATOR 20/21 1ST INSTAL	6494.71
EFT21593	17-12-2020	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT21594	17-12-2020	GERALDTON TOYOTA	131NR 150,000KM SERVICE	2144.48
EFT21595	17-12-2020	MIDWEST KERBING	FIFTH BATEMAN THORNTON KERBING	23760.00
EFT21596	17-12-2020	MIDWEST MULCHING MOWING	VERGE MOWING/ FIRE MITIGATION	45496.00
EFT21597	17-12-2020	MODERN TEACHING AIDS PTY LTD	NCCA GLOVES	273.79
EFT21598	17-12-2020	RON NEUMANN	MELALUCA DUP REPAIRS	13155.00
EFT21599	17-12-2020	NORTHAMPTON IGA	NCCA GOODS	188.04
EFT21600	17-12-2020	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	1300.00
EFT21601	17-12-2020	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	759.53
EFT21602	17-12-2020	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL REPAIRS	2072.50
EFT21603	17-12-2020	NORTHAMPTON FAMILY STORE	UNIFORMS	230.57
EFT21604	17-12-2020	NORTHAMPTON COMMUNITY NEWS	NCCA ADVERTISING	30.00
EFT21605	17-12-2020	NOVUS WINDSCREENS GERALDTON	GRADER WINDOW REPLACEMENT	1162.00
EFT21606	17-12-2020	PROBUILD TECHNOLOGIES	KAL OVAL FENCING	430.00
EFT21607	17-12-2020	MIDWEST SWEEPING CONTRACTORS	STREET SWEEPING	4581.50
EFT21608	17-12-2020	PAUL SHERIFF	COMPUTER MTCE	110.00
EFT21609	17-12-2020	TITANIUM SERVICES PYT LTD	NCCA FINAL SHED PAYMENT	5827.00

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EFT #	Date	Name	Description	Amount
EFT21610	17-12-2020	SIMPLE LIFE PROJECTS	KALB CAMP MTCE	39213.50
EFT21611	17-12-2020	SNAPACTION	NCCA BUBBLE WANDS	15.00
EFT21612	17-12-2020	SPALDING ELECTRICAL SERVICES	HKS FSHORE BBQ ELEMENTS	297.00
EFT21613	17-12-2020	SPORT AND RECREATION SURFACES PTY LTD	KALB PYRITE STAINS TREATMENTS	48787.20
EFT21614	17-12-2020	STAR TRACK EXPRESS	FREIGHT	10.92
EFT21615	17-12-2020	STEVES TYRE & MECHANICAL	PLANT MTCE	66.00
EFT21616	17-12-2020	LANDGATE	VALUATION EXPENSES	160.20
EFT21617	17-12-2020	WEIRDO'S CARPENTRY & MAINTENANCE	BUILDING MAINTENANCE	82.50
EFT21618	17-12-2020	WESTRAC EQUIPMENT PTY LTD	PARTS	348.08
EFT21619	17-12-2020	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	72.80
EFT21620	17-12-2020	NORTHAMPTON TYRES	SUPPLY AND FIT 4 TYRES	1670.00
EFT21621	17-12-2020	WILLIAMS MUFFLERS BRAKES TYRES	PLANT REPAIRS	302.75
EFT21622	17-12-2020	P MARKHAM AND M A WILSON	KINGS PARK TOILET BLOCK	12045.00
EFT21623	17-12-2020	CT & L WOODCOCK & SON PTY LTD	GLYPHOSATE, CORN SACKS, TRICLOPHR	3659.10
EFT21624	18-12-2020	SHANE KRAKOUER	COUNCIL FEES DEC 2020	6879.71
EFT21625	18-12-2020	DESMOND PIKE	COUNCIL FEES DEC 2020	2250.00
EFT21626	18-12-2020	SANDRA STOCK-STANDEN	COUNCIL FEES DEC 2020	1948.02
EFT21627	18-12-2020	STEWART SMITH	COUNCIL FEES DEC 2020	2100.00
EFT21628	18-12-2020	ROSLYN SUCKLING	COUNCIL FEES DEC 2020	2627.23
EFT21629	24-12-2020	CRAIG SIMKIN	COUNCIL FEES DEC 2020	19090.10
EFT21630	24-12-2020	ALL DECOR	OVAL RES BLINDS	2195.00
EFT21631	24-12-2020	BEVS BAGS	NCCA HAT HOLDER	410.00
EFT21632	24-12-2020	RIC DAVEY	ANIMAL EUTHANASIA	500.00
EFT21633	24-12-2020	TONY NICHOLS	REIMB PARTS BPKALBARRI	36.40
EFT21634	24-12-2020	LEO RYAN	REIMB LAND LINE	39.90
EFT21635	24-12-2020	PETER GROOM SETTLEMENTS	CAVEAT WITHDRAWAL	401.91
EFT21636	04-01-2021	DANTHONIA DESIGNS	LED SIGN	29221.34
EFT21637	04-01-2021	DEVISE URBAN PLANNING	PLANNING SERVICES	3432.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

EFT #	Date	Name	Description	Amount
EFT21638	07-01-2021	DEVISE URBAN PLANNING	PLANNING SERVICES	3289.00
EFT21639	07-01-2021	NORTHAMPTON BOWLING CLUB	2020 XMAS FUNCTION	4868.50
EFT21640	15-01-2021	ABROLHOS ELECTRICS	BINNU HALL, KAL OFFICE, KAL CAMP ELECT	3518.13
EFT21641	15-01-2021	AERODROME MANAGEMENT SERVICES	KAL AIRPORT RESEAL DESIGN	16560.50
EFT21642	15-01-2021	AFGRI GERALDTON	PARTS	1370.40
EFT21643	15-01-2021	AUSTRALIA POST	POSTAGE	589.87
EFT21644	15-01-2021	AXIS AUTOS	ISSEKA FIRE TRUCK PARTS	457.55
EFT21645	15-01-2021	BEAUREPAIRES	PARTS	100.00
EFT21646	15-01-2021	BLACKWOODS	PROTECTIVE CLOTHING	275.62
EFT21647	15-01-2021	BUNNINGS (GERALDTON WAREHOUSE)	GARDEN SHED	1609.36
EFT21648	15-01-2021	MIDWEST CHEMICAL & PAPER DISTRIBUTORS	LIQUID SOAP	137.82
EFT21649	15-01-2021	CLEANAWAY OPERATIONS PTY LTD	RES/COMM REFUSE COLLECTION, SITE MTCE	25027.75
EFT21650	15-01-2021	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	765.06
EFT21651	15-01-2021	TOLL TRANSPORT PTY LTD	FREIGHT	112.43
EFT21652	15-01-2021	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE	330.00
EFT21653	15-01-2021	SIMON DRAGE	DEPOT/FITZGERALD RES REPAIRS	2440.90
EFT21654	15-01-2021	ENGIN	ENGIN CHARGES	205.23
EFT21655	15-01-2021	FENN PLUMBING & GAS	KAL REFUSE SITE TOILET REPAIRS	431.20
EFT21656	15-01-2021	DAVID FOSTER ELECTRICAL	PG FIRE STATION INSTALL LIGHTS	732.60
EFT21657	15-01-2021	GERALDTON LOCK & KEY SPECIALISTS	KEYS	1236.76
EFT21658	15-01-2021	GERALDTON TYREPOWER	FIT AND SUPPLY 4 TYRES	1171.00
EFT21659	15-01-2021	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	296.11
EFT21660	15-01-2021	GILLIAN GOAD	NCCA FEE REFUND	85.00
EFT21661	15-01-2021	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL/FUEL CARDS	18594.78
EFT21662	15-01-2021	HASLEBYS HARDWARE SUPPLIES	NCCA BUG BOMB	39.95
EFT21663	15-01-2021	C + J HANSON PLUMBING CONTRACTORS	KINGS PARK TOILET PLUMBING	8812.96

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

EFT #	Date	Name	Description	Amount
EFT21664	15-01-2021	HIPPOCKET WORKWEAR & SAFETY GERALDTON	PROTECTIVE CLOTHING	186.95
EFT21665	15-01-2021	KALBARRI AUTO CENTRE & CARS 4U2 HIRE	VEHICLE SERVICE	726.00
EFT21666	15-01-2021	KALBARRI STATE EMERGENCY SERVICE	ESL 3RD Q INSTALL	8325.00
EFT21667	15-01-2021	KALBARRI EXPRESS FREIGHT	FREIGHT	75.02
EFT21668	15-01-2021	KALBARRI PHARMACY	STAFF IMMUNISATIONS	213.00
EFT21669	15-01-2021	KALBARRI NEWSAGENCY	STATIONERY	79.83
EFT21670	15-01-2021	KALBARRI REFRIG & AIRCOND SERVICE	NCC FREEZER AND COOLROOM REPAIRS	707.08
EFT21671	15-01-2021	KALBARRI PEST CONTROL	URBAN PEST CONTROL	1170.00
EFT21672	15-01-2021	KALBARRI SITEWORKS	PG REMOVE SAND FROM CARPARK	220.00
EFT21673	15-01-2021	MARK ARMSTRONG ELECTRICAL	KAL AIRPORT INSTALL CABLING SOLAR PANELS	3155.90
EFT21674	15-01-2021	SARAH MAZZUCHELLI	NCCA FEE REFUND	190.00
EFT21675	15-01-2021	LGRCEU	PAYROLL DEDUCTIONS	205.00
EFT21676	15-01-2021	M L COMMUNICATIONS	OFFICE PHONE REPAIR	526.90
EFT21677	15-01-2021	THE WORKWEAR GROUP	UNIFORMS	2462.40
EFT21678	15-01-2021	NORTHAMPTON IGA	GOODS, REFRESHMENTS	871.63
EFT21679	15-01-2021	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	650.00
EFT21680	15-01-2021	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	351.88
EFT21681	15-01-2021	GERALDTON CLEANPAK TOTAL SOLUTIONS	CLEANING GOODS	2523.54
EFT21682	15-01-2021	PLATINUM ELECTRICIANS MIDWEST	KINGS PARK TOILET ELECTRICAL	5111.11
EFT21683	15-01-2021	PURCHER INTERNATIONAL	PARTS	312.75
EFT21684	15-01-2021	THE SHEARING SHED CAFE	REFRESHMENTS	450.00
EFT21685	15-01-2021	PAUL SHERIFF	COMPUTER MTCE	110.00
EFT21686	15-01-2021	STAR TRACK EXPRESS	FREIGHT	258.37
EFT21687	15-01-2021	2V NET IT SOLUTIONS	COMPTER MTCE	574.00
EFT21688	15-01-2021	LANDGATE	VALUATION EXPENSES	767.56
EFT21689	15-01-2021	WA TREASURY CORPORATION	LOAN 153/GFEE	29006.92
EFT21690	15-01-2021	WESTLINE CONTRACTING	KAL WHITELINING	1094.50

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

EFT #	Date	Name	Description	Amount
EFT21691	15-01-2021	NORTHAMPTON TYRES	SUPPLY & FIT 2 TYRES	565.00
EFT21692	15-01-2021	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBS	139.00
EFT21693	15-01-2021	AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2020	34781.00
EFT21694	21-01-2021	KEVIN JOHN MOSS	PT GREGORY WATER REIMB FUEL	748.80
EFT21695	21-01-2021	LEO RYAN	REIMB HIGH RISK WORK LICENCE	42.50
EFT21696	21-01-2021	REBECCA TRAVIS (NCCA)	NCCA REIMB DIARY BUTLER	62.20
EFT21697	20-01-2021	DEVISE URBAN PLANNING	PLANNING SERVICES	4147.00
EFT21698	20-01-2021	TELSTRA	TELEPHONE CHARGES	1686.43
EFT21699	27-01-2021	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL REPAIRS	1652.90
EFT21700	27-01-2021	STAFFORD CEILINGS	RES ROBINSON ST REPAIR CEILINGS	3245.00
EFT21701	27-01-2021	FRANK ZAPPIA CONCRETE	HCC CONCRETE FOOTPATH	7150.00
EFT21702	28-01-2021	ABCO PRODUCTS PTY LTD	SOAP DISPENSERS/E-ZYME CRYSTALS	2003.42
EFT21703	28-01-2021	AIRPORT LIGHTING SPECIALISTS PTY LTD	KAL AIRPORT WINDSOCK, LENS PARTS	1049.40
EFT21704	28-01-2021	AW CRAGAN & ALLCAPRI PTY LTD	VAROUS JOBS BACKHOE HIRE	4779.50
EFT21705	28-01-2021	KALBARRI IGA	NTON WORKS CREW GOODS/OFFICE GOODS	51.52
EFT21706	28-01-2021	BLUESTAR EARTHMOVING	NTN TIP TURN CONTAM SITE	1815.00
EFT21707	28-01-2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	AGG 5MM & 7MM	2228.27
EFT21708	28-01-2021	LIBERTY NORTHAMPTON	FUEL	87.52
EFT21709	28-01-2021	CAT WEST PTY LTD	BINNU EAST ROAD EMULSIONSEAL	3991.63
EFT21710	28-01-2021	CENTRAL WEST PUMP SERVICE	PT GREG GRUNFOS, PUMP REPAIRS	10027.60
EFT21711	28-01-2021	CLARKSON FREIGHTLINES	FREIGHT	124.40
EFT21712	28-01-2021	CLEANAWAY OPERATIONS PTY LTD	RES/COMM 240LT REFUSE COLL/SITE MTCE	60537.76
EFT21713	28-01-2021	COATES HIRE OPERATIONS PTY LTD	PLANT HIRE	420.75
EFT21714	28-01-2021	BOC GASES AUSTRALIA	INDUSTRY GASES	73.93
EFT21715	28-01-2021	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	295.99
EFT21716	28-01-2021	TOLL TRANSPORT PTY LTD	FREIGHT FORPARK	1449.14
EFT21717	28-01-2021	SIMON DRAGE	ROBINSON RES GUTTERS	825.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

EFT #	Date	Name	Description	Amount
EFT21718	28-01-2021	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER MTCE	298.63
EFT21719	28-01-2021	GANTHEAUME BAY ELECTRICAL	KAL JAKES EXCAVATOR HIRE	605.00
EFT21720	28-01-2021	ATOM GERALDTON	PROTECTIVE CLOTHING	291.07
EFT21721	28-01-2021	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	743.26
EFT21722	28-01-2021	GILGAI TAVERN	NTON CONST CREW MEALS	175.00
EFT21723	28-01-2021	GREAT NORTHERN RURAL SERVICES	VARIOUS RETICULATION PARTS	1576.52
EFT21724	28-01-2021	HASLEBYS HARDWARE SUPPLIES	FERTILISER, RETIC, RELAY	1778.87
EFT21725	28-01-2021	JCB CONSTRUCTION EQUIPMENT AUST	PARTS	50.97
EFT21726	28-01-2021	KALBARRI EXPRESS FREIGHT	FREIGHT	68.97
EFT21727	28-01-2021	KALBARRI BP ROADHOUSE & HARDWARE	HARDWARE	669.39
EFT21728	28-01-2021	KALBARRI WAREHOUSE	HARDWARE	242.85
EFT21729	28-01-2021	KALBARRI LAWNMOWING SERVICE	PORT GREGORY MOWING	120.00
EFT21730	28-01-2021	KALBARRI GRAVEL & SAND SUPPLIES	GRAVEL CARTAGE	9394.00
EFT21731	28-01-2021	LAKELINE RESOURCES PTY LTD	PG WATER REPAIRS	3939.82
EFT21732	28-01-2021	MACH 1 AUTO ONE	VEHICLE DASH MAT	61.50
EFT21733	28-01-2021	MARK ARMSTRONG ELECTRICAL	KAL AIRPORT REPAIR PAPI CONTROLLER	723.80
EFT21734	28-01-2021	LGRCEU	PAYROLL DEDUCTIONS	102.50
EFT21735	28-01-2021	MIDWEST KERBING	JAKES KERBING	12155.00
EFT21736	28-01-2021	PHILIP GREY	HEARING TEST	660.00
EFT21737	28-01-2021	NORTHAMPTON COMMUNITY CENTRE	SPORTS ADMINISTRATION	650.00
EFT21738	28-01-2021	NORTHAMPTON PHARMACY	MEDICATIONS	73.73
EFT21739	28-01-2021	NORTHAMPTON FAMILY STORE	UNIFORMS	343.60
EFT21740	28-01-2021	NOVUS WINDSCREENS GERALDTON	GRADER WINDSCREEN	2101.60
EFT21741	28-01-2021	DEPT OF THE PREMIER AND CABINET	ADVERTISING	123.60
EFT21742	28-01-2021	PURCHER INTERNATIONAL	TRUCK REPAIRS	631.89
EFT21743	28-01-2021	SPALDING ELECTRICAL SERVICES	NTN LIONS PARK BBQ REPAIRS	121.00
EFT21744	28-01-2021	STRATAGREEN	LITTER GRABERS STOCK	263.69
EFT21745	28-01-2021	SUNCITY SIGNS AND GRAPHICS	OHS STICKERS	55.00



SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

EFT #	Date	Name	Description	Amount
EFT21746	28-01-2021	SUNCITY PLUMBING	KINGS PARK EXCAVATOR HIRE	1144.00
EFT21747	28-01-2021	TERRANCE GARDINER	KAL DAY CARE PAINTING	2452.00
EFT21748	28-01-2021	LANDGATE	VALUATION EXPENSES	2505.90
EFT21749	28-01-2021	CT & L WOODCOCK & SON PTY LTD	POLY PIPE, DISINFECT, TOILET PAPERS	3966.20
				<u>\$889,805.02</u>

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2573	09-12-2020	BUILDING & CONSTRUCTION INDUSTRY	BCITF NOVEMBER 2020	660.96
2574	09-12-2020	SHIRE OF NORTHAMPTON	BCITF COMMISSION NOV 2020	24.75
2575	09-12-2020	DEPT OF MINES, INDUSTRY REG & SAFETY	BRB NOVEMBER 2020	2010.44
2576	09-12-2020	SHIRE OF NORTHAMPTON	BRB COMMISSION NOV 2020	95.00
2577	13-01-2021	SHIRE OF NORTHAMPTON	BCTIF COMMISSION DECEMBER 2020	57.75
2578	13-01-2021	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCIFT DECEMBER 2020	3232.12
2579	13-01-2021	DEPT OF MINES INDUSTRY REG & SAFETY	BRB DECEMBER 2020	3134.42
2580	13-01-2021	SHIRE OF NORTHAMPTON	BRB COMMISSION DECEMBER 2020	85.00
				\$9,300.44

SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
		PAYROLL	FN/E 10/12/2020	96907.00
		SUPERCHOICE	SUPERANNUATION FN/E 10/12/2020	22657.43
		PAYROLL	FN/E 24/12/2020	112409.18
		SUPERCHOICE	SUPERANNUATION FN/E 24/12/2020	22491.60
GJ0616	31-12-2020	NATIONAL AUSTRALIA BANK	BANK FEES	203.16
GJ0617	31-12-2020	NATIONAL AUSTRALIA BANK	MERCHANT FEES	531.65
GJ0618	31-12-2020	COMMONWEALTH BANK	BPOINT FEES	97.87
GJ0619	31-12-2020	NATIONAL AUSTRALIA BANK	BPAY	256.96
GJ0621	31-12-2020	NAB CEO CORPORATE CARD	BANK CHARGES	9.00
			OFFICE EXP	56.00
			REFRESHMENTS	319.14
			STAFF GIFT LEON BAKER	349.00
				<u>733.40</u>
GJ0622	31-12-2020	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	82.94
			KAL CHILD CARE IINET	80.43
			2V NET COMPUTER EXPS OFFICE 365	516.29
			TRAINING FEES/ACCOMM	794.80
			LIBRARY MEMBERSHIP	170.00
			CPA MEMBERSHIP	720.00
			STATIONERY PRINT KICK SOLUTIONS	15.00
			TRUCK PERMIT DOT	50.00
				<u>2438.46</u>
		PAYROLL	FN/E 06/01/2021	91974.00
		SUPERCHOICE	SUPERANNUATION FN/E 06/01/2021	21029.37
		PAYROLL	FN/E 20/01/2021	84439.00
		SUPERCHOICE	SUPERANNUATION FN/E 20/01/2021	21307.98
GJ0706	31-01-2021	NATIONAL AUSTRALIA BANK	BANK FEES	130.08
GJ0707	31-01-2021	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	222.27



SHIRE OF NORTHAMPTON
FINANCE REPORT – 19 FEBRUARY 2021

Jnl #	Date	Name	Description	Amount
GJ0708	31-01-2021	COMMONWEALTH BANK	BPOINT FEES	157.35
GJ0709	31-01-2021	NATIONAL AUSTRALIA BANK	BPAY	121.44
GJ0710	31-01-2021	NAB CEO CORPORATE CARD	BANK CHARGES	9.00
			REFRESHMENTS	977.00
			NR1 FUEL	108.86
				1094.86
GJ0711	31-01-2021	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	86.53
			KAL CHILD CARE IINET	79.99
			2V NET COMPUTER EXPS OFFICE 365	826.71
			DOT PLANT OVERSIZE PERMITS	200.00
			COMPTER EXPS DROPBOX	184.67
			LIBRARY	138.00
			TELSTRA MOBILE PHONE	819.00
			MEMBER EXPENSE GIFT	66.00
			REFRESHMENTS	140.00
				2549.90
GJ0713	31-01-2021	NATIONAL AUSTRALIA BANK	CORPORATE CARD FEE	5.54
				\$481,758.50

7.4.2 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10th February 2021
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for December 2020

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 December 2020 are detailed from page 1 to page 26 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

The 31st December 2020 financial position is comprised of the following:

Total operating revenue has a positive variance of \$77,876 and operating expenditure has a negative variance of \$118,162. The additional revenue and expenditure overspend can be attributed to a variance between budget profiles and the actual revenue and income transacted to the end of December 2020. It is not anticipated that there will be any major revenue or expenditure variations this financial year.

Investing and Financing variances will reconcile as the year progresses with no major variances anticipated.

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

STATUTORY IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

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

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2020

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

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

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2020

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2020

SUMMARY INFORMATION - GRAPHS



KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2020

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,815,811	1,815,811	1,815,811	0	0.00%	
Revenue from operating activities							
Governance		81,900	47,192	96,268	49,076	103.99%	▲
General purpose funding	6	6,082,050	5,375,700	5,364,361	(11,339)	(0.21%)	▼
Law, order and public safety		75,621	37,788	46,364	8,576	22.69%	▲
Health		34,612	17,298	13,480	(3,818)	(22.07%)	▼
Education and welfare		216,658	108,312	160,222	51,910	47.93%	▲
Housing		77,836	38,910	38,771	(139)	(0.36%)	▼
Community amenities		868,847	796,125	760,665	(35,460)	(4.45%)	▼
Recreation and culture		30,065	15,018	21,600	6,582	43.83%	▲
Transport		233,646	229,641	238,333	8,692	3.79%	▲
Economic services		184,965	120,048	105,630	(14,418)	(12.01%)	▼
Other property and services		142,293	71,130	89,344	18,214	25.62%	▲
		8,028,493	6,857,162	6,935,038	77,876		▲
Expenditure from operating activities							
Governance		(857,374)	(431,544)	(475,935)	(44,391)	(10.29%)	▼
General purpose funding		(279,797)	(139,878)	(174,201)	(34,323)	(24.54%)	▼
Law, order and public safety		(364,629)	(182,170)	(225,060)	(42,890)	(23.54%)	▼
Health		(225,918)	(112,908)	(92,025)	20,883	18.50%	▲
Education and welfare		(265,537)	(132,714)	(128,477)	4,237	3.19%	▲
Housing		(77,979)	(38,886)	(41,352)	(2,466)	(6.34%)	▼
Community amenities		(1,621,783)	(810,558)	(724,943)	85,615	10.56%	▲
Recreation and culture		(1,754,968)	(877,014)	(926,629)	(49,615)	(5.66%)	▼
Transport		(3,756,978)	(1,878,408)	(1,825,261)	53,147	2.83%	▲
Economic services		(303,696)	(151,758)	(232,274)	(80,516)	(53.06%)	▼
Other property and services		(39,293)	(19,584)	(47,428)	(27,844)	(142.18%)	▼
		(9,547,952)	(4,775,422)	(4,893,584)	(118,162)		▼
Non-cash amounts excluded from operating activities	1(a)	2,190,000	1,070,218	1,178,357	108,139	10.10%	▲
Amount attributable to operating activities		670,541	3,151,958	3,219,810	67,852		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	682,484	678,896	146,274	(532,622)	(78.45%)	▼
Proceeds from disposal of assets	7	206,000	102,996	155,591	52,595	51.07%	▲
Proceeds from self supporting loans	9	34,126	19,739	16,723	(3,016)	(15.28%)	▼
Purchase of property, plant and equipment	8	(3,263,345)	(1,885,491)	(1,034,600)	850,891	45.13%	▲
Amount attributable to investing activities		(2,340,735)	(1,083,860)	(716,012)	367,848		▲
Financing Activities							
Transfer from reserves	10	100,000	50,000	100,000	50,000	100.00%	▲
Repayment of debentures	9	(190,417)	(95,209)	(94,330)	878	0.92%	▲
Transfer to reserves	10	(55,200)	(27,600)	(36,016)	(8,416)	(30.49%)	▼
Amount attributable to financing activities		(145,617)	(72,809)	(30,346)	42,462		▲
Closing funding surplus / (deficit)	1(c)	0	3,811,101	4,289,263			

KEY INFORMATION

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

The material variance adopted by Council for the 2020-21 year is \$5,000 or 0.00% whichever is the greater.

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

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

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

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

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

FEES AND CHARGES

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

SERVICE CHARGES

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

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,815,811	1,815,811	1,815,811	0	0.00%	
Revenue from operating activities							
Rates	6	4,720,586	4,695,086	4,718,445	23,359	0.50%	▲
Operating grants, subsidies and contributions	12	2,000,206	1,077,497	1,192,079	114,582	10.63%	▲
Fees and charges		1,174,701	982,581	982,727	146	0.01%	
Interest earnings		82,500	51,998	30,478	(21,520)	(41.39%)	▼
Profit on disposal of assets	7	50,500	50,000	63,227	13,227	26.45%	▲
		8,028,493	6,857,162	6,986,956	129,794		▲
Expenditure from operating activities							
Employee costs		(3,675,853)	(1,837,536)	(1,851,100)	(13,564)	(0.74%)	▼
Materials and contracts		(2,513,572)	(1,256,232)	(1,138,313)	117,919	9.39%	▲
Utility charges		(346,790)	(173,268)	(138,665)	34,603	19.97%	▲
Depreciation on non-current assets		(2,240,500)	(1,120,218)	(1,189,665)	(69,447)	(6.20%)	▼
Interest expenses		(68,476)	(34,224)	(29,518)	4,706	13.75%	
Insurance expenses		(198,215)	(98,862)	(196,418)	(97,556)	(98.68%)	▼
Other expenditure		(504,546)	(255,082)	(349,905)	(94,823)	(37.17%)	▼
Loss on disposal of assets	7	0	0	(51,919)	(51,919)	0.00%	
		(9,547,952)	(4,775,422)	(4,945,503)	(170,081)		▼
Non-cash amounts excluded from operating activities							
Amount attributable to operating activities	1(a)	2,190,000	1,070,218	1,178,357	108,139	10.10%	▲
		670,541	3,151,958	3,219,810	67,852		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	682,484	678,896	146,274	(532,622)	(78.45%)	▼
Proceeds from disposal of assets	7	206,000	102,996	155,591	52,595	51.07%	▲
Proceeds from self-supporting loans	9	34,126	19,739	16,723	(3,016)	(15.28%)	
Payments for property, plant and equipment	8	(3,263,345)	(1,885,491)	(1,034,600)	850,891	(45.13%)	▲
Amount attributable to investing activities		(2,340,735)	(1,083,860)	(716,012)	367,848		▲
Financing Activities							
Transfer from reserves	10	100,000	50,000	100,000	50,000	100.00%	▲
Repayment of debentures	9	(190,417)	(95,209)	(94,330)	878	0.92%	
Transfer to reserves	10	(55,200)	(27,600)	(36,016)	(8,416)	(30.49%)	▼
Amount attributable to financing activities		(145,617)	(72,809)	(30,346)	42,462		
Closing funding surplus / (deficit)	1(c)	0	3,811,101	4,289,263			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

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

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	(50,500)	(11,309)
Add: Depreciation on assets		2,240,500	1,189,665
Total non-cash items excluded from operating activities		2,190,000	1,178,357

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

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

		Last Year Closing 30 June 2020	Year to Date 31 December 2020
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(965,039)	(901,055)
Less: Land Held for Resale		(235,000)	(235,000)
Add/Less: Adjustments			18,451
Add: Borrowings	9	190,417	96,087
Add: Provisions - Employee	11	735,158	787,109
Add: Movement in Provisions		22,806	0
Total adjustments to net current assets		(251,658)	(234,408)

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

Current assets			
Cash and cash equivalents	2	2,753,441	4,361,866
Financial assets at amortised cost	2	0	70,068
Rates receivables	3	325,425	691,870
Receivables	3	121,347	166,460
Other current assets	4	244,514	245,077
Less: Current liabilities			
Payables	5	(436,357)	(113,148)
Borrowings	9	(190,417)	(96,087)
Contract liabilities	11	(15,326)	(15,326)
Provisions	11	(735,158)	(787,109)
Less: Total adjustments to net current assets	1(b)	(251,658)	(234,408)
Closing funding surplus / (deficit)		1,815,811	4,289,263

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Deposits	Municipal	458,943		458,943		NAB		At call
Petty Cash	Cash on Hand	1,450		1,450				
Investment	Reserves	0	901,056	901,056		NAB	0.70%	02/03/2021
Cash Deposits	Trust	0	48,644	48,644	48,644	NAB		At Call
Investment	Term Deposit	1,000,000		1,000,000		NAB	0.67%	22/03/2021
Investment	Term Deposit	1,000,000		1,000,000		NAB	0.60%	06/01/2021
Investment	Term Deposit	500,418		500,418		NAB	0.02%	15/01/2021
Investment	Term Deposit	500,000		500,000		NAB	0.56%	15/02/2021
Total		3,460,810	949,700	4,410,510	48,644			
Comprising								
Cash and cash equivalents		3,460,810	949,700	4,410,510	48,644			
Financial assets at amortised cost		0	0	70,068	0			
		3,460,810	949,700	4,410,510	48,644			

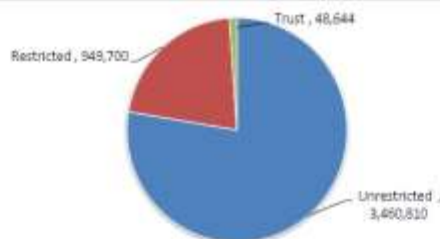
KEY INFORMATION

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

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

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

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



Total Cash	Unrestricted
\$4.41 M	\$3.46 M

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Receivables - general	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	\$ 2,211	\$ 1,478	\$ 15,618	\$ 30,124	\$ 48,937
Percentage	4.5%	3%	31.9%	61.6%	
Balance per trial balance	2,211	1,478	15,618	30,124	48,937
Sundry receivable	(194)				335
GST receivable	(194)				53,839
Rubbish Receivables					(9,929)
Accrued Income					73,278
Emergency Services Levy					
Total receivables general outstanding	1,823	1,478	15,618	30,124	166,460

Amounts shown above include GST (where applicable)

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

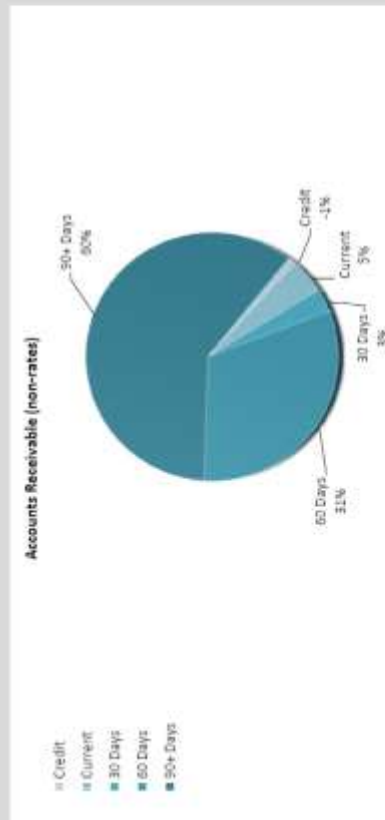
Rates receivable	31-Dec-20	30 Jun 2020
Opening arrears previous years	\$ 211,013	\$ 251,635
Levied this year	4,718,445	4,574,430
Less - collections to date	(4,237,588)	(4,615,252)
Equals current outstanding	691,870	211,013
Net rates collectable	691,870	211,013
% Collected	86%	95.6%

KEY INFORMATION

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



Collected 95.6%
Rates Due \$211,013



Debtors Due \$166,460
Over 30 Days 97%
Over 90 Days 61.6%

Please refer to the compilation report

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

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 December 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel & Materials	9,514	563	0	10,077
Land Held for Resale	235,000	0	0	235,000
Total other current assets				245,077

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

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

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

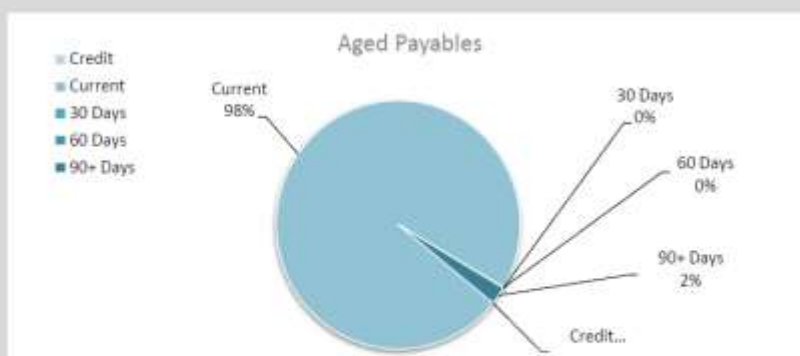
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	53,992	(37)	0	1,308	55,264
Percentage	0%	97.7%	-0.1%	0%	2.4%	
Balance per trial balance						
Sundry creditors	0	53,992	(37)	0	1,308	55,264
Sundry/Payroll Deductions		20,273				20,273
Accrued salaries and wages		3,331				3,331
Bonds and Deposits		34,281				34,281
Total payables general outstanding	0	111,877	(37)	0	1,308	113,148

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due

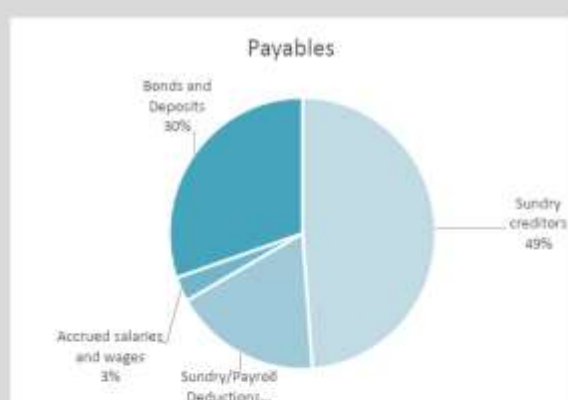
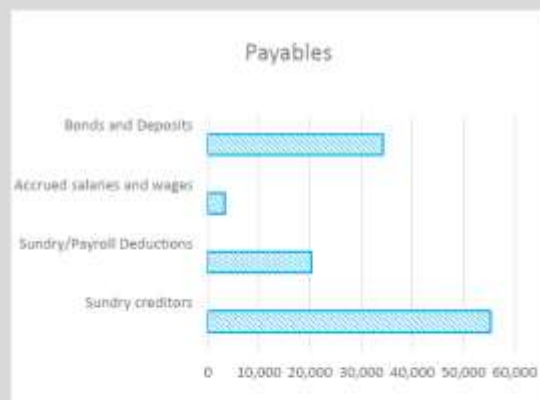
\$113,148

Over 30 Days

2%

Over 90 Days

2.4%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

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

General rate revenue	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual				
			Rateable Value	Rate Revenue	Interim Rate	Back Rate	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE			\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value										
General GRV	0.079956	1,562	17,747,241	1,717,044	0	0	1,717,044	1,718,950		1,718,950
Unimproved value										
General UV	0.011983	437	193,618,765	2,351,382	0	0	2,351,382	2,347,585	(507)	2,347,078
Sub-Total		1,999	211,366,006	4,068,426	0	0	4,068,426	4,066,535	(507)	4,066,028
Minimum payment										
Gross rental value										
General GRV	565	993	7,016,922	561,045	0	0	561,045	566,695	0	566,695
Unimproved value										
General UV	565	71	3,347,659	40,115			40,115	34,465		34,465
Sub-total		1,064	10,364,581	601,160	0	0	601,160	601,160	0	601,160
Discount							0			(63)
Total general rates							4,669,586			4,667,124
Specified area rates										
Rate in \$ (cents)										
Kalbarri Tourism	0.001721		17,443,404	30,000	0	0	30,000	30,221	100	0
Port Gregory Water Supply	0.036904		569,036	21,000	0	0	21,000	21,000	0	0
Total specified area rates			18,012,440	51,000	0	0	51,000	51,221	100	0
Total							4,720,586			4,718,445

Please refer to the compilation report

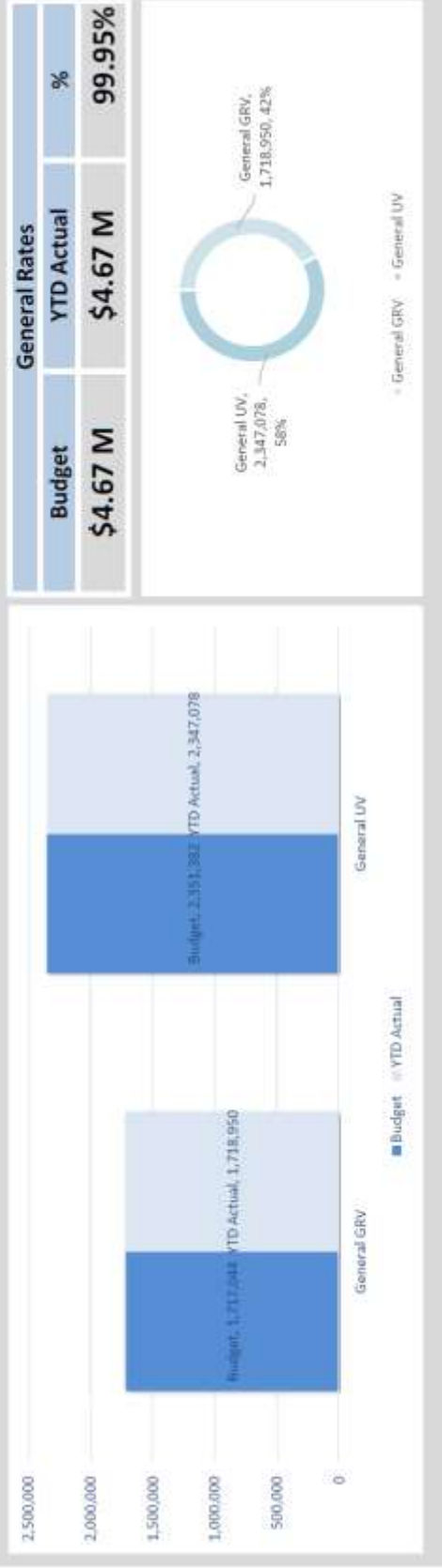
SHIRE OF NORTHAMPTON | 13

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

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

KEY INFORMATION

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



Please refer to the compilation report

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

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41761	P274 - Isuzu MUX - DCEO	8,500	21,000	12,500	0	6,798	20,909	14,112	0
	Community amenities								
30003	Kings Park Ablutions			0	0	47,513	0	0	(47,513)
	Transport								
41707	P228 - Northampton Tip Truck	30,000	71,000	41,000	0	30,884	71,000	40,116	0
41686	P207 - Pig Trailer Northampton	9,000	18,000	9,000	0	9,000	18,000	9,000	0
41596	P159 - Case Tractor - Northampton	3,000	0	0	(3,000)			0	0
41715	P234 - Fuso M'ice Truck Northampton	23,000	25,000	2,000	0			0	0
41763	P277 - Toyota Prado	30,000	31,000	1,000	0			0	0
	Economic Services								
41788	P301 - Landcruiser Ute Lucky Bay	52,000	40,000	0	(12,000)	50,088	45,682	0	(4,406)
		155,500	206,000	65,500	(15,000)	144,282	155,591	63,227	(51,919)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$206,000	\$155,591	76%

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

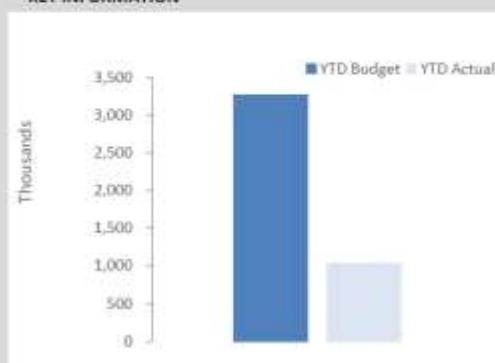
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	334,090	182,518	324,075	141,557
Furniture and equipment	70,000	34,998	0	(34,998)
Plant and equipment	708,400	354,198	345,486	(8,712)
Infrastructure - Roads	1,366,195	875,332	168,357	(706,975)
Infrastructure - Footpaths & Carparks	538,520	305,276	83,539	(221,737)
Infrastructure - Parks & Ovals	218,140	119,171	92,472	(26,699)
Infrastructure - Other	28,000	13,998	20,671	6,673
Capital Expenditure Totals	3,263,345	1,885,491	1,034,600	(850,891)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Other (disposals & C/Fwd)	206,000	102,996	155,591	52,595
Cash backed reserves				
Leave Reserve	0	256,008	0	(256,008)
Roadworks Reserve	0	29,641	0	(29,641)
Kalbarri Airport Reserve	0	85,516	0	(85,516)
Building/Housing Reserve	0	121,865	0	(121,865)
Computer and Office Equipment Reserve	0	33,944	0	(33,944)
Land Development Reserve	0	364,161	0	(364,161)
Port Gregory Water Supply Reserve	0	36,500	0	(36,500)
Tourism Infrastructure Reserve	100,000	100,000	100,000	0
Contribution - operations	1,456,959	(745,526)	(215,013)	530,513
Capital funding total	3,263,345	1,885,491	1,034,600	(850,891)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

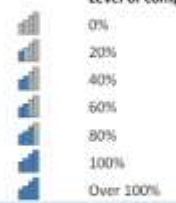


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.26 M	\$1.03 M	32%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%


























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

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total
Level of completion indicators



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

%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
	Governance				
	LED Signage (LR&I Funding)	70,000	34,998	0	70,000
	DCEO Vehicle Replacement	43,000	21,498	43,101	(101)
	Governance Total	113,000	56,496	43,101	69,899
	Education and Welfare				
	NCCA Storage Shed	0	0	8,579	(8,579)
	Education and Welfare Total	0	0	8,579	(8,579)
	Communities Amenities				
	Jacques Point Ablutions	209,090	114,229	198,790	10,300
	Kings Park Point Ablutions	100,000	54,632	103,070	(3,070)
	Car Park for Jacques Point Ablutions	70,000	46,844	46,604	23,396
	Northampton Cemetery Fence	38,500	21,033	1,350	37,150
	Memorial Tree (LR&I Funding)	20,000	10,926	0	20,000
	Communities Amenities Total	437,590	247,664	349,813	87,777
	Recreation And Culture				
	Port Gregory Shelters	24,000	13,112	5,716	18,284
	Horrocks Shelter at Parkland BBQ	11,000	6,009	0	11,000
	Blue Holes Carpark Redevelopment R969	29,400	16,061	0	29,400
	Horrocks access steps from oval to HCC	7,500	4,096	0	7,500
	Northampton Bowling Club Synthetic Green	117,140	63,995	85,406	31,734
	Northampton Community Centre Solar Power	15,000	8,194	13,636	1,364
	Allen Centre Tourist Bus Park (LR&I Funding)	235,000	128,384	10,833	224,167
	Old School Roof Replacement (Seed Funding)	10,000	5,463	0	10,000
	Recreation And Culture Total	449,040	245,314	115,592	333,448
	Transport				
	Road Construction	1,366,195	875,332	168,357	1,197,838
	Footpath/Carpark Construction	204,120	113,987	26,102	178,018
	Tip Truck Northampton	225,200	112,600	228,594	(3,394)
	Small Tractor	83,000	41,500	0	83,000
	Maintenance Truck Northampton	140,000	70,000	0	140,000
	Truck and Trailer Tarpaulin	85,000	42,500	0	85,000
	Gardeners Tandem Tipping Trailer	7,000	3,500	8,591	(1,591)
	Works Manager Vehicle	60,000	30,000	0	60,000
	Airport - Install 2 x 22KVA Generators	28,000	13,998	20,671	7,329
	Transport Total	2,263,715	1,336,017	517,515	1,746,200
	Capital Expenditure by Program Total	3,263,345	1,885,491	1,034,600	2,237,324

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

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

Repayments - borrowings

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
	1 July 2020	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Information on borrowings									
Housing									
Loan 154 - Staff Housing	189,159	0	0	17,566	35,418	171,593	153,741	3,093	7,156
Recreation and culture									
Loan 156 - RSL Hall Extensions	454,484	0	0	23,110	46,459	431,374	408,025	4,681	12,210
Transport									
Loan 153 - Plant Purchases	133,684	0	0	21,187	42,800	112,497	90,884	2,687	5,789
Loan 157 - Plant Purchases	340,000	0	0	15,744	31,614	324,256	308,386	2,720	7,593
	1,117,327	0	0	77,607	156,291	1,039,720	961,036	13,181	32,748
Self supporting loans									
Education and welfare									
Loan 155 - Pioneer Lodge	358,026	0	0	7,487	15,122	350,538	342,904	7,071	16,435
Recreation and culture									
Loan 151 - Kalbarri Bowling Club	0	0	0	0	0	0	0	0	0
Other property and services									
Loan 152 - Staff Housing (CEO)	293,742	0	0	9,236	19,004	302,907	274,738	9,266	19,293
	651,768	0	0	16,723	34,126	653,446	617,642	16,337	35,728
Total	1,769,095	0	0	94,330	190,417	1,693,166	1,578,678	29,518	68,476
Current borrowings	190,417					96,087			
Non-current borrowings	1,578,678					1,597,078			
	1,769,095					1,693,166			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

New borrowings 2020-21

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$

KEY INFORMATION

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



Principal repayments	\$94,330
Interest earned	\$30,478
Reserves balance	\$0.9 M
Interest expense	\$29,518
Loans due	\$1.69 M

Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

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

Cash backed reserve

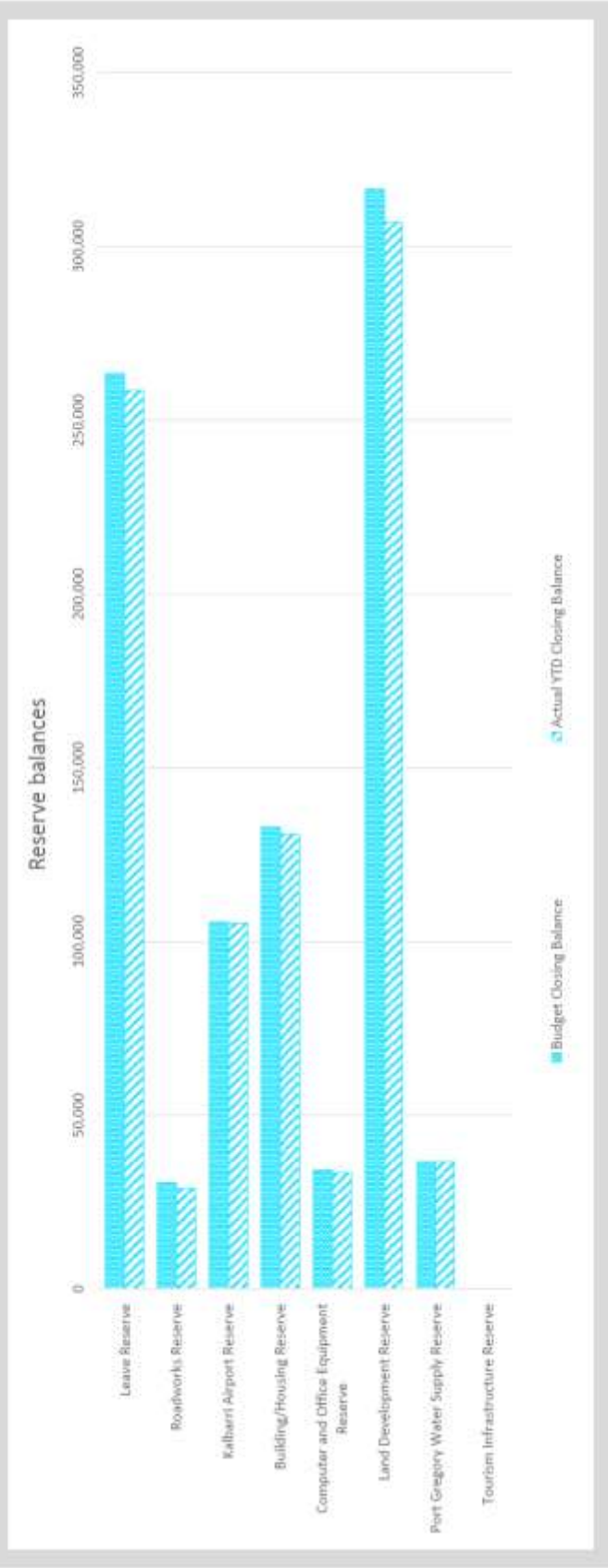
Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 253,511	\$ 5,000	\$ 250	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 263,511	\$ 258,761
Roadworks Reserve	28,639	2,000	100	0	0	0	0	30,639	28,739
Kalbarri Airport Reserve	85,422	200	10	20,000	20,000	0	0	105,622	105,432
Building/Housing Reserve	120,863	2,000	100	10,000	10,000	0	0	132,863	130,963
Computer and Office Equipment Reserve	33,446	1,000	50	0	0	0	0	34,446	33,496
Land Development Reserve	306,658	10,000	506	0	0	0	0	316,658	307,164
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve	100,000	0	0	0	0	(100,000)	(100,000)	0	0
	965,039	20,200	1,016	35,000	35,000	(100,000)	(100,000)	920,239	901,055

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 20

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

KEY INFORMATION



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

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 December 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements - non-operating	13	15,326	0	0	15,326
Total unspent grants, contributions and reimbursements		15,326	0	0	15,326
Provisions					
Annual leave		296,048			296,048
Long service leave		491,060			491,060
Total Provisions		787,109	0	0	787,109
Total other current assets		802,435			802,435

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 benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

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

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

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Unspent operating grant, subsidies and contributions liability

Description/Provider	Liability		Liability Reduction (As revenue)	Liability		YTD Revenue	YTD Budget	YTD Revenue Actual
	1 Jul 2020	Increase		31 Dec 2020	31 Dec 2020			
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission - General/	0	0	0	0	0	463,588	231,794	230,427
Grants Commission - Roads/	0	0	0	0	0	334,355	167,176	163,024
Local Roads & Infrastructure Program	0	0	0	0	0	490,300	245,150	245,151
Law, order, public safety								
Emergency Services Levy - BFB	0	0	0	0	0	34,646	17,322	11,011
Emergency Services Levy - SES	0	0	0	0	0	24,975	12,486	8,863
Grant Revenue - BFRM	0	0	0	0	0	0	0	14,500
Education and welfare								
NCCA Operational Grant/Fundraising	0	0	0	0	0	88,223	44,106	88,223
Community amenities								
GRANT - CHARMAP	0	0	0	0	0	10,000	4,998	0
Transport								
MRD - Maintenance	0	0	0	0	0	176,655	176,655	176,655
	0	0	0	0	0	1,622,742	899,687	937,853

Please refer to the compilation report.

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

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent non operating grants, subsidies and contributions liability			Non operating grants, subsidies and contributions liability			Non operating grants, subsidies and contributions revenue	
	Liability 1 Jul 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Dec 2020	Current Liability 31 Dec 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
Non-operating grants and subsidies	\$	\$	\$	\$	\$	\$	\$	\$
Transport								
Regional Road Group Funding	15,326		(15,326)	0	0	229,000	227,796	91,600
Roads to Recovery Funding				0	0	453,484	451,100	54,674
	15,326	0	(15,326)	0	0	682,484	678,896	146,274

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 24

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

**NOTE 14
TRUST FUND**

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

Description	Opening Balance 1 July 2020	Amount Received	Amount Paid	Closing Balance 31 Dec 2020
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	16,959	(10,449)	6,692
Community Bus Bond	4,600	2,000	(1,600)	5,000
Unclaimed Monies - Rates	4,044	0	0	4,044
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	230	430	(230)	430
Special Series Plates	0	1,860	(1,200)	660
Northampton Child Care Association	16,547	(4,500)	0	12,047
Horrocks Memorial Wall	0	0	(148)	(148)
One Life	1,440	0	(500)	940
Rubbish Tip Key Bond	1,800	0	0	1,800
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	17,326	0	(1,196)	16,130
DOT - Department of Transport	0	132,001	(132,001)	0
Rates - Overpaid	0	24,559	(24,559)	0
	47,220	173,309	(171,884)	48,645

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

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	49,076	103.99%	▲ Permanent	Var due to insurance rebate/refunds
General purpose funding	(11,339)	(0.21%)	▼ Permanent	Var due to reduced interest on investments
Law, order and public safety	8,576	22.69%	▲ Permanent	Var due to non budgeted BFRM Grant Revenue
Education and welfare	51,910	47.93%	▲ Timing	Var due to NCCA grant revenue/contributions
Community amenities	(35,460)	(4.45%)	▼ Timing	Var due to add planning fees/reimbursements Var due to insurance reimbursement Kalbarri Foreshore Power Pole
Recreation and culture	6,582	43.83%	▲ Permanent	Actuals and budget will converge as the year progresses
Transport	8,692	3.79%	▲ Timing	Will reconcile, lease revenue not raised
Economic services	(14,418)	(12.01%)	▼ Timing	Will reconcile, budget timing issue lease fees
Other property and services	18,214	25.61%	▲ Timing	
Expenditure from operating activities				
Governance	(44,391)	(10.29%)	▼ Timing	Will reconcile, budget timing situation only
General purpose funding	(34,323)	(24.54%)	▼ Permanent	Var due to legal fees and add Rates salary
Law, order and public safety	(42,890)	(23.54%)	▼ Timing	Var due to BFRM grant related expenditure
Health	20,883	18.50%	▲ Permanent	Will reconcile as year progresses
Community amenities	85,615	10.56%	▲ Timing	Var due to lag in rubbish collection invoices
Recreation and culture	(49,615)	(5.66%)	▼ Permanent	Minor variance actuals and budgets will converge
Transport	53,147	2.83%	▲ Permanent	Actuals & budget will converge as year progresses
Economic services	(80,516)	(53.06%)	▼ Timing	Will reconcile, budget timing situation only
Other property and services	(27,844)	(142.18%)	▼ Permanent	Var due to the insurance payment budget profile
Investing activities				
Non-operating grants, subsidies and contributions	(532,622)	(78.45%)	▼ Timing	Will reconcile, budget timing situation only
Capital acquisitions	850,891	45.13%	▲ Timing	Roadworks and the purchase of the maintenance truck to be completed by June 2021
Financing activities				
Transfer from reserves	50,000	100.00%	▲ Timing	Budget timing issue, Transfers processed August 2020
Transfer to reserves	(8,416)	(30.49%)	▼ Permanent	Budget timing issue, Transfers processed August 2020

7.4.2 MONTHLY FINANCIAL STATEMENTS – JANUARY 2021

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

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 31 January 2021 are detailed from page 1 to page 26 per the attached Monthly Financial Report.

FINANCIAL & BUDGET IMPLICATIONS:

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

Total operating revenue has a positive variance of \$137,342 and operating expenditure has a negative variance of \$25,774. The additional revenue and minor expenditure overspend can be attributed to a variance between budget profiles and the actual revenue and income transacted to the end of January 2020. It is not anticipated that there will be any major revenue or expenditure variations this financial year.

Investing and Financing variances will reconcile as the year progresses with no major variances anticipated.

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

STATUTORY IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

That Council adopts the Monthly Financial Report for the period ending 31 January 2021.

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

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

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

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2021

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2021

SUMMARY INFORMATION - GRAPHS



Please refer to the compilation report

SHIRE OF NORTHAMPTON | 3

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2021

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,815,811	1,815,811	1,815,811	0	0.00%	
Revenue from operating activities							
Governance		81,900	52,974	97,882	44,908	84.77%	▲
General purpose funding	6	6,082,050	5,382,449	5,368,381	(14,068)	(0.26%)	▼
Law, order and public safety		75,621	44,086	66,480	22,394	50.80%	▲
Health		34,612	20,181	13,705	(6,476)	(32.09%)	▼
Education and welfare		216,658	126,364	161,852	35,488	28.08%	▲
Housing		77,836	45,395	45,233	(162)	(0.36%)	▼
Community amenities		868,847	808,238	781,703	(26,536)	(3.28%)	▼
Recreation and culture		30,065	17,521	30,975	13,454	76.79%	▲
Transport		233,646	230,222	238,347	8,125	3.53%	▲
Economic services		184,965	130,861	177,638	46,777	35.75%	▲
Other property and services		142,293	82,985	96,422	13,437	16.19%	▲
		8,028,493	6,941,276	7,078,618	137,342		▲
Expenditure from operating activities							
Governance		(857,374)	(502,534)	(529,937)	(27,403)	(5.45%)	▼
General purpose funding		(279,797)	(163,191)	(193,902)	(30,711)	(18.82%)	▼
Law, order and public safety		(364,629)	(218,069)	(251,449)	(33,380)	(15.31%)	▼
Health		(225,918)	(131,726)	(105,462)	26,264	19.94%	▲
Education and welfare		(265,537)	(154,833)	(140,929)	13,904	8.98%	▲
Housing		(77,979)	(45,367)	(52,338)	(6,971)	(15.37%)	▼
Community amenities		(1,621,783)	(945,651)	(904,914)	40,737	4.31%	▲
Recreation and culture		(1,754,968)	(1,023,183)	(1,037,603)	(14,420)	(1.41%)	▼
Transport		(3,756,978)	(2,191,476)	(2,080,299)	111,177	5.07%	▲
Economic services		(303,696)	(177,051)	(258,111)	(81,060)	(45.78%)	▼
Other property and services		(39,293)	(22,848)	(46,759)	(23,911)	(104.65%)	▼
		(9,547,952)	(5,575,929)	(5,601,703)	(25,774)		▼
Non-cash amounts excluded from operating activities	1(a)	2,190,000	1,256,921	1,379,084	122,163	9.72%	▲
Amount attributable to operating activities		670,541	2,622,268	2,855,998	233,730		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	682,484	678,896	156,274	(522,622)	(76.98%)	▼
Proceeds from disposal of assets	7	206,000	120,162	155,591	35,429	29.48%	▲
Proceeds from self supporting loans	9	34,126	21,322	16,723	(4,599)	(21.57%)	▼
Purchase of property, plant and equipment	8	(3,263,345)	(2,482,257)	(1,093,944)	1,388,313	55.93%	▲
Amount attributable to investing activities		(2,340,735)	(1,661,877)	(765,356)	896,521		▲
Financing Activities							
Transfer from reserves	10	100,000	58,333	100,000	41,667	71.43%	▲
Repayment of debentures	9	(190,417)	(111,077)	(115,943)	(4,867)	(4.38%)	▼
Transfer to reserves	10	(55,200)	(32,200)	(36,016)	(3,816)	(11.85%)	▼
Amount attributable to financing activities		(145,617)	(84,943)	(51,959)	32,984		▲
Closing funding surplus / (deficit)	1(c)	0	2,691,259	3,854,495			

KEY INFORMATION

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

The material variance adopted by Council for the 2020-21 year is \$5,000 or 0.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JANUARY 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

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

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

FEES AND CHARGES

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

SERVICE CHARGES

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

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2021

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,815,811	1,815,811	1,815,811	0	0.00%	
Revenue from operating activities							
Rates	6	4,720,586	4,699,336	4,719,698	20,362	0.43%	▲
Operating grants, subsidies and contributions	12	2,000,206	1,120,284	1,225,106	104,822	9.36%	▲
Fees and charges		1,174,701	1,014,575	1,085,521	70,946	6.99%	▲
Interest earnings		82,500	57,081	33,246	(23,836)	(41.76%)	▼
Other revenue		0	0	3,738	3,738	0.00%	
Profit on disposal of assets	7	50,500	50,000	63,227	13,227	26.45%	▲
		8,028,493	6,941,276	7,130,537	189,261		▲
Expenditure from operating activities							
Employee costs		(3,675,853)	(2,143,792)	(2,127,826)	15,966	0.74%	▲
Materials and contracts		(2,513,572)	(1,465,604)	(1,335,981)	129,623	8.84%	▲
Utility charges		(346,790)	(202,146)	(140,399)	61,747	30.55%	▲
Depreciation on non-current assets		(2,240,500)	(1,306,921)	(1,390,392)	(83,471)	(6.39%)	▼
Interest expenses		(68,476)	(39,928)	(36,912)	3,016	7.55%	
Insurance expenses		(198,215)	(115,339)	(196,418)	(81,079)	(70.30%)	▼
Other expenditure		(504,546)	(302,199)	(373,775)	(71,576)	(23.69%)	▼
Loss on disposal of assets	7	0	0	(51,919)	(51,919)	0.00%	
		(9,547,952)	(5,575,929)	(5,653,622)	(77,693)		▼
Non-cash amounts excluded from operating activities	1(a)	2,190,000	1,256,921	1,379,084	122,163	9.72%	▲
Amount attributable to operating activities		670,541	2,622,268	2,855,998	233,730		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	682,484	678,896	156,274	(522,622)	(76.98%)	▼
Proceeds from disposal of assets	7	206,000	120,162	155,591	35,429	29.48%	▲
Proceeds from self-supporting loans	9	34,126	21,322	16,723	(4,599)	(21.57%)	
Payments for property, plant and equipment	8	(3,263,345)	(2,482,257)	(1,093,944)	1,388,313	(55.93%)	▲
Amount attributable to investing activities		(2,340,735)	(1,661,877)	(765,356)	896,521		▲
Financing Activities							
Transfer from reserves	10	100,000	58,333	100,000	41,667	71.43%	▲
Repayment of debentures	9	(190,417)	(111,077)	(115,943)	(4,867)	(4.38%)	
Transfer to reserves	10	(55,200)	(32,200)	(36,016)	(3,816)	(11.85%)	
Amount attributable to financing activities		(145,617)	(84,943)	(51,959)	32,984		
Closing funding surplus / (deficit)	1(c)	0	2,691,259	3,854,495			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

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

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual (b)
Non-cash items excluded from operating activities			
		\$	\$
Adjustments to operating activities			
Add/Deduct: Profit/Loss on asset disposals	7	(50,500)	(11,309)
Add: Depreciation on assets		2,240,500	1,390,392
Total non-cash items excluded from operating activities		2,190,000	1,379,084

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

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

		Last Year Closing 30-06-2020	Year to Date 31 January 2021
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(965,039)	(901,055)
Less: Land Held for Resale		(235,000)	(235,000)
Add/Less: Adjustments			5,340
Add: Borrowings	9	190,417	74,475
Add: Provisions - Employee	11	735,158	787,109
Add: Movement in Provisions		22,806	0
Total adjustments to net current assets		(251,658)	(269,132)

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

Current assets			
Cash and cash equivalents	2	2,753,441	3,921,593
Financial assets at amortised cost	2	0	73,807
Rates receivables	3	325,425	588,128
Receivables	3	121,347	248,581
Other current assets	4	244,514	261,466
Less: Current liabilities			
Payables	5	(436,357)	(108,366)
Borrowings	9	(190,417)	(74,475)
Contract liabilities	11	(15,326)	0
Provisions	11	(735,158)	(787,109)
Less: Total adjustments to net current assets	1(b)	(251,658)	(269,132)
Closing funding surplus / (deficit)		1,815,811	3,854,495

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Deposits	Municipal	517,509		517,509		NAB		At call
Petty Cash	Cash on Hand	1,450		1,450				
Investment	Reserves	0	901,056	901,056		NAB	0.70%	02/03/2021
Cash Deposits	Trust	0	154,605	154,605	154,605	NAB		At Call
Investment	Term Deposit	1,000,000		1,000,000		NAB	0.67%	22/03/2021
Investment	Term Deposit	1,001,578		1,001,578		NAB	0.12%	05/02/2021
Investment	Term Deposit	500,000		500,000		NAB	0.56%	15/02/2021
Total		3,020,537	1,055,661	4,076,198	154,605			
Comprising								
Cash and cash equivalents		3,020,537	1,055,661	4,002,391	154,605			
Financial assets at amortised cost		0	0	73,807	0			
		3,020,537	1,055,661	4,076,198	154,605			

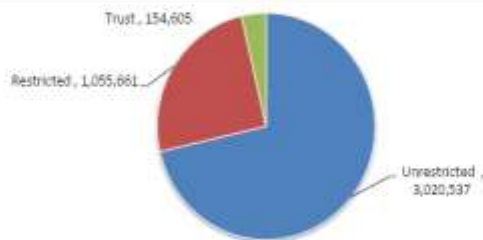
KEY INFORMATION

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

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

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

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



Total Cash	Unrestricted
\$4.08 M	\$3.02 M

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

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

	31-Jan-21	30 June 2020
Rates receivable	\$ 211,013	\$ 251,895
Opening arrears previous years	4,719,698	4,574,430
Levied this year	(4,342,583)	(4,615,252)
Less - collections to date		
Equals current outstanding	588,128	211,013
Net rates collectable	588,128	211,013
% Collected	88.1%	95.6%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	(4,872)	96,933	579	663	26,107	119,411
2. Percentage	(4.1%)	81.2%	0.5%	0.6%	21.9%	
Balance per trial balance						
Sundry receivable	(4,872)	96,933	579	663	26,107	119,411
GST receivable		27,216				27,216
Flubbish Receivables		44,678				44,678
Accrued Income		(9,929)				(9,929)
Emergency Services Levy		67,206				67,206
Total receivables general outstanding						248,581

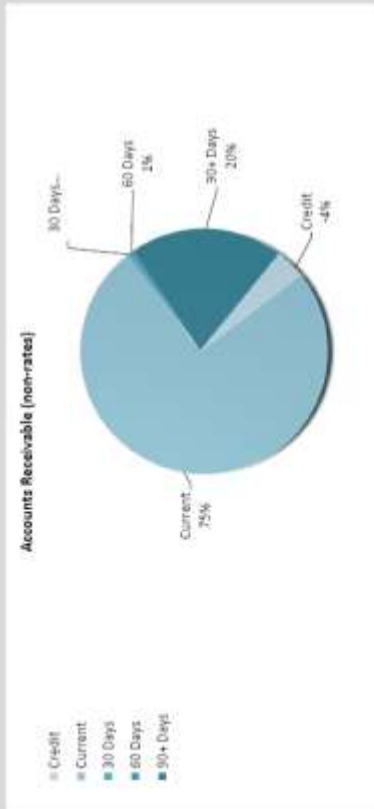
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Collected	95.6%
Rates Due	\$211,013



Debtors Due	\$248,581
Over 30 Days	23%
Over 90 Days	21.9%

Please refer to the compilation report

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

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 January 2021
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel & Materials	9,514	16,952	0	26,466
Land Held for Resale	235,000	0	0	235,000
Total other current assets				261,466
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

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

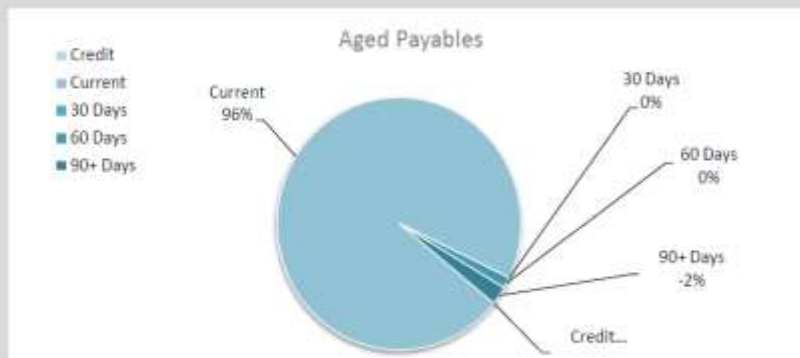
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	2,519	0	(37)	(62)	2,420
Percentage	0%	104.1%	0%	-1.5%	-2.6%	
Balance per trial balance						
Sundry creditors	0	2,519	0	(37)	(62)	2,420
Sundry/Payroll Deductions		2,153				2,153
Accrued salaries and wages		2,497				2,497
ATO liabilities		64,100				64,100
Bonds and Deposits		37,195				37,195
Total payables general outstanding	0	108,464	0	(37)	(62)	108,366

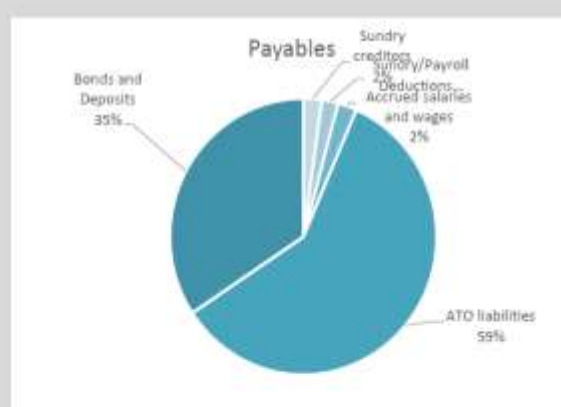
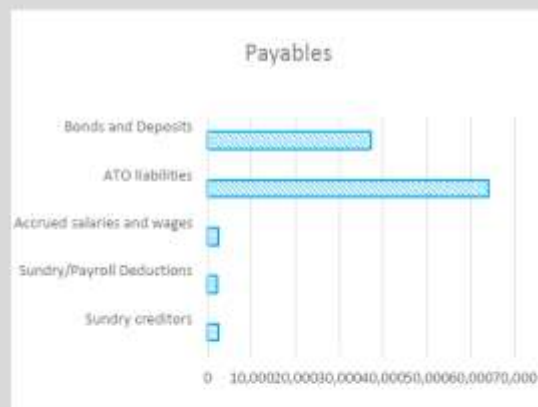
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$108,366
Over 30 Days
-4%
Over 90 Days
-2.6%



OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

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

General rate revenue	RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual														
				Rateable Value	Rate Revenue	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue										
Gross rental value																					
General GRV		0.079956	1,562	17,747,241	1,717,044	0	0	1,717,044	1,718,950	2,065										1,721,015	
Unimproved value																					
General UV		0.011983	437	193,618,765	2,351,382	0	0	2,351,382	2,347,585	(1,320)										2,346,265	
Sub-Total			1,999	211,366,006	4,068,426	0	0	4,068,426	4,066,535	745										4,067,280	
Minimum payment																					
Gross rental value																					
General GRV		565	993	7,016,922	561,045	0	0	561,045	566,695												566,695
Unimproved value																					
General UV		565	71	3,347,659	40,115			40,115	34,465												34,465
Sub-total			1,064	10,364,581	601,160	0	0	601,160	601,160	0											601,160
Discount																					(63)
Total general rates																					4,668,376
Specified area rates																					
Kalbarri Tourism		0.001721		17,443,404	30,000	0	0	30,000	30,222	100											30,322
Port Gregory Water Supply		0.036904		569,036	21,000	0	0	21,000	21,000	0											21,000
Total specified area rates				18,012,440	51,000	0	0	51,000	51,222	100											51,322
Total								4,720,586													4,719,698

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 13

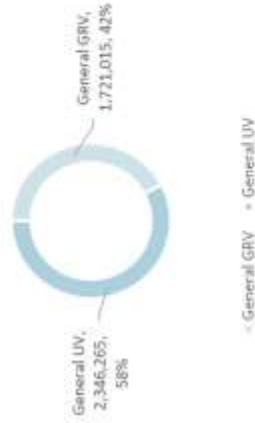
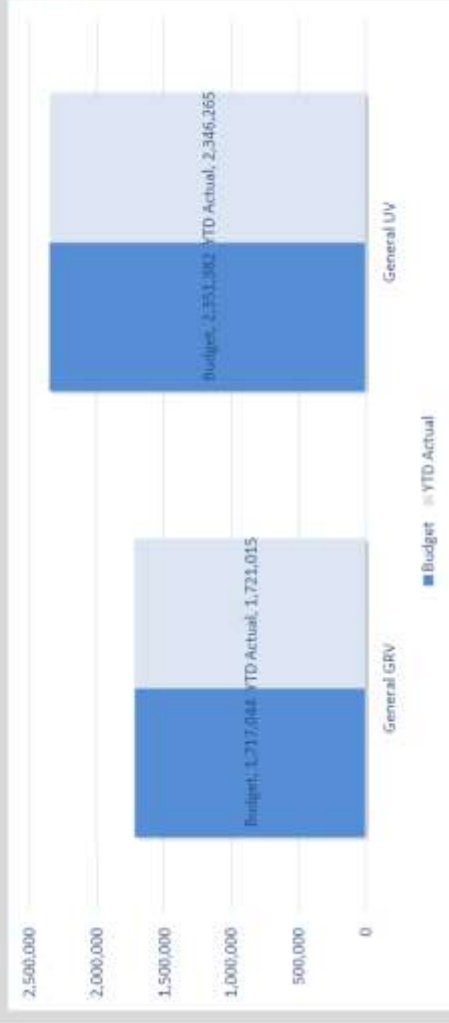
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2021

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

KEY INFORMATION

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

General Rates		
Budget	YTD Actual	%
\$4.67 M	\$4.67 M	99.97%



Please refer to the compilation report

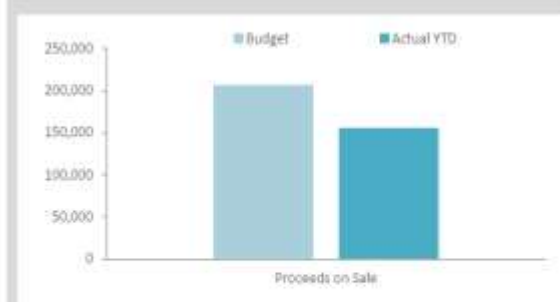
SHIRE OF NORTHAMPTON | 14

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

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41761	P274 - Isuzu MUX - DCEO	8,500	21,000	12,500	0	6,798	20,909	14,112	0
	Community amenities								
30003	Kings Park Ablutions			0	0	47,513	0	0	(47,513)
	Transport								
41707	P228 - Northampton Tip Truck	30,000	71,000	41,000	0	30,884	71,000	40,116	0
41686	P207 - Pig Trailer Northampton	9,000	18,000	9,000	0	9,000	18,000	9,000	0
41596	P159 - Case Tractor - Northampton	3,000	0	0	(3,000)			0	0
41715	P234 - Fuso M/tce Truck Northampton	23,000	25,000	2,000	0			0	0
41763	P277 - Toyota Prado	30,000	31,000	1,000	0			0	0
	Economic Services								
41788	P301 - Landcruiser Ute Lucky Bay	52,000	40,000	0	(12,000)	50,088	45,682	0	(4,406)
		155,500	206,000	65,500	(15,000)	144,282	155,591	63,227	(51,919)

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$206,000	\$155,591	76%

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

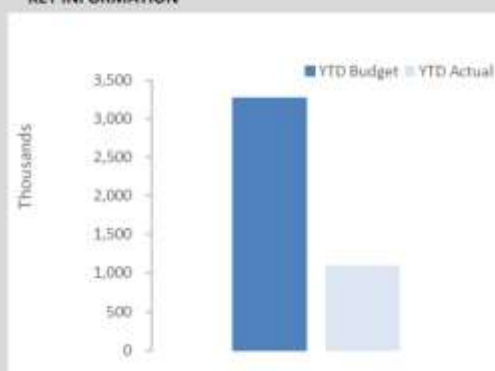
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	334,090	268,474	324,350	55,876
Furniture and equipment	70,000	40,831	27,605	(13,226)
Plant and equipment	708,400	413,231	345,531	(67,700)
Infrastructure - Roads	1,366,195	1,138,156	172,205	(965,951)
Infrastructure - Footpaths & Carpark	538,520	429,940	103,328	(326,612)
Infrastructure - Parks & Ovals	218,140	175,294	100,253	(75,041)
Infrastructure - Other	28,000	16,331	20,671	4,340
Capital Expenditure Totals	3,263,345	2,482,257	1,093,944	(1,388,313)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,500,386	1,500,386	994,023	(506,363)
Other (disposals & C/Fwd)	206,000	120,162	155,591	35,429
Cash backed reserves				
Leave Reserve	0	256,008	0	(256,008)
Roadworks Reserve	0	29,641	0	(29,641)
Kalbarri Airport Reserve	0	85,516	0	(85,516)
Building/Housing Reserve	0	121,865	0	(121,865)
Computer and Office Equipment Reserve	0	33,944	0	(33,944)
Land Development Reserve	0	364,161	0	(364,161)
Port Gregory Water Supply Reserve	0	36,500	0	(36,500)
Tourism Infrastructure Reserve	100,000	100,000	100,000	0
Contribution - operations	1,456,959	(165,926)	(155,670)	10,256
Capital funding total	3,263,345	2,482,257	1,093,944	(1,388,313)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION





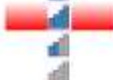

















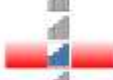
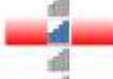



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.26 M	\$1.09 M	34%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.5 M	\$0.99 M	66%

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

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



%	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/ Over
	Governance				
	LED Signage (LR&I Funding)	70,000	40,831	27,605	42,395
	DCEO Vehicle Replacement	43,000	25,081	43,101	(101)
	Governance Total	113,000	65,912	70,706	42,294
	Education and Welfare				
	NCCA Storage Shed	0	0	8,579	(8,579)
	Education and Welfare Total	0	0	8,579	(8,579)
	Communities Amenities				
	Jacques Point Ablutions	209,090	168,026	198,790	10,300
	Kings Park Point Ablutions	100,000	80,360	103,345	(3,345)
	Car Park for Jaques Point Ablutions	70,000	55,239	53,859	16,141
	Northampton Cemetery Fence	38,500	30,938	1,350	37,150
	Memorial Tree (LR&I Funding)	20,000	16,072	0	20,000
	Communities Amenities Total	437,590	350,635	357,344	80,246
	Recreation And Culture				
	Port Gregory Shelters	24,000	19,286	6,996	17,004
	Horrocks Shelter at Parkland BBQ	11,000	8,840	0	11,000
	Blue Holes Carpark Redevelopment R969	29,400	23,625	4,375	25,025
	Horrocks access steps from oval to HCC	7,500	6,025	6,500	1,000
	Northampton Bowling Club Synthetic Green	117,140	94,133	85,406	31,734
	Northampton Community Centre Solar Power	15,000	12,053	13,636	1,364
	Allen Centre Tourist Bus Park (LR&I Funding)	235,000	188,847	18,992	216,008
	Old School Roof Replacement (Seed Funding)	10,000	8,035	0	10,000
	Recreation And Culture Total	449,040	360,844	135,906	313,134
	Transport				
	Road Construction	1,366,195	1,138,156	172,205	1,193,990
	Footpath/Carpark Construction	204,120	162,229	26,102	178,018
	Tip Truck Northampton	225,200	131,367	228,639	(3,439)
	Small Tractor	83,000	48,417	0	83,000
	Maintenance Truck Northampton	140,000	81,667	0	140,000
	Truck and Trailer Tarpaulin	85,000	49,583	0	85,000
	Gardeners Tandem Tipping Trailer	7,000	4,083	8,591	(1,591)
	Works Manager Vehicle	60,000	35,000	0	60,000
	Airport - Install 2 x 22KVA Generators	28,000	16,331	20,671	7,329
	Transport Total	2,263,715	1,704,866	521,409	1,742,306
	Capital Expenditure by Program Total	3,263,345	2,482,257	1,093,944	2,177,980

Please refer to the compilation report

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FINANCING ACTIVITIES
NOTE 9
BORROWINGS

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

Repayments - borrowings

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
	1 July 2020	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Housing	\$	\$	\$	\$	\$	\$	\$	\$	\$
Loan 154 - Staff Housing	189,159	0	0	17,566	35,418	171,593	153,741	3,753	7,156
Recreation and culture									
Loan 156 - RSL Hall Extensions	454,484	0	0	23,110	46,459	431,374	408,025	6,277	12,210
Transport									
Loan 153 - Plant Purchases	133,684	0	0	42,800	42,800	90,884	90,884	5,405	5,789
Loan 157 - Plant Purchases	340,000	0	0	15,744	31,614	324,256	308,386	3,897	7,593
	1,117,327	0	0	99,220	156,291	1,018,107	961,036	19,331	32,748
Self supporting loans									
Education and welfare									
Loan 155 - Pioneer Lodge	358,026	0	0	7,487	15,122	350,538	342,904	8,315	16,435
Recreation and culture									
Loan 151 - Kalbarri Bowling Club	0	0	0	0	0	0	0	0	0
Other property and services									
Loan 152 - Staff Housing (CEO)	293,742	0	0	9,236	19,004	302,907	274,738	9,266	19,293
	651,768	0	0	16,723	34,126	653,446	617,641	17,581	35,728
Total	1,769,095	0	0	115,943	190,417	1,671,553	1,578,678	36,912	68,476
Current borrowings	190,417					74,475			
Non-current borrowings	1,578,678					1,597,078			
	1,769,095					1,671,553			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

Please refer to the compilation report

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

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

New borrowings 2020-21

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$

KEY INFORMATION

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

Borrowings (Principal Repayments)



Principal repayments	\$115,943
Interest earned	\$33,246
Reserves balance	\$0.9 M
Interest expense	\$36,912
Loans due	\$1.67 M

Please refer to the compilation report

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

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

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 253,511	\$ 5,000	\$ 250	\$ 5,000	\$ 5,000	\$ 0	\$ 0	\$ 263,511	\$ 258,761
Roadworks Reserve	28,639	2,000	100	0	0	0	0	30,639	28,739
Kalbarri Airport Reserve	85,422	200	10	20,000	20,000	0	0	105,622	105,432
Building/Housing Reserve	120,863	2,000	100	10,000	10,000	0	0	132,863	130,963
Computer and Office Equipment Reserve	33,446	1,000	50	0	0	0	0	34,446	33,496
Land Development Reserve	306,658	10,000	506	0	0	0	0	316,658	307,164
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Tourism Infrastructure Reserve	100,000	0	0	0	0	(100,000)	(100,000)	0	0
	965,039	20,200	1,016	35,000	35,000	(100,000)	(100,000)	920,239	901,055

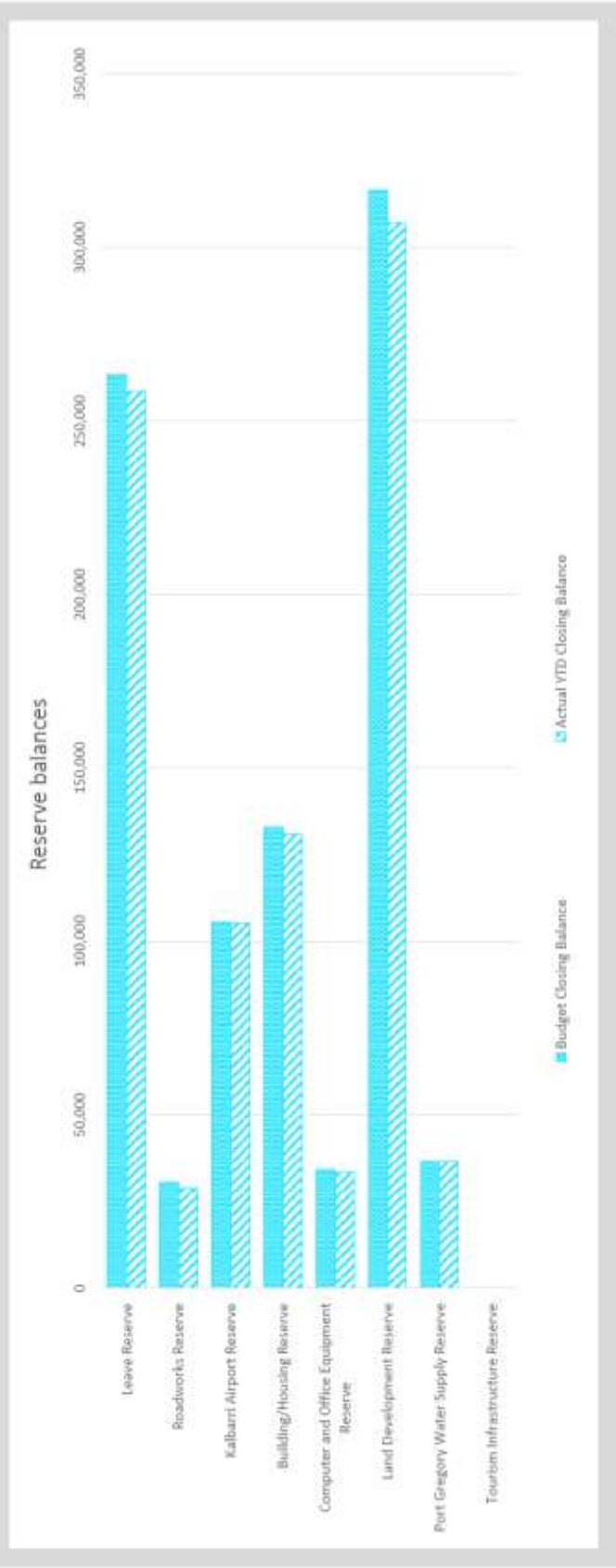
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OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

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

KEY INFORMATION



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

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 January 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements - non-operating	13	15,326	0	15,326	0
Total unspent grants, contributions and reimbursements		15,326	0	15,326	0
Provisions					
Annual leave		296,048			296,048
Long service leave		491,060			491,060
Total Provisions		787,109	0	0	787,109
Total other current assets		802,435			787,109
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 benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

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

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

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability 1 Jul 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jan 2021	Current Liability 31 Jan 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission - General/	0	0	0	0	0	463,588	231,794	230,427
Grants Commission - Roads/	0	0	0	0	0	334,355	167,176	163,024
Local Roads & Infrastructure Program	0	0	0	0	0	490,300	245,150	245,151
Law, order, public safety								
Emergency Services Levy - BFB	0	0	0	0	0	34,646	20,208	22,022
Emergency Services Levy - SES	0	0	0	0	0	24,975	14,568	17,725
Grant Revenue - BFRM	0	0	0	0	0	0	0	14,500
Education and welfare								
NCCA Operational Grant/Fundraising	0	0	0	0	0	88,223	51,457	88,223
Community amenities								
GRANT - CHARMAP	0	0	0	0	0	10,000	5,831	0
Transport								
MFRD - Maintenance	0	0	0	0	0	176,655	176,655	176,655
	0	0	0	0	0	1,622,742	912,839	957,727

Please refer to the compilation report.

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

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Description/Provider	Unspent non operating grants, subsidies and contributions liability			Non operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2020	Increase in Liability (As revenue)	Liability 31 Jan 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
Non-operating grants and subsidies	\$	\$	\$	\$	\$	\$
Recreation and culture						
Northampton Community Centre		0	0	0	0	10,000
Transport						
Regional Road Group Funding	15,326	(15,326)	0	229,000	227,796	91,600
Roads to Recovery Funding			0	453,484	451,100	54,674
	15,326	0	0	682,484	678,896	156,274

Please refer to the compilation report

SHIRE OF NORTHAMPTON | 24

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

**NOTE 14
TRUST FUND**

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2020	Received	Paid	31 Jan 2021
	\$	\$	\$	\$
Building Levies (BCITF & BRB)	183	18,551	(16,959)	1,775
Community Bus Bond	4,600	2,000	(1,600)	5,000
Unclaimed Monies - Rates	4,044	0	0	4,044
BROC - Management Funds	1	0	0	1
RSL Hall Key Bond	230	430	(230)	430
Special Series Plates	0	1,860	(1,200)	660
Northampton Child Care Association	16,547	(4,500)	0	12,047
Horrocks Memorial Wall	0	0	(148)	(148)
One Life	1,440	0	(500)	940
Rubbish Tip Key Bond	1,800	0	0	1,800
Horrocks - Skatepark	1,050	0	0	1,050
RSL - Kalbarri Memorial	17,326	0	(1,196)	16,130
DOT - Department of Transport	0	152,273	(152,273)	0
Rates - Overpaid	0	135,437	(24,559)	110,878
	47,220	306,051	(198,665)	154,606

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

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	44,908	84.77%	▲ Permanent	Var due to insurance rebate/refunds
General purpose funding	(14,068)	(0.26%)	▼ Permanent	Var due to reduced interest on investments
Law, order and public safety	22,394	50.80%	▲ Permanent	Var due to BFRM Grant Revenue & ESL profile
Health	(6,476)	(32.09%)	▼ Permanent	No EHO billings raised for ext services
Education and welfare	35,488	28.08%	▲ Timing	Var due to NCCA grant revenue/contributions
Community amenities	(26,536)	(3.28%)	▼ Timing	Var due to add planning fees/reimbursements
Recreation and culture	-13,454	76.79%	▲ Permanent	Var due to insurance reimbursement Kalbarri Foreshore Power Pole Actuals and budget will converge as the year progresses
Transport	8,125	3.53%	▲ Timing	
Economic services	46,777	35.75%	▲ Timing	Will reconcile budget profile issue
Other property and services	13,437	16.19%	▲ Timing	Var due to sale of scrap metal
Expenditure from operating activities				
Governance	(27,403)	(5.45%)	▼ Timing	Will reconcile, budget timing situation only
General purpose funding	(30,711)	(18.82%)	▼ Permanent	Var due to legal fees and add Rates salary
Law, order and public safety	(33,380)	(15.31%)	▼ Timing	Var due to BFRM grant related expenditure
Health	26,264	19.94%	▲ Permanent	Will reconcile as year progresses
Education and welfare	13,904	8.98%	▲ Permanent	Var due to reduced NCCA expenses
Housing	(6,971)	(15.37%)	▼ Permanent	Reallocation issue will reconcile by EOY
Community amenities	40,737	4.31%	▲ Timing	Var due to lag in rubbish collection invoices
Recreation and culture	(14,420)	(1.41%)	▼ Permanent	Minor variance actuals and budgets will converge
Transport	111,177	5.07%	▲ Permanent	Actuals & budget will converge as year progresses
Economic services	(81,060)	(45.78%)	▼ Timing	Will reconcile, budget timing situation only
Other property and services	(23,911)	(104.65%)	▼ Permanent	Var due to the insurance payment budget profile
Investing activities				
Non-operating grants, subsidies and contributions	(522,622)	(76.98%)	▼ Timing	Will reconcile, budget timing situation only
Capital acquisitions	1,388,313	55.93%	▲ Timing	Roadworks and the purchase of the maintenance truck to be completed by June 2021
Financing activities				
Transfer from reserves	41,667	71.43%	▲ Timing	Budget timing issue, Transfers processed August 2020

ADMINISTRATION & CORPORATE REPORT

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7.5.1 FEASIBILITY BUSINESS CASE – KALBARRI AIRPORT

LOCATION:	Kalbarri Airport
FILE REFERENCE:	12.2.3
CORRESPONDENT:	Icon Tourism
DATE OF REPORT:	3 December 2020
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Copy of Quote Proposal and Clarification Advice (forwarded under Separate cover at request of consultant)

SUMMARY:

Council to consider proposal submitted by Icon Tourism for the development of a Business/Economic Plan for the return of a regular passenger transport (RPT) air service to Kalbarri.

BACKGROUND:

At the September, October and December 2019 meetings discussion occurred on a regular passenger transport (RPT) service to Kalbarri.

As reported at the October meeting and prior to COVID-19, there are two situations where an RPT service can apply, regulated and unregulated. A regulated service is a route that is regulated by the Department of Transport such as the Perth to Shark Bay route. A Kalbarri route at this stage would be classed as an unregulated route and no formal approvals from the Department of Transport are required. However if a service was to piggyback on a regulated service such as the one mentioned above then DOT approval is required.

The DOT advised at the time that they would not be in favour of a Kalbarri service piggy backing onto the Carnarvon, Shark Bay route. One of the main reasons given is that airlines nor passengers support three stops as adds time to the flights and can at times affect timetables.

During the debate on this matter a recommended option by a tourism consultant was that an economic business plan should first be developed to entice airlines to service Kalbarri. The consultant advised that without a business plan it is unlikely that neither the airline nor state government will consider a RPT service.

At the time it was indicated that the estimated cost for a consultant to undertake the business plan was \$15,000 and subsequently this provision was made in the adopted 2020/21 Budget.

COMMENT:

As recommended by the Council the CEO has requested Icon Tourism, Manny Papadoulis being the Executive Manager, to provide an estimate to undertake the business/economic plan.

A quote of \$17,500 (exclusive of GST) has now been received. The quote details are attached at Appendices 1.

Prior to the December 2020 meeting the CEO was seeking further clarification from the consultant being that the quote did not set out how they were going to show to Council how they intended to provide a business case, who would they be contacting, what airlines would be in the play, how is Council going to convince airlines to look at providing an RPT service to Kalbarri.

Unfortunately, the above information was not received prior to the meeting and therefore the Council deferred the matter to the February 2021 meeting and the above information is now attached.

FINANCIAL & BUDGET IMPLICATIONS:

As stated, the budget provision is \$15,000, the quote received is \$17,500, an additional cost of \$2,500.

If Council resolve to appoint Icon Tourism to undertake the plan, then the additional expenditure will need to be approved as authorised expenditure and be carried by an absolute majority.

As per current Council policy it is recommended that at least two verbal quotes be obtained for expenses in the range of \$5,001 - \$19,999. Not knowing who else would be able to undertake the business/economic plan no other quotes have been sought.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

A Key Imperative of the CSP is for the return of a regular passenger transport service to Kalbarri.

VOTING REQUIREMENT:

Absolute Majority Required due to costs exceeding budget provision therefore Council is required to approve the additional expenditure.

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council:

- 1. Engage Icon Tourism to prepare a Business/Economic Plan to encourage airlines to operate a regular passenger transport service to Kalbarri**
- 2. That the additional cost of \$2,500 to develop the plan be declared authorised expenditure.**

7.5.2 OUTSTANDING RATES & CHARGES

FILE REFERENCE:	3.1.8
DATE OF REPORT:	13 January 2021
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to consider the instigation of selling properties due to nonpayment of rates which are now in arrears for three years or more.

Due to the confidentiality of this matter a separate report is provided.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.2

For Council determination.

7.5.3 KALBARRI RSL WAR MEMORIAL

LOCATION:	Memorial Drive, Kalbarri
FILE REFERENCE:	11.1.7
DATE OF REPORT:	13 December 2021
REPORTING OFFICER:	Garry Keeffe

DECLARATION OF INTEREST:

The CEO declares an interest in this matter due to the company who has provided a quote for a new memorial cairn is a family member, being a sister-in law.

SUMMARY:

Council to determine what direction it wishes to take in regard to an upgrade to the Kalbarri RSL memorial.

LOCALITY PLANS:



BACKGROUND:

Council at their November 2020 meeting considered proposal from the current RSL Memorial Group in regard to the condition and need of an upgrade of the existing memorial.

Council resolved at the November meeting:

“That Cr’s Simkin, Stewart, Pike and Hay and CEO meet with representatives of Kalbarri RSL to further discuss a complete redesign of the War Memorial Monument and advise that Council does not support a rebuild of the existing facility.”

The Council representatives reported at the December meeting of the onsite meeting held with one RSL representative (no others attended the onsite meeting) where 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 to be presented to Council.

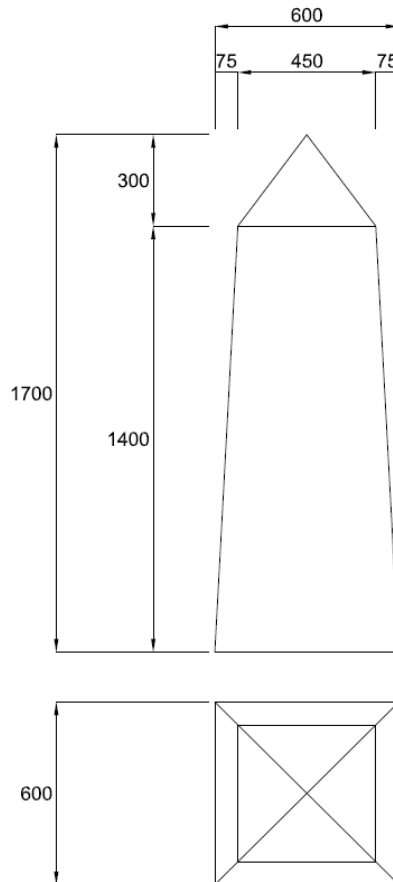
COMMENT:

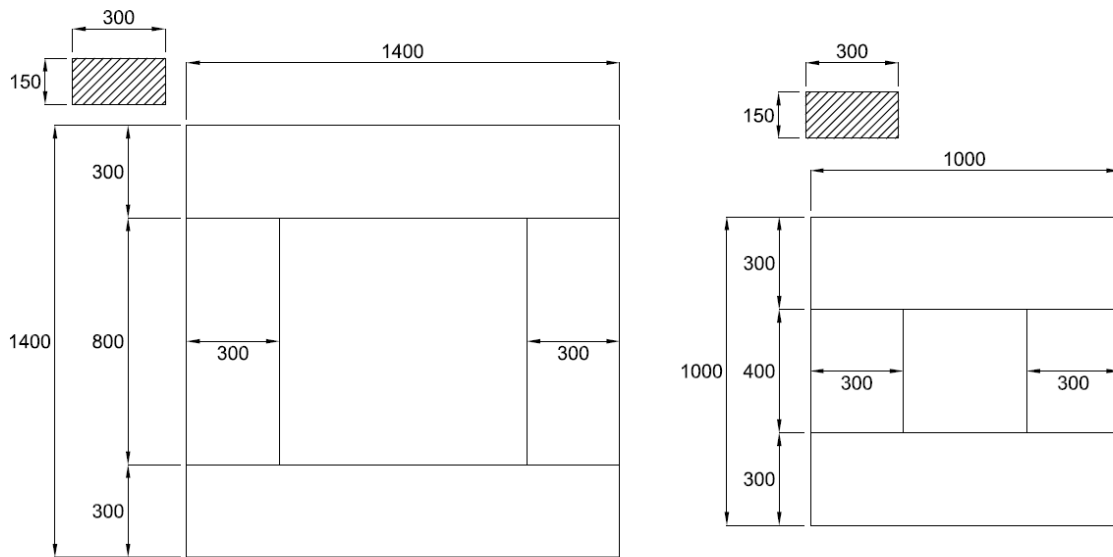
From the above, quotes have now been obtained for the above proposed works and are as follows:

Demolition of existing Monument	\$ 9,000
Re-concreting monument area	\$20,620
New Cairn with plaques	\$20,550
Sundry Provision	\$ 2,000
Total estimated cost	<u>\$52,170</u>
Round to	\$53,000

Two quotes were sought for the cairn and plaques and are attached at Appendices 1. For this proposal, the quote from Giudice and Brandon has been used as the Perth based contractor, Stock Bros, indicated that they could only quote on supply and not delivery and installation due to their limited resources. The quote from Giudice and Brandon has been used for the overall cost estimate.

The cairn quoted on is based on the one shown the below. The cairn size is 1850mm high and the base is 1400mm by 1400mm as per below design specifications. The plaques/wording quotes is the carving of “lest we forget” into the step. One plaque with wording “in memory of all those from the Kalbarri area who have served their country in the defence forces, lest we forget”, and for the remaining three sides the rising sun badges.





It was also advised at the November meeting that the CEO had submitted a grant application through the Department of Social Services (Federal) titled “Saluting Their Service Commemorative Grant” which provides funding to assist with services and memorial upgrades. The grant application has been successful with \$10,000 being approved.

The demolition will attempt to preserve/retain existing concrete and other plaques however no provision has been made with the estimated costs for the relocation of these at the overall memorial site. It is considered that the Kalbarri RSL group will need to provide direction on these.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for these works within the 2020/21 Budget however there are now some funds available, being the \$10,000 grant and the Trust Funds being held for upgrades to the memorial are \$16,130 however \$3,200 is committed to the repainting of the naval gun on site leaving a balance of available funds of \$12,930, total income available \$22,930.

As stated above the total estimated cost is \$53,000. Funds available are \$22,930 leaving a balance of \$30,070. At the November 2020 meeting it was indicated that the provision of \$27,000 for the reseal of Charlton Loop could be utilised as at the time this is one project that could be deferred. However in reviewing our road re-seal program and as a result of lower bitumen and aggregate products costs, this and additional streets will now be re-sealed. Therefore this provision cannot be used for the RSL Memorial upgrade.

If Council progresses with the works then an additional \$30,070 will need to be approved as authorised expenditure.

The other alternative is for Council to defer the request for consideration in the 2021/22 Budget.

COMMUNITY CONSULTATION:

Since the discussion at the December 2020 meeting, some elected members have received some feedback on what is being proposed. No community consultation on this proposal has been undertaken and it is suggested that advice be provided to the residents of Kalbarri that the intention is to replace the existing memorial with a new memorial as per this report and for the community to provide feedback for further consideration at the March 2021 meeting.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2020/21 Budget and to amend the budget to accommodate the expenditure, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.3

That Council advise Kalbarri residence of the proposal to replace the existing war memorial with a new memorial, being the central cairn and renewal of concrete pathways, and responses from residents received be presented at the April 2021 meeting for consideration by Council prior to progressing with the replacement of the war memorial.

APPENDICES 1 – Quotes for new Cairn



13 Eaton Place
Geraldton W.A. 6530
ABN 30 103 794 272

Telephone all hours
(08) 9921 5788
monuments@giudiceandbarndon.com.au

20-1-2021

Garry L Keeffe
Chief Executive Officer
Northampton Shire

email ceo@northampton.wa.gov.au
Ph 99341202
mob 0427 341202

Dear Garry,

We are pleased to offer our quotation for the War Memorial in Kalbarri as per your email and as drawings supplied.

Kalbarri War Memorial

Foundation: N/A. (Concrete to be supplied and laid by others.)
Base / Steps: Noble Grey Granite. Polished.
Obelisk / Cairn: Black Granite. Polished.
Plaque: Bronze. 381 x 279 with wording.
*"In memory of all those from the Kalbarri area who have served their country
in the defence forces, lest we forget"*
Badges: 3/ Bronze badges
Inscription: LEST WE FORGET. Carved into step.
Installation: Kalbarri War Memorial site

\$20550.00
GST 2055.00
\$22605.00

Stock Bros
Monumental Works



Tax Invoice

ABN 48 815 798 587

Fremantle Monumental Centre
Ph: 9331 5525 Fax: 9314 2850
Email: admin@freomc.com.au
28 Hines Rd O'Connor WA 6163

Karakatta Monumental Centre
Ph: 9386 9818 Fax: 9386 9819
Email: admin@stockbros.com.au
60 Government Rd Nedlands WA 6009

Date	January 29, 2021
Tax Invoice No	
Work Required	New Monument

Customer:

Shire of Northampton	0
[Address]	0
[Phone]	0
ceo@northampton.wa.gov.au	0

Description	Line Total
Noble grey (dark grey) granite war memorial as per attached drawing	\$11,000.00
2 bronze flat motif military badges 150 x150mm \$300 each	\$600
1 large bronze plaque 560 high x 300 wide	\$1,600
We can only supply the stone and plaques. This does not include engineering approvals transport or erection.	

General Information

Allow 4 months for delivery to our factory in Perth

Subtotal	\$	13,200.00
GST	\$	1,320.00
Cemetery Fee	\$	-
Total	\$	14,520.00
Deposit	\$	
Balance	\$	

Office Information

Representative:
Karen
Office:
O'Connor

E&OE

I declare that I am authorised to allow work on the above gravesite.

Signature: _____

All work, material and goods supplied as per this invoice remain the property of Stock Bros until all monies have been paid.

By signing or paying a deposit for the above works, you agree to enter a contract as per our terms and conditions.

Should you have any enquiries concerning this invoice, please contact our offices.

7.5.4 DELEGATION CHANGES

FILE REFERENCE:	13.3.2
DATE OF REPORT:	13 February 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve amendments to current delegations due to change in Building Surveyor Services from employee to consultant.

BACKGROUND:

Council has the following delegations in relation to building control:

- Delegation B01 – Demolition Permits
- Delegation B02 – Building Extension Time to Complete
- Delegation B04 – Certificate of Building Compliance & Construction Compliance
- Delegation B06 – Applications – Strata Titles.

Due to the change in the provision of building surveyor services to consultant, the above delegations will need to be changed as per the following:

DELEGATION NUMBER - B01

LEGISLATIVE POWER	-	Building Act 2011 – Sec 25 Building Regulations 2012 - Reg 4 & 22
DELEGATION SUBJECT		Demolition Permits (BA6)
DELEGATE		Chief Executive Officer

The Chief Executive Officer in accordance with Building Act 2011 and Building Regulations 2012, is delegated authority to approve the issue of a demolition permit as to take down a building or a part of a building and such licence may be subject to such conditions as the Chief Executive Officer considers necessary for the safe and proper execution of the work.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to Environmental Health Officer/Building Surveyor.

Amendment Required

Where the delegation states *The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to Environmental Health Officer/Building Surveyor, the words Environmental Health Officer/Building Surveyor are to be replaced with “Environmental Health Officer and Building Surveyor Consultant.”*

DELEGATION NUMBER - B02

LEGISLATIVE POWER - Building Act 2011 – Sec 32
Building Regulations 2012 – Regs 4 & 23(2)
DELEGATION SUBJECT- Building, Extension of Time to Complete (BA22)
DELEGATE Building Surveyor

That in accordance with Building Act 2011 and Building Regulations 2012, Council’s Building Surveyor is delegated authority to approve of an extension of time where it was not possible to complete the building within the period specified in the building licence, subject to the payment of any additional building licence fee.

Amendment Required

Reword the delegation to read:

That in accordance with Building Act 2011 and Building Regulations 2012, The CEO is delegated authority, subject to advice from Council’s Building Surveyor Consultant, to approve of an extension of time where it was not possible to complete the building within the period specified in the building licence, subject to the payment of any additional building licence fee.

DELEGATION - B04

LEGISLATIVE POWER - Building Act 2011 – Sec 57 & 56
Building Regulations 2012 – Regs 4 & 36
DELEGATION SUBJECT Certificate of Building Compliance & Construction
Compliance (BA18 & BA17)
DELEGATE Chief Executive Officer

That the Chief Executive Officer be delegated authority to issue a Certificate of Building Compliance and Certificate of Construction Compliance in accordance with the Building Act 2011 and Building Regulations 2012.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to Environmental Health Officer/Building Surveyor.

Amendment Required

The delegation states that the CEO has authority to issue a Certificate of Building Compliance and Certificate of Construction Compliance. Under the current provisions of the Building Regulations this cannot be delegated as the office must be qualified as a certified building inspector/surveyor.

The delegation needs to re-worded to read:

That Councils Building Surveyor Consultant be delegated authority to issue a Certificate of Building Compliance and Certificate of Construction Compliance in accordance with the Building Act 2011 and Building Regulations 2012,

and delete the wording:

DELEGATE Chief Executive Officer

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to Environmental Health Officer/Building Surveyor.

DELEGATION - B06

LEGISLATIVE POWER Strata Title Act

DELEGATION SUBJECT Applications - Strata Titles

DELEGATE Principal Building Surveyor & Principal Planner

That the Principal Building Surveyor be delegated authority, following consultation with other staff to:

Authorise the release of Strata Applications, where the building has met the requirements of the Strata Titles Act and is in accordance with the building plans approved by Council.

3. Delegation B04 – Certificate of Building Compliance & Construction Compliance (BA18 & BA17), by re-wording to read:

That Councils Building Surveyor Consultant be delegated authority to issue a Certificate of Building Compliance and Certificate of Construction Compliance in accordance with the Building Act 2011 and Building Regulations 2012,

and delete the wording:

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to Environmental Health Officer/Building Surveyor.

4. Delegation B06 – Applications – Strata Title, be reworded to read:

DELEGATE Chief Executive & Building Surveyor Consultant

That the Chief Executive Officer and/or the Building Surveyor Consultant be delegated authority to authorise the release of Strata Applications, where the building has met the requirements of the Strata Titles Act and is in accordance with the building plans approved by Council.

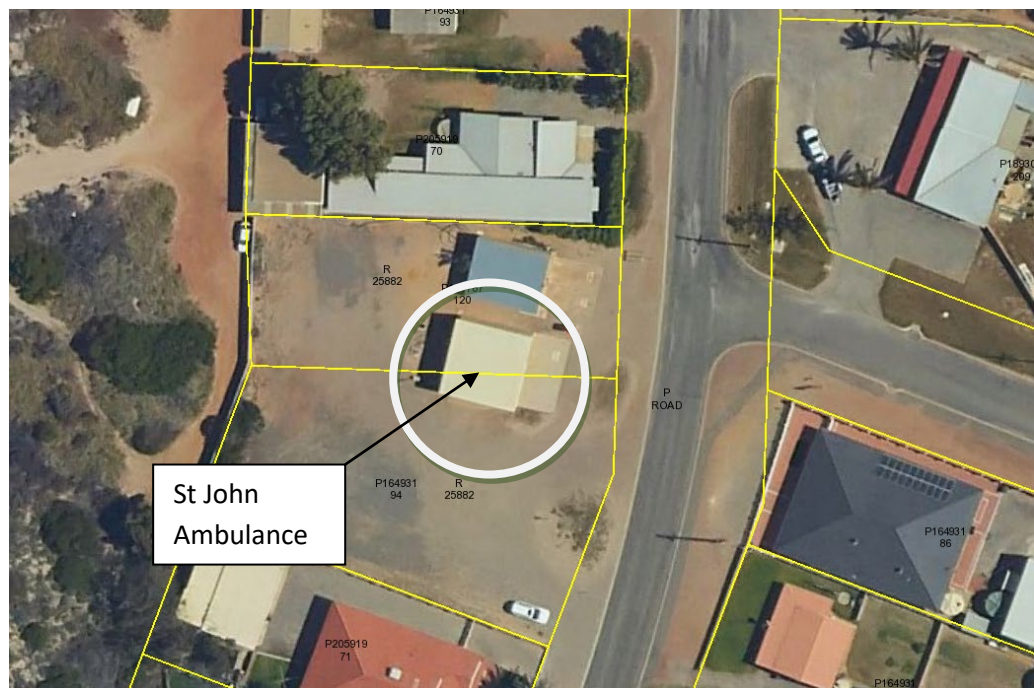
7.5.5 LEASE RENEWAL – PORT GREGORY ST JOHN AMBULANCE

LOCATION:	Reserve 25882, Lots 120 & 194 Port Street Gregory
FILE REFERENCE:	9.1.4
DATE OF REPORT:	13 January 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the renewal of lease for Crown Reserve 25882 to the St John Ambulance Association in Western Australia Inc for a further term of 21 years.

LOCALITY PLANS:



BACKGROUND:

Reserve 25882 has a Management Order drawn in favour of Council for the purposes of Emergency Service - Fire & Ambulance Gregory and is currently leased to the St John Ambulance Association in Western Australia Inc for a 21 year period.

The lease expires 1 May 2021, and the Association is requesting a renewal of the lease for the same period of 21 years.

COMMENT:

Council as per the requirements of Section 3.58 of the Local Government Act is to formally resolve to renew the lease as a lease is determined as a disposition of land.

The renewal of the lease for a further period of 21 years is supported.

FINANCIAL & BUDGET IMPLICATIONS:

Financial costs for the preparation of a new lease will be incurred and is to be funded by the Association unless Council determines otherwise. Estimated cost is \$1,500 to \$2,000.

A peppercorn rent of \$1 per annum applies.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 and regulations.

There is no requirement to advertise this lease renewal as under the *Local Government (Functions and General) Regulations 1996* a disposition to an organisation that provides a health service and the property is of no value to any other body/person, is exempt from advertising requirements.

State: Land Administration Act 1997

As per the provisions of the *Land Administration Act 1997*, the approval of the Minister for Lands for the renewal of the lease is required.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council renew the existing lease on Reserve 25882 to the St John Ambulance Association in Western Australia Inc for a further term of 21 years.

7.5.6 SUNDRY DEBTOR – WRITE OFF OF OUTSTANDING DEBT

FILE REFERENCE:	1.1.4
DATE OF REPORT:	13th January 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the write off of outstanding debts totaling \$500.00 owed by Adam Scott.

BACKGROUND:

Debtor Adam Scott has been charged for the renewal of business fees for the now defunct Smugglers Cove Ice Creamery and for costs incurred for the removal of an abandoned car on a road reserve under the control of Council.

The debts remain unpaid and Mr Scott no longer has the address that is on Council records and his whereabouts are unknown. It is determined that this debt is now unrecoverable.

FINANCIAL & BUDGET IMPLICATIONS:

Result of a write off is that Council will not receive income of \$500.00 however this is considered minimal in the context of the Councils overall budget income.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 6.12

6.12 Power to defer, grant discounts, waive or write off debts.

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money;
- or
- (c) write off any amount of money,

which is owed to the local government.

* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.6

That Council write off the outstanding debt of \$500.00 owed by Mr Adam Scott as deemed non recoverable.

7.5.7 PORT GREGORY WATER SUPPLY – BORE RE-BORE

FILE REFERENCE:	10.7.2
DATE OF REPORT:	18 January 2021
REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to endorse the actions of the Chief Executive Officer in engaging a driller to redevelop Number 2 bore for the Port Gregory Water Supply and to approve the expenditure incurred.

BACKGROUND:

Over the Christmas and New Year period the Port Gregory water supply has had a number of faults and one main fault is the lack of water that the number 2 bore is producing where it is not keeping up with the demands required in association with number 1 bore.

Through a pump contractor who services the bores on Councils behalf they recommended that the bore be re-drilled and cleaned to determine if this action would have the bore producing the water it previously was doing prior to any further options such as possibly a new bore is considered.

COMMENT:

Following on from the advice the CEO engaged Drill Air at a cost of \$5,970 GST exclusive to undertake the works to ensure Gregory was provided with water. Due to the urgency of the works the matter could not be deferred to the February 2021 Council meeting for formal approval for the expenditure required.

Results of the re-bore works will be presented at the Council meeting.

FINANCIAL & BUDGET IMPLICATIONS:

There is no provision for these works in the 2020/21 Budget and therefore the Council is required to approve the expenditure.

STATUTORY IMPLICATIONS:

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is no provision for this expenditure within the 2020/2021 Budget, Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 7.5.7

That Council endorse the actions of the Chief Executive Officer in engaging a drilling contractor to re-drill number two bore for the Port Gregory Water Supply and that the expenditure of \$5,970 GST exclusive be approved as authorised expenditure.

7.5.8	REGIONAL DROUGHT RESILIENCE FUNDING PROGRAM	
	FILE REFERENCE:	13.1.5
	CORRESPONDENT:	Mid West Development Commission
	DATE OF REPORT:	20 January 2021
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Details of the Funding Program 2. Key Elements to Progress a Plan

SUMMARY:

Advice of Council to be a partner to seek funding through the Regional Drought Resilience Funding Program to develop a Regional Drought Resilience Plan for the Shire’s of Northampton, Chapman Valley and City of Greater Geraldton (rural areas).

BACKGROUND:

A majority of the background for this matter is in Appendices 1 which outlines the overall program.

On the 19 January 2021 the CEO attended a meeting with the Mid West Development Commission (Mike Bowler), Northern Agricultural Catchment Council CEO (Katherine Allen) and City of Greater Geraldton to determine if the three local authorities would become partners in submitting, in association with MWDC and NACC a funding application under this program as an overall application for the shires and city. It is a condition of the grant that local governments are to be involved in the program.

NACC, MWDC and DPIRD will be seeking funding to develop a regional drought resilience plan in conjunction with Northampton, Chapman Valley and Greater Geraldton Shires by securing funding from the above and utilising WA Government funds already committed to the region via the Chapman Regeneration (CR) project. There are 8 farmer demonstration sites within the 3 Shires which are already involved in the CR project which can be leverage as research and development knowledge to inform the drought resilience planning.

Other partners will include agriculture groups, ie Northern Ag Groups etc will be invited as key stakeholders if the funding application is successful.

The meeting outlined the program, and the first step is simply for the three local authorities to confirm that they will be involved as a partner in the application. The application itself will be undertaken by the MWDC and NACC and if the grant is successful then they too will manage the project.

The funding available is \$1million for the state of Western Australia and if there is more than one project successful then the projects share the \$1million allocation.

The grant application had to be submitted by 30 January 2021.

COMMENT:

From the information received the main roll for this Council is to be a partner to the application with all leg work to be undertaken by the Stakeholder group and managed by NACC and MWDC.

On this basis the CEO has confirmed that the Shire of Northampton will be a partner to the funding application.

FINANCIAL & BUDGET IMPLICATIONS:

No financial commitment is required however some in-kind support may be required.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.8

That Council endorses the actions of the CEO in nominating the Northampton Shire Council to be a partner in the Regional Drought Resilience Funding Program application.

APPENDICES 1 - Regional Drought Resilience Planning Program

The Future Drought Fund

The Future Drought Fund (the Fund) is a long-term investment fund that provides a sustainable source of funding to help Australian farmers and communities become more prepared for, and resilient to, the impacts of drought. Established under the *Future Drought Fund Act 2019* in September 2019, the Fund began with a \$3.9 billion investment, with earnings to be reinvested by the Future Fund Board until the balance reaches \$5 billion. The Fund is part of the Government's Drought Response, Resilience and Preparedness Plan. From July 2020, \$100 million from the Fund is available each financial year to invest in drought resilience programs.

The Drought Resilience Funding Plan 2020-2024

The *Future Drought Fund (Drought Resilience Funding Plan 2020 to 2024) Determination 2020* (the Funding Plan) serves as a framework for all expenditure from the Fund; it guides the design of the program and types of projects offered.

The Funding Plan has three inter-connected strategic priorities:

- economic resilience for an innovative and profitable agricultural sector
- environmental resilience for sustainable and improved functioning of farming landscapes
- social resilience for resourceful and adaptable communities.

The Fund's three objectives to achieve the strategic priorities will enhance the public good by building drought resilience through programs that will:

- grow the self-reliance and performance (productivity and profitability) of the agricultural sector
- improve the natural capital of agricultural landscapes for better environmental outcomes
- strengthen the wellbeing and social capital of rural, regional and remote communities.

The Regional Drought Resilience Planning Program 2020-21

The Regional Drought Resilience Planning Program (the program) is one of eight foundational programs under the Future Drought Fund in 2020-21. The program will invest \$10 million of Commonwealth Future Drought Fund funding in 2020-21 with a co-contribution from state and territory governments. Activities will run under the program until 30 June 2022.

The program will provide funding for consortia of local governments or other appropriate entities (other legal entities that undertake planning at scale), to develop regional drought resilience plans (RDR Plans). The plans will focus on innovative ways to build regional drought resilience across the agricultural sector and supporting industries, through a triple bottom line, collaborative and evidence-based approach. This program contributes to each of the Fund's objectives and strategic priorities.

The program will be delivered through the states and territories (states) in their respective jurisdictions with Commonwealth funding provided via an agreement under the Federal Financial Relations framework. The program will create a national framework for regional drought resilience planning, while providing flexibility for jurisdictions to deliver a program that builds on existing expertise and delivery mechanisms where they exist or establish new programs if needed.

Implementation of the program will continue to be informed by any relevant findings of the National Royal Commission into Black Summer Bushfires (Natural Disaster Arrangements).

Program objective

Development and publication of Regional Drought Resilience Plans by regional partnerships of local councils (two or more), or other appropriate entities, and regional stakeholders to identify and guide actions to build the region's resilience to future droughts.

Program outcomes

Consistent with the actions in the Funding Plan, the program will:

- empower communities to identify the impacts of drought and develop regional drought resilience and management plans
- support communities to consider the incremental, transitional and transformational opportunities needed to strengthen drought resilience and encourage innovative initiatives at the regional level
- facilitate increased community understanding of their drought resilience including by encourage communities to share their learnings with each other
- encourage improved natural resource management capability through planning.

The long term program outcomes are:

- Communities proactively plan/prepare for drought
- Stronger social capital in rural, regional and remote communities
- Greater sharing of learnings related to drought resilience between communities
- More primary producers adopt whole of system approaches to natural resource management to improve the natural resource base, for long-term productivity and landscape health
- Natural resource management capability is improved across the region
- Regions more able to take advantage of opportunities to build economic resilience
- More primary producers adopt risk management practices to improve their sustainability and resilience.

Shorter term outcomes include:

- Regions identify and plan for the impacts of drought
 - Regions adapt to changes as they arise
-

- Communities and businesses identify necessary, innovative and transformative ways to build drought resilience
- Partnerships and networks are built between stakeholders managing natural resources and effective partnerships provide inputs to inform drought resilience planning.
- Communities use best practice data and information to better understand their resilience to drought and make decisions
- Regions have a plan against which they can monitor status.
- Planning at different scales aligns

Regions will gain benefits from undertaking Regional Drought Resilience planning, including:

- Increased understanding of the region's current and future drought resilience, considering the region's unique economic, environmental and social characteristics
- Identification of actions, pathways and opportunities to improve regional drought resilience, mitigate risks and adapt to change
- Being in a stronger position to implement strategic actions and take advantage of opportunities as they arise.
- The opportunity to communicate regional drought resilience needs and priorities, which may inform future Commonwealth, state and territory government, local government and private sector investment
- Considering and harnessing drought resilience knowledge, data and opinions available within and outside the region
- Leveraging and building upon on existing strategic planning at the state, local, regional and issue-specific planning
- Forming stronger connections and relationships between and within regions. Core program elements

Core Elements:

- The program will provide funding for regional partnerships of local councils (two or more), or other appropriate entities, and regional stakeholders to develop regional drought resilience plans (RDR Plans) that will identify and guide actions to build the region's resilience to future droughts.
 - RDR Plans will explore and focus on innovative and diverse pathways to build drought resilience in agricultural, primary production and agricultural supply chain industries. RDR plans will also be underpinned by triple-bottom-line considerations and the impacts that future droughts may have on the broader landscape and regional communities which depend on or contribute to agriculture and rural economies. The process will foster learning and build social capital.
 - The program will provide up to \$600,000 per regional project to undertake RDR planning.
 - The funding for each project is to be determined by the respective state or territory government, considering factors such as the proposed regional planning project's scope and scale. It is not expected every project will require the maximum quantum of funding available.
-

- For larger RDR planning projects, total funds spent on preparing an RDR plan could exceed \$600,000, with the additional funding being provided from other sources for example consortia, regional partners, local governments or state and territory government program co-contributions.
- In the foundational year, Commonwealth funds can be used for planning only, not for implementation activities determined through the planning process.

APPENDICES 2 – Key elements of approach to developing a Regional Drought Resilience Plan**DRAFT - Proposed key elements of approach to developing a Regional Drought Resilience Plan**

1. Establish a Technical Working Group (TWG) with SMEs to support the process.
 2. Conduct a Drought Vulnerability Assessment, which could include development of an agreed regional definition of Drought and Drought Resilience for the 'region'. This process would may identify and map out historical incidence, severity and impacts of drought in the region and likely physical, economic and social impacts of drought in the future under climate change scenarios. The vulnerability assessment could be delivered at a level commensurate with available resources. The process would use some combination of desktop review, expert input, community consultation and new research; and should build on other previous and current strategies in related areas (e.g. NEAR Strategy, climate change, ag, water, economic development). The vulnerability assessment then forms the basis of the planning process. This process will also work with other regional development areas to align approaches through the planning process.
 3. Develop a Communications and Engagement plan to ensure a broad cross-section of individuals and stakeholder organisations are engaged and empowered in developing the plan.
 - a. A component of the Communications and Engagement Plan will be a robust online presence for the Plan. Initiated in the development phase and ongoing through implementation. This may be incorporated into a "WA Drought" site to be discussed further with DPIRD and MWDC and others working in the Future Drought Fund space.
 - b. Plans should include state and federal aligned metrics to monitor status. May identify pilot projects/demonstrations and an investment framework to use to seek further funding for drought resilience activities.
 4. Develop a Drought Resilience Plan. Using expert area consults to identify locally-applicable solutions/responses. These responses would ideally be innovative and transformational, but may also build on existing practices proven to work. Again, this uses some review of existing plans and strategies, expert input, community consultation and new research. Some of the solutions will likely focus on improved natural resource management, but there will a range of proposed activities to address triple bottom line outcomes. Specialists will be engaged where required to provide subject matter expertise across Social, Environmental and Economic disciplines.
 5. Conduct a Drought Vulnerability Assessment, which could include development of an agreed regional definition of Drought and Drought Resilience for the 'region'. This process would may identify and map out historical incidence, severity and impacts of drought in the region and likely physical, economic and social impacts of drought in the future under climate change scenarios. The vulnerability assessment could be delivered at a level commensurate with available resources. The process would use some
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combination of desktop review, expert input, community consultation and new research; and should build on other previous and current strategies in related areas (e.g. NEAR Strategy, climate change, ag, water, economic development). The vulnerability assessment then forms the basis of the planning process. This process will also work with other regional development areas to align approaches through the planning process.

6. Develop a Communications and Engagement plan to ensure a broad cross-section of individuals and stakeholder organisations are engaged and empowered in developing the plan.
 - a. A component of the Communications and Engagement Plan will be a robust online presence for the Plan. Initiated in the development phase and ongoing through implementation. This may be incorporated into a “WA Drought” site to be discussed further with DPIRD and MWDC and others working in the Future Drought Fund space.
 - b. Plans should include state and federal aligned metrics to monitor status. May identify pilot projects/demonstrations and an investment framework to use to seek further funding for drought resilience activities.
7. Develop a Drought Resilience Plan. Using expert area consults to identify locally-applicable solutions/responses. These responses would ideally be innovative and transformational, but may also build on existing practices proven to work. Again, this uses some review of existing plans and strategies, expert input, community consultation and new research. Some of the solutions will likely focus on improved natural resource management, but there will a range of proposed activities to address triple bottom line outcomes. Specialists will be engaged where required to provide subject matter expertise across Social, Environmental and Economic disciplines.

DRAFT – Steps in the Plan Development Process

1. Establish Technical Working Group
2. Communications and Engagement Plan Developed
3. Partners workshop to agree Governance Framework and approach
4. Vulnerability assessment including stakeholder consultation
5. Draft Framework developed
6. Framework Consultation – Partners, Stakeholder and ?broader community
7. Draft Plan released for public comment
8. Public feedback incorporated
9. Final Plan submitted for Federal Endorsement

For Information – Proposed Partner Organisations

- MWDC
- Shire of Northampton
- Shire of Chapman Valley
- City of Greater Geraldton
- DPIRD
- NACC NRM

Initial - Stakeholder organisations – *others can be added.*

- Yuna FIG
- Northern Agri Group
- Mullewa Dryland Farming Group
- DWER
- DBCA
- YMAC – plus any Aboriginal organisations not affiliated with YMAC in the project area

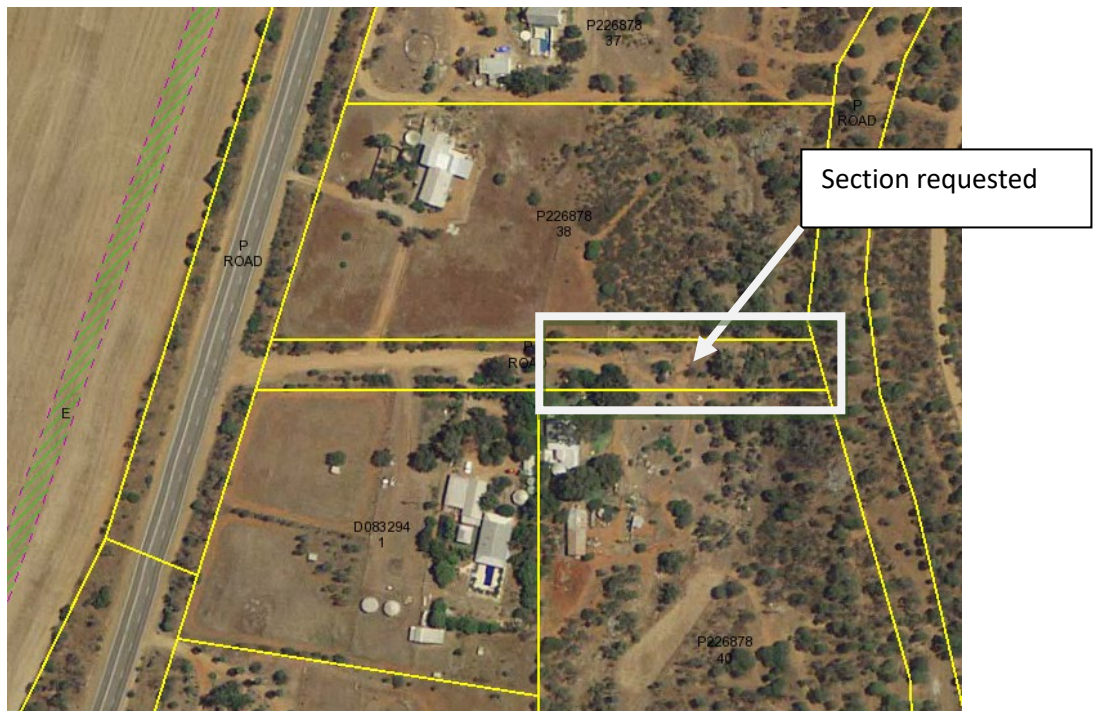
7.5.9 REQUEST TO PURCHASE UNMADE SECTION OF ELLIOTT STREET, ISSEKA

LOCATION:	Isseka
FILE REFERENCE:	12.1.13
CORRESPONDENT:	Chad & Loretta Graham
DATE OF REPORT:	22 January 2021
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Photo of road reserve area

SUMMARY:

Council to support the sale of a portion of unmade section of Elliott Street to neighbouring landowner.

LOCALITY PLANS:



BACKGROUND:

A request has been received from the owners of Lot 40 Elliott Road, Isseka, to purchase the eastern unmade section of Elliott Road to be incorporated into their property.

COMMENT:

The section of unmade road is not required by the Council and subject to the statutory requirements to progress this request, ie road closure procedure, it is recommended that Council support the request.

The section of Road Reserve requested is used primarily as an access road to the neighbouring property as per photo at Appendices 1.

The first process is for Council to approve of the request and resolve to close the portion of road requested for purchase as per the requirements of Section 58 of the *Land Administration Act 1997* and Regulation 9 of the *Land Administration Regulations 1998*.

Section 58 requires:

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*
- (2) *When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) *A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*
- (4) *On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —*
 - (a) *by order grant the request; or*
 - (b) *direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
 - (c) *refuse the request.*
- (5) *If the Minister grants a request under subsection (4) —*

- (a) *the road concerned is closed on and from the day on which the relevant order is registered; and*
- (b) *any rights suspended under section 55(3)(a) cease to be so suspended.*

Regulation 9 – Local Government request to close road permanently

For the purposes of preparing and delivering under section 58(2) of the Act a request to the Minister to close a road permanently, a local government must include with the request —

- (a) *written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require; and*
- (b) *sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed; and*
- (c) *copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received, and the local government's comments on those submissions; and*
- (d) *a copy of the relevant notice of motion referred to in paragraph (c); and*
- (e) *any other information the local government considers relevant to the Minister's consideration of the request; and*
- (f) *written confirmation that the local government has complied with section 58(2) and (3) of the Act.*

Following the above process and confirmation by Council allow for the disposal of the portion of the road reserve, the Department of Planning Lands and Heritage will then determine a purchase price for the land with the applicant. Council has no further involvement in this process.

FINANCIAL & BUDGET IMPLICATIONS:

There are no financial implications to Council as all costs associated with the closure and the land transfer is the responsibility of the applicant. The applicant as per Council policy 6.8, is also responsible for advertising costs.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.9

That Council support the disposal of a section of unmade Elliot Road to be purchased by the neighbouring landowners Chad and Loretta Graham and undertake advertising to close this section of road as per the requirements of Section 58 of the *Land Administration Act 1997*.

APPENDICES 1 – Photo of Road Reserve Area



7.5.10 PROPOSAL TO PURCHASE – LOT 589 GREY STREET, KALBARRI

LOCATION:	Lot 589 Grey Street, Kalbarri
FILE REFERENCE:	9.1.4
CORRESPONDENT:	Anthony Allen
DATE OF REPORT:	22 January 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine if it wishes to support the sale of Lot 589, being Crown Reserve 25448, Grey Street, Kalbarri.

LOCALITY PLANS:



BACKGROUND:

Crown Reserve 25448 has a management order drawn in favour of Council for the purpose of “Caravan and Camping” with power to lease for a period not exceeding 21 years.

The Lot is currently, and has been for many years, leased to the Murchison Caravan Park with the current lease due to expire on 14 February 2021.

The current lessees have advised that their preference is to purchase the lot instead of continuing the lease.

The Department of Planning Lands and Heritage were requested to provide an opinion on the option to sell the lot and their advice is that where Caravan Parks situated in either premium or exclusive coastal localities, it is the Departments position to maintain control of the Caravan Park by retaining the reservation in lieu of freeholding. This is to ensure the use of the land remains as a Caravan Park and that an appropriate level of caravan park accommodation is maintained throughout the State to ensure the general public will continue to have access to the land.

Longer term leases to the operator can be considered to ensure development costs are reimbursed with any reasonable level of return on the investment is achieved. This would require a sound business plan to support such a request.

COMMENT:

On the above advice a renewal of the lease for a further term of 21 years is recommended as per the terms and conditions of the current lease agreement.

FINANCIAL & BUDGET IMPLICATIONS:

All costs associated with the renewal of the lease are the responsibility of the lessee. Apart from staff time there are no other financial implications for Council.

STATUTORY IMPLICATIONS:

State: Land Administration Act 1997 & Local Government Act 1995

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.10

That Council approve the renewal of the current lease on Lot 589 Grey Street, Kalbarri for a further term of 21 years to the Murchison Caravan Park.

7.5.11 REGIONAL ROAD SAFETY PROGRAM

FILE REFERENCE:	12.1.1
CORRESPONDENT:	Main Roads WA
DATE OF REPORT:	28 January 2021
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Council nomination for RRSP Funding

SUMMARY:

Advice on nomination for road funding through the Regional Road Safety Program (RRSP) for Kalbarri Road.

LOCALITY PLANS:

See Appendices 1.

BACKGROUND:

In regional Western Australia, the rate of fatal and serious injury road crashes (from run-off-road and head-on crashes) is five times higher than the same type of crash in the metropolitan area.

The Australian Government's Regional Road Safety Program aims to significantly improve road user safety and help to reduce road trauma through the installation of audible edge lines and sealing of road shoulders to provide a more forgiving road environment.

Main Roads' latest program of safety improvements, designed to help optimise the existing road formation through installation of audible edge lines and shoulder sealing, will help improve road user safety and reduce road trauma across the State road network.

Modelling indicates that these treatments have the potential to reduce road trauma by up to 60 per cent, depending on the existing road width.

To improve the road safety the Federal and State Governments will invest into regional roads \$455million, \$364million Federal and \$91million State.

The WA State Government committed 10% of the funding to be allocated to upgrading of local roads. The upgrades will be undertaken on specific projects based upon certain guidelines.

Works on Local Government (LG) roads will be undertaken in two tranches, T2 and T3. T2 works must be started and completed within the period 1 Jul 21 to 31 Dec 21. T3 works must be started and completed within the period 1 Jan 22 – 30 Jun 22. Funding from the Commonwealth is on a ‘use it or lose it’ basis.

Program Overview

Over the next two years, state and local regional roads will be treated with:

sealed shoulders
installation of audible edge and
installation of audible centre lines (where suitable)

Unlike the Australian and State Government Black Spot programs which focus on site-specific treatments, this program considers an entire route, taking into account both crash statistics and current condition.

Main Roads will prioritise nominations based on crash ranking, proposed treatments and the deliverability and cost effectiveness proposed by the Local Government. Main Roads WA is the overall Managing Authority responsible for the administration and management of this Regional Road Safety Program and is accountable for ensuring that all decisions are in keeping with the Australian Government Road Safety Program Guidelines (October 2020), and program objectives.

Overall coordination of the Regional Road Safety Program will be undertaken by the Program Manager within the Budget and Program Management Branch of Main Roads.

Proposals for treatments on Local Government Roads will be evaluated by Main Roads Budget and Program Management. The key steps in developing a list of projects for funding are:

- a. Main Roads will identify qualifying sections of Local Government Roads based on run off road crash densities.
- b. Main Roads WA Regional Managers will review the initial list and advise on suitability of the road for treatment and deliverability within the timeframe.
- c. The Program Manager will revise the initial list based on feedback from Regional Managers.
- d. The Program Manager will advise Local Governments of the qualifying sections and invite them to submit an expression of interest which details:

- (i) scope of works
- (ii) current cross section configuration
- (iii) proposed configuration
- (iv) work type; and
- (v) cost estimate.

Local Government Authorities (LGA) will receive the list of qualifying road sections and will be invited to submit a nomination to progress the works within their jurisdiction and for Northampton Shire the Kalbarri Road and Horrocks Road were listed as possible candidates.

COMMENT:

The road projects basically need to be shovel ready, that is that the shoulders are in a condition where they can be easily graded and reformed to allow a bitumen edge of 1.5m on each side of the existing bitumen surface to widen the bitumen surface of the road to 8.5m and install edge lines and audible tactile ribs.

To determine if a nomination is to be submitted, an assessment was conducted by Councils Manager for Works on each road.

The Horrocks Road is not suitable as there is significant reconstruction works required to widen the existing road and, in some sections, the possible need to acquire land to widen the actual road reserve to allow for road widening works. Therefore Management has not nominated this road.

The Kalbarri Road however is basically shovel ready due to the significant shoulder upgrades the Council has undertaken over the past five years. However the section from 0.00 SLK (from North West Coastal Highway) to 18.00SLK is not shovel ready and similar to the Horrocks Road requires significant reconstruction works and again the possibility of land acquisition to widen the road reserve to allow the road widening. Therefore Management has nominated the section 18.00SLK to 64.36 SLK being the edge of the Kalbarri townsite.

The project is managed by MRWA but must be delivered by Council. If the nomination is successful, then the entire works will be undertaken by contractors with no to minimal Council staff and plant resources to be involved.

The nomination has been listed for works to be undertaken in 2022.

Nominations close 21 February 2021 and the outcome of the nomination will be known by 30 April 2021.

FINANCIAL & BUDGET IMPLICATIONS:

The estimated costs for the above works is \$4.4million based on a quote received from a locally based contractor and is to be funded by the RRSP.

Within the nomination Management has indicated to MRWA that contract supervision of the works will need to be funded as Council simply does not have the resources to provide supervision on these works as well as its own works.

There is no anticipated cost to Council apart from staff time in delivering the project.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Tenders will be required to be invited for the works.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.11

That Council endorse Management in nominating the Kalbarri Road for road widening with edge lining and audible edge treatments on the section 18.00SLK to 64.36SLK, through the Regional Road Safety Program.

APPENDICES 1 – Nomination Submission

ATTACHMENT 1 – NOMINATION FORM

<p>NOMINATION FORM REGIONAL ROAD SAFETY PROGRAM LOCAL GOVERNMENT ROADS</p>

1. Nomination Tranche	1 Jan 2022 – 30 Jun 2022		
2. Local Government	Shire of Northampton		
3. Road Name and Number	Kalbarri Road - 5130250		
4. Project Description of works	Refer Attachments		
5. Project SLK's	18.00 to 64.36		
6. Treatments to be applied	Seal shoulders by 1.5m either side, edge lining & audio tactile ribs		
7. Project Location (map)	See attachment		
8. Project Deliverables	Seal current shoulder 1.5m either side and install edge lining and audio tactile ribs to try and prevent single vehicle run off		
9. Proposed start date	May 2022	10. Proposed completion date	November 2022
11. Project Cost	\$4.4million		
12. Cost per km	\$95,000		
13. Current requirement (this program)	\$4.4million		
Current requirement (other funds)	\$ Nil		
Other funding type:	None		

14. Delivery mechanism: Main Roads managed contract
 15. Number of jobs created - estimated 60
 16. Evidence of shovel ready and ability to complete within the time period - refer attached report
 17. Additional Comments - refer attached report
 18. LGA Contact Details

Name	Garry Keeffe
Position	Chief Executive Officer
Contact email	ceo@northampton.wa.gov.au
Address	PO Box 61, Northampton WA 6535
Phone	99341202

PLEASE FORWARD NOMINATION TO BUDGET AND PROGRAM MANAGEMENT BRANCH

*When submitting your application, please ensure all points are addressed. Include: Locality map showing start and finish SLKs, typical cross sections, photos showing existing formation components, cost estimate

Signoff : CEO



REGIONAL ROAD SAFETY PROGRAM

As per your email directed to Shire of Northampton regarding the above the following comments are supportive of our nomination of the Kalbarri Road.

Kalbarri Road

(North West Coastal Highway to Kalbarri townsite. 0.00 to 64.36 slk)

The overall length of the road can be split into 3 main areas/condition.

0.0 to approximately 18.0 slk

This area has a general average bitumen width of 6.2 to 6.4 metres with gravel shoulders up to 1.0 – 1.2 metres in width both side within a 20 metre road reserve. Is undulating and winding with limited drainage width. The works required to upgrade the gravel shoulders, vegetation width and drainage to satisfy the specifications of this work would be extensive and may require land acquisition and therefore has been excluded from nomination.

18.00 to 58.00 slk

This area has a general bitumen road width of 6.2 – 6.4 metres with gravel shoulders up to 2.0 -2.2 metres on both sides. This area is within the confines of the National Park and has undergone over the last 3-5 years staged works to the upgrade the existing gravel shoulders via Shoulder Reconditioning works. Both pavement width and improved gravel conditions have been achieved. Drainage is via wide batters to a general sandy verge with good drainage. No vegetation works is required other than annual verge mowing. No extensive drainage infrastructure or topographical restraints exist.

58.00 to 64.36 slk

This area has a general bitumen road width of 6.2 – 6.4 metres with gravel shoulders from 1.2m up to 2.0 metres on both sides. This area is within the confines of the National Park except for the most western end being the entry into Kalbarri. This area has undergone shoulder reconditioning works in the last 5 years to upgrade the existing gravel shoulders via shoulder reconditioning works. Both pavement width and improved gravel conditions have been achieved. However, the area has a significant table drain scouring problem and presence of a declared Rare Flora site (DRF) from 59.00 to 62.00 slk. This would pose some additional works in achieving the pavement width.

Given the existing conditions of the two roads it is considered that only the Kalbarri Road would satisfy the specifications outlined for possible funding consideration.

Further to this the Kalbarri Road could be further broken into 3 areas based on the estimated traffic use for the road length.

0.00 to 30.0 slk (Ross Graham/Hawks Head turnoff)

The northern entry/exist into the Kalbarri region.

30.0 slk (Ross Graham/Hawks Head turnoff) to 54.3 slk (Skywalk/Natures Window/Kalbarri Airport access)

Would contain entry and exit traffic into the area plus arguable day trip single vehicle traffic visiting the Ross Graham and Hawks Head area. This section of Road however would satisfy all the criteria in regard to the existing conditions onsite to achieve the 'Low Costs Widening' objectives.

54.3 slk (Skywalk/Natures Window/Kalbarri Airport access) to 64.36 (Kalbarri townsite)

Would contain entry and exit traffic into the area plus arguable day trip single vehicle traffic visiting the recently opened Skywalk/Natures window area plus access to and from the Kalbarri airport plus additional traffic visiting the Ross Graham and Hawks Head area. This section would without doubt cater for the larger amount of traffic travelling along the Kalbarri Road. The approximate 10-kilometre length would satisfy up to 70% of the criteria based on conforming road length regarding the existing conditions onsite to achieve the 'Low Costs Widening' objectives.

The priority area and arguably the most used section of Kalbarri Road would be the first 10 kilometres from Kalbarri. (54.3 to 64.36 slk).

In investigating the amount of works required to undertake the priority area/s as per above, representatives from a Geraldton based contractor group, Red Dust Holdings, were invited to view and submit an approximate costing to undertake the works. Their comments and costings are included in the attached documentation that confirms the area/s that satisfy the specification requirements of the guidelines identified. Red Dust Holdings have recently undertaken similar 'Low Cost Widening Improvements' to sections of the North West Coastal Highway to the north of Northampton plus the coastal route to Perth south of Dongara. A copy of the Methodology to achieve the works is also attached. The cross section attached is from similar works however the existing bitumen seal width is incorrect but essentially revolves around the work process of having a wide enough gravel reconditioned area to allow suitable sized road plant to achieve a conditioned subgrade and basecourse width without any compromise.

The contractors costing range from \$70,000/km to \$90,000/km however that is for the shire to also supply gravel and water. With the nearest gravel material located over 30km (one way) from the 18.00 SLK start mark, additional transportation costs and royalties to be paid for the gravel supply will occur. Also being a relatively large project the Shire of Northampton does not have resources to supervise the works and therefore either MRWA or an external contractor will be required to supervise the works. AS a result of these unknowns it has been determined that an overall average cost of \$95,000/km for the whole works would be applicable.

Overall, the Shire of Northampton believes that the Kalbarri Road from 18.0 to 64.36 slk meets the criteria with some additional works required pending confirmation between 59.0 to 62 slk. Should these additional works be required we are of the understanding that MRWA will only finance works in accordance with Clauses 7.2 – 7.4 of the RRSP Guidelines.

Photos of Kalbarri Road Shoulders



7.5.12 POTENTIAL AMALGAMATION OF LOTS 24 & 25 RAKE PLACE, NORTHAMPTON

LOCATION:	Rake Place, Northampton
FILE REFERENCE:	9.1.4
DATE OF REPORT:	29 January 2021
REPORTING OFFICER:	Garry Keeffe
DECLARATION OF INTEREST:	Garry Keeffe CEO as is a neighbouring owner to the lots in question

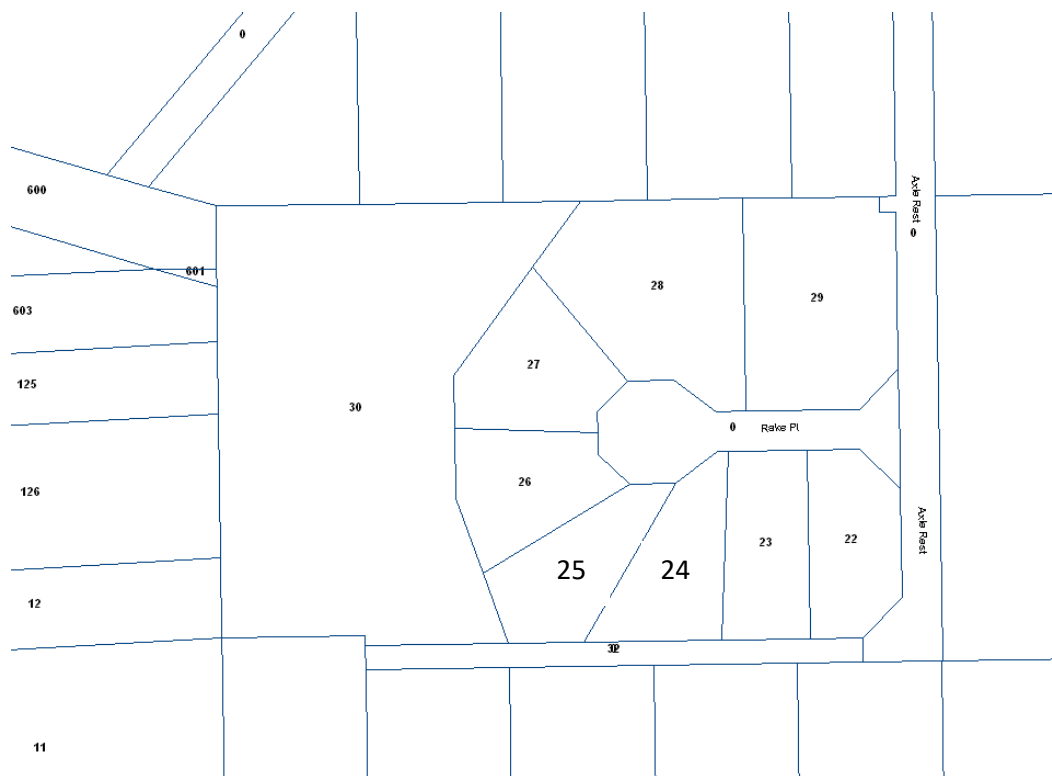
DECLARATION OF INTEREST:

CEO, Garry Keeffe declares a financial interest in this matter as is a neighbouring landowner to the lots in question and may incur a financial gain or loss from the decision of Council.

SUMMARY:

Council to consider providing in-principal support to the amalgamation of Lots 24 and 25 Rake Place, Northampton.

LOCALITY PLANS:



BACKGROUND:

An inquiry has been received from a potential purchaser for Lots 24 and 25 Rake Place, Northampton to have the lots amalgamated to allow better positioning of a proposed new residence. The current configuration of the lots is somewhat restrictive in the size and placement of a dwelling on each individual lot as can be seen on the above plan.

No firm offer to purchase, or provision of house plans has been provided to date and is pending if Council would be willing to support the amalgamation request.

TOWN PLANNING IMPLICATIONS:

The lots on Rake Place are located within the Residential R10 area of the town and vary in size from 1000m² to 2000m². The two lots being looked at are 1001m² and 1003m² respectively so when amalgamated they would still be smaller than one of the lots on that street which is 2068m².

The R-Codes do limit or restrict the minimum size for a lot of land but there is no limit on the maximum size of a lot. Therefore, one could argue that justification for amalgamating these lots would be in light of the shape of the lots (as they are now) and the fact that a precedent is already set with two lots on Rake Place being in the vicinity of 2000m².

However, one consideration the applicant will be made aware of is that the processing of subdivision and amalgamation applications can be lengthy, and they are costly (surveying and Western Australian Planning Commission (WAPC) costs etc.) Most importantly though, the ultimate decision rests with WAPC.

From a planning perspective, no other issues have been identified that would impact on the Shire supporting a proposal like this.

COMMENT:

There are currently four lots still available for sale in Rake Place and have been for a number of years. The lots are advertised on the Council's website and if two can be purchased and amalgamated as one is supportive from a management perspective.

FINANCIAL & BUDGET IMPLICATIONS:

Should the lots be sold then Council will receive additional income for 2020/21 or 2021/22 should the sale progress. The lots are currently being offered for sale at the following prices:

Lot 25	\$67,500
Lot 24	\$58,500

Should the inquirer wish to progress with the purchase and amalgamation of the lots as proposed then the matter will be referred back to Council for endorsement for the sale amalgamation of the two lots.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 – Disposition of Land

Note this statutory requirement will only occur if the lots are to be sold.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.12

That Council provide in principle support for the amalgamation of Lots 24 and 25 Rake Place, Northampton and formal approval only to be provided upon the sale of the lots and receipt of a formal subdivision (amalgamation) application.

7.5.13 APPOINTMENT OF COMPLAINTS OFFICER – LOCAL GOVERNMENT (MODEL CODE OF CONDUCT) REGULATIONS 2021

FILE REFERENCE:	4.1.1 & 4.2.8
CORRESPONDENT:	Department of Local Government, Sport and Cultural Industries
DATE OF REPORT:	3 February 2021
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Model Code of Conduct 2. Complaints Lodgment Form

SUMMARY:

Council to adopt the Model Code of Conduct for Councillors and Candidates, adopt the “complaint about alleged breach form” and appoint and authorise officers to deal with complaints as per the requirements of the *Local Government (Model Code of Conduct) Regulations 2021*.

BACKGROUND:

Details of recent changes to the Local Government Act and Regulations were forwarded to Councillors 3 February 2021, refer also to Appendices 1. One of the changes that requires immediate attention is the appointment of reporting officer/s under the new *Local Government (Model Code of Conduct) Regulations 2021* and adoption of a complaint about alleged breach form.

The Model Code of Conduct repeals and replaces the *Local Government (Rules of Conduct) Regulations 2007*. In addition to redrafted versions of the previous Rules of Conduct, the Model Code of Conduct includes general principles and behaviours. Complaints of alleged breaches of behavioural requirements must be dealt with by the Local Government.

Local Governments will be required to adopt a Code of Conduct for Council Members, Committee Members and Candidates that incorporates the Model Code of Conduct within three months, in accordance with the new s.5.104 of the Act. Until that time, the Model Code of Conduct will be taken to be the Local Government’s adopted Code of Conduct.

A draft Code of Conduct is at Appendices 1.

COMMENT:

Under the previous legislation the CEO was appointed as the complaints officer and this is again recommended, however with an additional reference to the Deputy CEO should the CEO not be available, ie due to leave etc.

In regard to the complaints form to be lodged, the Department of Local Government, Sport and Cultural Industries has provided a template as shown at Appendices 2.

STATUTORY IMPLICATIONS:

State: Local Government (Model Code of Conduct) Regulations 2021

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.13

That Council:

- 1. Adopt the draft Code of Conduct for Elected Members and Candidates as per Appendices 1.**
- 2. Appoint the Chief Executive Office to receive complaints as per the provisions of the *Local Government (Model Code of Conduct) Regulations 2021* and should the Chief Executive Officer not be available to receive the complaint then the Deputy Chief Executive Officer be authorised to receive the complaint.**
- 3. Adopt the complaint about alleged breach form as per Appendices 2 of this report.**

APPENDICES 1 - Local Government (Model Code of Conduct) Regulations 2021



**Code of Conduct
for
Council Members, Committee
Members and Candidates**

Division 1 — Preliminary provisions

1. Citation

This is the *Shire of Northampton's Code of Conduct for Council Members, Committee Members and Candidates*.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.

- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates;
- (b) the mechanism for dealing with alleged breaches of those requirements; and
- (c) Team Values & Behaviours (see *Additional Explanatory Notes* below).

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —
electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;
resources of a local government includes —
 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —
local government employee means a person —
 - (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.
 - (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
 - (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.
-

22. Disclosure of interests

(1) In this clause —

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

APPENDICES 2 – Complaint About Alleged Breach Form

**Complaint About Alleged Breach Form -
Code of conduct for council members, committee members and
candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

NOTE: A complaint about an alleged breach must be made —
(a) in writing in the form approved by the local government
(b) to an authorised person
(c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <u>Given Name(s)</u> <u>Family Name</u>

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20_____

SIGNED:
Complainant's signature:
Date of signing: _____ / _____ / 20_____

Received by Authorised Officer
Authorised Officer's Name:
Authorised Officer's Signature:
Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to: (insert email/postal address)

7.5.14	LEASE OF PORTION OF CROWN RESERVE 12996	
	LOCATION:	Murchison River
	FILE REFERENCE:	9.1.4 & 13.2.4
	CORRESPONDENT:	Callum & Belinda Carruth – Murchison House Station
	DATE OF REPORT:	4 February 2021
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Draft Plan of Camping Areas (a larger plan will be tabled at the meeting)

SUMMARY:

Council to determine a request from Callum and Belinda Carruth to approve a licence for them to operate camping sites along the Murchison River within Crown Reserve 12996.

LOCALITY PLANS:

See Appendices 1.

BACKGROUND:

It has been known for many years that Murchison House Station has been operating camping on their station which has also included parts of Reserve 12996.

The CEO has had discussions with the owners of Murchison House Station to require them to request Council for an operating licence (similar to a lease) for the camp sites to ensure that the use is permitted and that there is no liability on Council and that the camp sites are managed.

Murchison House Station has been managing the camp sites and the Council has not undertaken any management responsibilities for many years.

LAND TENURE:

The reserve is a crown reserve with a Management Order drawn in favour of Council for the purpose of “Parkland and Recreation” with power to lease for a period of 21 years. Camping is a permitted use in the reserve definition as per the Land Administration Act.

The reserve extends from Murchison House station through to the Kalbarri townsite on both sides of the river. The section being referred to here is a section from Murchison House Station on the north side of the river as per Appendices 1.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 – Disposing of Property

As per the provisions of Section 3.58 of the Local Government Act 1995, the following applies:

3.58. Disposing of property

- (1) In this section — **dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not; **property** includes the whole or any part of the interest of a local government in property, but does not include money.
 - (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
 - (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
-

There are exemptions to the above however it is considered that none of those apply in this case. The Regulations for exemption state the following:

- (2) A disposition of land is an exempt disposition if —
 - (a) the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —
 - (i) its market value is less than \$5,000; and
 - (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;or
 - (b) the land is disposed of to a body, whether incorporated or not —
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

With a similar request (Little Bay Camping) legal advice recommends that a formal lease not be entered into for such a use and that a management licence be entered into

Granting of a management licence in respect to the campground on the Reserve would grant permission to the adjoining landowner to operate the camping ground on the Reserve on terms and conditions agreed by Council, but would not grant exclusive possession of land or otherwise constitute the disposal of an interest in property.

If Council structured the transaction in this manner, then it would not be required to comply with section 3.58 as it would not be disposing of property. It would instead only be giving permission to the adjoining landowner to enter upon and manage the camp sites on agreed terms and conditions, which would make it clear the landowner was not granted any interest in land or exclusive possession of the reserve. However, it would be important for Council to ensure that the licence was drafted in terms that made it very clear no interest in land was being granted, so as to avoid any suggestion that section 3.58 could apply.

However in the previous proposal, Little Bay Camp Grounds, the DPLH has advised that if a licence is to be issued then they would only grant it for a two year period as opposed to a 10 year lease period. In this case though there is no power to lease provisions for this reserve as opposed to Reserve 12996, therefore the options would be to approve either a licence or a lease and if the DPLH advice is that it must be a lease then that will be the manner to progress the matter subject to Section 3.58 of the Local Government Act.

If the lease is the required way to progress, it is considered that advertising as per Section 3.58 is not required. Reason being is that as the reserve bounds the Murchison House Station property there is no other access for others and Council can consider that that lease of the land would be of no significant benefit to anyone other than the lessee.

COMMENT:

An important factor in this proposal is that the only road access to the north side of Reserve 12996 outside the National Park is through Murchison House Station and they do control this traffic to ensure controls are in place on their property as well as Reserve 12996.

There is no question that Murchison House has been managing the camping areas and with recent travel restrictions out of Western Australia the area has become increasingly popular and it is beneficial to all concerned that a formal management licence is put in place.

Under a normal lease, an annual rent applies however again in a similar inquiry, the Department of Planning Lands and Heritage has indicated that a market rent not be applied and that a rent should only apply to cover Council costs in managing the reserve. The costs to Council in managing the reserve where the camp sites are located are near nil.

However as is the case with other tourism operators utilising Council controlled reserves, a fee of \$500 per annum would apply as part of Councils "Use Hire Licence Agreement".

The final approval for this proposal is that of the Department of Planning Lands and Heritage.

FINANCIAL & BUDGET IMPLICATIONS:

Costs will be incurred for the preparation licence or lease agreement however these costs are to be reimbursed to Council by the proponent.

VOTING REQUIREMENT:

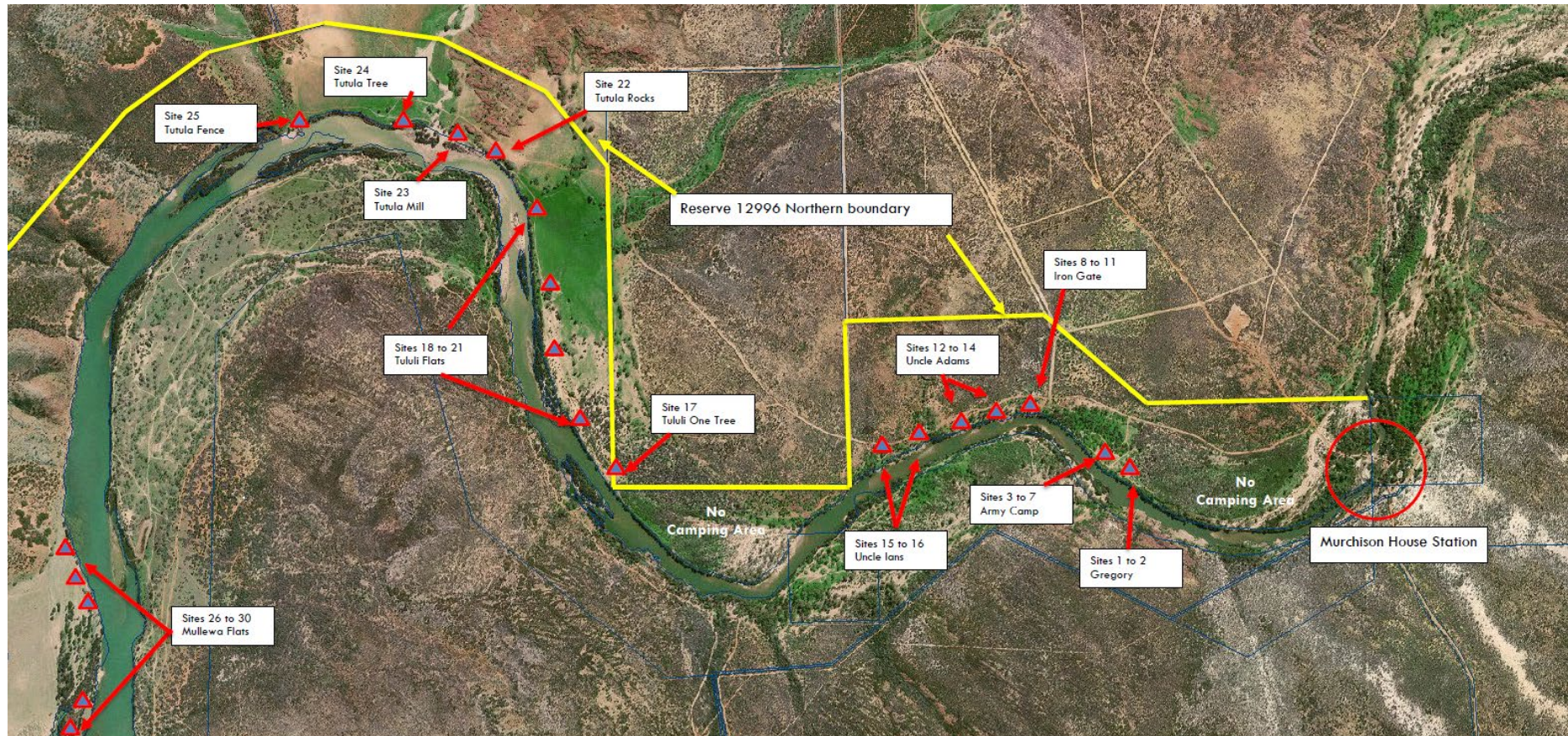
Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.14

That Council

- 1. Approves the issuing of a Management Licence or Lease for a period of 21 years to Murchison House Station, (Callum and Belinda Carruth), to allow them to manage camping sites on Reserve 12996 as per the plan at Appendices 1 subject to the approval of the Department of Planning Lands and Heritage.**
- 2. That Council determines that if the Department of Planning Lands and Heritage require a Lease in preference to a Management Licence then Council determines that the proposed lease is of no benefit to others and therefore advertising of the lease as per Section 3.58 of the Local Government Act is not required.**
- 2. Should approval be granted by the Department of Planning Land and Heritage for the Management Licence or Lease then an annual fee of \$500 is to apply.**

APPENDICES 1 – Plan of camping ground areas



7.5.15 2019/2020 ANNUAL ELECTORS MEETING

FILE REFERENCE:	4.1.1
DATE OF REPORT:	4 February 2021
FILE NO:	1.1.3
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Annual Report (provided separate to agenda)

SUMMARY:

Council to determine a date, time and venue for the 2019/2020 Annual Electors Meeting.

BACKGROUND:

The Councils Audit Committee will consider the 2019/2020 Annual Financial Statements, Audit Report and the Annual Report at their meeting on Friday 19 February 2021, and will recommend to Council to formally receive these reports.

Once the Annual Report is adopted by Council an electors meeting must be held but no more than 56 days after the adoption of the report (therefore before 16th April 2021) as per section 5.27 of the Local Government Act 1995. The minimum period is that a minimum of 14 days public notice is to be given.

It is recommended that the Annual Electors Meeting be held on the Wednesday 17th March 2021 prior to the 19th March 2021 Council meeting, to allow any matters raised to be considered at that meeting.

COMMUNITY CONSULTATION:

Advertising of the date, time and venue of the meeting must be undertaken.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.27

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.15

That the Annual Electors meeting be held Wednesday 17th March 2021 commencing at 5.00pm at the Northampton Council Chambers.

7.5.16 ADDITIONS – HALF WAY COTTAGE – LEASE 31

LOCATION:	Reserve 34945
FILE REFERENCE:	10.9.5
CORRESPONDENT:	Matt Wilson on behalf of the lessees
DATE OF REPORT:	9 February 2021
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Plans of Extension and Site Plans

SUMMARY:

Council to approve additions to existing cottage as per the provisions of the lease.

LOCALITY PLANS:

See Appendices 1.

BACKGROUND:

An application has been received to extend an existing cottage on Lease Area 31. Part of the original cottage deteriorated to a state where the lessees had to demolish it including the floor. Upon demolition the lessees took the opportunity to construct a new floor slab for the replacement of the section of the cottage, however its size has increased as per the attached plan at Appendices 1.

The works involved the demolition of part of the rear section of the cottage including the current living area and the proposal is to extend the cottage to incorporate four bedrooms a larger kitchen and relocation of the living area to the rear of the cottage extension.

As the works had already commenced the lessees were advised not to progress with any further activity until such time the Council has approved of the works as per the provisions of the lease.

COMMENT:

As per the terms of the lease, the following applies:

11. Alterations

11.1 Restriction

(1) The Lessee must not without prior written consent –

- (a) (i) from the Lessor;
 - (ii) from any other person from whom consent is required under this Lease;
 - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a town planning scheme of the Lessee;
- (b) make or allow to be made any alteration, addition or improvements to or demolish any part of the external portion of the Cottage.

11.2 Consent

- (1) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in clause 11.1 the Lessor may –
- (a) consent subject to conditions; and
 - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
 - (ii) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant; and
 - (b) if the Lessor consents to any matter referred to in clause 11.1 -
 - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
 - (ii) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

11.3 Cost of Works

All works undertaken under this **clause 11** will be carried out at the Lessee's expense.

11.4 Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either -

- (a) carry out those other works at the Lessee's expense; or
- (b) permit the Lessor to carry out those other works at the Lessee's expense, in accordance with the Lessor's requirements.

The treating of cottage extensions/replacement at Half Way Bay is not treated as a formal Building Application as per the Building Act of Australia. The reason being is that it is consider that none of the cottages would be able to conform to the Building Act and therefore an approval is required through the lease conditions.

With this application the works are being undertaken by licensed builder Matt Wilson of Wilson Complete Building Services.

Plans for the extensions are at Appendices 2.

FINANCIAL & BUDGET IMPLICATIONS:

A minimum building licence application fee of \$105 is to apply.

There are no other finial implications for Council for this matter.

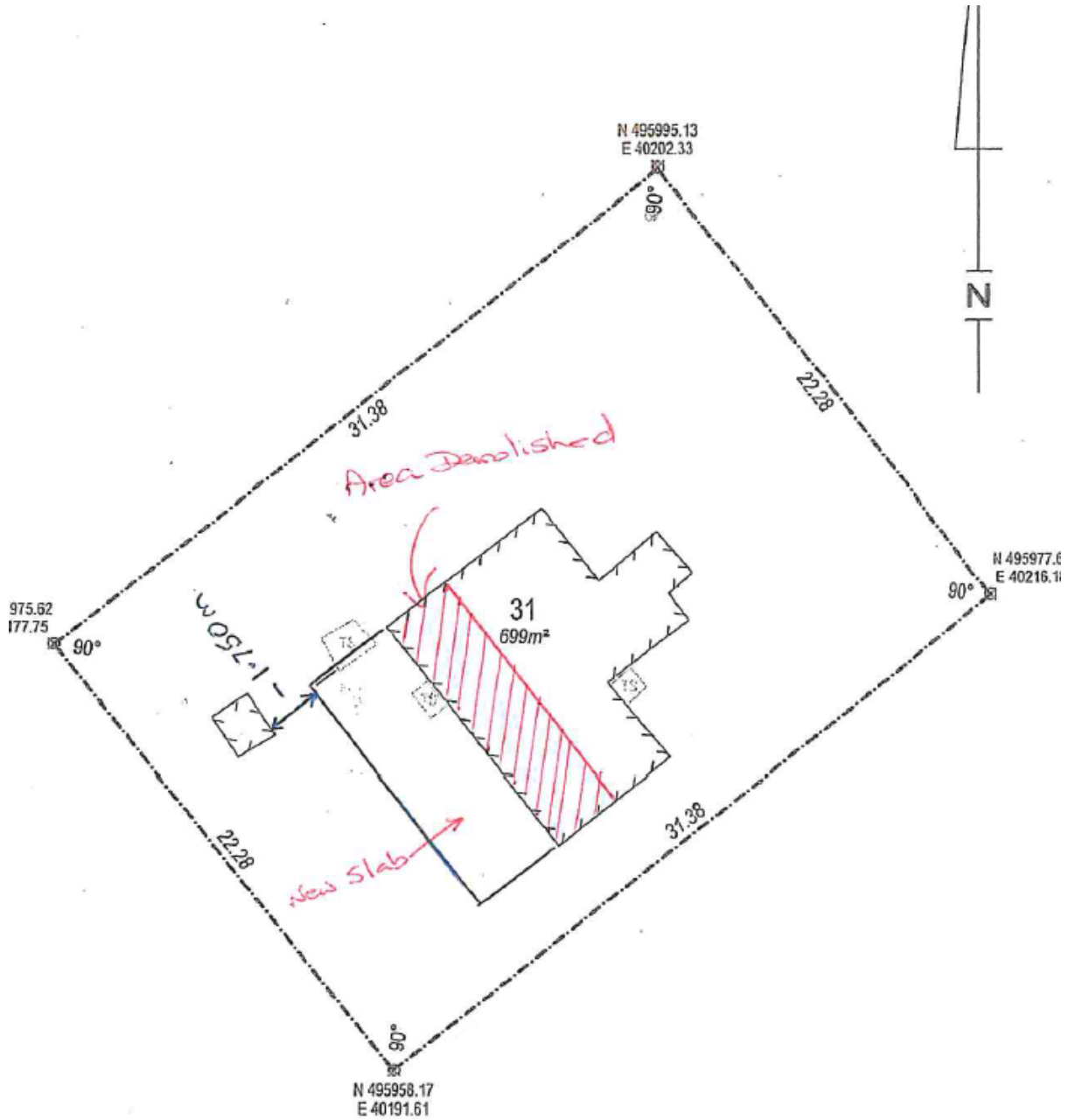
VOTING REQUIREMENT:

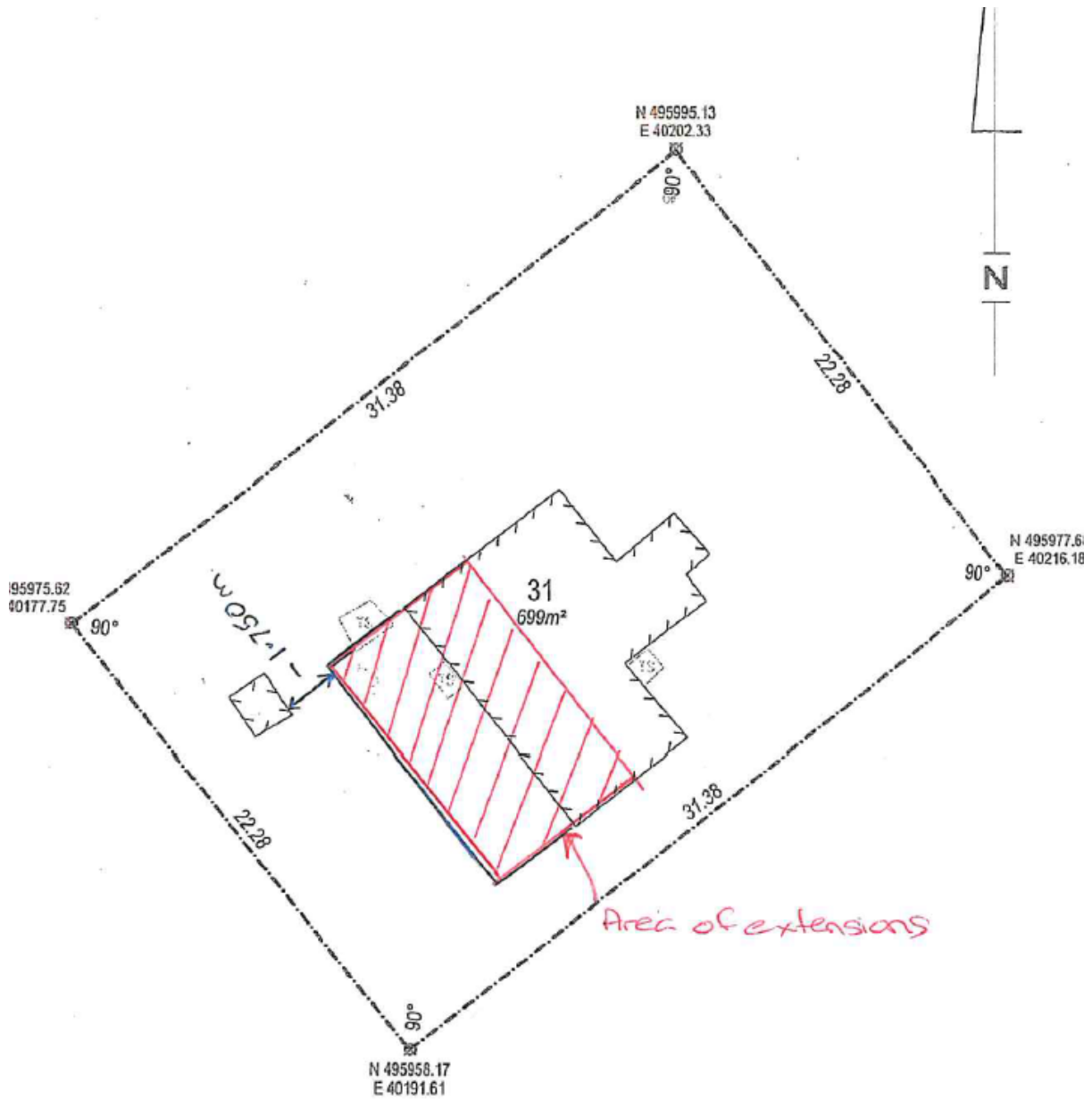
Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.16

That Council as per Clause 11 of the Lease Agreement for Half Way Bay Cottage lease area 31, approve of the building extensions and replacement of a section of the existing cottage as per plans presented.

APPENDICES 1 – Site Plan and Extension Plans

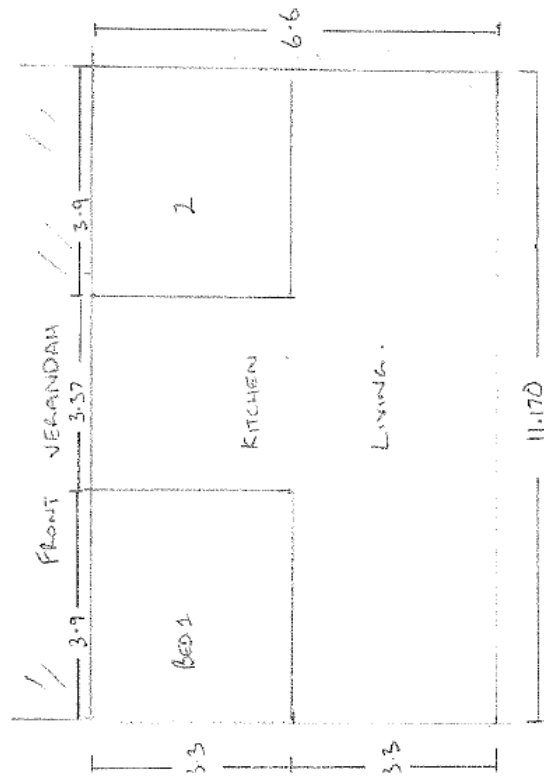




PROPOSED BUILDING FOR HALF WAY SHACK N-31

EXISTING FLOOR PLAN.

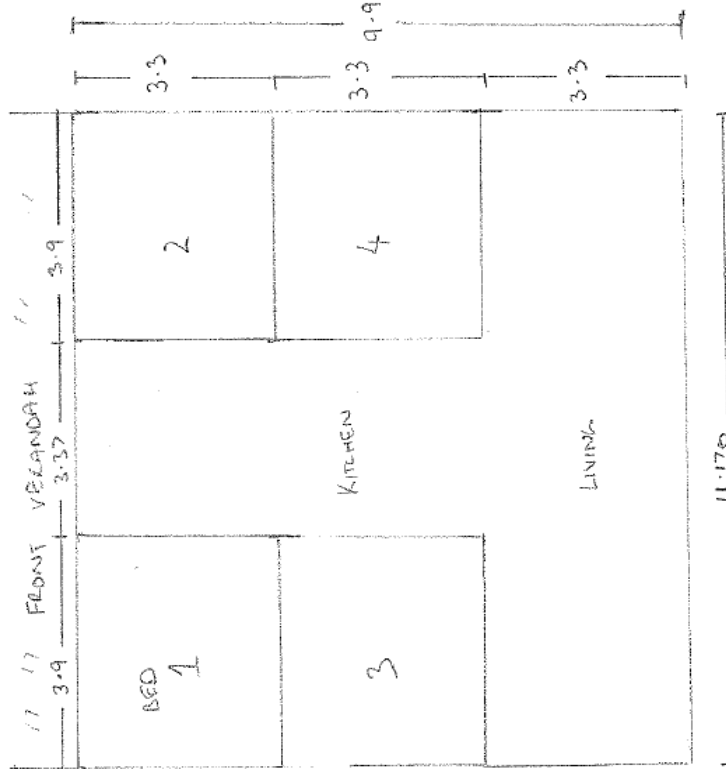
SCALE 1:100



NOTES:

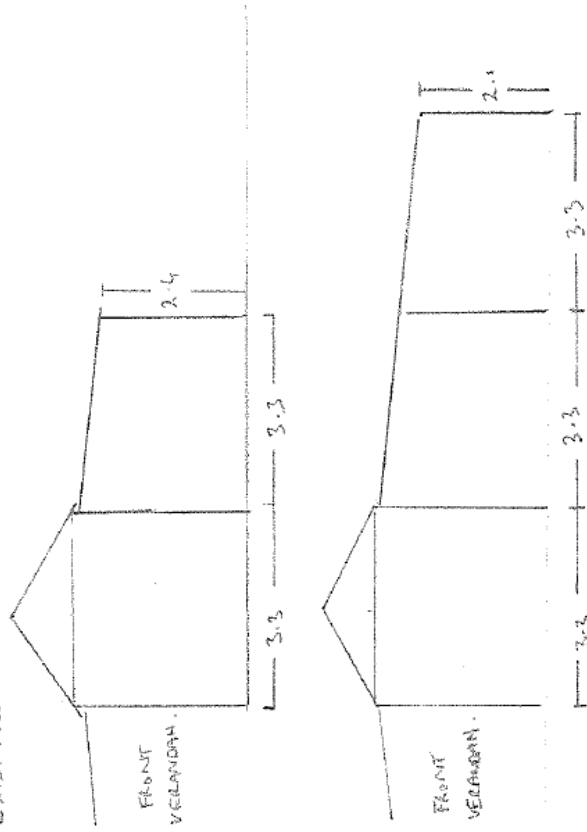
- ALL TIMBER H/S.
- WALL FRAMING 20x45.
- ROOF FRAMING 140x45
- WALL AND ROOF CLADDING - CUSTOM OGD
- ALL TIMBER FRAMING TO AUS STANDARDS.

PROPOSED FLOOR PLAN.



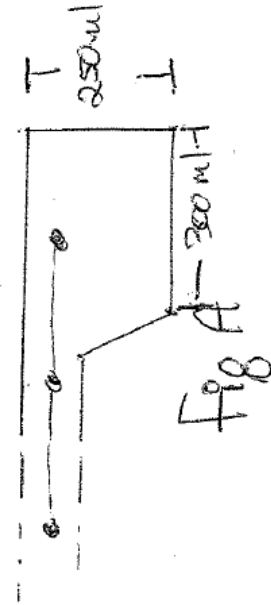
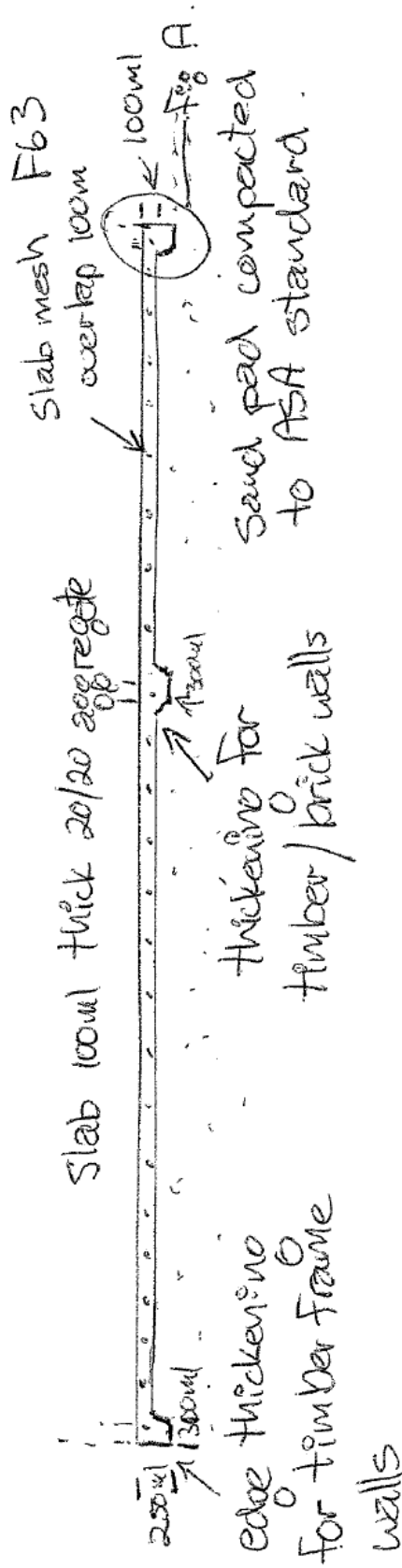
PROPOSED BUILDING FOR HALFWAY STACK N.31.

EXISTING ELEVATION NORTH.



PAGE 2

West side elevation of proposed concrete slabs at
Half Way creek No 31



7.5.17 REQUEST TO WRITE OFF LEGAL COSTS FOR RATES RECOVERY

FILE REFERENCE:	3.1.8
CORRESPONDENT:	Tom Facius
DATE OF REPORT:	11 February 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Property owner requesting Council to write off outstanding legal costs for recovery of rates.

BACKGROUND:

A request has been received from Mr Tom Facius owner of Lot 83 Darwinia Drive, Kalbarri, for Council to write off legal costs to the value of \$392.90 that were levied against the property in June 2016 for recovery of rates.

Mr Facius makes the following statement:

I would like to request that the Shire of Northampton waive the \$392.90 in legal costs that were added to my rates bill in 2016 for 49 Darwinia Drive, Kalbarri.

I acknowledge that these costs were incurred by the Council after not receiving rates payment. However I do not believe that I was at fault in this case.

When I moved overseas from my home in Northbridge, I spoke to the Shire of Northampton Rates Officer at the time to provide a new address in Duncraig. It does not seem that this update was processed. In July 2016 it occurred to me (belatedly, I admit) that I had not received a rates notice for some time - so on 27th July 2016 I sent an email to the Shire of Northampton to request that any outstanding rates notices be forwarded to me by email. When I then enquired about the additional costs for legal fees that were listed on the rates notice, I was informed that due to my unpaid rates, a debt collector had been engaged – which was new information to me as I had not had received any contact from a debt collector.

I have not at any time attempted to avoid or delay payment of my rates, and as described above I took the action to contact the Shire proactively to check and rectify and payment arrears. In retrospect it is clear I should have done this sooner and I apologise for this. As I was living overseas and not actively planning to develop the Kalbarri land, it was not regularly in my attention.

I acknowledge that I cannot provide evidence to prove the requested change of address and I am relying on the goodwill of the Shire of Northampton to accept that this was the case.

COMMENT:

The legal costs relate to unpaid rates for the 2014/15 and 2015/16 financial years. The legal costs incurred were for debt recovery action by then Austral Mercantile Collections, who Council previously used for debt collection.

It cannot be established what process Austral Mercantile Collections used in this particular case as this firm no longer exists and on a number of instances in rate debt collection this firm certainly has not fulfilled its obligations in debt recovery.

It can be established however that on 16 February 2016 correspondence was forwarded to Mr Facius at an address in Northbridge advising that the rates were outstanding. Further an email was forwarded by the CEO 27 September 2019 in response to an email from Mr Facius advising that the outstanding amount was legal costs for the recovery of the outstanding rates for 2014/15 and 2015/16 through its debt collector.

Due process was undertaken by Council staff in its attempts to recover the debt.

Mr Facius contacted the CEO by telephone recently which has now resulted in his request to waive the outstanding debt.

Two factors should be considered by Council in this matter, first the debt value is classed as relatively minimal and to pursue its recovery the costs will no doubt exceed the value of the debt itself, secondly by waiving the debt could set a precedence for other similar claims, however such claims need to be substantiated.

FINANCIAL & BUDGET IMPLICATIONS:

Should Council accept to waive the debt then income of \$392.90 will not be received which is considered minimal taking into consideration the Councils overall income value.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 6.12

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —*
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.17

For Council determination.

7.5.18 SALE OF LOT 984 MAINWARING DRIVE, KALBARRI FOR NON PAYMENT OF RATES AND CHARGES

LOCATION:	Lot 984 Mainwaring Drive, Kalbarri
FILE REFERENCE:	3.1.8
DATE OF REPORT:	11 February 2021
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine options for the re-sale of Lot 984 Mainwaring Drive, Kalbarri, owners Adrian Hipper and Hellen McVee (dec).

BACKGROUND:

Council, as per the provisions of Subdivision 6 of Division 6 and Schedule 6.3 of the Local Government Act 1995, undertook the required process to sell Lot 984 Mainwaring Drive, Kalbarri for non payment of rates and charges that have been outstanding for a period of more than three years.

The process resulted in an auction taking place on 11 May 2020 where the lot was sold for \$52,000. However the purchaser has now withdrawn their contract to purchase the lot.

COMMENT:

With the contract of sale now withdrawn the matter unfortunately now reverts back to Council to resolve.

The debt as of the date of this report is \$11,403.44 and consists of the following:

Rates Current	\$ 565.00
Rates Arrears	\$2,170.00
Penalty Interest	\$ 654.10
ESL	\$ 396.00
ESL Penalty Interest	\$ 89.41
Specified Area Rate	\$ 7.87
Debt Recovery Costs	\$7,521.06

The debt recovery costs include legal fees, auction/selling fees etc. As this matter has been ongoing for a number of years the debt to recover the rates and charges has been significant.

The options available to Council are that as Council has already attempted to sell the property by public auction in accordance with schedule 6.3 clause 3(a) of the *Local Government Act 1995*, accordingly, under schedule 6.3 clause 3(b) of the LG Act, it is open to Council to enter into a private contract of sale for the land, this can be by either listing the property for sale or again by auction. Furthermore, at the expiry of 12 months from the date of auction it is also open to Council to transfer the land to itself in accordance with section 6.71 of the LG Act, or to the State Government, revert back to crown land.

In addition there are other parties that have an interest in the lot, specifically the National Australia Bank (Mortgagee), Mossensons Lawyers on behalf of Wesley College and the WA Sheriff's Office for fines as per the provisions of the *Fines, Penalties and Infringements Notices Enforcement Act 1994*.

The National Australia Bank recently forwarded advice through their legal advisors requesting Council to advise if:

1. Council will be re-offering the property for sale.
2. If Council has any intention to transfer the property to the State of Western Australia.

The CEO advised that Council would need to determine if the lot is to be offered for sale and that at this stage have no intention to revert the land back to the State of Western Australia as Council needs to attempt to recover the debt.

It was also advised that if the bank wishes to retain its interest then they should repossess the land and pay the outstanding debt to Council accordingly. No response has been received.

With the Sheriff's Office Claim they need to withdraw a Memorial on the Title to allow for a sale to proceed.

With so many parties having an interest in the property and if the property is sold then the distribution of funds is first to repay the Council debt and then the balance to be distributed to other parties. This process will be administered by Council's legal advisors as is too complex for Council Management.

For the transfer of land to the Council or State of Western Australia, Section 6.71 applies which states:

- (1) *If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the Transfer of Land Act 1893, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —*
 - (a) *the Crown in right of the State; or*
 - (b) *the local government.*

- (2) *When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.*

- (3) *When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.*

FINANCIAL & BUDGET IMPLICATIONS:

Based on the above legislation it would not be in the interest of Council to transfer the land to itself due to the debt that will be incurred. The debt being claimed by the Sheriff's Office is known (not to be published) however the bank mortgage and debt to Wesley College is not known.

Apart from the above financial implications the Council will also need to write off the rate and charges debt of \$11,403.44 plus other costs that may be incurred to undertake the transfer of land.

CONCLUSION:

The continued pursuance of this debt will incur additional costs and those costs although to be reimbursed through the lot's sale proceeds, will only occur if the lot sells.

Therefore it is recommended that Council consider the following options:

1. Council first offers the lot again for sale by auction and if it does not sell then consider having the lot transferred to the State of Western Australia and write off the outstanding debt whatever that balance is at the time of transfer.
2. Not offer the lot for sale and wait until May 2021 and revert the lot to State of Western Australia and write off the outstanding debt whatever that balance is at the time of transfer.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.18

For Council determination.

ADMINISTRATION & CORPORATE REPORT

7.5.19 LITTLE BAY ROAD & LITTLE BAY LOOKOUT ROAD RESERVES DEDICATION..... 2

7.5.19 LITTLE BAY ROAD & LITTLE BAY LOOKOUT ROAD RESERVES DEDICATION

LOCATION:	Horrocks & Little Bay
FILE REFERENCE:	12.1.1
DATE OF REPORT:	15 February 2021
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Subdivision Plan of Little Bay Road Reserve 2. Subdivision Plan of Little Bay Lookout Road Reserve

SUMMARY:

Council to formally dedicate Little Bay Road extension and Little Bay Lookout Road.

LOCALITY PLANS:

See Appendices 1 & 2.

BACKGROUND:

For some years Council Management has been progressing with the development of a road reserve for the existing Little Bay Road to be extended to Little Bay itself and to create a new road reserve for the Little Bay Lookout Road by widening the existing road reserve to incorporate the existing cleared track and retain native vegetation on the current road reserve.

The process has now progressed to the stage where a formal subdivision plan has been submitted to the Department of Planning Lands and Heritage to extract the area of land required for both road reserves from freehold land and unallocated crown land.

COMMENT:

To allow for the road reserves creation Council is now required to formally dedicate the roads as per the provisions of Section 56 of the *Land Administration Act 1997* and Regulation 8 of the *Land Administration regulations 1998*.

Section 56. Dedication of land as road

(1) *If in the district of a local government —*

- (a) *land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government; or*
- (b) *in the case of land comprising a private road constructed and maintained to the satisfaction of the local government —*
 - (i) *the holder of the freehold in that land applies to the local government, requesting it to do so; or*
 - (ii) *those holders of the freehold in rateable land abutting the private road, the aggregate of the rateable value of whose land is greater than one half of the rateable value of all the rateable land abutting the private road, apply to the local government, requesting it to do so;*

or

- (c) *land comprises a private road of which the public has had interrupted use for a period of not less than 10 years,*

and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.

- (2) *If a local government resolves to make a request under subsection (1), it must —*

- (a) *in accordance with the regulations prepare and deliver the request to the Minister; and*
- (b) *provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.*

- (3) *On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —*

- (a) *subject to subsection (5), by order grant the request; or*
- (b) *direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
- (c) *refuse the request.*

- (4) *On the Minister granting a request under subsection (3), the relevant Local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.*

- (5) *To be dedicated under subsection (3)(a), land must immediately before the time of dedication be —*
- (a) *unallocated Crown land or, in the case of a private road, alienated land; and*
 - (b) *designated in the relevant plan of survey, sketch plan or document as having the purpose of a road.*
- (6) *If land referred to in subsection (1)(b) or (c) is dedicated under subsection (3)(a), a person with an interest in that land (including a person who has the benefit of an easement created under section 167A of the TLA) is not entitled to compensation because of that dedication.*

Regulation 8 of the Land Administration Land Administration regulations 1998.

For the purposes of preparing and delivering under section 56(2)(a) of the Act a request to the Minister to dedicate land as a road, a local government must include with the request —

- (a) *written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require; and*
 - (b) *if an application has been made to the local government under section 56(1)(b)(ii) of the Act, a copy of the application and details of the rateable value of all the rateable land relevant to the application; and*
 - (c) *if the request is made in respect of a private road referred to in section 56(1)(c) of the Act —*
 - (i) *written confirmation that the public has had uninterrupted use of the private road for a period of not less than 10 years; and*
 - (ii) *a description of the section or sections of the public who have had that use; and*
 - (iii) *a description of how the private road is constructed;*
- and*
- (d) *copies of any submissions relating to the request that the local government has received, and the local government's comments on those submissions; and*
 - (e) *any other information the local government considers relevant to the Minister's consideration of the request; and*
 - (f) *written confirmation that the local government has complied with section 56(2) of the Act.*
-

All landowners of current Lot 116 White Cliffs Road have provided written agreement for the proposed road reserves.

FINANCIAL & BUDGET IMPLICATIONS:

All costs associated with the surveying, subdividing and purchase of land that involves the above two road reserves have been included within the 2020/21 Budget.

A valuation for the land required is currently has been obtained and will be advised of at the Council meeting and has also been forwarded to DPLH and the affected landowners for their consideration. If either party do not accept the valuation provided, then Council is to negotiate that valuation with the respective parties.

STATUTORY IMPLICATIONS:

Land Administration Act 1997

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

Corporate Business Plan – creation of the road reserve to Little Bay is included within the Council CBP. Road reserve creation to hopefully be completed in 2020/21 however no year has been determined as to when Little Bay Road will be constructed however with the Little Bay Lookout Road it is proposed to have these works undertaken in 2021/22.

VOTING REQUIREMENT:

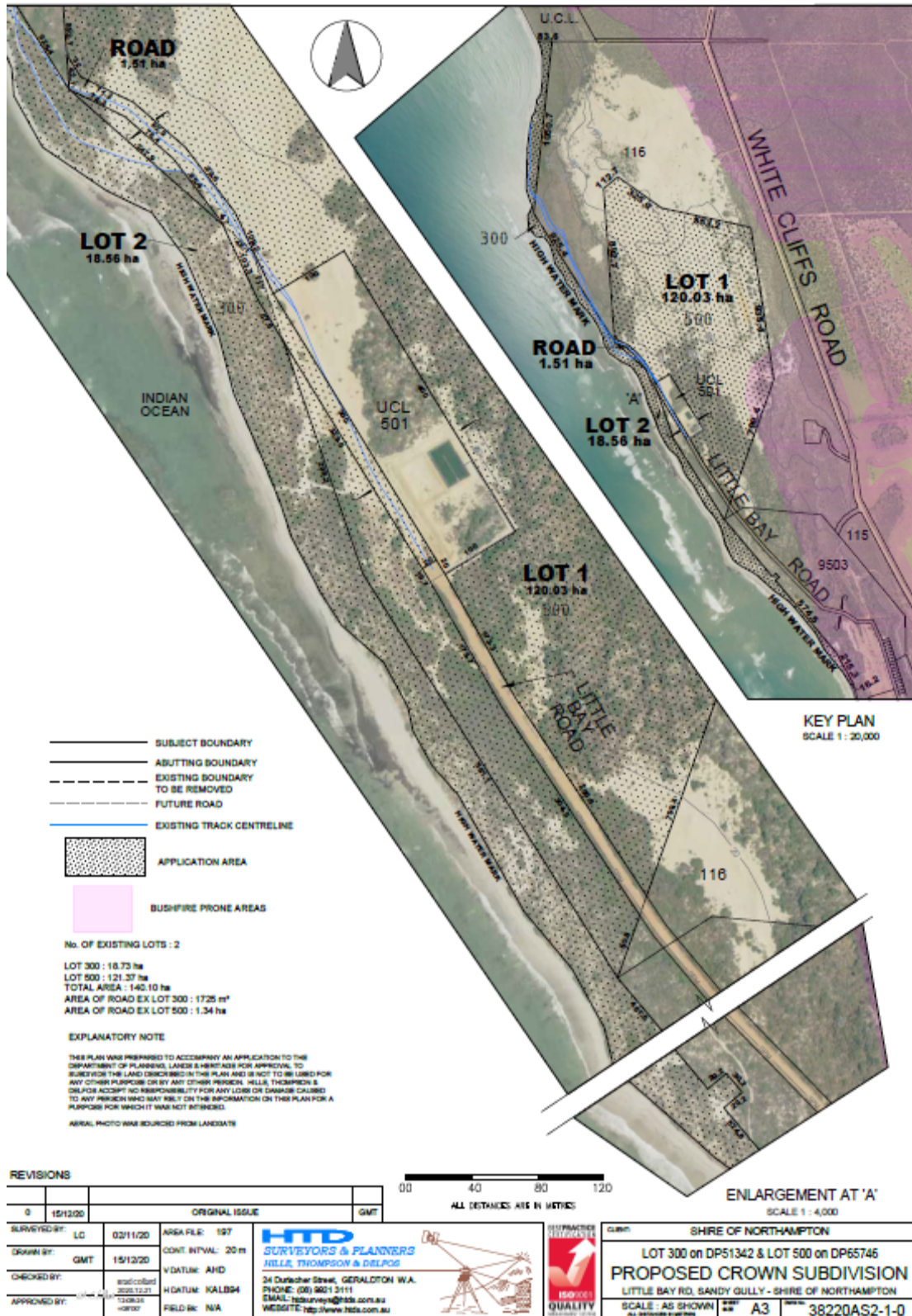
Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.19

That Council:

- 1. Formally request the Minister for Lands to dedicate Little Bay Road Reserve that traverses from the northern end of the existing Little Bay Road to Little Bay itself as per plan at Appendices 1.**
- 2. Formally request the Minister for Lands to dedicate Little Bay Lookout Road Reserve that traverses from White Cliffs Road to the Little Bay Lookout as per plan at Appendices 2**
- 3. Indemnify the Minister for Lands against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.**

APPENDICES 1 – Little Bay Road Reserve Plan



APPENDICES 2 – Little Bay Lookout Road Reserve

