



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 20th April 2012 in the Council Chambers, Northampton commencing at 1.00pm.

Prior to the meeting the following presentations will be made:

- 11.00am MRWA – presentation on the proposed by-pass around Geraldton.
- 11.45am – Hon Matt Benson to discuss any issues Council may have.

The agenda for the above-mentioned meeting is enclosed.

Lunch will be served from 12.15pm.

Audit Committee meeting to be held at 12.30pm.

A handwritten signature in blue ink, appearing to read 'Garry L. Keeffe', is placed above the printed name.

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

13th April 2012



~ Agenda ~

20th April 2012

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 20th April 2012, at

The Council Chambers, Northampton commencing at 1:00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

13th April 2012

SHIRE OF NORTHAMPTON

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Signed  _____

Date 13th April 2012

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

AGENDA
ORDINARY MEETING OF COUNCIL
20th April 2012

1. **OPENING**
2. **PRESENT**
 - 2.1 Leave of Absence
 - 2.2 Apologies
3. **QUESTION TIME**
4. **CONFIRMATION OF MINUTES – COUNCIL**
 - 4.1 Ordinary Meeting –16th March 2012
5. **RECEIVAL OF MINUTES -**

Audit Committee Meeting – 20th April 2012
6. **REPORTS**
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 - 6.2 Health & Building
 - 6.3 Town Planning
 - 6.4 Finance
 - 6.5 Administration & Corporate
7. **COUNCILLORS & DELEGATES REPORTS**
 - 7.1 Presidents Report
 - 7.2 Deputy Presidents Report
 - 7.3 Councillors' Reports
8. **INFORMATION BULLETIN**
9. **NEW ITEMS OF BUSINESS**
10. **NEXT MEETING**
11. **CLOSURE**

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road, Northampton on the 16th March 2012.

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SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.1 OPENING

The Deputy President thanked all members present for their attendance, welcomed all Councillors and declared the meeting open at 1.00pm.

3.2 PRESENT

Cr L Parker	Deputy President	Kalbarri Ward
Cr B Cripps		Northampton Ward
Cr S Stock-Standen		Northampton Ward
Cr T Carson		Northampton Ward
Cr C Simkin		Northampton Ward
Cr P Gliddon		Kalbarri Ward
Cr S Penn		Kalbarri Ward
Cr J Booth		Kalbarri Ward
Mr Garry Keefe	Chief Executive Officer	
Mr Jamie Criddle	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works and Technical Services	
Mrs Katherine Jackson	Acting Principal Planner	

3.2.1 LEAVE OF ABSENCE

Nil.

3.2.2 APOLOGIES

Cr G Wilson	President	Northampton Ward
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3.3 QUESTION TIME

There were members of the public present with no questions put to Council.

3.4 CONFIRMATION OF MINUTES

3.4.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 17th
FEBRUARY 2012.

Moved Cr PENN, seconded Cr CRIPPS

That the minutes of the Ordinary Meeting of Council held on the 17th February
2012 be confirmed as a true and correct record.

CARRIED 8/0

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.4.1.1 BUSINESS ARISING FROM MINUTES

2.10.5 SALE OF LOTS – OLD SCHOOL OVAL (ITEM 6.5.5)

The Chief Executive Officer advised that as there were delays in the issuing of certificates of title for blocks in the Old School Subdivision, the planned advertising could not occur as planned. In order to fulfil the advertising requirements, Council would need to extend the advertising date.

By a show of hands it was agreed that majority support was given to rescind the following minute 2.10.5.

Moved Cr PENN, seconded Cr GLIDDON

That Council sells Lots 22, 23, 24, 25, 27, 28 and 29 Rake Place by public tender as per the provisions of Section 3.58 of the Local Government Act 1995 with tenders closing at the end of April 2012.

CARRIED 8/0

Moved Cr STOCK-STANDEN, seconded Cr PENN

That Council sells Lots 22, 23, 24, 25, 27, 28 and 29 Rake Place by public tender as per the provisions of Section 3.58 of the Local Government Act 1995 with the closing date for tenders to be two (2) months after the receipt of certificates of title.

CARRIED BY ABSOLUTE MAJORITY 8/0

3.5 RECEIVAL OF MINUTES

Nil.

3.5.1.1 BUSINESS ARISING FROM MINUTES

Nil.

3.6 WORKS REPORT

3.6.1 MAINTENANCE WORKS/PROGRAMMED WORKS (ITEM 6.1.1)

Noted.

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.**

3.6.2	GRAVEL EXTRACTION – PAYMENT OF GRAVEL ROYALTIES (ITEM 6.1.2)
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Moved Cr STOCK-STANDEN, seconded Cr CARSON

That:

1. Council instructs staff to negotiate with landowners in the Ajana area to a lesser price not exceeding a price set by Council \$2.00 per cubic metre.). The additional cost to be managed by senior staff within the approved budget amount. This price to be clarified as a payment specific on the needs of the Ajana to Kalbarri Road only. In addition make aware to the landowners the provisions within the 'Local Government Act, 1995 (Schedule 3.2 – Particular things Local Government can do on land even though it is not local government property)'. If staff are unsuccessful in negotiations, then the Chief Executive Officer be authorised to negotiate a price up to \$3.50 per cubic metre specific for the needs of the Ajana to Kalbarri Road only.
2. Council instruct staff to investigate the purchasing of the land where gravel is located once the area has been further inspected and testing of the proposed area/s undertaken to ensure a suitable gravel type and quantity exists.

CARRIED 8/0

Mr Neil Broadhurst, Manager of Works and Technical Services left the meeting at 1.25pm.

3.7	BUILDING REPORT
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3.7.1	HALFWAY BAY COTTAGES – PERMIT TO ERECT, MAINTAIN AND OCCUPY A COTTAGE – RESERVE NO. 34945 (ITEM 6.2.1)
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MOVED Cr BOOTH, seconded Cr CRIPPS

That item 6.2.1 be deferred to the April 2012 meeting to allow staff to clarify maximum and minimum areas for dwellings at Halfway Bay.

CARRIED 8/0

3.7.2	REMOVAL AND DISPOSAL OF ASBESTOS-CONTAINING MATERIAL BY THE OWNERS OF COMMERCIAL PREMISES (ITEM 6.2.2)
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Noted.

3.7.3	INFORMATION ITEM – PROGRESSING A NATIONAL CONTAINER DEPOSIT SCHEME (ITEM 6.2.3)
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Noted.

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.7.4	INFORMATION ITEM – GENERAL BUILDING MAINTENANCE PROGRAMME 2011/2012 PROGRESS REPORT (ITEM 6.2.4)
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Noted.

3.7.5	BUILDING STATISTICS FOR THE MONTH OF FEBRUARY 2012 (ITEM 6.2.5)
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Noted.

Mr Garry Keeffe, Chief Executive Officer left the meeting at 1.35pm.

3.8	TOWN PLANNING REPORT
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3.8.1	PROPOSED OUTBUILDING – RANCH COURT, KALBARRI (ITEM 6.3.1)
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Moved Cr BOOTH,

That Council approve the addition of an outbuilding on Lot 4 (No.11) Ranch Court,
Kalbarri as per their request.

MOTION LAPSED DUE TO LACK OF SECONDER

Moved Cr STOCK-STANDEN, seconded Cr CARSON

That Council having taken into consideration the provisions of Town Planning
Scheme No.9 (Kalbarri Townsite) and the Shire's 'Outbuildings' Local Planning
Policy, refuse planning approval for an outbuilding on Lot 4 (No.11) Ranch Court,
Kalbarri for the following reasons:

- 1) The proposed outbuilding does not comply with Clauses 4.2.2(c) of the
'Outbuildings' Local Planning Policy;
- 2) The proposed outbuilding does not meet the objectives of the 'Outbuildings'
Local Planning Policy;
- 3) Approval of this application may well set an undesirable precedent, which in
time could prove to be detrimental to the rural residential amenity and lifestyle
opportunities of the locality; and
- 4) Council is not satisfied that sufficient justification has been provided to warrant
a departure from the requirements of the 'Outbuildings' Local Planning Policy.

CARRIED 8/0

Mr Garry Keeffe, Chief Executive Officer re-entered the meeting at 1.43pm.

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.8.2 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 6.3.2)

Noted.

Mrs Katherine Jackson, Acting Principal Planner left the meeting at 1.50pm.

3.9 FINANCE REPORT

3.9.1 ACCOUNTS FOR PAYMENT (ITEM 6.4.1)

Moved Cr PENN, seconded Cr GLIDDON

That Municipal Fund Cheques 19194 to 19233 inclusive, totalling \$70,489.78, Municipal EFT payments numbered EFT9736 to EFT9775 inclusive totalling \$189,608.90, Direct Debit payments GJ06-01 to GJ07-05 totalling \$13,335.30, Trust Fund Cheque 1847 to 1850 inclusive, totalling \$3,193.50, be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

3.9.2 MONTHLY FINANCIAL STATEMENTS (ITEM 6.4.2)

Moved Cr CRIPPS, seconded Cr SIMKIN

That Council adopts the Monthly Financial Report for the period ending 28 February 2012 and notes any material variances greater than \$5,000

CARRIED 8/0

3.9.3 2011/2012 BUDGET REVIEW (ITEM 6.4.3)

Moved Cr CRIPPS, seconded Cr SIMKIN

That Council in accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996 adopt the review of the 2011/2012 Budget and note any variances or recommendations.

CARRIED 8/0

3.10 ADMINISTRATION & CORPORATE REPORT

3.10.1 COMMUNITY BUS REPLACEMENT (ITEM 6.5.1)

Moved Cr PENN, seconded Cr GLIDDON

That Council purchases a Higer Munro 7.7m bus at a cost of \$119,800 exclusive of GST and advertises the current community bus for private sale.

CARRIED 8/0

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.10.2 KIDSPORT PROGRAM (ITEM 6.5.2)

Noted.

3.10.3 NORTHAMPTON COMMUNITY CENTRE – CONCRETE REPAIRS (ITEM 6.5.3)

Noted.

3.10.4 NORTHAMPTON TOWNSITE – 150 TH ANNIVERSARY (ITEM 6.5.4)

Moved Cr PENN, seconded Cr GLIDDON

That Council advertise calling for expressions of interests from residents to form a planning committee to celebrate and arrange events for the 150th Anniversary of the town of Northampton in 2014.

CARRIED 8/0

3.10.5 PROPOSED COMMUNITY CENTRE – HORROCKS (ITEM 6.5.5)

Moved Cr BOOTH, seconded Cr SIMKIN

That Council Management seeks grant funding for the construction of a Community Centre at Horrocks and that the plan submitted by Max Watts be the adopted plan.

CARRIED 8/0

3.10.6 PROPOSED BILL BOARD SIGNS (ITEM 6.5.6)

Moved Cr PENN, seconded Cr SIMKIN

That Council use the pictures of Natures Window and the aerial of Kalbarri looking south for two billboard signs to be located on North West Coastal Highway, one north and one south of the Ajana/Kalbarri Road.

CARRIED 8/0

3.10.7 300 TH ANNIVERSARY OF THE ZUYTDORP SHIPWRECK (ITEM 6.5.7)

Moved Cr GLIDDON, seconded Cr SIMKIN

That Council invite the Dutch Ambassador, His Excellency Mr Cornelis Wilhelmus ANDREAE to officially unveil the Zuytdorp Memorial Plaque on Saturday 2nd June 2012.

CARRIED 8/0

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.10.8 LEGAL ADVICE – KALBARRI TRUTH WEB SITE (ITEM 6.5.8)

Moved Cr STOCK-STANDEN, seconded Cr CRIPPS

That Council instruct its lawyers to provide a warning letter to the editors of the Kalbarri Truth website to cease making defamatory and derogatory remarks about Council, Councillors and staff and should individual members wish to take further action, then they do so at their own accord.

CARRIED BY ABSOLUTE MAJORITY 8/0

3.10.9 2012 WA TRANSPORT FORUM (ITEM 6.5.9)

Moved Cr PENN, seconded Cr CARSON

That Councillors Wilson, Parker, the CEO and Manager for Works and Technical Services attend the 2012 Transport and Roads Forum.

CARRIED 8/0

Deputy Chief Executive Officer, Jamie Criddle declared an interest in item 6.5.10 as he is a Committee member of the Northampton Cricket Club.

3.10.10 CSRFF GRANT APPLICATIONS (ITEM 6.5.10)

Moved Cr STOCK-STANDEN, seconded Cr GLIDDON

That Council prioritises the renewal of cricket practice nets and pitch as priority 1 and that a provision of \$8,400 be listed in the 2012/2013 Budget for further consideration.

CARRIED 8/0

3.10.11 CSRFF APPLICATION – NORTHAMPTON BOWLING CLUB (ITEM 6.5.11)

Moved Cr CRIPPS, seconded Cr CARSON

That Council continue to pursue the relocation of the Northampton Bowling Club to the Northampton Community Centre and Council continue to seek official support from the Northampton Bowling Club for the proposed relocation.

CARRIED 8/0

3.11 PRESIDENTS REPORT

Nil.

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.

3.12 DEPUTY PRESIDENTS REPORT

Since the last Council meeting the Deputy President, Cr Parker reported on his attendance to the following:

- WALGA induction course and State Council meeting of WALGA.
- Local Emergency Management Committee (LEMC) in Kalbarri.
- Kalbarri Foreshore meeting.
- Presentation of a longevity certificate to Mr. Sydney Hayward.
- Official Opening of the Binu Hall.
- Remote Indigenous Communities meeting in Perth with the CEO in which the Government advised that there was no additional funding available to fund this proposed program.

3.13 COUNCILLORS REPORT

3.13.1 Cr CRIPPS

Since the last Council meeting Cr Cripps reported on his attendance to the following:

- Meeting of the Northern Zone of WALGA.

3.13.2 Cr GLIDDON

Since the last Council meeting Cr Gliddon reported on her attendance to the following:

- Australian/Dutch Heritage Day with Bec Millar and Sue Malton in which Bec Millar made a great presentation.
- Kalbarri Visitor Centre meeting.
- Meeting of the Zuytdorp organising committee.

3.13.3 Cr BOOTH

Since the last Council meeting Cr Booth reported on her attendance to the following:

- Kalbarri Foreshore meeting.
- Several meetings of the Zuytdorp organising committee.

3.13.4 Cr STOCK-STANDEN

Since the last Council meeting Cr Stock-Standen reported on her attendance to the following:

- Meeting of the Pioneer Fundraising Committee.
- Northampton Botanical Line meeting.

SHIRE OF NORTHAMPTON

**Minutes of Ordinary Meeting of Council held at the Council Chambers, Hampton Road,
Northampton on the 16th March 2012.**

3.13.5 Cr CARSON

Since the last Council meeting Cr Carson reported on his attendance to the following:

- Official Opening of the Binnu Hall.

3.13.6 Cr SIMKIN

Since the last Council meeting Cr Simkin reported on his attendance to the following:

- Northampton Community Centre meeting.

3.14 INFORMATION BULLETIN

Noted.

3.15 NEW ITEMS OF BUSINESS

Nil.

3.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held at the Northampton Council Chamber, Hampton Road, Northampton on Friday the 20 April 2012.

3.17 CLOSURE

There being no further business, the President declared the meeting closed at 4.00pm.

WORKS & ENGINEERING REPORT CONTENTS

6.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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6.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM REPORTING OFFICER: Neil Broadhurst - MWTS DATE OF REPORT: 10 April 2012 APPENDICES: 1. Works Program
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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 Ogilvie West, Ajana East, Coolcalalaya, Hulme, Chilimony and Swamps Roads.
- Gravel Patching carried out on Yallabatharra and Port Gregory Tip Roads.

Maintenance Items

- Kalbarri – Various tree lopping works.
- Kalbarri – Pothole and edging works various locations.
- Yallabatharra Road – Verge clearing and maintenance including gravel sheeting and culvert works.
- Northampton Doctors surgery tree lopping and garden improvements.
- Northampton – Chemical spraying of woody weeds on various town and rural road verges.

Other Items

- Northampton – Stephen Street dual use pathway Forrest Street to School continuing – Budget item.
- Ogilvie East Road – Stage 2 works commenced.
- Port Gregory Road – Shoulder Reconditioning works completed – Budget item.
- Kalbarri – Hackney Street – Trees planted and asphaltting complete – Budget item.
- Aggregate reseal works – Chilimony, Ogilvie East and Horrocks Roads – Budget items.
- Yallabatharra Road – Construction and sealing of Floodway, Works complete pending availability of Bitumen. – Budget item.
- Stephen Street – Dual Use Pathway works continuing. – Budget item.
- Ajana-Kalbarri Road – Shoulder reconditioning works commenced – Budget item.

Plant Items

- Nil.

Staff/Personnel Items

- Skin cancer screening undertaken – Field staff.

OFFICER RECOMMENDATION – ITEM 6.1.1

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2011/2012)

(April 2012)

2011/2012 Budget Works	Status	Comments
<u>Regional Road Group Projects</u>		
Ajana - Kalbarri Road Shoulder Recondition - 10kms Kalbarri to Airport	COMMENCED	Works commenced
Port Gregory Road Shoulder Recondition and Edge Repairs	COMPLETE	
Horrocks Road Widen 2km's - Stage 2	COMPLETE	Pending culvert headwall works
Horrocks Road Reseal works 2010/2011 (Stage 1)	COMPLETE	
<u>Roads To Recovery</u>		
Chilimony Road Reseal works 2010/2011	COMPLETE	
Bateman Street Install drainage system		
Ogilvie East Road Reseal works 2010/2011 (Stage 1)	COMPLETE	Small area of works to be resealed with construction works
<u>BLACK SPOT FUNDING</u>		
Kalbarri - Grey Street Engineering costs		
Cont.		

2011/2012 Budget Works	Status	Comments
<u>Special Funding</u>		
Ogilvie East Road Construct and Seal 2011/2012 (Stage 2)	COMMENCED	Works commenced - Area east of Mark Johnson's to Horan Road Works ceased pending confirmation of approved funding
<u>MUNICIPAL FUND CONSTRUCTION</u>		
<u>Northampton</u>		
Northampton - Mary Street Reseal from NWCH to West	COMPLETE	
Northampton - Bateman Street NWCH to Barlow - Widening and enhancements		
Northampton - Hampton Gardens carpark Reseal carpark		
Northampton - John Street Install additional concrete kerb to overcome scouring	COMPLETE	
Northampton - Forrest Street Reseal 2010/2011 construction works		
Northampton - Forrest Street Stephen to crossing - Construct, drainage and seal		
Northampton - Mary Street Enhancements to CBD - Asphalt seal		
Northampton - Sub Division Construct and Seal	COMPLETE	Roadworks component - Complete
<u>Port Gregory</u>		
Port Gregory - Port Street Install drainage and surface correct Cont.	COMPLETE	Carry over from 2010/2011

2011/2012 Budget Works	Status	Comments
<u>Kalbarri</u>		
Kalbarri - Hackney Street Construct, seal and drainage (Walker west)	COMPLETE	Carry over from 2010/2011
Kalbarri - Hackney Street Construct and seal carpark area (Walker west)	COMPLETE	Carry over from 2010/2011
Kalbarri - Maggee Crescent Replace kerb and reseal		Carry over 2010/2011
Kalbarri - Grey Street Seal carpark area (CBD - opposite police station)		Carry over 2010/2011
Kalbarri - Grey/Porter Street Seal Hotel carpark area/s	COMPLETE	Carry over from 2010/2011
Kalbarri - Grey Street Seal Boat Hire carpark area/s	COMPLETE	Carry over from 2010/2011
Kalbarri - Clotworthy / Smith Street Install additional drainage		
Kalbarri - Porter Street Reseal Walker Street to Oval entry		
Kalbarri - Atkinson Crescent Construct and seal open drain west side		
Kalbarri - CBD shopping centre Widen footpaths, install kerb and reseal (Hot box area)	COMPLETE	
Cont.		

2011/2012 Budget Works	Status	Comments
<u>Rural</u>		
Binnu West Road Reseal 2010/2011 pavement repair area		
Yallabatharra Road Seal river crossing	COMMENCED	Works commenced
Parker Road Install culvert		
Nabawa Road Reseal 2010/2011 works		
<u>MUNICIPAL FOOTPATHS</u>		
<u>Northampton Townsite</u>		
Stephen Street School to Forrest Street	COMPLETE	Pending some areas of backfill
Stephen Street Burgess to Grey Street	COMPLETE	
<u>Kalbarri Townsite</u>		
Kalbarri - Walker Street Hackney Street to Porter Street		Carry over from 2010/2011
Kalbarri - Smith Street Hasleby to Woods	COMPLETE	Carry over from 2010/2011 - install asphalt infill
Kalbarri - Malaluca trail Repairs to existing		Ongoing
Cont.		

2011/2012 Budget Works	Status	Comments
<u>OTHER WORKS - SPECIFIC / MAINTENANCE</u>		
Kalbarri Waste Site New industrial hole - Sand covering etc.		
Binnu Waste Site New industrial hole - Sand covering etc.		
<u>OTHER WORKS - GRAVEL SHEETING</u>		
<i>Priority works</i> Parker Road - 3km's from last works Ogilvie West Road - Staged works for bus route Hatch Road - West of cross roads		
<i>Other</i> Ogilvie West Road - Chilimony Road to Teakles corner Balla Whellarra Road - approx 1km sth of Ajana East Diepeveen Road - approx 1.5 km sth of tank Yerina Springs Road - 2 areas		
<u>OTHER WORKS - Foreshores/Parks/Gardens</u>		
Kalbarri Foreshore Install 3 water meter to Sand Spit bore	COMPLETE	Stage 1 - NWCH west approx 2 km's
Kalbarri Oval/Foreshore Upgrade to pump size at oval pump location	COMPLETE	
Horrocks Foreshore Install upgraded reticulation system	COMMENCED	Works commenced
Cont.		

2011/2012 Budget Works	Status	Comments
<u>PLANT ITEMS - Major</u>		
Kalbarri - Front end loader	AWARDED	Delivery End of April/early May 2012 - Hitachi
Northampton - Motor Grader	COMPLETE	Received:
Northampton - Maintenance Truck	COMPLETE	Received:
Northampton - Rangers vehicle	COMPLETE	Received:
Kalbarri - Leading Hand vehicle	COMPLETE	Received:
Northampton - Gardeners vehicle	COMPLETE	Received:
Kalbarri - Gardener vehicle	AWARDED	Delivery late April 2012 - Navara
<u>PLANT ITEMS - Minor/Other</u>		
Northampton Workshop - Motor operated compressor		
Northampton Workshop - Working at height platform	COMPLETE	
Kalbarri - New commercial lawnmower	COMPLETE	
Northampton Depot - Chemical Sea container	COMPLETE	
Northampton Gardener - New trailer	COMPLETE	

HEALTH AND BUILDING REPORT CONTENTS

6.2.1	INFORMATION ITEM – SEMI-PUBLIC SWIMMING POOLS	2
6.2.2	BUILDING STATISTICS FOR THE MONTH OF MARCH 2012	3

6.2.3	INFORMATION ITEM: SEMI-PUBLIC SWIMMING POOLS
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DATE OF REPORT:	12th April 2012
RESPONSIBLE OFFICER:	Thomas Lachlan – EHO

COMMENT:

The purpose of this report is to update Council on the number of Department of Health approved pools within the Shire of Northampton and to report on the ongoing pool sampling program.

The Department of Health (DoH) is required to issue a Certificate of Compliance and a Permit to Operate before a pool can be legally operated for public use. The pool must meet the requirements of the *Health (Aquatic Facilities) Regulations 2007*.

The DoH requested the Shire's Environmental Health Officer to work in conjunction with the management of the Kalbarri Motor Hotel to ensure the relevant criteria for approval were met. This process took some time but the Certificates of Compliance and Permit to Operate were issued on 27 February 2012. This takes the total number of semi public-pools within the Shire of Northampton to 16.

Under the aforementioned regulations the Shire of Northampton has an obligation to ensure that all pools are sampled on at least a monthly basis to check water quality. Two samples are taken, one for bacteria and one for amoeba as well as poolside checks on chlorine and pH levels. Since the regular sampling program was introduced at the end of 2009 the water quality of all the swimming pools sampled has greatly improved and now the vast majority of samples taken meet the required standards. This demonstrates the impact of regular monitoring. Pool operators are now generally ensuring that their pools are managed in an effective manner and providing a safe environment for their patrons.

One incident recently illustrated the necessity of regular sampling. A pool sample was found to contain Thermophilic Naegleria which can serve as a reservoir of pathogenic bacteria. The DoH has a procedure to be followed in such cases and this was immediately implemented. The pool operator was contacted and agreed to voluntarily close the pool and follow the DoH guidelines on remedial action. The pool was not able to open again until a satisfactory follow up sample had been obtained. With the cooperation of the operator the pool was closed for a week before being reopened following a satisfactory sample result.

Fortunately in this instance there was no record of this resulting in illness to anyone who had been using the pool but it serves as a reminder that all pools have the potential to harbour pathogenic bacteria and the subsequent risks to bathers. It highlights the necessity for maintaining high standards to provide a safe aquatic environment for patrons. The prime issue of course is public health. However, any illness associated with a particular pool does have an extremely detrimental effect on the business operating the pool.

Further updates will follow in due course.

OFFICER RECOMMENDATION – ITEM 6.2.1

For Council information.

6.2.2	INFORMATION ITEM: BUILDING STATISTICS
	DATE OF REPORT: 12 th April 2012
	RESPONSIBLE OFFICER: Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for March 2012.

OFFICER RECOMMENDATION – ITEM 6.2.2

For Council information.

TOWN PLANNING CONTENTS

6.3.1	REQUEST FOR WAIVER OF PLANNING AND BUILDING APPLICATION FEES – COMMUNITY SERVICES DEPOT (AMBULANCE), TRAINING, ADMINISTRATION & AMENITIES (STAGE 2) – LOT 600 (RESERVE NO. 35181) MAGEE CRESCENT, KALBARRI.....	2
6.3.2	SUMMARY OF PLANNING INFORMATION ITEMS.....	8

6.3.1	REQUEST FOR WAIVER OF PLANNING AND BUILDING APPLICATION FEES – COMMUNITY SERVICES DEPOT (AMBULANCE), TRAINING, ADMINISTRATION & AMENITIES (STAGE 2) – LOT 600 (RESERVE NO. 35181) MAGEE CRESCENT, KALBARRI	
	LOCATION:	Lot 600 (Reserve No. 35181) Magee Crescent, Kalbarri
	FILE REFERENCE:	10.6.1.3 – R35181
	APPLICANT:	St John Ambulance Inc. - Kalbarri
	OWNER:	State of Western Australia / St John Ambulance (Vesting)
	DATE OF REPORT:	10 April 2012
	REPORTING OFFICER:	Hayley Williams – Principal Planner
	APPENDICES:	Appendix 1 – Letter Requesting Waiver of Planning and Building Fees

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:

An Application has been received for the construction of Stage 2 of a Community Services Depot for the St. John's Ambulance in Kalbarri. The proposed depot has a total area of 499m² and consists of training rooms, administration and amenities. The Application was approved under delegation (P/A 2012-010) on 2 April, 2012. However, Council consideration is required as the Applicant has requested a waiver of the Planning Application and Building Application fees, which in this case are \$3399.00 and \$1080.00, respectively. This report recommends wavier of the fees based on the valuable service that St. John Ambulance provides to the Kalbarri community.

Figure 1 – Location Plan for Lot 600 (Reserve No. 35181) Magee Crescent, Kalbarri



Figure 2 – Aerial photograph of Lot 600 (Reserve No. 35181) Magee Crescent, Kalbarri



BACKGROUND:

An Application for Planning Approval was submitted in March 2012 to construct Stage Two of the Community Services Depot for St. John Ambulance in Kalbarri.

The proposed depot was issued Planning Approval (P/A 2012-010) on 2nd April, 2012 subject to its compliance with all relevant portions of *Town Planning Scheme No. 9 – Kalbarri*.

A copy of the applicant's letter requesting the waiver of Planning and Building Application Fees is included as **Appendix 1** to this report.

COMMUNITY & GOVERNMENT CONSULTATION:

Nil.

FINANCIAL & BUDGET IMPLICATIONS:

St. John Ambulance has requested in writing (Refer to Appendix 1) that Council waive the Planning and Building fees associated with this development in light of the valuable community service that the ambulance provides to Kalbarri residents.

The estimated cost of development for the depot is \$1.2 million. According to the Shire's *Town Planning Fees and Charges 2011/12*, any development over \$500,000 but less than \$2.5 million incurs a Planning Fee of \$1600.00 plus 0.257% for every dollar in excess of \$500,000. In this case, the fee has been calculated as \$3399.00. The Building Permit Fee has been calculated as \$1080.00. This is based upon an application fee for a "Certified Application". The fee is calculated for a Class 2 to 9 building and is 0.09% of the value of the building including GST, as per the new Building Regulations 2012.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

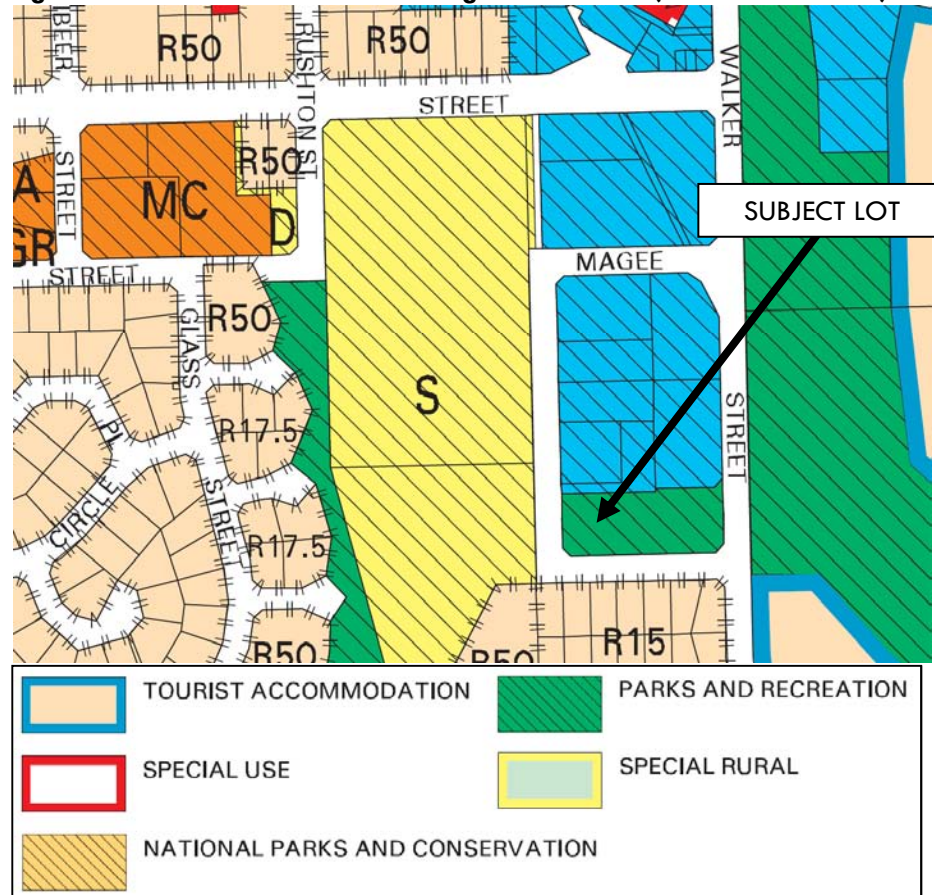
Planning and Development Regulations 2009

Local: Shire of Northampton Town Planning Scheme No. 9 - Kalbarri

Lot 600 is zoned "Parks and Recreation" under *Town Planning Scheme No. 9 – Kalbarri* and is also known as Reserve 35181, which is vested in St. John Ambulance Australia for "Ambulance Purposes." A "Community Services Depot" is considered to accord with the ultimate purpose intended for the Reserved Land as shown by the current vesting order and the recommendations made by the Kalbarri Townsite Strategy 2011.

The Application for Planning Approval for the development was approved under delegation as it complied with all relevant portions of *Town Planning Scheme No. 9 -Kalbarri*.

Figure 3 – Extract from Town Planning Scheme No.9 (Kalbarri Townsite)



Planning and Development Regulations 2009

The *Planning and Development Regulations* (2009) are to be read in conjunction with the *Planning and Development Act* (2005). They are essentially a consolidation of various regulations made under previous Acts that were repealed when the *Planning and Development Act* (2005) came into force, and are intended to help simplify and streamline the planning system.

Clause 52, Part 7 of Division 3 of the *Planning and Development Regulations* (2009) deals with the local government's power to waive or refund fees, and states:

A local government may waive or refund, in whole or in part, payment of a fee for a planning service.

COMMENT:

Given the valuable resource that the St. John Ambulance provides to the Kalbarri community, it is considered appropriate that Council waive the Planning and Building Application fees.

VOTING REQUIREMENT:

Absolute Majority Required: Yes

CONCLUSION:

It is recommended that Council waive the Planning Application Fee of \$1910.00 and the Building Application Fee of \$1080.00 payable for the construction of Stage 2 of the community services depot for St. John Ambulance Australia on Lot 600 (Reserve 35181) Magee Crescent, Kalbarri.

OFFICER RECOMMENDATION – ITEM 6.3.1**WAIVE FEES**

That Council waive the Planning Application Fee of \$1910.00 and the Building Application Fee of \$1080.00 payable for the construction of Stage 2 of the community services depot for St. John Ambulance Australia on Lot 600 (Reserve 35181) Magee Crescent, Kalbarri in recognition of the valuable service the ambulance provides to the Kalbarri community.

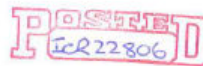
APPENDIX 1

First in First Aid

NORTHAMPTON SHIRE COUNCIL				
File: 10.6.1				
- 4 APR 2012				
Admin	Eng	Hlth Bldg	Town Plan	Rang
			HW	



30th March 2012



P O Box 66
Kalbarri. WA 6536

Attn: Mr G. Keefe
Northampton Shire Council
Post Office Box 61
Northampton. WA 6535

Dear Garry,

**RE: WAIVER OF PLANNING AND BUILDING APPLICATIONS FEES –
COMMUNITY SERVICE STAGE 2 AMBULANCE SUB CENTRE
LOT 600 (RESERVE 35181) MAGEE CRESCENT, KALBARRI**

We hereby advise Council we are now able to proceed with Stage 2 of our Sub Centre building programme and respectfully request consideration for exemption of Planning and Building application fees from the Northampton Shire.

We take this opportunity to thank the Shire Council for their support and consideration throughout this project and look forward to hearing from you in this matter.

Yours sincerely

Helen Evans
SJA Kalbarri – Secretary
Mobile: 0417 917 445

6.3.2 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 10 April 2012
REPORTING OFFICER: Hayley Williams - Principal Planner

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 Acting Principal Planner.

DEVELOPMENT APPLICATIONS				
REF.	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
2012-008	T Peirce	Lot 353 (No. 7) Patrick Crescent, Kalbarri	Cottage Industry Renewal – Sewing & Alterations	28 March 2012
2012-009	G & A Boyland	Lot 200 (No. 102) Robinson Street, Northampton	Outbuilding	28 March 2012
2012-010	St John Ambulance	Lot 600 (R35181) Magee Crescent, Kalbarri	Community Services Depot (Ambulance) – Administration, Training & Amenities (Stage 2)	2 April 2012
2012-011	T Watson	Lot 6 (No. 78) Robinson Street, Northampton	Home Occupation – Dressmaking & Alterations	9 April 2012
WAPC REF: 145586	WAPC / Hille Thompson & Delfos	Lot 100 (No. 180) Binu West, Ajana	Two (2) Lot Boundary Rationalisation	21 March 2012

OFFICER RECOMMENDATION – ITEM 6.3.2

For Council Information

FINANCE REPORT CONTENTS

6.4.1	ACCOUNTS FOR PAYMENT	2
6.4.2	MONTHLY FINANCIAL STATEMENTS	3

Compiled by

Jamie Criddle
Deputy Chief Executive Officer

6.4.1	ACCOUNTS FOR PAYMENT
FILE REFERENCE:	1.1.1
DATE OF REPORT:	13 April 2012
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Jamie Criddle
APPENDICES:	1. List of Accounts

BACKGROUND:

A list of payments submitted to Council on 20th April 2012, 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 Muni 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 6.4.1	APPROVAL
That Municipal Fund Cheques 19235 to 19270 inclusive, totalling \$124,576.45, Municipal EFT payments numbered EFT9776 to EFT9934 inclusive totalling \$570,888.15, Direct Debit payments GJ08-05 to GJ09-04 totalling \$2,347.14, Trust Fund Cheque 1851 to 1852 inclusive, totalling \$7,863.99, be passed for payment and the items therein be declared authorised expenditure.	

6.4.2 MONTHLY FINANCIAL STATEMENTS

FILE REFERENCE:	1.1.1
DATE OF REPORT:	13 April 2012
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Jamie Criddle
APPENDICES:	1. Monthly Financial Report for March

BACKGROUND:

This information is provided to Council on a monthly basis 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 March 2012 are attached, and consists of:

1. Statement of Financial Activity
2. Income Statement by Nature or Type
3. Various Notes to and forming part of the Statement of Financial Activity
4. Variances Report
5. Accounts by Schedule

FINANCIAL & BUDGET IMPLICATIONS:

Council 2011/2012 Budget

STATUTORY IMPLICATIONS:

General Financial Management of Council
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. Council policy is that the material variation be set at \$5,000.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.2	APPROVAL
That Council adopts the Monthly Financial Report for the period ending 31 March 2012 and notes any material variances greater than \$5,000	

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9776	07/03/2012	HOSEXPRESS	HOSE	54.10
EFT9777	07/03/2012	IK & KF SUDLOW	AERIAL FIREBREAKS	1440.00
EFT9778	07/03/2012	JASON SIGNMAKERS	SIGNS	374.00
EFT9779	07/03/2012	KALBARRI AUTO CENTRE	PLANT SERVICES	594.00
EFT9780	07/03/2012	KALBARRI EXPRESS FREIGHT	FREIGHT	367.10
EFT9781	07/03/2012	KALBARRI PHARMACY	IMMUNISATION	145.10
EFT9782	07/03/2012	KALBARRI B P SERVICE STATION	FUEL/HARDWARE	238.24
EFT9783	07/03/2012	KALBARRI WAREHOUSE	HARDWARE	389.65
EFT9784	07/03/2012	KALBARRI LAWNMOWING SERVICE	MOWING & GARDENING	858.00
EFT9785	07/03/2012	KALBARRI CARRIERS	FREIGHT	1618.31
EFT9786	07/03/2012	KALBARRI PEST CONTROL	PEST CONTROL	935.00
EFT9787	07/03/2012	KALBARRI SIGNS	SIGNS	633.00
EFT9788	07/03/2012	KALBARRI SITEWORKS	PLANT HIRE	1650.00
EFT9789	07/03/2012	LEADING EDGE COMPUTERS	TABLET PENS	239.40
EFT9790	07/03/2012	MARK ARMSTRONG ELECTRICAL	LIGHT TESTING	115.50
EFT9791	07/03/2012	MEANARRA HOLDINGS PTY LTD	BUS HIRE	450.00
EFT9792	07/03/2012	LGRCEU	PAYROLL DEDUCTIONS	243.60
EFT9793	07/03/2012	MIDWEST LOCK & SAFE	LOCK TO STRONG ROOM	406.85
EFT9794	07/03/2012	MIDWEST TREE SERVICES	STUMP GRINDING	132.00
EFT9795	07/03/2012	MURCHISON CONCRETE	CONCRETE RAMP	2051.50
EFT9796	07/03/2012	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS	153.65
EFT9797	07/03/2012	NORTHAMPTON NEWSAGENCY	STATIONERY/NEWSPAPERS	1712.01
EFT9798	07/03/2012	NORTHAMPTON PHARMACY	BANDAGES	37.20
EFT9799	07/03/2012	CLEANPAK TOTAL SOLUTIONS	DISINFECTANT	612.43
EFT9800	07/03/2012	NATIONAL TAX MANAGER	2012 FBT ORGANISER	346.50
EFT9801	07/03/2012	BEST WESTERN PALM RESORT	ACCOMMODATION	99.00
EFT9802	07/03/2012	PURCHER INTERNATIONAL	PARTS	1260.92
EFT9803	07/03/2012	QUANTUM SURVEYS	SURVEY	841.50
EFT9804	07/03/2012	HOLCIM AUSTRALIA PTY LTD	SEALING AGG	22807.06

President

Date 18th May 2012

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9805	07/03/2012	REINFORCED CONCRETE PIPES AUSTRALIA	CONCRETE PIPES	12501.50
EFT9806	07/03/2012	REPEAT PLASTICS WA	TABLE & BENCH. KAKADU BENCH SEATS	27477.34
EFT9807	07/03/2012	RYNAT INDUSTRIES	TISSUE CABINETS	292.60
EFT9808	07/03/2012	OWEN SIMKIN	WATER CUSTODIAN	39.90
EFT9809	07/03/2012	SPALDING ELECTRICAL SERVICES	ELECTRICAL	555.50
EFT9810	07/03/2012	STAMP-IT RUBBER STAMP CO (WA)	STAMPS	43.56
EFT9811	07/03/2012	STATEWIDE BEARINGS	BEARING	53.90
EFT9812	07/03/2012	STAR TRACK EXPRESS	FREIGHT	111.97
EFT9813	07/03/2012	SUNNY SIGN COMPANY PTY LTD	RURAL STREET NUMBERS	85.25
EFT9814	07/03/2012	SUN CITY PLUMBING	PLUMBING	253.00
EFT9815	07/03/2012	THE BANGAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1410.70
EFT9816	07/03/2012	THURKLE'S DOZING	DOZER HIRE	5384.50
EFT9817	07/03/2012	TOOVEY NETWORKX	COMPUTER MAINTENANCE	2697.00
EFT9818	07/03/2012	LANDGATE	VALUATION EXPENSES	139.60
EFT9819	07/03/2012	VERLINDENS ELECTRICAL GERALDTON	NCC - PA SYSTEM	583.00
EFT9820	07/03/2012	WESTCARE INDUSTRIES	LIBRARY STATIONERY	77.55
EFT9821	07/03/2012	WESTRAC EQUIPMENT PTY LTD	PARTS	716.66
EFT9822	07/03/2012	WIDEGLIDE CONSTRUCTIONS	RED BLUFF TOILET BLOCK	33176.00
EFT9823	07/03/2012	WILSONS SIGN SOLUTIONS	PLAQUES	3052.50
EFT9824	07/03/2012	WOODCOCK CT & L	RETIC	4649.81
EFT9825	07/03/2012	DOWNER EDI WORKS PTY LTD	SSK EMULSIONS	968.00
EFT9826	05/03/2012	PETER IKIN	PAINTING	7615.00
EFT9827	09/03/2012	FRANK ZAPPIA CONCRETE	FOOTPATH	71533.00
EFT9828	09/03/2012	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	13473.59
EFT9829	09/03/2012	GERALDTON BRICK	NCC - PAVERS	346.63
EFT9830	15/03/2012	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	12671.94
EFT9831	15/03/2012	T & J NEWMAN	CONTRACT CLEANER	1082.30
EFT9832	15/03/2012	THOMAS LACHLAN	REIMB FOOD SAMPLES	175.00
EFT9833	15/03/2012	LEON DODDS	PAVING	3474.62

President

Date 18th May 2012

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9834	15/03/2012	STUART HOWARTH	PAVING	3474.62
EFT9835	14/03/2012	NORTHAMPTON AIRING OF THE QUILTS	CONTRIBUTION - AIRING OF THE QUILTS 2012	2000.00
EFT9836	29/03/2012	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	13183.83
EFT9837	29/03/2012	T & J NEWMAN	CONTRACT CLEANER	1082.30
EFT9838	29/03/2012	NEIL BROADHURST	REIMBURSE SYNERGY	420.21
EFT9839	29/03/2012	STEVE WILLIAMS	TELSTRA LINE RENTAL REIMBURSEMENT	49.90
EFT9840	29/03/2012	E & S KOPPENSTEINER	REIMB FUEL & BUNNINGS PLANTS	151.89
EFT9841	29/03/2012	DIANNE HAYNES	REIMBURSE FLIGHTS & ACCOMMODATION	999.00
EFT9842	29/03/2012	AEC SYSTEMS PTY LTD	ACAD COMPREHENSIVE INTO COURSE	1100.00
EFT9843	21/03/2012	HOLIDAY INN PERTH BURSWOOD	ACCOMMODATION RRG	2276.00
EFT9844	21/03/2012	GRAEME GIBBONS PHOTOS	AERIAL PHOTO KALBARRI	245.00
EFT9845	28/03/2012	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES	8036.16
EFT9846	28/03/2012	MIDWEST TREE SERVICES	TREE LOPPING	2376.00
EFT9847	05/04/2012	COURIER AUSTRALIA	FREIGHT	568.26
EFT9848	11/04/2012	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	PLANT HIRE	5027.00
EFT9849	11/04/2012	ATLAS COPCO CONSTRUCTION EQUIPMENT	PARTS	173.47
EFT9850	11/04/2012	AUSTRALIAN SAFETY PRODUCTS	GUIDE POSTS	10890.00
EFT9851	11/04/2012	AUSTRAL MERCANTILE COLLECTIONS	LEGAL EXPENSES	9511.08
EFT9852	11/04/2012	BEAUREPAIRES	TYRES & TUBES	1252.66
EFT9853	11/04/2012	BENARA NURSERIES	PLANTS	632.50
EFT9854	11/04/2012	BUNNINGS BUILDING SUPPLIES	PAVE MATE	38.84
EFT9855	11/04/2012	JUPPS CARPETS & CERAMICS PTY LTD	NCC - CARPET CHANGEROOMS	8235.00
EFT9856	11/04/2012	CATWEST PTY LTD	ASPHALT	17853.00
EFT9857	11/04/2012	CHEM CENTRE	WATER SAMPLE	535.70
EFT9858	11/04/2012	CJD EQUIPMENT P/L	PARTS	1499.52
EFT9859	11/04/2012	CLARKSON FREIGHTLINES	FREIGHT	692.52
EFT9860	11/04/2012	COASTAL PLUMBING & GAS FITTING	PLUMBING	153.70
EFT9861	11/04/2012	BS & JA COCKRAM	SHADE SHELTERS/NCC COACHES BOXES	9680.94
EFT9862	11/04/2012	VEOLIA ENVIRONMENTAL SERVICES	REFUSE COLLECTION	18930.09

President

Date 18th May 2012

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9863	11/04/2012	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	304.16
EFT9864	11/04/2012	COMPU-STOR	ARCHIVE BOXES	222.34
EFT9865	11/04/2012	CORPORATE EXPRESS	PHOTOCOPIER MTCE/OFFICE FURNITURE	1277.45
EFT9866	11/04/2012	COURIER AUSTRALIA	FREIGHT	325.72
EFT9867	11/04/2012	CRAMER & NEILL REFRIGERATION	SERVICE AIRCON	717.20
EFT9868	11/04/2012	LEON DODDS	PAVING	1914.00
EFT9869	11/04/2012	SIMON DRAGE	FENCING/BIRD NETTING	3491.40
EFT9870	11/04/2012	D-TRANS	PARTS	108.96
EFT9871	11/04/2012	EASTMAN POLETTI SHERWOOD PTY LTD	NCC - CONTRACT ADMIN	6678.99
EFT9872	11/04/2012	ECOSCAPE	KAL FORESHORE MASTERPLAN	4702.50
EFT9873	11/04/2012	FENCE-RITE WA	FENCING	2464.00
EFT9874	11/04/2012	DAVE FRY & KATE SUCKLING	GRAVEL	924.00
EFT9875	11/04/2012	GERALDTON NEWSPAPERS LIMITED	ADVERTISING	447.75
EFT9876	11/04/2012	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS/REPAIRS	4795.00
EFT9877	11/04/2012	GERALDTON LOCK & KEY SPECIALISTS	KEYS	1519.22
EFT9878	11/04/2012	GERALDTON & MIDWEST SECURITY SERVICES	ZUYTDORP DISPLAY - VIDEO SURVEILLANCE	2148.00
EFT9879	11/04/2012	GHD PTY LTD	INDUSTRIAL S/DIV - PROGRESS CLAIM	7700.00
EFT9880	11/04/2012	GREENWAY ENTERPRISES	ROOT DIRECTOR	984.83
EFT9881	11/04/2012	GOLDEN WEST NETWORK PTY LTD	TV PROMOTIONAL ADVERTISING	1056.00
EFT9882	11/04/2012	J R & A HERSEY	PROTECTIVE CLOTHING	328.35
EFT9883	11/04/2012	HERRINGS COASTAL PLUMBING & GAS	PLUMBING	397.65
EFT9884	11/04/2012	HILLE, THOMPSON & DELFOS	S/DIV - FINAL ACCOUNT	10986.80
EFT9885	11/04/2012	HOSEXRESS	PARTS	108.19
EFT9886	11/04/2012	JASON SIGNMAKERS	SIGNS	1196.80
EFT9887	11/04/2012	KALBARRI HARDWARE & BUILDING SUPPLIES	RETIC, HUNTER SPRINKLER, HARDWARE	2857.43
EFT9888	11/04/2012	KALBARRI EXPRESS FREIGHT	FREIGHT	225.72
EFT9889	11/04/2012	KALBARRI B P SERVICE STATION	FUEL	442.94
EFT9890	11/04/2012	KALBARRI WAREHOUSE	EASYDRAIN, HACKSAW, HARDWARE	579.50
EFT9891	11/04/2012	KALBARRI LAWNMOWING SERVICE	MOWING & GARDENING	759.00

President

Date 18th May 2012

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9892	11/04/2012	KALBARRI NEWSAGENCY	STATIONERY	16.15
EFT9893	11/04/2012	KALBARRI PEST CONTROL	PEST CONTROL	615.00
EFT9894	11/04/2012	KALBARRI REFRIGERATION AND	SERVICE AIRCONS	115.50
EFT9895	11/04/2012	KALBARRI SITEWORKS	SLASHING	913.00
EFT9896	11/04/2012	LGIS RISK MANAGEMENT	REGIONAL COORDINATOR 1 JAN - 30 JUNE	5176.60
EFT9897	11/04/2012	LGRCEU	PAYROLL DEDUCTIONS	243.60
EFT9898	11/04/2012	GERALDTON TOYOTA	2012 TOYOTA PRADO (NR 1)	55938.68
EFT9899	11/04/2012	MIDWEST KERBING	KERBING	14564.00
EFT9900	11/04/2012	MITCHELL & BROWN	IPHONE COVER AND SCREEN	29.90
EFT9901	11/04/2012	NORTHERN COUNTRY ZONE OF THE LOCAL	COUNCILLOR TRAINING	1324.00
EFT9902	11/04/2012	NORTHAMPTON NEWSAGENCY	STATIONERY	207.21
EFT9903	11/04/2012	NORTHAMPTON ROAD TRANSPORT	PLANT HIRE	7722.00
EFT9904	11/04/2012	NORTHCOAST CONTRACTORS	SERVICES - CLOTWORTHY ST	1489.95
EFT9905	11/04/2012	CLEANPAK TOTAL SOLUTIONS	TOILET PRODUCTS	393.36
EFT9906	11/04/2012	O'BRIEN SMASH REPAIRS	PLANT REPAIRS	857.90
EFT9907	11/04/2012	OCEAN CENTRE HOTEL	ACCOMMODATION	570.50
EFT9908	11/04/2012	THE PALM PLACE	NCC - PLANTS	450.00
EFT9909	11/04/2012	PEMCO DIESEL PTY LTD	PLANT REPARIS	559.46
EFT9910	11/04/2012	PGV ENVIRONMENTAL	REHABILITATION STRATEGY	2749.50
EFT9911	11/04/2012	PURCHER INTERNATIONAL	PARTS	405.25
EFT9912	11/04/2012	JL & FA RALPH	GRAVEL	1006.50
EFT9913	11/04/2012	RYNAT INDUSTRIES	FOLDED TISSUE CABINET	270.60
EFT9914	11/04/2012	M R SCOTT TRANSPORT P/L	CART BLUE METAL	418.00
EFT9915	11/04/2012	SUN CITY PRINT & DESIGN	STATIONERY	158.00
EFT9916	11/04/2012	OWEN SIMKIN	WATER CUSTODIAN	39.90
EFT9917	11/04/2012	NC & A SIMKIN	GRAVEL	6842.50
EFT9918	11/04/2012	SPRINGLEIGH PTY LTD	GRAVEL	300.30
EFT9919	11/04/2012	STAR TRACK EXPRESS	FREIGHT	1946.69
EFT9920	11/04/2012	SUNNY INDUSTRIAL BRUSHWARE	BROOM	1500.40

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ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name	Description	Amount
EFT9921	11/04/2012	SUN CITY PLUMBING	PLUMBING	743.46
EFT9922	11/04/2012	THE BANGAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1410.70
EFT9923	11/04/2012	TEAKHILL HOLDINGS PTY LTD	GRAVEL	7634.55
EFT9924	11/04/2012	THURKLE'S DOZING	DOZER HIRE	7700.00
EFT9925	11/04/2012	TOOVEY NETWORKX	COMP MTCE	264.00
EFT9926	11/04/2012	LANDGATE	VALUATION EXPENSES	169.93
EFT9927	11/04/2012	VERLINDENS ELECTRICAL GERALDTON	ELECTRICAL	363.00
EFT9928	11/04/2012	VORTEX PLASTICS	CLEAR POLYCARB DISK	73.43
EFT9929	11/04/2012	WALTONS	FILTERS	78.17
EFT9930	11/04/2012	WESTCARE INDUSTRIES	STATIONERY	77.55
EFT9931	11/04/2012	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE/PARTS	1885.73
EFT9932	11/04/2012	WILSONS SIGN SOLUTIONS	ZUYTDORP MEMORIAL PLAQUE	401.50
EFT9933	11/04/2012	WOODCOCK CT & L	FERTILISER, DAVEY PUMP, RETIC	5635.55
EFT9934	11/04/2012	FRANK ZAPPIA CONCRETE	CARPORT, CULVERTS, GUIDEPARK	11445.50
				<u>\$ 570,888.15</u>

MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
19235	15/03/2012	NORTHAMPTON OCCASIONAL CHILDCARE	11/12 ANNUAL GRANT	2200.00
19236	21/03/2012	PETTY CASH - KALBARRI	PETTY CASH RECOUP	89.55
19237	22/03/2012	LAURENCE WILLIAM SUTTON	RATE REFUND	77.23
19238	27/03/2012	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	112.75
19239	28/03/2012	DEPT OF TRANSPORT	VEHICLE LICENCE	181.45
19240	30/03/2012	RELIANCE PETROLEUM	FUEL PURCHASES	26925.66
19241	02/04/2012	DEPT OF TRANSPORT	LICENCING 2012 PRADO NR1	180.90
19242	03/04/2012	TELSTRA	TELEPHONE CHARGES	4429.10
19243	03/04/2012	WATER CORPORATION	WATER CHARGES	11311.25
19244	03/04/2012	SYNERGY	ELECTRICITY CHARGES	29478.30
19245	05/04/2012	CORAL GUM CABINETS	NCC - REPAIR DOORS	1496.00
19246	10/04/2012	DPT. OF ENVIRONMENT AND CONSERVATION	KAL REFUSE SITE - LICENCE	231.90
19247	11/04/2012	ALTORFER & STOW	LEGAL FEES	240.35
19248	11/04/2012	KALBARRI IGA	GOODS	38.89
19249	11/04/2012	AUSTRALIA POST	POSTAGE	669.38
19250	11/04/2012	AUSTRALIAN COMMUNICATIONS AND MEDIA	LICENCE RENEWAL - RADIO FM	39.00
19251	11/04/2012	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	853.89
19252	11/04/2012	REG BATTERSBY	REMOVE SAND	595.00
19253	11/04/2012	B P ROADHOUSE NORTHAMPTON	REFRESHMENTS/FUEL	476.68
19254	11/04/2012	SHIRE OF CHAPMAN VALLEY	PLANNING SERVICES - NOV - MARCH 2012	21648.00
19255	11/04/2012	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	11682.96
19256	11/04/2012	CONSTRUCTION EQUIPMENT AUSTRALIA	PARTS	250.60
19257	11/04/2012	COVS PARTS PTY LTD	PARTS	2852.27
19258	11/04/2012	GANTHEAUME BAY ELECTRICAL	ELECTRICAL	466.00
19259	11/04/2012	GERALDTON HIRE & SCAFFOLDING SERVICES	HIRE SCAFFOLD	924.00
19260	11/04/2012	CJ & PJ HASLEBY	GRAVEL	462.00
19261	11/04/2012	HORROCKS BEACH CARAVAN PARK	ACCOMMODATION	695.00
19262	11/04/2012	THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	332.38
19263	11/04/2012	KALBARRI GAS	GAS	185.00

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MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
19264	11/04/2012	STATE LIBRARY OF WA	LOST/DAMAGE BOOK	11.00
19265	11/04/2012	MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE	4031.17
19266	11/04/2012	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	253.74
19267	11/04/2012	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	527.61
19268	11/04/2012	REST SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	190.15
19269	11/04/2012	STATEWIDE SUPER	SUPERANNUATION CONTRIBUTIONS	199.79
19270	11/04/2012	WA LOCAL GOVERNMENT ASSOCIATION	LG DIRECTORIES	237.50
				\$ 124,576.45

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DIRECT DEBIT FROM MUNICIPAL ACCOUNT

Jnl #	Date	Name	Description	Amount
GJ08-05	29/02/12	BANK FEES	FEBRUARY 2012	313.69
GJ08-06	29/02/12	WESNET	COMPUTER EXPENSES	169.99
GJ08-07	29/02/12	BPOINT	DECEMBER 2011	105.11
GJ08-08	29/02/12	CORPORATE CARD	WESTNET, FUEL	184.98
GJ09-01	31/03/12	BANK FEES	MARCH 2012	313.69
GJ09-02	31/03/12	WESNET	COMPUTER EXPENSES	70.99
GJ09-03	31/03/12	BPOINT	DECEMBER 2011	164.36
GJ09-04	31/03/12	CORPORATE CARD	WESTNET, FUEL, NCC OPENING, FLIGHTS	1024.33
				<u>\$ 2,347.14</u>

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
1851	02/03/12	NORTHCOAST CONTRACTORS	REFUND RETENTION - ROBIN. ST SUDIV	7708.99
1852	12/03/12	DEPT PLANNING & INFRASTRUCTURE	SPECIAL SERIES PLATES 808NR	155.00
				\$ 7,863.99

President

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SHIRE OF NORTHAMPTION
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

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<p align="center">SHIRE OF NORTHAMPTON INCOME STATEMENT BY FUNCTION/ACTIVITY FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012</p>

	YTD ACTUAL 2012 \$	ANNUAL BUDGET 2012 \$	ANNUAL ACTUAL 2011 \$
REVENUE			
Governance	61,743	15,712	141,181
General Purpose Funding	3,819,275	4,181,283	4,252,065
Law, Order & Public Safety	88,795	70,827	110,540
Health	22,127	39,700	41,688
Education & Welfare	40,689	55,600	115,165
Housing	13,207	18,720	19,441
Community Amenities	882,945	912,380	896,120
Recreation & Culture	1,079,436	1,713,432	1,739,419
Transport	725,885	1,312,435	806,014
Economic Services	119,298	125,397	100,299
Other Property & Services	180,485	1,290,414	258,674
TOTAL OPERATING REVENUE	7,033,885	9,735,900	8,480,606
EXPENSES			
Governance	(389,096)	(356,811)	(516,452)
General Purpose Funding	(115,721)	(213,190)	(178,924)
Law, Order & Public Safety	(165,469)	(290,103)	(250,580)
Health	(163,860)	(239,941)	(231,841)
Education & Welfare	(70,687)	(96,905)	(121,316)
Housing	(83,050)	(97,465)	(129,486)
Community Amenities	(1,286,890)	(1,435,311)	(1,321,754)
Recreation & Culture	(849,389)	(1,305,137)	(1,220,169)
Transport	(1,581,368)	(2,462,553)	(2,476,359)
Economic Services	(104,414)	(198,047)	(148,422)
Other Property & Services	26,195	(531,169)	(16,201)
TOTAL OPERATING EXPENSES	(4,783,749)	(7,226,632)	(6,611,504)
BORROWING COSTS EXPENSE			
Governance	0	0	(1,593)
Law, Order, Public Safety	0	0	0
Education & Welfare	0	0	0
Housing	0	(9,902)	0
Community Amenities	0	0	(585)
Recreation & Culture	(10,616)	(12,219)	(15,792)
Transport	(25,555)	(38,741)	(48,292)
TOTAL BORROWING COSTS EXPENSE	(36,171)	(60,862)	(66,262)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	2,213,965	2,448,406	1,802,840

<p style="text-align: center;">SHIRE OF NORTHAMPTON INCOME STATEMENT BY NATURE OR TYPE FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012</p>

	YTD ACTUAL 2012 \$	ANNUAL BUDGET 2012 \$	ANNUAL ACTUAL 2011 \$
REVENUE			
Rates	3,095,915	3,094,743	2,883,033
Operating Grants, Subsidies and Contribution	1,002,899	1,085,834	1,609,500
Non Operating Grants, Subsidies and Contributions	1,548,432	2,681,674	1,117,045
Profit on Asset Disposal	180,467	823,946	111,099
Fees and Charges	1,090,184	1,196,000	1,197,706
Interest Earnings	51,416	170,000	198,110
Other Revenue	0	737,976	1,364,113
TOTAL OPERATING REVENUE	6,969,313	9,790,173	8,480,606
EXPENSES			
Employee Costs	(1,742,938)	(2,200,000)	(1,966,775)
Materials and Contracts	(1,551,515)	(2,600,000)	(2,344,085)
Utilities Charges (Electricity, Gas, Water etc.)	(200,876)	(300,000)	(278,235)
Depreciation on Non Current Assets	(909,720)	(1,546,500)	(1,511,741)
Loss on Asset Disposal	0	(75,486)	0
Interest Expenses	(37,452)	(60,862)	(66,262)
Insurance Expenses	(3,818)	(238,919)	(203,911)
Other Expenditure	(309,029)	(320,000)	(306,757)
TOTAL OPERATING EXPENSES	(4,755,348)	(7,341,767)	(6,677,766)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	2,213,965	2,448,406	1,802,840

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

	NOTE	YTD 2012 Actual \$	YTD 2012 Budget \$	2011/12 Revised Budget \$	Variances Budget to Actual Y-T-D Value	Variances Budget to Actual Y-T-D %
<u>Operating</u>						
Revenues	1,2					
Governance		61,743	38,000	50,100	-23,743	23.24%
General Purpose Funding		729,211	800,000	1,090,810	70,789	(33.15%)
Law, Order, Public Safety		88,795	55,000	70,827	-33,795	25.37%
Health		22,127	36,000	47,800	13,873	(53.71%)
Education and Welfare		40,689	41,000	55,600	311	(26.82%)
Housing		13,207	17,000	23,920	3,793	(44.79%)
Community Amenities		882,945	800,000	1,003,380	-82,945	(12.00%)
Recreation and Culture		1,079,436	300,000	329,348	-779,436	227.75%
Transport		725,885	700,000	913,896	-25,885	(20.57%)
Economic Services		119,298	105,000	134,736	-14,298	(11.46%)
Other Property and Services		180,485	650,000	1,275,046	469,515	(85.84%)
		<u>3,943,821</u>	<u>3,542,000</u>	<u>4,995,463</u>	<u>-401,821</u>	<u>(21.05%)</u>
Expenses	1,2					
Governance		(389,096)	(270,000)	(356,811)	119,096	(9.05%)
General Purpose Funding		(115,721)	(150,000)	(213,190)	-34,279	45.72%
Law, Order, Public Safety		(165,469)	(200,000)	(290,103)	-34,531	42.96%
Health		(163,860)	(180,000)	(239,941)	-16,140	31.71%
Education and Welfare		(70,687)	(75,000)	(96,905)	-4,313	27.06%
Housing		(83,050)	(80,000)	(107,367)	3,050	22.65%
Community Amenities		(1,286,890)	(1,100,000)	(1,431,724)	186,890	10.12%
Recreation & Culture		(860,005)	(950,000)	(1,317,356)	-89,995	34.72%
Transport		(1,606,923)	(1,800,000)	(2,483,668)	-193,077	35.30%
Economic Services		(104,412)	(120,000)	(198,047)	-15,588	47.28%
Other Property and Services		26,195	(200,000)	(531,169)	-226,195	104.93%
		<u>(4,819,918)</u>	<u>(5,125,000)</u>	<u>(7,266,281)</u>	<u>-305,082</u>	<u>(33.67%)</u>
<u>Adjustments for Non-Cash</u>						
<u>(Revenue) and Expenditure</u>						
(Profit)/Loss on Asset Disposals	4	0	0	748,460	0	
Depreciation on Assets	2(a)	794,720	1,000,000	1,346,500	205,280	(40.98%)
Plant Depreciation		115,000	150,000	200,000	35,000	(42.50%)
Accrued Expenses		0	0	0	0	
<u>Capital Revenue and (Expenditure)</u>						
Purchase Land Held for Resale	3	(193,215)	(160,000)	(210,879)	33,215	8.38%
Purchase Land and Buildings	3	(1,710,450)	(1,800,000)	(2,481,289)	-89,550	31.07%
Purchase Infrastructure Assets - Roads	3	(798,021)	(1,000,000)	(1,977,932)	-201,979	59.65%
Purchase Infrastructure Assets - Parks & Other	3	(156,533)	(150,000)	(205,523)	6,533	23.84%
Purchase Plant and Equipment	3	(275,531)	(500,000)	(1,088,085)	-224,469	74.68%
Purchase Furniture and Equipment	3	(82,323)	(90,000)	(144,090)	-7,677	42.87%
Proceeds from Disposal of Assets		0	300,000	1,057,000	300,000	100.00%
Repayment of Debentures	5	(151,817)	(160,000)	(207,201)	-8,183	26.73%
Proceeds from New Debentures	5	420,000	420,000	810,000	0	48.15%
Self-Supporting Loan Principal Income		0	6,000	36,380	6,000	100.00%
Transfers to Reserves (Restricted Assets)	6	0	(17,000)	(103,293)	-17,000	100.00%
Transfers from Reserves (Restricted Assets)	6	0	200,000	1,195,785	200,000	
Transfers from Land Sales	6	0		0	0	
Transfer to Land Sales		0	0	0	0	
ADD Net Current Assets July 1 B/Fwd	7	204,240	204,240	204,240		
LESS Net Current Assets Year to Date	7	53,357	80,000	0		
Amount Raised from Rates	8	<u>(2,763,384)</u>	<u>(3,259,760)</u>	<u>(3,090,743)</u>		

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

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Shire 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 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Financial Activity, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade 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.

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

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

(i) Fixed Assets

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 Shire 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.

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	15 to 20 years
- asphalt surfaces	20 to 25 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years
Sewerage Piping	100 years
Water supply & drainage systems	75 years

(k) Impairment

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2010.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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 and are usually paid within 30 days of recognition.

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire's expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

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 are classified as current liabilities unless the Shire has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

Provisions are recognised when: The Shire has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

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

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

The Shire operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

The delivery of Councillor services to residents, and all expenses related to such activities.
The management and coordination of the delivery of all services to residents.

GENERAL PURPOSE FUNDING

Administration of general rate revenue and all expenses related to the raising and collection of rates. Administration of general purpose grants received from the Grants Commission.

LAW, ORDER, PUBLIC SAFETY

Supervision and enforcement of various local laws relating to bushfire control & the Bushfires Act.
Supervision of various local laws relating to dogs and ranger services for the care & control of animals. Administration of various local laws relating to camping & other public areas under the Shire's control.

HEALTH

Provision of health inspections, food quality and control, administration of Health local laws and maintenance of Doctors Surgery.

EDUCATION AND WELFARE

Maintenance of Day Care Centres
Facilitation and administration of live in care units for the aged.

HOUSING

Administration and maintenance of staff and rental housing

COMMUNITY AMENITIES

Rubbish collection services, operation of refuse sites, noise control, administration of Town Planning Schemes, maintenance of cemeteries and public conveniences, and storm water drainage maintenance.

RECREATION AND CULTURE

Maintenance of public halls and civic centres, beaches and foreshores, recreation centres and sports ovals, recreational parks and reserves, self help television retransmission services; operation of library services; maintenance of heritage sites and Municipal inventory

TRANSPORT

Construction and maintenance of streets, roads, bridges, drainage and depots; cleaning and lighting of streets; street and directional signage; maintenance of airstrip.

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

2. STATEMENT OF OBJECTIVE CON'T

ECONOMIC SERVICES

Weed, pest and vermin control. The regulation and provision of tourism, area promotion, building control, standpipes; operation of caravan park.

OTHER PROPERTY & SERVICES

Private works and plant hire; plant repairs and operation costs; maintenance of coastal cliffs under the Shire's control.

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

		YTD 2012 Actual \$	2010/11 Revised Budget \$	
3. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				<u>Status</u>
Governance				
2 x Laptops	0134	4,114	3,550	Purchased
Photocopier - Kalbarri	0134	4,312	4,500	Purchased
Library Computers (Reserve Funds)	0134	2,362	-	Purchased
Administration Vehicle	0164	-	51,000	Purchased
Education & Welfare				
Northampton Childcare - Roof	1312	15,714	15,000	Commence in Jan
Health				
Potico @ NR Doctors Surgery	0834	3,176	3,500	Completed
Doctors Surgery equipment (Land Sales)	1644	23,378	-	Completed
2 x Airconditioners @ NR Surgery	1644	-	3,500	held off
Northern Boundary fence @ NR Surgery	1644	-	1,500	Completed
EHO Office Furniture	1644	-	1,250	Ordered
Housing				
Staff House DCEO Residence - Car Port	2494	6,350	10,000	Completed, waiting on bill
Community Amenities				
NR Refuse Site - Airconditioner to Caretakers unit		-	1,500	
NR Refuse Site - Provide enclosed lunch area		-	3,500	
Administration Vehicle	4014	30,204	29,100	Completed
Red Bluff Toilets	3344	30,160	39,500	Completed
Recreation and Culture				
Beach Shelters - Horrocks	3664	9,688	10,000	Commence in Dec
2 x Solar Lights - Horrocks Jetty	3664	-	10,000	Quotes
BBQ - Horrocks Community Kitchens	3664	4,991	5,500	ordered
Disabled Fishing Platform - Kalbarri	3664	27,454	40,000	Ordered
Kalbarri Northern Boat Ramp - Design	3674	6,024	5,000	
Northampton Community Centre Redevelopment	3714	1,177,693	1,374,760	Complete, Fit out & playground
Northampton Bowling Club Relocation - Design	3714	31,338	23,700	Completed
Guide Park Redevelopment	3714	33,372	81,074	Part ordered
Hampton Gardens - Solar Light		-	5,000	Quotes
Transport				
Roadwork Construction	5030,5060,5150,5210	798,021	1,977,932	On-going
Footpath Construction	5090	123,161	119,449	On-going
Plant Purchases	4214,4224,4254	245,327	956,985	On-going
Economic Services				
Administration Vehicle	1324/5124	-	51,000	ordered
Other Property and Services				
Old School Oval Sub-division	6574	193,215	210,879	
House Construction - CEO	6664	410,915	420,000	
Northampton Industrial Area	6758	35,104	594,829	
Half Way Bay Cottages		-	54,290	
		<u>3,216,073</u>	<u>6,107,798</u>	

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

	YTD 2012 Actual \$	2011/12 Revised Budget \$
3. ACQUISITION OF ASSETS		

The following assets have been acquired during the period under review:

By Class

Land Held for Resale	193,215	210,879
Land and Buildings	1,710,450	2,481,289
Infrastructure Assets - Roads	798,021	1,977,932
Infrastructure Assets - Parks and Ovals	33,372	86,074
Infrastructure Assets - Footpaths	123,161	119,449
Plant and Equipment	275,531	1,088,085
Furniture and Equipment	82,323	144,090
	<u>3,216,073</u>	<u>6,107,798</u>

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

	Net Book Value	Sale Proceeds	Profit(Loss)
<u>By Program</u>	2011/12 Actual \$	2011/12 Actual \$	2011/12 Actual \$
Administration			
Toyota Prado			-
Community Amenities			
Holden Captiva - 121NR			-
Transport			
Cat Grader			-
Front end Loader			-
Nissan Community Bus 141 NR			-
Ford Courier Ute (Kal L/H) NR 8487			-
Mazda Bravo Ute (NR Ranger) NR 478			-
Economic Services			
Toyota Prado			-
Other Property And Services			
Land Held for Resale			-
	-	-	-

	Net Book Value	Sale Proceeds	Profit(Loss)
<u>By Class</u>	2011/12 Actual \$	2011/12 Actual \$	2011/12 Actual \$
Plant & Equipment	-	-	-
Land Held for Resale			-
	-	-	-

Summary

	2011/12 Actual \$
Profit on Asset Disposals	-
Loss on Asset Disposals	-
	<u>-</u>

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Housing								
152 - Staff Housing* 2534,3262	-	420,000		31,552	-	388,448		9,902
Recreation & Culture								
146 - Sport & Recreation CSRFF 3624,5102	35,069	-	35,069	35,069	-	-	1,716	1,716
147 - Kalbarri Bowling Club* 3624,5102	17,103	-	2,421	2,421	-	14,682	1,056	1,056
148 - Kalbarri Library Extensions 3624,5102	173,216	-	19,787	19,787	-	153,429	7,844	7,844
151 - Kalbarri Bowling Club* 3624,5102	27,668		1,186	2,407	-	25,261		1,603
Transport								
149 - Plant Purchases 5224,5992	389,131	-	21,819	44,430	-	182,133	14,273	27,459
150 - Plant Purchases 5224,5992	226,563	-	71,535	71,535	-	155,028	11,282	11,282
153 - Plant Purchases 5224,5993		390,000				390,000		
	868,750	810,000	151,817	207,201	-	1,308,981	36,171	60,862

* Self supporting loan

All debenture repayments were financed by general purpose revenue except loans 147, 151 & 152 which are self supporting loans.

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

5. INFORMATION ON BORROWINGS CON'T

(b) New Debentures

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
Loan 152 - Staff Housing	420,000	420,000	TBA	Fixed	20	-	0	420,000	420,000	0
Loan 153 - Plant Purchases		390,000	TBA	Fixed	10	-	0	-	390,000	0

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

	YTD 2012 Actual \$	ANNUAL 2011/12 Budget \$
6. RESERVES & OTHER RESTRICTED ASSETS		
Cash Backed Reserves & Other Restricted Assets		
(a) Leave Reserve		
Opening Balance	83,481	83,481
Amount Set Aside / Transfer to Reserve	-	2,700
Amount Used / Transfer from Reserve	-	-
	<u>83,481</u>	<u>86,181</u>
(b) Roadworks		
Opening Balance	20,148	20,148
Amount Set Aside / Transfer to Reserve	-	47,823
Amount Used / Transfer from Reserve	-	-
	<u>20,148</u>	<u>67,971</u>
(c) Kalbarri Airport Reserve		
Opening Balance	18,090	18,090
Amount Set Aside / Transfer to Reserve	-	550
Amount Used / Transfer from Reserve	-	-
	<u>18,090</u>	<u>18,640</u>
(d) Computer & Office Equipment Reserve		
Opening Balance	23,859	23,859
Amount Set Aside / Transfer to Reserve	-	750
Amount Used / Transfer from Reserve	-	-
	<u>23,859</u>	<u>24,609</u>
(e) Plant Reserve		
Opening Balance	85,632	85,632
Amount Set Aside / Transfer to Reserve	-	3,000
Amount Used / Transfer from Reserve	-	-
	<u>85,632</u>	<u>88,632</u>
(f) Housing & Building Reserve		
Opening Balance	48,049	48,049
Amount Set Aside / Transfer to Reserve	-	1,400
Amount Used / Transfer from Reserve	-	-
	<u>48,049</u>	<u>49,449</u>
(g) Kalbarri Aged Persons Accommodation Reserve		
Opening Balance	152,617	152,617
Amount Set Aside / Transfer to Reserve	-	20,720
Amount Used / Transfer from Reserve	-	-
	<u>152,617</u>	<u>173,337</u>
(h) Bridge Reconstruction Reserve		
Opening Balance	45,823	45,823
Amount Set Aside / Transfer to Reserve	-	1,500
Amount Used / Transfer to Road Reserve	-	(47,323)
	<u>45,823</u>	<u>-</u>

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

6. RESERVES AND OTHER RESTRICTED ASSETS CON'T

Cash Backed Reserves & Other Restricted Assets

(i) Northampton Aged Persons Reserve		
Opening Balance	93,967	93,967
Amount Set Aside / Transfer to Reserve	-	3,000
Amount Used / Transfer from Reserve	-	-
	<u>93,967</u>	<u>96,967</u>
(j) Town Planning Scheme Review Reserve		
Opening Balance	53,624	53,624
Amount Set Aside / Transfer to Reserve	-	1,500
Amount Used / Transfer from Reserve	-	(55,124)
	<u>53,624</u>	<u>-</u>
(k) Community Bus Reserve		
Opening Balance	13,797	13,797
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(13,797)
	<u>13,797</u>	<u>-</u>
(l) Townscape Carpark Reserve		
Opening Balance	4,744	4,744
Amount Set Aside / Transfer to Reserve	-	150
Amount Used / Transfer from Reserve	-	-
	<u>4,744</u>	<u>4,894</u>
(m) Refuse Management Reserve		
Opening Balance	330	330
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(330)
	<u>330</u>	<u>-</u>
(n) Sport & Recreation Reserve		
Opening Balance	140,833	140,833
Amount Set Aside / Transfer to Reserve	-	4,200
Amount Used / Transfer from Reserve	-	-
	<u>140,833</u>	<u>145,033</u>
(o) Coastal Management Reserve		
Opening Balance	83,368	83,368
Amount Set Aside / Transfer to Reserve	-	2,500
Amount Used / Transfer from Reserve	-	-
	<u>83,368</u>	<u>85,868</u>
(p) Kalbarri Youth Activities Reserve		
Opening Balance	726	726
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(726)
	<u>726</u>	<u>-</u>

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

6. RESERVES AND OTHER RESTRICTED ASSETS CON'T

Cash Backed Reserves & Other Restricted Assets

(q) Specified Area Rate Reserve		
Opening Balance	14,392	14,392
Amount Set Aside / Transfer to Reserve	-	500
Amount Used / Transfer from Reserve	-	-
	<u>14,392</u>	<u>14,892</u>
(r) Footpath Reserve		
Opening Balance	400	400
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(400)
	<u>400</u>	<u>-</u>
(s) Northampton Depot Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>-</u>
(t) Kalbarri Eco Flora Asphalt Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>-</u>
(u) Public Open Space Development Reserve		
Opening Balance	135,467	135,467
Amount Set Aside / Transfer to Reserve	-	4,500
Amount Used / Transfer from Reserve	-	(30,000)
	<u>135,467</u>	<u>109,967</u>
(v) Northampton Industrial Unit Reserve		
Opening Balance	345,017	345,017
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(345,017)
	<u>345,017</u>	<u>-</u>
(w) Northampton 150th Anniversary Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	10,000
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>10,000</u>
(x) Infrastructure/Asset Development Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>-</u>
(y) Land Development Reserve		
Opening Balance	321,964	321,964
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	-	(74,493)
	<u>321,964</u>	<u>247,471</u>
Total Cash Backed Reserves & Other Restricted Assets	<u>1,364,364</u>	<u>1,223,911</u>

All of the above reserve accounts are supported by money held in financial institutions.

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

	YTD 2012 Actual \$	ANNUAL 2011/12 Budget \$
6. RESERVES AND OTHER RESTRICTED ASSETS CON'T		
Summary of Transfers		
To Cash Backed Reserves and Other Restricted Assets		
Transfers to Reserves and Other Restricted Assets		
Leave Reserve	-	2,700
Roadworks Reserve	-	47,823
Kalbarri Airport Reserve	-	550
Computer & Office Equipment Reserve	-	750
Plant Reserve	-	3,000
House & Building Reserve	-	1,400
Kalbarri Aged Persons Accom. Reserve	-	20,720
Bridge Reconstruction Reserve	-	1,500
Northampton Aged Persons Reserve	-	-
Town Planning Scheme Reserve	-	-
Community Bus Reserve	-	-
Kalbarri Townscape Reserve	-	-
Refuse Management Reserve	-	-
Sport & Recreation Reserve	-	4,200
Coastal Management Reserve	-	2,500
Kalbarri Youth Activities Reserve	-	-
Specified Area Rate Reserve	-	-
Footpath Reserve	-	(400)
Northampton Depot Reserve	-	-
Kalbarri Eco Flora Asphalt Defects Reserve	-	-
Public Open Space Development Reserve	-	4,500
Northampton Industrial Unit Reserve	-	-
Northampton 150th Anniversary Reserve	-	10,000
Infrastructure/Asset Development Reserve	-	-
Land Development Reserve	-	-
Sub Total Reserves	-	89,243
Land Sales Fund	-	-
Sub Total Other Restricted Assets	-	-
Total	-	94,243
Transfers from Reserves and Other Restricted Assets		
Leave Reserve	-	-
Roadworks Reserve	-	-
Kalbarri Airport Reserve	-	-
Computer & Office Equipment Reserve	-	-
Plant Reserve	-	-
House & Building Reserve	-	-
Kalbarri Aged Persons Accom. Reserve	-	-
Bridge Reconstruction Reserve	-	(47,323)
Northampton Aged Persons Reserve	-	-
Town Planning Scheme Reserve	-	(55,124)
Community Bus Reserve	-	(13,797)
Kalbarri Townscape Reserve	-	-
Refuse Management Reserve	-	(330)
Sport & Recreation Reserve	-	-
Coastal Management Reserve	-	-
Kalbarri Youth Activities Reserve	-	(726)
Specified Area Rate Reserve	-	-
Footpath Reserve	-	(400)
Northampton Depot Reserve	-	-
Kalbarri Eco Flora Asphalt Defects Reserve	-	-
Public Open Space Development Reserve	-	(30,000)
Northampton Industrial Unit Reserve	-	(345,017)
Northampton 150th Anniversary Reserve	-	-
Infrastructure/Asset Development Reserve	-	-
Land Development Reserve	-	(74,493)
Sub Total Reserves	-	(400,141)
Land Sales Fund	-	(345,017)
Sub Total Other Restricted Assets	-	(345,017)
Total	-	(828,693)
Total Transfer to/(from) Reserves and Other Restricted Assets	-	(734,450)

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Leave Reserve

- to be used to fund annual and long service leave requirements.

Roadworks Reserve

- to be used to fund major reseals of bitumen roads and other major road construction works including footpath construction.

Computer and Office Reserve Equipment

- to be used to for the purchase and upgrade of office equipment and computers.

Plant Reserve

- to be used for the purchase of major plant.

House and Building Reserve

- to be used for the construction of new housing and upgrades to buildings under the Shire's control.

Kalbarri Aged Persons Accommodation

- to be used for the construction of live in aged care facilities in Kalbarri.

Bridge Reconstruction Reserve

- to be used to fund major maintenance to bridges, as defined by Main Roads Assessment Report.

Northampton Aged Persons Reserve

- to be used for the construction of live in aged care facilities in Northampton.

Town Planning Scheme Reserve

- to be used for the review of Shire's town planning schemes.

Community Bus Reserve

- to be used for future major repairs and upgrade of the community bus.

Townscape Carpark Reserve

- to be used for the construction of the carpark area in the CBD area adjacent to Porter Street, Kalbarri, this is a Kalbarri Townscape project.

Refuse Management Reserve

- to be used for the upgrade and capital works to refuse sites within the district.

Sport & Recreation Reserve

- to be used for the upgrade and capital works to Sporting and Recreation Facilities within the district.

Kalbarri Airport

- to be used for the maintenance and construction of the Kalbarri Airport.

Coastal Management Reserve

- to be used for the construction of capital works along the foreshore management reserve's within the district.

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Kalbarri Youth Activities Reserve

- to be used for the Kalbarri Youth Space Project Infrastructure.

Specified Area Rate Reserve

- to be used for unspent Specified Area Rate monies allocated and not expended during 2005/2006.

Footpath Reserve

- to be used for the construction of Footpaths within the Shire of Northampton.

Northampton Depot Reserve

- to be utilised for the construction of the Northampton Depot located at Seventh Avenue, Northampton
it is anticipated that these funds will be fully expended during 2008/2009.

Kalbarri Eco Flora Asphalt Defects Reserve

- to be utilised for repairs to the Asphalt Roadwork's within the Kalbarri Eco Flora Estate.

Public Open Space Development Reserve

- to be utilised for the Development of Public Open Space areas in Kalbarri.

Northampton Industrial Unit Reserve

- to be utilised for the construction of the Northampton Industrial Units located at Seventh Avenue, Northampton

Northampton 150th Anniversary Reserve

- to be utilised for the 150th Anniversary for the Northampton Shire in 2014.

Infrastructure/Asset Development Reserve

- For the purpose of planning, designing and development of infrastructure and assets for and within the Shire of Northampton.

Land Development Reserve

- For the development of Council land for sale on the open market.

7. NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position	YTD 2012 Actual \$	Brought Forward 1-Jul \$
CURRENT ASSETS		
Cash - Unrestricted	(182,888)	357,502
Cash - Restricted	1,364,364	1,410,111
Receivables	426,870	913,107
Inventories	8,637	7,993
	<u>1,616,983</u>	<u>2,688,713</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(199,262)</u>	<u>(1,074,362)</u>
NET CURRENT ASSET POSITION	1,417,721	1,614,351
Less: Cash - Reserves - Restricted	(1,364,364)	(1,410,111)
NET CURRENT ASSET POSITION	<u><u>53,357</u></u>	<u><u>204,240</u></u>

SHIRE OF NORTHAMPTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	YTD 2011/12 Rate Revenue \$	YTD 2011/12 Interim Rates \$	YTD 2011/12 Back Rates \$	YTD 2011/12 Total Revenue \$	ANNUAL 2011/12 Budget \$
Differential General Rate								
General GRV		1,275	27,249,012	981,951	-	-	981,951	981,950
General UV		457	216,664,461	1,622,763	-	-	1,622,763	1,622,763
Sub-Totals		1,732	243,913,473	2,604,714	-	-	2,604,714	2,604,713
Minimum Rates	Minimum \$							
General GRV		1,251	0	550,440	-	-	550,440	550,440
General UV		63	0	27,720	-	-	27,720	27,720
Sub-Totals		1,314	0	578,160	-	-	578,160	578,160
Specified Area Rates							3,182,874	3,182,873
							32,070	31,870
							3,214,944	3,214,743
Discounts							(124,880)	(120,000)
Totals							3,090,064	3,094,743

All land except exempt land in the Shire of Northampton is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2009/10 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF NORTHAMPTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MARCH 2012

9. TRUST FUNDS

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

Detail	Balance 01-Jul-11 \$	Amounts Received \$	Amounts Paid (\$)	YTD Balance \$
Town Planning - Security Bonds	5,000	-	-	5,000
Galena Donations	431	-	-	431
Transportable Housing Bond	11,275	10,000	-	21,275
Footpath Deposits	38,820	5,500	(4,500)	39,820
Horrocks Retention Fee - Parking/Stage 2	1,800	-	-	1,800
Retentions - Subdivisions	241,256	-	(30,363)	210,893
Building Levies (BCITF & BRB)	16,902	6,050	(1,179)	21,773
Community Bus Bond	4,200	200	-	4,400
Safer WA Funds	4,330	-	-	4,330
Northampton Cemetery Funds	920	-	-	920
Unclaimed Monies - Rates	5,569	496	-	6,065
DOLA - Parks & Gardens Development	8,261	-	-	8,261
Aged Unit Bond	1,306	100	(100)	1,306
Council Housing Bonds	940	520	(520)	940
Special Series Number Plates	1,565	110	(220)	1,455
BROC - Management Funds	1,173	-	-	1,173
Kalbarri Youth Space Project Funds	-	-	-	-
Burning Off Fees	194	-	-	194
Councillor Nomination Deposits	-	400	(400)	-
RSL Hall Key Bond	170	240	(20)	390
Peet Park Donations	4,288	-	-	4,288
Wila Gutharra	10,000	-	(10,000)	-
Auction Income	-	5,675	(5,675)	-
	<u>358,400</u>	<u>29,291</u>	<u>(52,977)</u>	<u>334,714</u>

ADMINISTRATION & CORPORATE REPORT

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6.5.1 LEASE LOT 587, RESERVE 37435 GREY STREET, KALBARRI

LOCATION:	LOT 587, Grey Street, Kalbarri
FILE REFERENCE:	9.1.4
CORRESPONDENT:	Department of Regional Development and Lands
DATE OF REPORT:	2 April 2012
REPORTING OFFICER:	Garry Keefe

Due to the confidential nature of this report it will be forwarded under separate cover.

OFFICER RECOMMENDATION – ITEM 6.5.1

For Council consideration.

6.5.2	COMMUNITY STRATEGIC PLAN REVIEW
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FILE REFERENCE:	4.2.14
DATE OF REPORT:	2 April 2012
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Details of submissions will be presented at the meeting

SUMMARY:

That Council considers all public submissions on the revised 2009-2019 Community Strategic Plan.

BACKGROUND:

Council at a Special meeting held 16 March 2012 reviewed the current Community Strategic Plan and advertised the revised plan seeking community input and submissions.

All submissions will either be submitted at the April 2012 meeting, if too many then they will be presented at the May 2012 meeting.

FINANCIAL & BUDGET IMPLICATIONS:

Adopted projects will have an effect on future budgets and Council will need to make provisions in those budgets.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.2

That Council considers submissions received and respond accordingly.

6.5.3 COMMUNITY BUS

FILE REFERENCE:	10.2.5
DATE OF REPORT:	2 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to formally endorse purchase of bull bar and front window stone guard for new community bus.

BACKGROUND:

Council at its March 2012 meeting resolved to purchase a new community bus to replace the current bus housed in Northampton.

However part of the purchase omitted the installation of a bull bar and stone guard for the front windscreen. Subsequently the CEO contacted all Councillors by email on 27 March 2012 seeking endorsement for the two purchases.

COMMENT:

A majority of Councillors responded approving the purchase and therefore the bulbar has been purchased at a cost of \$3,350 GST exclusive and the stone guard for \$1,800 GST exclusive and now formal approval of these purchases is required.

An order has now been issued for these two items to be installed on the new bus.

At this stage there is no indication as to when the new bus will be delivered.

FINANCIAL & BUDGET IMPLICATIONS:

The purchases of the above two items are to be within the 2011/2012 budget provision for this vehicle purchase and will be covered by either the loan funds being used for this bus and other machinery purchases or from sale proceeds of the old community bus.

STATUTORY REQUIREMENTS'

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

VOTING REQUIREMENT:

Absolute Majority Required: - As there is classed as additional expenditure over and above original purchase Council needs to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

OFFICER RECOMMENDATION – ITEM 6.5.3

That Council formally approve the purchase of the bull bar at a cost of \$3,350 GST exclusive and a front window stone guard at a cost of \$1,800 GST exclusive for the new Community Bus and these purchases be declared authorised expenditure.

6.5.4	REALIGNMENT OF COOLCALALAYA ROAD
LOCATION: FILE REFERENCE: DATE OF REPORT: REPORTING OFFICER:	Galena/Coolcalalaya 12.1.1 2 April 2012 Garry Keeffe

SUMMARY:

Council to consider undertaking legal formalities to have survey of correct alignment of Coolcalalaya Road undertaken and exchanges of old road reserves into neighbouring property.

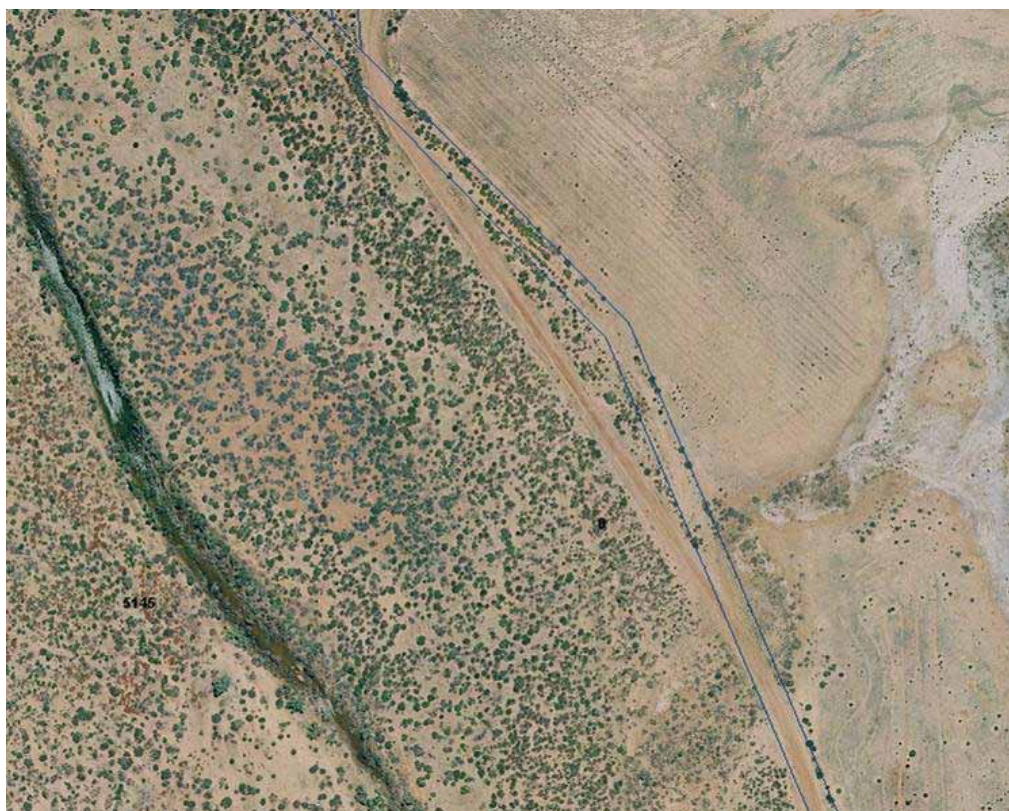
BACKGROUND:

A request has been received from Mr Bob Porter for Council to have sections of the Coolcalalaya Road re-surveyed and create a road reserve for the correct alignment of the road. The road has been constructed outside the road reserve in a number of areas. This will also result in unmade sections of the road reserve being transferred into private property.

Mr Porter advises that the re-survey was supposed to have occurred when the road was re-constructed some years ago, however according to our records this does not appear to have been undertaken.

The following are the sections in question. Note the blue lines are the road reserve.









COMMENT:

There is no doubt that the above alignments need to be resolved. Quotes to first undertake the survey have been requested from two survey companies in Geraldton, both estimate the survey and enacting the subdivision to transfer lands and re-create road reserves will be estimated at \$50,000.

Mr Porter is requesting that the above proceed as soon as possible as it is his intention to sell the property and to do so will require the above road alignments to be rectified.

FINANCIAL & BUDGET IMPLICATIONS:

Council has no funds available within the 2011/12 Budget to undertake the above and therefore the request is for Council to list these works within the 2012/2013 Budget. Mr Porter is aware that the Council cannot undertake this task this financial year.

STATUTORY IMPLICATIONS:

State: Land Act – creation of road reserves and transfer of closed road reserves.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.4

That Council list a provision of \$50,000 for the re-surveying and alignment of the Coolcalalaya Road in the 2012/13 Budget

6.5.5	KALBARRI FORESHORE LANDSCAPE MASTER PLAN										
	<table><tr><td>LOCATION:</td><td>Kalbarri</td></tr><tr><td>FILE REFERENCE:</td><td>10.6.7</td></tr><tr><td>DATE OF REPORT:</td><td>2 April 2012</td></tr><tr><td>REPORTING OFFICER:</td><td>Garry Keeffe</td></tr><tr><td>APPENDICES:</td><td>1. Copy of draft plan to be tabled due to large size</td></tr></table>	LOCATION:	Kalbarri	FILE REFERENCE:	10.6.7	DATE OF REPORT:	2 April 2012	REPORTING OFFICER:	Garry Keeffe	APPENDICES:	1. Copy of draft plan to be tabled due to large size
LOCATION:	Kalbarri										
FILE REFERENCE:	10.6.7										
DATE OF REPORT:	2 April 2012										
REPORTING OFFICER:	Garry Keeffe										
APPENDICES:	1. Copy of draft plan to be tabled due to large size										

SUMMARY:

Council to consider draft plan and release it to the public for comment.

LOCALITY PLANS:

See Appendices 1- Note large A1 size plans will be tabled at the meeting.

BACKGROUND:

Council within the 2011/12 Budget made provision for the development of a Landscape Master Plan for the Kalbarri foreshore.

The first plan received from the consultant Ecoscape was presented at the February 2012 meeting however Council resolved that the consultant meet with Council representatives to have the plan revised as it did not contain all the community comments received.

COMMENT:

Ecoscape revisited Kalbarri and met with Cr's Parker, Booth and the CEO. The purpose of the meeting was for both parties to work through the community consultation results and change the plan accordingly. From these discussions a revised plan has now been received.

To progress the plan Council is now required to view the plan, suggest any changes/amendments and then release the plan for public comment.

Following public comment and consideration of submissions by Council the plan can be finalised and if it receives community support, grant and Council funds can then be applied to implement the plan in the coming years.

COMMUNITY CONSULTATION:

Consultation to be undertaken following perusal of plan by Council.

It is also suggested that possibly a public meeting be held to discuss the plan, however facilitation of that meeting will need to be undertaken either by Council or an independent person.

GOVERNMENT CONSULTATION:

As part of the community process all government agencies that have an interest in the area will also be consulted. These will include departments of Water, Planning, Transport, Environment, and Indigenous Affairs.

FINANCIAL & BUDGET IMPLICATIONS:

The costs incurred to date for the preparation of the draft plan have been provided for within the 2011/2012 Budget. A provision of \$30,000 is available of which to date only \$9,735 has been expended. Additional costs to finalise the plan and report will be incurred.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Planning for the Future 2009-2019

Council Strategic Plan is not specific to this project.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.5

That Council reviews the plan and then seeks community input on the draft plan.

6.5.6	EXTRA MASS PERMIT – GEORGE GREY DRIVE & PORT GREGORY ROAD	
	LOCATION:	George Grey Drive & Port Gregory Road
	FILE REFERENCE:	12.1.9
	CORRESPONDENT:	Giacci Bros Pty Ltd
	DATE OF REPORT:	4 April 2012
	REPORTING OFFICER:	Garry Keefe

SUMMARY:

Council to make comment on a request to use 36.357m road trains on the above roads for the cartage of garnet.

BACKGROUND:

Giacci Bros are the current transport company that transports garnet from the Port Gregory mine to Geraldton for export. Currently they are using truck combinations with a total length of 27.420m being a prime mover pulling two tri axle tipping trailers with a dual axle dolly.

They advise that they have undertaken a review of their operations with the view of streamlining them. From this review they have determined that they will proceed with the first phase of the project development that will require further clarification by the Shire of Northampton in relation to access to the Shire of Northampton roads with Concessional Loaded Road Train equipment.

They provide the following benefits that can be gained by developing this initiative and there are a number of prerequisites that Giacci have to follow in order to present a final submission to MRWA.

This includes a written confirmation of acceptance by the owners of Shire or LGA roads to allow the operations to be undertaken at the required axle mass level.

The following points will provide a brief back ground for our initial discussions:

- Dedicated new equipment to the haulage task and review the options to increase axle mass in line with RAV 7 Road Network Operation and MRWA extra mass schemes.
- The above will lead to an overall truck movement reduction of 12 per day or approximately 4,380 per annum based on today's cartage requirements.

- All dedicated Giacci trucks will be fitted with Imanda 360 Satellite Tracking System which can detect speeding in restricted area's sending either phone or computer notification back to supervisors.
- The introduction of these initiatives will also drive operating expenses down for Giacci and GMA Garnet in keeping with the development of best transport and assist in maintaining an internationally competitive advantage for GMA Garnet.

Giacci claim that the adoption of the above will lead to increased efficiency a reduction of approximately 15,330 truck operating hours per annum and take 30% off the current Giacci truck movements operating on this task, from the day operations, this will lead to a reduction of 4,380 truck movements per annum compared with their present operational methods.

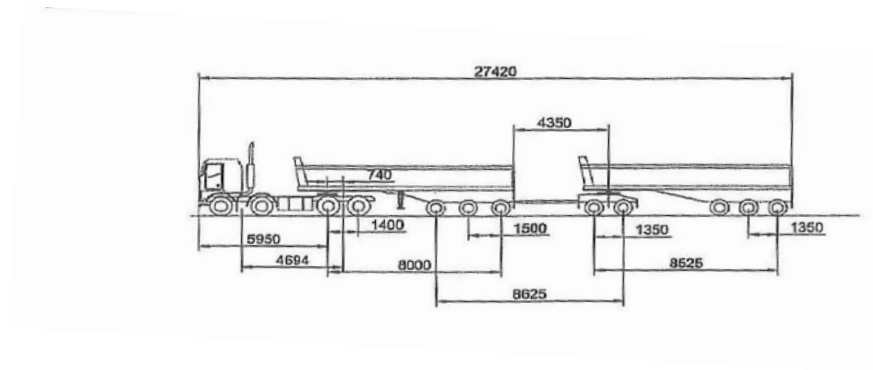
This will lead to a reduction in heavy vehicle movements in peak travel times and reduce light vehicle traffic interface in and around the Northampton area.

Giacci have conducted a preliminary review and have spoken to MRWA regarding the suitability of the route from the GMA mine site being the current route taken George Grey Road to the intersection of Port Gregory Road, Port Gregory road to North West Coastal Highway.

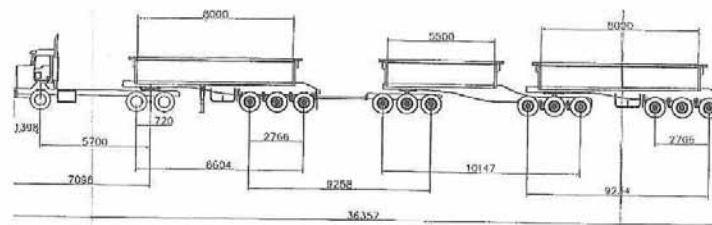
Main Roads have confirmed acceptance to access routes on the above nominated routes from the GMA Mine, still subject to Local Government approval where applicable. It is advised that Council has not received any advice from MRWA.

In order to drive out the above reductions the following equipment has been selected to operate on the service. This equipment when combined with the new weighbridge and access to MRWA extra mass will enable Giacci to achieve the above and comply with MRWA guidelines for the operation of the equipment at CLS axle mass. The CLS scheme allows for tri axle groups to be increased from 20 Tonne per group to 23.5 Tonne per group, Giacci will only load to 23 Tonne per group for ease of compliance.

Existing 8x4 Prime Mover with Tri-Axle Lead and a 6 Axle Dog Trailer:



Proposed 6x4 Prime Mover with B/double towing a dog trailer:



Giacci have prepared this briefing paper to provide a base for initial discussion. From this discussion and if Council provides preliminary acceptance Giacci will further discuss the development with GMA Garnet. Giacci have been given a preliminary acceptance from MRWA and following a positive outcome from the Shire of Northampton, GMA Garnet and Giacci can proceed to a full submission still subject to final acceptance from MRWA.

The full and final submission requires capital expenditure to provide the transport equipment and weighbridge infrastructure to qualify for the final stages required by MRWA. Should Council provide a favourable response we will be provided with a final copy of the MRWA submission, Giacci are also prepared to further discuss or provide further details and submissions to ensure the Council can make an informed decision.

COMMENT:

The use of the 36.5m truck combinations has arisen previously however in the format of a prime mover towing three dog trailers. This was refused by Council as at the time the road pavement width was not 7m wide on the Port Gregory Road. This is now not the case with the entire road having a pavement width of 7 metres.

One of the main concerns for the use of longer vehicles is the passing opportunities by general traffic. It is considered that there are very limited opportunities for normal traffic to pass truck combinations and this is considered a safety concern.

The other major issue with the proposal is the fact that neither George Grey Drive nor the Port Gregory Road are now under the control of Council and are MRWA responsibility. This could have an effect on the final decisions. Basically if MRWA approve of the use of the new truck combinations then Council has limited power to refuse the application. However Council still has the opportunity to make comment.

Giacci's have been advised of the road management responsibilities.

COMMUNITY CONSULTATION:

None undertaken to date and could be a request to MRWA that community consultation be undertaken prior to any decision being made.

GOVERNMENT CONSULTATION:

All consultation will be undertaken by MRWA.

FINANCIAL & BUDGET IMPLICATIONS:

No implications to current budget or finances.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.6

For Council consideration.

6.5.7 BLACK SPOT PROGRAMME – GREY STREET KALBARRI

LOCATION:	Kalbarri
FILE REFERENCE:	12.1.7
DATE OF REPORT:	2 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the use of budget allocations for road works in Kalbarri that have now been deferred for engineering services to finalise Grey Street redevelopment works to expedite Black Spot Funding for the project.

BACKGROUND:

Council has been considering the Grey Street redevelopment for some time and has now adopted a proposed plan of works.

When this matter was last considered the CEO advised Council that the Black Spot Funding process was now in two parts, one was for the development of construction drawings for MRWA approval, which would be funded in 2013/14 and then the second year, being 2014/15 was to fund the works.

It is considered that this project needs to be expedited and one manner in which this can be done is for Council to fund the engineering costs and then this will form part of the Black Spot submission which could be undertaken over one or two years, depending on the level of funding within the pool.

COMMENT:

A quote of \$49,000 GST exclusive has been received from GHD Pty Ltd to prepare all required engineering drawings to allow construction to commence.

At the March 2012 meeting Council resolved to defer three work projects, being the application of the second bitumen seal to the Kalbarri Boat Hire Car Park with a cash cost of \$56,900, Hackney Street with a cash cost of \$28,250 and the Hotel Car Park with a cash cost of \$24,600. It is now recommended that these budget allocations now be used for the Grey Street engineering costs to develop all construction drawings to allow works to progress.

This will then allow the project to commence in 2013/2014 subject to the application for Black Spot funding being successful.

COMMUNITY CONSULTATION:

All consultation has previously been undertaken for this project and further consultation/notification will be provided on proposed works when they progress.

GOVERNMENT CONSULTATION:

Works to be approved by the State Government as part of the Black Spot Funding programme.

FINANCIAL & BUDGET IMPLICATIONS:

No implications for the 2011/2012 budget as is a transfer of an approved allocation to other works.

STATUTORY REQUIREMENTS'

Local Government Act 1995 – Section 6.8 authorising additional expenditure.

VOTING REQUIREMENT:

Absolute Majority Required: - The use of other budgetary funds for another purpose requires an absolute majority as per Section 6.8 of the Local Government Act 1995 as is still unbudgeted expenditure.

OFFICER RECOMMENDATION – ITEM 6.5.7

That Council utilise the budget provision for re-seal of Kalbarri Boat Ramp Car Park (cash provision of \$56,900) for engineering expenses and preparation of construction drawings and specifications for Grey Street Kalbarri to allow submitting of Black Spot Funding application for the project to proceed in 2013/2014.

6.5.8 BATAVIA REGIONAL ORGANISATION OF COUNCILS (BROC)

FILE REFERENCE:	4.1.13
CORRESPONDENT:	BROC
DATE OF REPORT:	3 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine if the formation of the Batavia Regional Organisation of Councils (BROC) is to continue.

BACKGROUND:

The BROC (which is a Voluntary Regional Organisation of Councils) is a 'partnership' between the local governments of Chapman Valley, Geraldton, Greenough, Irwin and Northampton that agreed to collaborate on matters of common interest. It was formed in 2003.

The concept of forming a VROC is to attempt to maximize efficiencies and effectiveness of operations in areas such as:

- Resource sharing
- Joint tendering
- Waste management
- Inter-local government relationships
- Cross boundary planning, development and policy issues
- Economic development
- Coastal management
- Lobbying and promotion of the region
- Community development projects
- and other areas of common interest

At the recent BROC meeting the issue of its usefulness and achievements was raised and whether it should be disbanded. It was requested that each BROC member discuss this at their next Council meetings and provide a direction and whether to disband BROC or retain it.

COMMENT:

From a staff perspective the BROC started out with all good intentions but never achieved a lot and do not see its purpose in continuing.

The President and the CEO would often return from attending a BROC meeting wondering what its use really is and that our time could have been spent doing something else.

Since 2003 the BROC hasn't achieved anything of great detail and it appears that local governments get more results by approaching respective authorities, government officials direct than through the BROC. In addition the Northern Zone of the WA Local Government Association is also a better forum for such issues to be raised and pursued.

In summary from a management perspective there is no real purpose for BROC to continue.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.8

That Council advise all BROC members that it does not support the continuation of the BROC as it has not achieved anything of real value and do not see it achieving anything in the future.

6.5.9 LEGAL ADVICE – KALBARRI TRUTH WEB SITE

FILE REFERENCE:	4.1.1
CORRESPONDENT:	McLeods Barristers & Solicitors
DATE OF REPORT:	5 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Due to the legal nature of this matter a separate confidential report is provided.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.9

For Council consideration.

6.5.10 POLICY FOR ELECTED MEMBERS TO ATTEND WALGA CONFERENCE AND TRAINING SESSIONS

FILE REFERENCE:	4.1.8
CORRESPONDENT:	WA Local Government Association
DATE OF REPORT:	10 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to consider a suggestion from WALGA for a policy to be established encouraging elected members to attend their annual conference and training sessions.

BACKGROUND:

Correspondence has been received from WALGA as per the following:

This year's Local Government Convention, scheduled for August 1 - 3, promises to again be an exciting and challenging conference and AGM experience for your Elected Members.

In addition to the networking and information sharing that typifies the Convention, there will be an impressive array of keynote and session speakers to provoke the strategic thinking of Mayors, Presidents and Councillors from WA Local Governments.

Participation is critical to many of the sessions this year, with opportunities for direct contributions to be made in many sessions, either through questions, statements or debate.

All in all, the Convention is an important motivational event and professional development opportunity for WA Local Governments' Elected Members and professional staff.

In acknowledging this I would like to encourage you to establish a Council policy to facilitate the attendance of delegates from your Council to the Convention. A number of Councils have policies in place which support the professional development and conference attendance of Elected Members and these can be easily enhanced by adding a clause like:

"Elected Members shall be entitled to attend the Annual Western Australian Local Government Association Convention & AGM".

If you don't have a policy in place, we can assist you in establishing a sound policy base for your Elected Members' professional development.

I encourage you to discuss the prospect of establishing a policy with your Council and would be happy to assist you in any appropriate way.

COMMENT:

Council does not have a specific policy that encourages Councillors to attend the conferences and training and don't see such a policy being necessary and can only assume that WALGA are trying to increase the number of attendees at their conference.

When notification of relevant conferences are received all Councillors are notified by either email or through Council reports.

The policy that Council does have in place is the number of Councillors that can attend the annual WALGA conference. Being policy 3.3 where it restricts the number of Councillors that can attend, being five, with the President and Deputy President given first options. This was introduced due to the significant cost in attending this conference.

FINANCIAL & BUDGET IMPLICATIONS:

Attendances to conferences by Council are provided for in annual budgets however difficult to cover all conferences that can be attended and the budget provision is based on historical data.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.10

For Council consideration.

6.5.11	MISCONDUCT COMPLAINTS AT THE LOCAL LEVEL
FILE REFERENCE:	4.2.8
CORRESPONDENT:	WA Local Government Association
DATE OF REPORT:	27 March 2012
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Consultation Paper (forwarded separately)

SUMMARY:

Council to determine a response to a proposed introduction/change to the complaints procedure against elected members where such complaints are considered low level.

BACKGROUND:

The Minister for Local Government has released the “Resolution of Misconduct Complaints at the Local Level” Consultation Paper. This Paper outlines proposals for dealing with low level misconduct at the local level, in support of the existing Rules of Conduct Regulations.

At a recent meeting, the Minister for Local Government requested a response to the Consultation Paper by 11th May 2012. This extremely short consultation timeframe is regarded as necessary to permit Local Government Act amendments to be introduced and considered by Parliament this calendar year.

As a direct consequence, WALGA requires submissions from individual Councils by the due date of Friday 13 April 2012 (which is not possible for a majority of local governments due to timing of their monthly meetings) or Councils may choose to respond via their WALGA Zone in the late April early May round of meetings when the matter will be included in the WALGA State Council Agenda.

The Official Conduct Act 2007 led to changes to Part 5 of the Local Government Act and introduction of the Rules of Conduct Regulations. These provisions came into operation in October 2007. The new Act introduced mechanisms for dealing with allegations of serious, recurrent and minor breaches. A review of the operation of the Local Government Standards Panel, charged with the task of assessing minor breach allegations under the Rules of Conduct Regulations, commenced in 2010. The recommendations of the Standards Panel Review Committee informed the development of the Consultation Paper.

Consultation Paper Proposals

Uniform Code of Conduct for Elected Members

An area of improvement identified in the Review is in the nature of low level misconduct. It is proposed a Uniform Code of Conduct for Elected Members be introduced and that any allegations of breaches of this Code be dealt with at the local level by the Mayor or President.

It is anticipated the Uniform Code of Conduct will reflect the existing general principles to guide the behaviour of Elected Members, defined in Regulation 3(1) of the Rules of Conduct Regulations.

- (1) General principles to guide the behaviour of council members include that a person in his or her capacity as a council member should
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) avoid damage to the reputation of the local government; and
 - (e) be open and accountable to the public; and
 - (f) base decisions on relevant and factually correct information; and
 - (g) treat others with respect and fairness; and
 - (f) not be impaired by mind affecting substances.

Referral of Low Level Complaint to the Mayor or President

The Standards Panel Review Committee recommended the Mayor or President be empowered to assess allegations of a breach of the Uniform Code of Conduct. If the allegation complaint is upheld, the Mayor or President will have access to a range of actions including mediation, training, a ruling the allegation is frivolous or vexatious or referral to a Peer Review Panel. The Mayor or President will not be involved if they are a party to an allegation, and the complaint will then be dealt with by the Deputy Mayor or Deputy President; should they too be a party, another Elected Member will be appointed by the Council to assess the complaint.

Peer Review Panel

The second element of the Consultation Paper is the proposal to form a Peer Review Panel. This Panel can be formed on an as-needs basis if the Mayor or President is not satisfied a satisfactory resolution to a complaint can be reached by the parties, or if the complainant/respondent is similarly dissatisfied with the outcome of the process undertaken by the Mayor or President. The Peer Review Panel will be formed from an approved pool of eminent persons with

experience in Local Government. It is proposed the sitting fees for a Peer Review Panel will be met by the Local Government.

Handling Vexatious Complaints

The Standards Panel Review also identified that some people make vexatious or frivolous complaints for reasons other than a genuine pursuit of resolution. In some circumstances, individuals have repeatedly lodged complaints which lack substance.

It is proposed the Standards Panel and the Mayor or President will be empowered to dismiss any complaint deemed to be vexatious or frivolous. It is further proposed that there will be no right of review by the State Administrative Tribunal or the Peer Review Panel of any complaint deemed to be vexatious or frivolous by the Standards Panel or the Mayor or President.

COMMENT:

From a management perspective the above proposal is supported as it directs small frivolous complaints away from the formal standards panel which should only be dealing with serious breaches. When the *Local Government (Official Conduct) Amendment Act 2007* was first initiated the issue of small complaints was a concern. This proposal will now address this concern.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.11

That Council supports the proposal for the resolving of misconduct complaints at the local level as being proposed by the Minister for Local Government.



Government of **Western Australia**
Department of **Local Government**

Resolution of Misconduct Complaints at the Local Level

Consultation Paper

March 2012

Resolution of Misconduct Complaints at the Local Level

Consultation Paper

March 2012

Prepared by:

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1. EXECUTIVE SUMMARY

In 2010, Hon John Castrilli MLA, Minister for Local Government, requested the Department of Local Government to undertake a review of the Local Government Standards Panel (Standards Panel) and its supporting legislation. The Minister has considered the Report of the Review Committee and has identified that there is an opportunity to implement a more effective process for resolving complaints against elected members involving low-level misconduct.

Specifically, data contained in the report highlighted that:

- the number of complaints submitted to the Panel has grown steadily since its commencement and the cost of dealing with those complaints has also grown;
- the total number of complaints made were attributable to approximately one quarter of all local governments;
- over 75 per cent of allegations made to the Panel resulted in findings of no breach in the 2010/11 financial year;
- the period of time in many instances between receiving an allegation and making a determination was unacceptably lengthy; and
- under current legislation, the Standards Panel is required to deal with every allegation made.

Consequently, the Minister has directed the Department to examine the implementation of a locally based solution for dealing with misconduct complaints of a low-level nature. This solution would be designed to complement and streamline the operations of the Standards Panel.

The aim of the proposed model is to put in place processes to allow complaints of low-level misconduct to be dealt with at the local level – in the first instance by the Mayor or President and, if unresolved, by a panel of peers. This will empower local governments to deal with issues of low-level misconduct which are best dealt with locally.

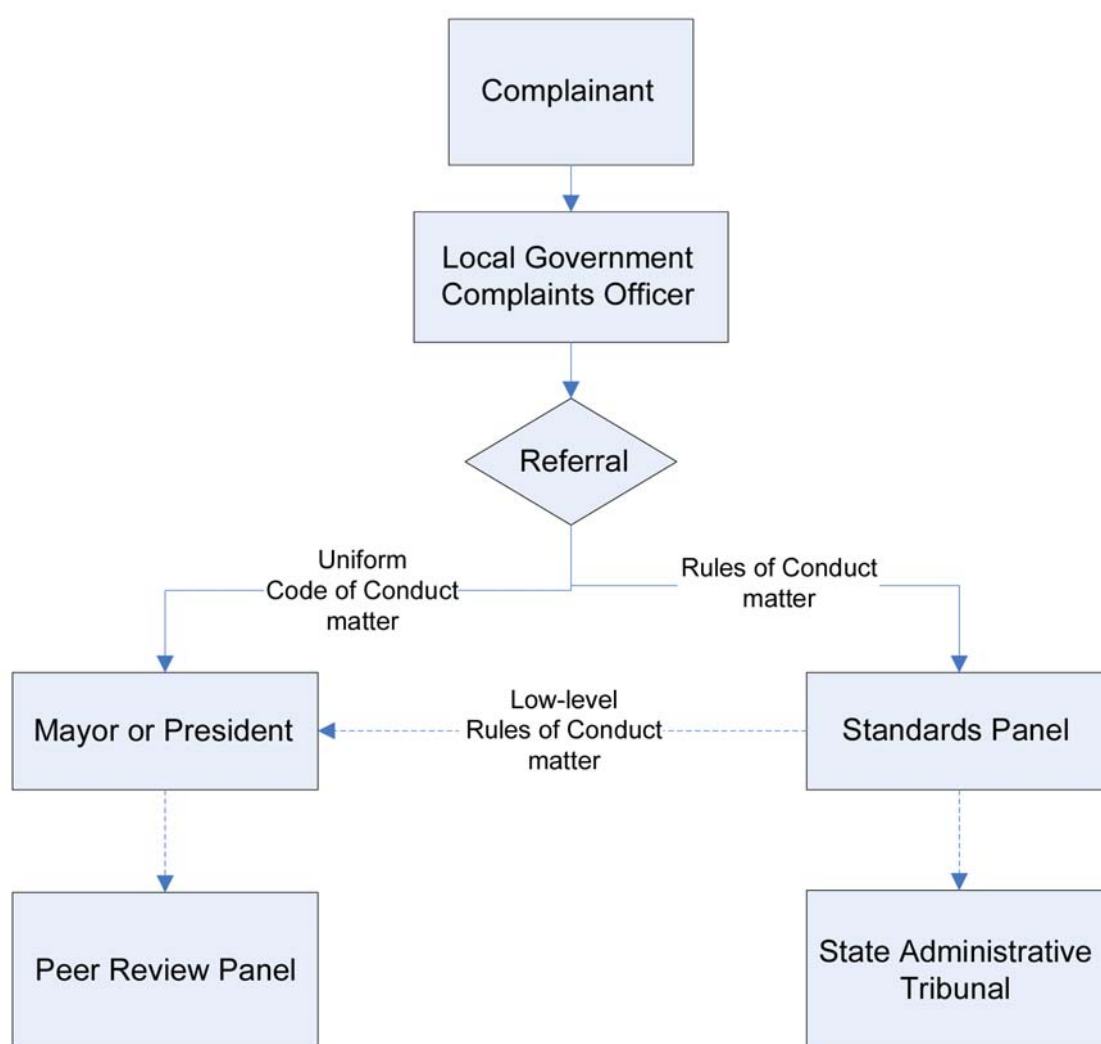
An integral feature of the proposed model is to empower the Standards Panel to refer a low-level breach of the Rules of Conduct for assessment by the relevant Mayor or President. This will enable complaints of a low-level nature to be dealt with without being subjected to the more formal processes of assessment undertaken by the Standards Panel. This will ensure that the Standards Panel can deal with complaints of a minor breach of the Rules of Conduct in a more timely and efficient manner. Where an allegation is against the Mayor or President, the Deputy Mayor or Deputy President will assess the complaint unless they are the complainants. In this instance, the matter will be dealt with by another elected member appointed by the council.

The key components of the proposed model include:

- the development of a uniform Code of Conduct for elected members that is applicable to all local governments;

- the introduction of a framework for handling complaints at the local level. Specifically, such complaints would include -
 - complaints relating to breaches of the uniform code of conduct (see section 4.1)
 - complaints relating to breaches of the Rules of Conduct which are considered by the Standards Panel to be low-level and better dealt with at the local level (see section 4.3.1); and
- improved processes for dealing with trivial or vexatious complaints which would allow the Standards Panel to reject such complaints.

A proposed 'two pronged' model for dealing with allegations of low-level misconduct is outlined below.



(Fig. 2: From page 10.)

The proposed changes to the current disciplinary framework are intended to:

- empower local governments to better manage the risk of misconduct;
- establish a more pro-active complaints management culture; and
- streamline and simplify the process of dealing with complaints that allege low-level misconduct or that are trivial or vexatious.

2. BACKGROUND

2.1 *Local Government (Official Conduct) Amendment Act 2007*

The *Local Government (Official Conduct) Amendment Act 2007* (Official Conduct Act) provides a disciplinary framework to deal with individual misconduct by local government elected members. Prior to the introduction of the Official Conduct Act, apart from prosecution, the only avenue for action in response to allegations of inappropriate behaviour was the power to suspend or dismiss an entire council following an inquiry.

The Official Conduct Act allowed for the establishment of a state-wide Standards Panel to deal with complaints about minor breaches in contravention of the then newly introduced code of conduct. The panel was empowered to apply penalties comprising public censure, public apology, or an order to undertake training.

In addition to the establishment of a Standards Panel, the Official Conduct Act also allowed for complaints about serious breaches to be made to the Department of Local Government for possible referral to the State Administrative Tribunal (SAT) for determination.

In addition to the penalties described above, the SAT can apply stronger penalties for a serious or recurrent breach of up to six months suspension or up to five years disqualification from holding office as a member of a council.

The Official Conduct Act also contains detailed provisions enabling regulations to be made prescribing Rules of Conduct for elected members.

2.2 *Local Government (Rules of Conduct) Regulations 2007*

The *Local Government (Rules of Conduct) Regulations 2007* (Rules of Conduct) established a standard set of minor breach laws for all local government elected members throughout the State.

Matters outlined in the Rules of Conduct are:

- conduct relating to meeting procedure local laws;
- use of information;
- securing personal advantage or disadvantage over others;
- misuse of local government resources;
- a prohibition against elected member involvement in the administration of a local government;
- elected member relations with local government employees;
- disclosure of interest; and
- gifts.

An allegation of a minor breach of the Rules of Conduct is addressed to the Standards Panel for decision.

3. STANDARDS PANEL

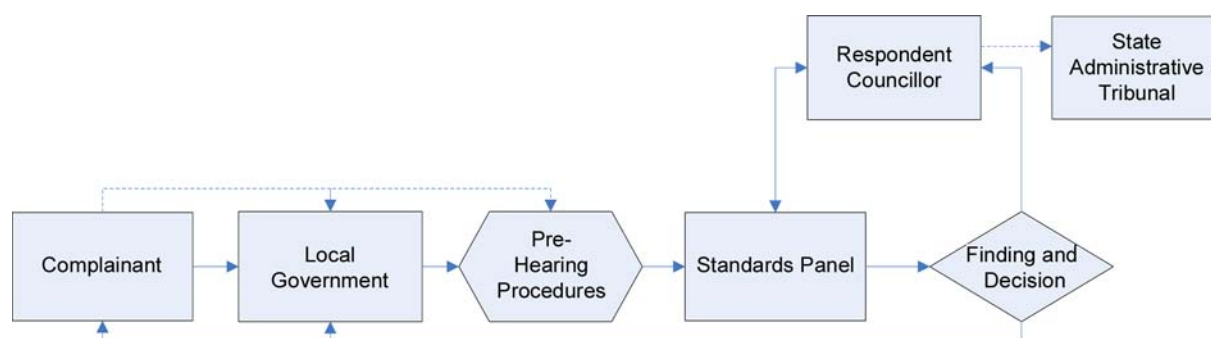
The Standards Panel was established in 2007 following the commencement of the Official Conduct Act and Rules of Conduct. The key functions of the Standards Panel are to determine, relatively quickly and informally:

- whether a minor breach (as defined in section 5.105(1) of the *Local Government Act 1995*) has been committed by an elected member; and
- if so, what, if any, sanction should be applied in respect of that minor breach.

Once received, an allegation of a minor breach must be referred to the Standards Panel. The Panel has no power to reject an allegation on the basis of it being trivial or vexatious.

Figure 1 outlines the current process whereby allegations of a minor breach of the Rules of Conduct are addressed to the Standards Panel for consideration.

Fig. 1: Current Standards Panel Process



3.1 Minor Breach Allegations

The table below outlines the number of minor breach allegations completed by the Standards Panel in the 2010/11 financial year.

Minor Breach Allegations Completed 1 July 2010 to 30 June 2011										
For Minor Official Conduct Projects										
	Breach of Meeting Procedures Local Law (Standing Orders)	General Principles Governing Elected Member Behaviour	Improper Use of Information	Miscellaneous	Misuse of Local Government Resources	Non-Disclosure of Interest Adverse to Impartiality	Prohibition Against Involvement in Administration	Relations with Local Government Employees	Securing Personal Advantage or Disadvantaging Others	Total
No Breach	14	3	3	2	2	5	7	12	25	73
Public Apology	2							5	2	9
Training	5									5
Public Censure			1						2	3
Complaint Dismissed					1				1	2
No Jurisdiction								1		1
Censure and Public Apology									1	1
Total	21	3	4	2	3	5	7	18	31	94

Source: Department of Local Government, *Annual Report 2010-11*.

3.2 Review of the Standards Panel

When the disciplinary framework was established in 2007 under the previous government, it was done so with a commitment to undertake a review of its operation after the initial 'start-up' phase. Consequently, Hon John Castrilli MLA, Minister for Local Government, requested the Department of Local Government to undertake a review of the Standards Panel and its supporting legislation in 2010.

The Standards Panel Review Committee has submitted its report, which was undertaken after extensive consultation with the local government sector and key stakeholders.

The Minister for Local Government has considered the report and has identified that there is an opportunity to implement a process for resolving low-level misconduct matters more effectively.

Specifically data contained in the report highlighted that:

- the number of complaints submitted to the Standards Panel has grown steadily since its commencement and the cost of dealing with those complaints has also grown;
- the total number of complaints made were attributable to approximately one quarter of all local governments;
- most allegations made to the Panel resulted in findings of no breach;
- the period of time in many instances between receiving an allegation and making a determination was unacceptably lengthy; and
- under current legislation, the Standards Panel is required to deal with every allegation made.

Consequently, the Minister has directed the Department to examine the implementation of a locally based solution for dealing with complaints relating to low-level misconduct.

4. PROPOSED MODEL

The aim of the proposed model is to put in place processes to allow allegations of low-level misconduct to be dealt with at the local level – in the first instance by the Mayor or President and, if unresolved, by a panel of peers. This will empower local governments to deal with issues of low-level misconduct which are best dealt with locally. This will also ensure that the Standards Panel can deal with complaints of a minor breach of the Rules of Conduct in a more timely and efficient manner.

An integral feature of the proposed model is to amend the *Local Government Act 1995* to

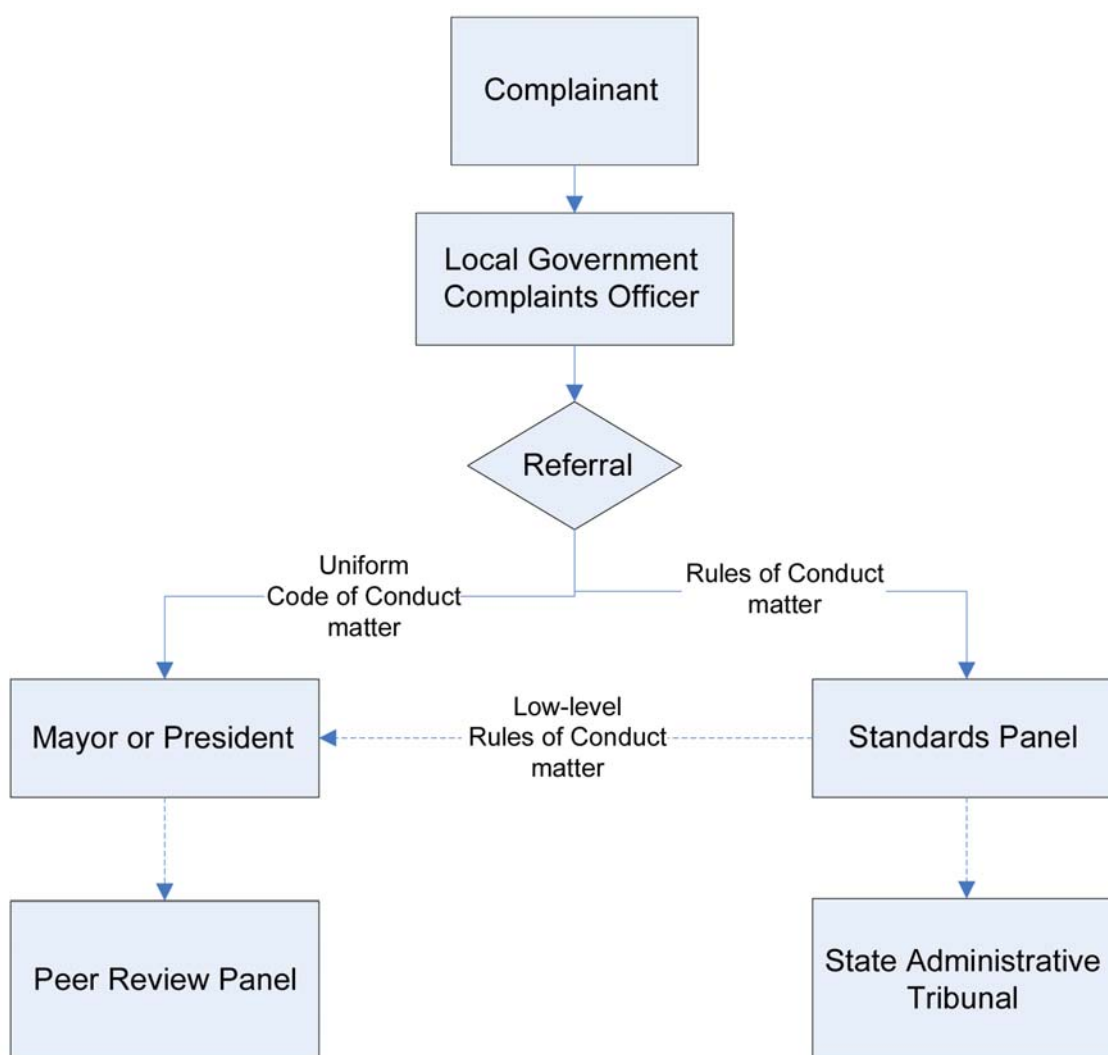
- a) empower the Standards Panel to refer a low-level breach of the Rules of Conduct regulations for assessment by the relevant Mayor or President (see figure 2);
- b) and b) to allow the Standards Panel to reject complaints on the basis that they are trivial or vexatious. This will enable complaints of a low-level nature to be dealt with without being subjected to the more formal processes of assessment undertaken by the Standards Panel.

The key components of the proposed model include:

- the development of a uniform code of conduct for local governments;
- the introduction of a framework for handling complaints at the local level. Specifically, such complaints would include -
 - complaints relating to breaches of the uniform code of conduct (see section 4.1)
 - complaints relating to breaches of the Rules of Conduct which are considered by the Standards Panel to be low-level and better dealt with at the local level (see section 4.3.1); and
- improved processes for dealing with trivial or vexatious complaints.

A proposed 'two pronged' model for dealing with allegations of low-level misconduct is outlined in figure 2 below.

Fig. 2: Referral Process for Code and Rules of Conduct Complaints¹



¹ Note: 'Uniform Code of Conduct matters' referred to the Mayor or President exclude allegations of Minor Breach (Rules of Conduct) which must be referred to the Standards Panel.

4.1 Uniform Code of Conduct

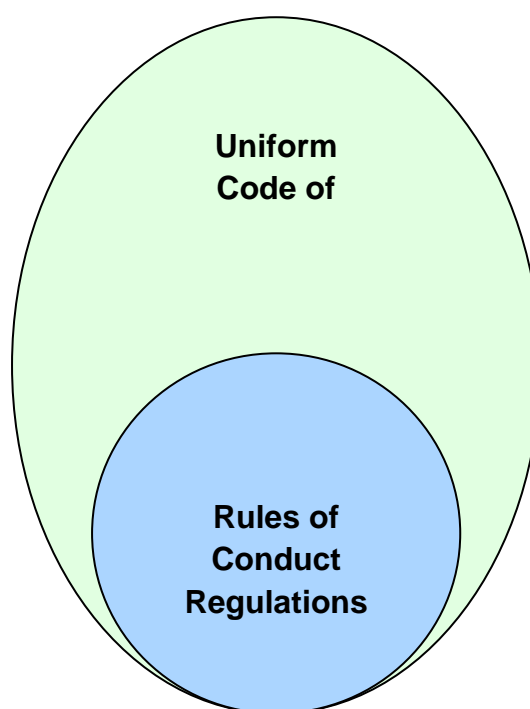
Under section 5.103 of the *Local Government Act 1995*, a local government is required to prepare or adopt a code of conduct to be observed by elected members, committee members and employees.

A majority of respondents to the review of the Standards Panel supported the need for a uniform code of conduct for elected members across Western Australian local governments.

It is proposed that a uniform code of conduct for elected members be developed in consultation with stakeholders that will encompass the Rules of Conduct (as outlined in figure 3). It is anticipated that a uniform code of conduct would also reflect the existing general principles to guide the behaviour of elected members included in the Rules of Conduct Regulations.

It should be noted that a uniform code of conduct will guide the behaviour of elected members, and is not intended to replace existing local government codes of conduct which guide the behaviour of local government employees (as required by section 5.103 of the *Local Government Act 1995*).

Fig. 3: Accountability Framework²



The introduction of a mandatory uniform code of conduct for elected members would support a holistic approach to managing the risk of misconduct in the local government sector.

² Note: While the existing Rules of Conduct are intended for inclusion within the uniform code of conduct for elected members, it is anticipated that these will be included as a separate attachment to the new uniform code of conduct. This should provide clarity for local government complaints officers as to whether the allegation is a Rules of Conduct matter to be referred to the Standards Panel, or any other low-level code of conduct matter, to be addressed at the local level.

4.2 Local Resolution of Complaints

Provisions in the *Local Government Act 1995* require the local government complaints officer to forward all complaints of a breach of the Rules of Conduct to the Standards Panel. In order to empower local governments to better manage the risk of misconduct, there needs to be a streamlined way of dealing with low-level misconduct complaints at the local government level.

The introduction of a uniform code of conduct for elected members is intended to provide clearer guidance for elected member behaviour. Clear behavioural and conduct guidelines for elected members will enable a range of measures to be introduced which will allow allegations of low-level misconduct to be handled at the local level.

With the exception of Western Australia and the Northern Territory, all Australian jurisdictions have mechanisms in place to attempt to deal with allegations of low-level misconduct at the local level, before a higher authority becomes involved.

4.2.1 Referral to Mayor or President

In light of the leadership role that local government Mayors and Presidents play in the pursuit and demonstration of good governance, the Standards Panel Review Committee recommended that they should be empowered to manage allegations of low-level misconduct. This change would empower the Mayor or President to assess, and take action as appropriate, any allegation of a breach of the uniform code of conduct (other than a rule of conduct) by an elected member.

A range of actions would be made available to the Mayor or President in addressing the complaint, and could include:

- dismissal of the complaint;
- mediation;
- an order to undertake mentoring;
- an order to undertake training; or
- referral to a Peer Review Panel.

While the Mayor or President may decide the allegation or complaint could be resolved via mediation, it should be noted that mediation is a voluntary process, undertaken by the agreement of the two affected parties. If agreement cannot be reached between the two parties within a defined period of time, the Mayor or President may choose to refer the matter to the Peer Review Panel.

Where an allegation is against the Mayor or President, the Deputy Mayor or Deputy President will assess the complaint unless they are the complainants. In this instance, the matter will be dealt with by another elected member appointed by the council.

Figure 4 (Section 4.2.3) outlines the process for complaints to be addressed at the local level.

4.2.2 Peer Review Panels

In addition to low-level misconduct complaints being addressed at the local level by the Mayor or President, a new system of Peer Review Panels is proposed. A Peer Review Panel could be formed on an as needs basis, if the complainant and/or respondent is not satisfied with the outcome of the process undertaken by the Mayor or President and seeks a review.

The three-member Peer Review Panel would be drawn from an approved pool of eminent persons with experience in local government. It is suggested that the process for forming a pool of eligible panel members is via nomination and Ministerial appointment.

The three-member panel would be drawn from the state-wide pool and would be activated by individual local governments, as required, whenever an application is made to that local government to deal with a misconduct matter.

To ensure the timeliness of Peer Review Panel decisions, and taking into account the geographic diversity of Western Australia, it is anticipated that a Peer Review Panel would meet via teleconference in most instances. Sitting fees for a Peer Review Panel will be met by the local government.

A Peer Review Panel will have the ability to hear allegations of low-level misconduct where the complainant or respondent is not satisfied with the outcome of the Mayor or President's decision on the matter. The range of actions available to the Peer Review Panel in addressing the complaint reflects the powers of the Mayor or President and may include:

- dismissal of the complaint;
- an order to undertake mentoring; or
- an order to undertake training.

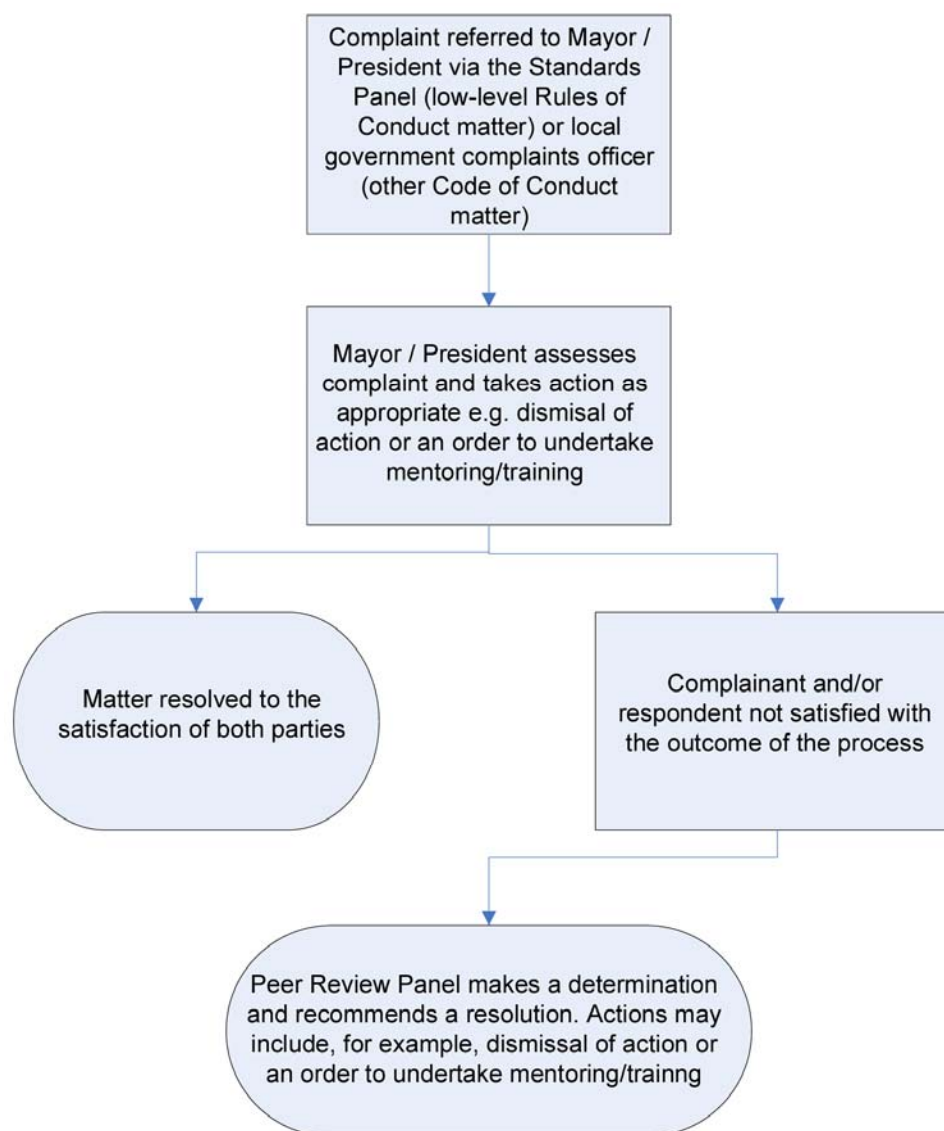
There is no right of review for a Peer Review Panel decision. It is proposed to create a new Rule of Conduct that deals with a failure to comply with a directive from the Peer Review Panel. A failure to comply with a direction would be referred to the Standards Panel as a Minor Breach allegation and, if substantiated, would result in a finding of breach by the Standards Panel which may in turn result in the imposition of a formal sanction. The Standards Panel would not consider the substance of the original matter dealt with by the Peer Review Panel, only whether the Peer Review Panel's direction had been complied with.

Figure 4 (Section 4.2.3) outlines the process for complaints to be addressed at the local level.

4.2.3 Mayor or President / Peer Review Panel Referral Processes

Figure 4 outlines the proposed process by which code of conduct complaints will be dealt with by the Mayor or President / Peer Review Panel, at the local level.

Fig. 4: Proposed Process for Consideration of Code of Conduct Complaints by Mayor or President / Peer Review Panels



Guidelines will be developed to assist local government Mayors and Presidents, and Peer Review Panel members, to ensure consistency, effectiveness, transparency, timeliness and accountability in the complaints process.

It is proposed that training and support will be made available to Mayors and Presidents to assist them in dealing with complaints and settling disputes.

4.3 Standards Panel Resolution of Complaints

The *Local Government Act 1995* outlines that all complaints of a minor breach under the Rules of Conduct regulations must be referred from the local government complaints officer to the Standards Panel. The Standards Panel is required to deal with each complaint referred to it by a complaints officer that falls within its jurisdiction. However, many complaints referred to the Standards Panel are of a very low level of seriousness and would be more appropriately dealt with by the relevant local government.

As part of the changes to establish a more pro-active complaints management culture, and increase the efficiency with which the Standards Panel handles complaints, the following changes are proposed:

4.3.1 Standards Panel Referral Processes

In order to streamline the complaints process, it is proposed that the Standards Panel be empowered, through an amendment to the *Local Government Act 1995*, to refer an allegation of a low-level breach of the Rules of Conduct to the relevant Mayor or President, as outlined in Figure 2 above. This will enable complaints of that kind to be dealt with without being subjected to the more formal processes of assessment undertaken by the Standards Panel.

Guidelines will be developed to assist complainants to determine if an allegation should be considered low-level and, therefore, referred to a Mayor or President of a local government for decision.

Complaints directed by the local government complaints officer to the Standards Panel are proposed to be handled in a similar fashion to the current Standards Panel process (described in Figure 1). During Standards Panel pre-hearing procedures, allegations of a low-level breach of the Rules of Conduct will be identified. Ultimately, the Standards Panel will decide if it wishes to address the complaint, or whether the matter would be better addressed at the local level by the Mayor or President.

4.4 Handling Vexatious Complaints

Responsible complaints bodies are expected to make every effort to respond with respect and courtesy to complaints, and to uphold the principle of procedural fairness. However, responses to the Standards Panel Review Committee recognised that people make vexatious complaints for reasons other than a genuine pursuit of resolution. Moreover, in some circumstances, a person may become a habitual complainant repeatedly lodging complaints which lack substance. Habitual complainants and vexatious complaints may unnecessarily monopolise Departmental resources and Standards Panel members' time.

To achieve efficiencies in the dispute resolution system, it is critical that the Standards Panel has the power not to deal with vexatious or frivolous complaints. It is therefore proposed that amendments are made to the

Local Government Act 1995 to allow the Standards Panel to dismiss any complaint defined as vexatious or frivolous.

The ability for the State Administrative Tribunal to review a Standards Panel decision not to deal with a complaint on the above grounds is considered unnecessary.

In addition to new powers for the Standards Panel in addressing vexatious or frivolous complaints, it is proposed that similar powers are given to the Mayor or President in addressing allegations of low-level misconduct. A decision by the Mayor or President that an allegation is vexatious or frivolous cannot be referred to a Peer Review Panel.

Clear guidelines and criteria will be developed for the Standards Panel, Mayors and Presidents to assist in making decisions as to whether an allegation can be treated as vexatious or frivolous.

5. CONCLUSION

The Local Government Standards Panel Review Report identified that there is an opportunity to implement a process for resolving low-level misconduct matters more effectively. Specifically, data contained in the report highlighted that:

- the number of complaints submitted to the Panel has grown steadily since its commencement and the cost of dealing with those complaints has also grown;
- the total number of complaints made were attributable to approximately one quarter of all local governments;
- most allegations made to the Panel resulted in findings of no breach;
- the period of time, in many instances, between receiving an allegation and making a determination was unacceptably lengthy; and
- under current legislation, the Standards Panel is required to deal with every allegation made.

The proposed changes to the current disciplinary framework are intended to:

- empower local governments to better manage the risk of misconduct;
- establish a more pro-active complaints management culture; and
- streamline and simplify the process of dealing with complaints that allege low-level misconduct or that are trivial or vexatious.

This is expected to lead to significant improvements in the timeliness and responsiveness of decision-makers in addressing complaints against elected members. In turn, this is expected to lead to wider benefits in the form of improved governance for a strong and sustainable local government sector.

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**HEALTH AND BUILDING DEPARTMENT REPORT
20TH APRIL SO12**

LATE ITEM

6.2.3**INFORMATION ITEM: FOOD SAMPLING**

DATE OF REPORT:	16th April 2012
RESPONSIBLE OFFICER:	Thomas Lachlan – EHO

COMMENT:

The purpose of this report is to inform Council of the various food sampling carried out by the Shire's Environmental Health Officer.

The Local Health Authorities Analytical Committee (LHAAC) coordinates food sampling by local governments in Western Australia. The LHAAC aims to coordinate food sampling schedules which cover high risk food categories, products with a history of non compliance or sampling initiatives which add value to studies being undertaken or promoted at a local, national or international level. The extent of local government involvement is based on the population of the authority and the number of manufacturers/processors in the area.

During the summer the Shire was requested to participate in a meat and meat product survey. This entailed sampling sausage and mince from butchers within the Shire.

Sausage samples were checked for:

- sulphur dioxide above the permitted level
- the proportion of meat in the sausage
- and the ratio of total fat to meat content.

Mince samples were checked for the presence of:

- sulphur dioxide
- formaldehyde
- and starch.

On analysis by Agrifood Technology, analysts contracted by the LHAAC, all samples were found to meet the required standards. The results of the full survey throughout the State will be published in due course by LHAAC

The Shire also participated in two surveys conducted by the Department of Health. These surveys involved the microbiological quality of sliced deli meats and the microbiological quality of meat and custard products made by bakeries. The purpose of these surveys was to gather baseline data on the microbiological quality and assess the results against the Food Standards Australia and New Zealand (FSANZ) *Guidelines for the microbial examination of ready-to-eat foods*.

A selection of cold meats was obtained from a deli counter and submitted for analysis to PathWest, analysts contracted by the DoH. The samples were f checked against the guidelines for pathogens and found to be satisfactory.

A selection of meat based pies and custard tarts were analysed against the guidelines for pathogens and found to be satisfactory.

The results of all the samples in all the surveys are encouraging and indicate that standards are being maintained in these areas. The results of the State wide survey will be published by the DoH in due course. The Shire will continue to participate in food surveys where appropriate.

OFFICER RECOMMENDATION – ITEM 6.2.3

For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MARCH 2012

Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials 1. Floor 2. Wall 3. Roof	Area m2	Value	Fees 1. App Fee 2. BCITF 3. BRB 4. Other
3/2/2012	12019	Murchison View P/L PO Box 46 KALBARRI WA 6536	Cavalier Portables 1777 Albany Highway KENWICK	Lot 512 Woods Street KALBARRI WA 6536	Ablution Block	1. Concrete 2. PVC 3. C/Bond	63	\$200,000	1. 363.64 2. 400.00 3. 41.50 4. 0.00
3/12/2012	12020	M Harrison & S Mitchell 2 Eclipse Court KARLOO	Owner/Builder	Lot 930 Crocos Court KALBARRI WA 6536	Fence	1. N/A 2. Lime Stone 3. N/A	N/A	\$2,000	1. 85.00 2. 0.00 3. 41.50 4. 0.00
3/12/2012	12021	K Maver 54 Onslow Street NORTHAMPTON WA 6535	Outdoor World PO Box 3223 GERALDTON WA 6530	Lot 207 Onslow Street NORTHAMPTON WA 6535	Patio	1. Concrete 2. N/A 3. C/Bond	45	\$6,960	1. 85.00 2. 0.00 3. 41.50 4. 0.00
3/12/2012	12022	B & R Burns PMB 23 GERALDTON WA 6530	Owner/Builder	5042 Balla Wheelara Road, BALLA	Shed	1. Gravel 2. Steel 3. Zinc	500	\$71,000	1. 225.91 2. 0.00 3. 41.50 4. 0.00
3/20/2012	12023	K Gill PO Box 63 NORTHAMPTON WA 6535	Admiration Homes 76 Andrew Street GERALDTON WA 6530	Lot 237 Stokes Street HORROCKS WA	Dwelling	1. Concrete 2. Brick 3. C/Bond	274	\$333,870	1. 1062.31 2. 667.74 3. 41.50 4. 0.00
3/20/2012	12024	G Ralph Post Office BINNU WA 6532	Capricorn Blue Ent P/L PO Box 124 KALBARRI WA 6536	Loc 53 Warriband Chimney Rd AJANA WA	Shed	1. Gravel 2. Zinc 3. Zinc	270	\$55,000	1. 175.00 2. 110.00 3. 41.50 4. 0.00
3/20/2012	12025	Gliss Holdings P/L 1 Cygnet Street KALBARRI WA 6536	N Visser 16 Hasleby Street KALBARRI WA 6536	No. 10 Porter Street KALBARRI WA	Asb Demolition	1. N/A 2. N/A 3. N/A	N/A	N/A	1. 50.00 2. 0.00 4. 0.00

3/22/2012	12026	G Stevens C/- Pt Gregory C/Van Park	M Barnden PO Box 184 NORTHAMPTON	Bay 38 Sanford St PT GREGORY	Patio Car Port	1. Concrete 2. N/A 3. C/Bond	35	\$3,200	1. 85.00 2. 0.00 3. 41.50 4. 0.00
3/22/2012	12027	Crooks & Atkins PO Box 745 KALBARRI WA 6536	Owner/Builder	Lot 241 Persoonia Street KALBARRI	Patio	1. Concrete 2. N/A 3. C/Bond	55	\$15,000	1. 170.00 2. 0.00 3. 41.50 4. 0.00
29/03/2012	12028	Fraser & Sherman 19 Henry St Beresford	Milford Homes P/L 11 O'Connor Way WANGARRA	Lot 249 Gance Street HORROCKS	Dwelling	1. Concrete 2. W/Board 3. C/Bond	296	\$399,973	1. 1272.64 2. 799.95 3. 41.50 4. 0.00
3/29/2012	12029	A & J Taylor PO Box 121 KALBARRI	Owner/Builder	Lot 204 Balaam Street KALBARRI	Car Port	1. Concrete 2. N/A 3. CGI	38	\$3,700	1. 85.00 2. 0.00 3. 41.50 4. 0.00
30/03/2012	12030	W Chisholm PO Box 306 NORTHAMPTON	Owner/Builder	Lot 1 Baddera Road AJANA	Car Port	1. Concrete 2. N/A 3. C/Bond	55	\$11,500	1. 85.00 2. 0.00 3. 41.50 4. 0.00
30/03/2012	12031	N Tarchini 60 Mary Street NORTHAMPTON	Owner/Builder 0988/11	Lot 50 Second Ave NORTHAMPTON	Dwelling	1. Concrete 2. H/Plank 3. Zinc	144	\$110,000	1. 350.00 2. 220.00 3. 41.50 4. 0.00

ORDINARY MEETING OF COUNCIL

FINANCE REPORT

6.4.3	2010-2011 BUDGET – SUBMISSIONS	2
6.4.4	BUDGET VARIANCE PARAMETERS	5
6.4.5	BANK OVERDRAFT	6

6.4.3 2011-2012 BUDGET - SUBMISSIONS

FILE REFERENCE:	1.1.1
DATE OF REPORT:	18 April 2012
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Jamie Criddle

BACKGROUND:

Advertising was undertaken calling for submissions from the public for project to be considered in Councils 2012/2013 Budget. The following additional submissions have been received and Council is requested to consider if these projects are to be included within the 2012/2013 Draft Budget for consideration. All road and footpath requests have not been included in this report as they will be dealt with at a later date. It is also suggested that all applicant's requests which can obtain funding (i.e. Playgrounds,) be informed to actively pursue these grants to offset expenditure requirements. In some cases it may be prudent to defer items until 2013/2014 whilst funding is being sought.

1. Kalbarri Occasional Child Care Inc.

The Kalbarri Occasional Child Care Inc is requesting the following improvements to the Occasional Care Child building:

Lino throughout entire building - \$8,000.00
Existing rooms (3) - \$4,510.00

Construction of a Verandah on the outside of the building
TBA

Repairs to the Car park area.
TBA

Management comment – There may be a possibility of obtaining grant funding for this project, liaise with CDO or to fund with Council funds.

2. Cr Booth

Cr Booth is requesting an upgrade to the Sally's Tree and Chinamen's Public Toilets and the replacement of the toilets at the Wharf.

Upgrades to Sally's Tree and Chinamen's Public Toilets
\$76,180

Replacement of Wharf Public Toilets
Approx \$40,000

Management comment – The Building Surveyor will give a report on the Sally's Tree and Chinamen's Public Toilets after the annual building inspections and cost estimates.

The Wharf public toilets are currently serviceable with other priorities previously placed on the Plan for the Future document such as the Hampton Gardens toilets.

3. Cr Booth

Cr Booth is requesting the beautification work on the IGA Car Park on Grey Street. The request is to place (2) two root guiding planter boxes in the centre of each island and plant suitable shade trees with the addition of rubbish bins to finish off the area.

\$3,500.00

Management comment – This would finish off the Car parking area.

4. Cr Booth

Cr Booth is requesting the installation of interpretive signage and replica fishing industry sculpture to help celebrate the fishing industry.

Est. \$15,000 - \$20,000

Management comment – Management suggests that prior to committing any Council funds, that appropriate funding should be sourced from funding bodies and more accurate quotations sourced.

5. Northampton Environmental Group

It was requested that Council consider employing additional gardening staff to assist with gardening requirement leading up to Northampton's 150th year celebrations.

TBA

Management comment – Council currently employ casual staff when required.

6. Northampton Friends of the Railway

It was requested that funding be allocated to assist in the 100 year commemoration of the rail extension line from Northampton to Ajana.

\$1,500

Management comment – While the funds requested seem fine, Council would require detailed costs for the listed requests i.e. Plaques, signage, catering and transport.

7. Cr Booth

It was requested that funds be allocated to prune several Palm trees in the Kalbarri CBD.

\$2,200

Management comment – This are general maintenance items and should be supported. There could be a liability risk if fronds fall.

8. Cr's Booth & Penn

At the October meeting of Council a request was raised in New Items of Business expressed concerns on the ongoing decline of tourism within Kalbarri and the Shire and suggested that Council prepare a Strategic Tourism Plan.

\$50,000

Management comment – The initial quote was for \$41,500 but it was requested to budget between \$40,000-\$60,000.

9. Kalbarri Development Association

The Kalbarri Development Association is requesting a budget allocation to assist with the Zest Festival.

\$5,000

Management comment – In requesting funds from grant bodies, there is generally a requirement for cash contributions from the groups and to quote an amount and support from the Local Council will assist in any funding application.

Generally this type of request is funded via the Specified Area Rate (SAR); it has been included as a General Council Fund item for this report.

Council needs to determine how it should be funded, if it is to go ahead!!

FINANCIAL & BUDGET IMPLICATIONS:

Council 2012/2013 Budget

STATUTORY IMPLICATIONS:

General Financial Management of Council

POLICY IMPLICATIONS:

N/A

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.3

For Council consideration.

6.4.4 BUDGET VARIANCE PARAMETERS

FILE REFERENCE:	1.1.1
DATE OF REPORT:	18 April 2012
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Jamie Criddle

BACKGROUND:

It is a requirement of staff to submit a Monthly Financial Statement to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Local Governments are also required to conduct a budget review between 1 January and 31 March each financial year. This is a requirement covered by Regulation 33A of the Local Government (Financial Management) Regulations 1996.

As a result, Council is required annually to adopt what it considers to be material variances that are required to be reported to Council. These are as a percentage and/or dollar value. Council's current policy is that the materiality levels be set as \$5,000.

FINANCIAL & BUDGET IMPLICATIONS:

Council 2012/2013 Budget

STATUTORY IMPLICATIONS:

General Financial Management of Council
Local Government (Financial Management) Regulation 33A 1996
Local Government (Financial Management) Regulation 34 (5) 1996

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. Council policy is that the material variation be set at \$5,000.

VOTING REQUIREMENT:

Simple Majority Required:

**OFFICER RECOMMENDATION – ITEM 6.4.4
APPROVAL**

That the Budget Variance parameters be set at \$5,000 as per FM Reg 34 (5)

6.4.5 BANK OVERDRAFT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	18 April 2012
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Jamie Criddle

BACKGROUND:

Due to the delay in Council receiving Road and Royalties for Regions grants for projects completed and in progress and the shortfall in the recoverable rates due from the Eco Flora and Capital Hill Estates, a Bank Overdraft to a maximum of \$500,000 would be required to cover the short term Cash Flow issues.

FINANCIAL & BUDGET IMPLICATIONS:

Council 2011/2012 Budget

STATUTORY IMPLICATIONS:

Local Government Act 6.20

POLICY IMPLICATIONS:

N/A

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 6.4.5

APPROVAL

That Council approves the application of a \$500,000 bank overdraft.

ADMINISTRATION & CORPORATE REPORT

ADDENDUM ITEMS

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LATE ITEMS

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ADDENDUM 6.5.2 COMMUNITY STRATEGIC PLAN REVIEW

FILE REFERENCE:	4.2.4
DATE OF REPORT:	19 April 2012
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Northampton Botanic Line 2. Northampton Environmental Group

SUMMARY:

Council to consider submissions received on the review of the Community Strategic Plan.

BACKGROUND:

Following Councils review of the Community Strategic Plan, public advertising inviting submissions, changes and additions from residents was undertaken. This advertising also took place prior to the meeting when Council considered the review.

COMMENT:

Prior to the review two submission were received and none were received after the review, which is disappointing.

The two submissions received are as per the following:

Northampton Botanic Line

The group is requesting that the construction of the botanic line walk trail be included as a key action in either strategy. The best fit strategy if this is to be included is Social & Community due to the community involvement, however as suggested by them it can fit into others.

The project has been supported by Council with previous financial assistance and likely future assistance and its inclusion within the Community Strategic Plan is supported.

Northampton Environmental Group

The group raise a number of issues and suggest several strategies to be a strategy in their own right.

Item 1 - It is considered that the current wording of the strategy is adequate. As per advice from the Department of Local Government, strategic plans need to be broad and not be too prescriptive. In addition the Group suggest the strategy to be on both Council and private land. This is not supported as private land is that and Council has limited jurisdiction in relation to environment issues, particularly native flora matters, on private land. This falls under the jurisdiction of other State and Federal Government Departments.

Item 2 – recommend it become a strategy in its own right, this is not supported and believe the current wording is adequate.

Item 3 – Although their intent is supported, it will be very difficult to undertake. Primarily due to the non commitment by state and other regional local governments where facilities such as recycling are not high on their agenda.

Item 4 - recommend it become a strategy in its own right, this is not supported and believe the current wording is adequate.

COMMUNITY CONSULTATION:

Advertising undertaken requesting submissions.

FINANCIAL & BUDGET IMPLICATIONS:

Future budgets will need to have provisions to achieve the objectives and actions within the Community Strategic Plan.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Regulations

The new legislative requirements for a Strategic Community Plan are:

- (i) Is for a minimum 10-year timeframe.
- (ii) States community aspirations, vision and objectives.
- (iii) Was developed or modified through engagement with the community, and this is documented.
- (iv) Has regard to current and future resource capacity, demographic trends and strategic performance measurement.
- (v) Was adopted or modified by an absolute majority of council.

It is also required that:

- (i) A strategic review of the Strategic Community Plan is to be scheduled for 2 years from when it is adopted; and

- (ii) A full review of the Strategic Community Plan is to be scheduled for 4 years from when it is adopted

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Planning for the Future 2009-2019

VOTING REQUIREMENT:

An absolute majority of Council is required for both the adoption of a Strategic Community Plan, and for the adoption of any modifications to it.

OFFICER RECOMMENDATION – ITEM 6.5.2

That Council considers the above submissions and formally adopt the Community Strategic Plan for 2009-2019 now revised to 2012-2022.

POSTED
16/02/2012

4.2.4

Northampton Botanic Line Inc.

ident and Councillors, CEO and Executive Staff of the Shire of Northampton.

rs of the Northampton Botanic Line Incorporated would like the Council to include development of the walk trail through Northampton as a part of the 'Planning for 2009 – 2019 Strategy'.

I be to have a viable major tourist attraction for the 150th anniversary celebrations

the following Key Actions of the Plan:-

omy and Marketing: 1.1.5, 1.1.8, 1.2.4

onment: 2.5.1 – 2.5.5 inclusive

structure: 3.1.5, 3.2.4, 3.2.6

il/Community: 4.1.1, 4.1.2, 4.1.3, 4.1.4

ing is a passive Sport.

ening is an activity promoting Health.

the Line has already become an interesting activity with 580 volunteer hours e 18th June 2011. These hours are exclusive of other planning, meeting and activities.

edge the support and interest of the Council so far and request your ongoing t to this worthwhile project. This could be done by listing the Botanic Line into your itegy as a Key Action.

ir your time.

Paul Drage.



4-2-4
Northampton Environmental Group
PO Box 656
Northampton WA 6535

NORTHAMPTON SHIRE COUNCIL

File: 4-2-4

12 MAR 2012

Admin	Eng	Env & Reg	Town Plan	Rating
cd				

To: Shire of Northampton – Administrators, Councillors and CEO

Re:- Review of Shire Strategic Plan



The Northampton Environmental Group is writing as part of the call for suggestions and involvement in the development of Strategic directions for the shire. We would like to suggest that the following be included in the Strategic Plan.

1) As we have already started work on a comprehensive native vegetation policy, and in light of the original doc. – **"Increased protection of native flora through green belts"** we would recommend that this stay and key actions be adopted with some minor modifications.

As argued in the draft doc already submitted for consideration and development the **adoption of a comprehensive policy on native vegetation** over the whole landscape would allow the shire to provide the environmental leadership required to achieve stated objectives. To be achieved this would have to be on both private and public land.

2) We would recommend that **water management** become a strategy in its own right and that a **water management plan** focusing on conservation, capture and reuse would be of enormous use to the shire. NEG are also in negotiations with CBH on water capture and reuse and would be only too happy to keep the shire informed of our progress, lessons learned and what processes and strategies could be used in other areas of the shire.

3) Another area that the group would like more progress on would **waste management**. Again a **comprehensive policy** would need to be developed to support a strategy of **innovative waste management** throughout the shire, and NEG would be willing to contribute to this process. This could work a lot better if it was driven by the State, however if the majority of regions push in this direction then progress could be made at a State level.

4) **Energy efficiency** which at present falls under providing environmental leadership should also be a **strategy** in its own right. Again once a policy for this area is developed the shire would be providing a very positive example to the whole community and saving money at the same time.

5) As NEG have decided to work with Horrocks Beach Progress Association- we would also support the strategy of Better protection of Coastal precincts/areas.

Thank you for your consideration with this matter.

Regards,
Allan Standerling
President- Northampton Environmental Group

ADDENDUM 6.5.7 BLACK SPOT PROGRAMME – GREY STREET KALBARRI

LOCATION:	Kalbarri
FILE REFERENCE:	12.1.7
DATE OF REPORT:	2 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

This item is to be deleted from consideration due to changes required as a result of the annual audit report.

BACKGROUND:

Within the original report the CEO is recommending the use of funds that will not be utilised on road works for 2011/2012 to be used for engineering costs to expedite the Grey Street project.

COMMENT:

This recommendation now needs to be withdrawn. The results of the 2010/2011 annual audit have revealed that the opening surplus for our 2011/2012 budget has a shortfall of \$173,780 as a result of the taking into account additional creditors and an adjustment to debtors.

Council now needs to make allowance for this change and delete from the budget works to the value of or more than the change in operating surplus carried forward.

The following works have been deemed by management as unlikely to occur due to delays in other works and the availability of bitumen products. Amount shown is cash cost only:

Boat Hire Car Park – second coat seal	\$ 50,080
Kalbarri Hotel Car Park – second coat seal	\$ 24,600
Bateman Street – widening works	\$ 27,700
Mary Street – redevelopment works	\$ 49,850
Forrest Street – drainage works	\$ 33,350
Refuse Sites – wood chipping, now not required	<u>\$ 25,000</u>
	\$210,580

The Boat Hire Car Park had an original cash budget of \$56,900 however due to additional works required on the Hackney Street project to value of \$6820, part of this project provision has been used.

As shown by deleting the above works a budget savings of \$210,850 is made and these works can then be re-listed for consideration in the 2012/13 Budget.

FINANCIAL & BUDGET IMPLICATIONS:

Addendum results in the need to delete budget works to account for the change of surplus brought forward from 2010/2011.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.7

That Council delete the following works from the 2011/2012 budget to account for a \$173,780 change in the opening balance brought forward from 2010/2011:

Boat Hire Car Park – second coat seal	\$ 50,080
Kalbarri Hotel Car Park – second coat seal	\$ 24,600
Bateman Street – widening works	\$ 27,700
Mary Street – redevelopment works	\$ 49,850
Forrest Street – drainage works	\$ 33,350
Refuse Sites – wood chipping, now not required	<u>\$ 25,000</u>
	\$210,580

ADDENDUM 6.5.11 MISCONDUCT COMPLAINTS AT THE LOCAL LEVEL

FILE REFERENCE:	4.2.8
CORRESPONDENT:	WA Local Government Association
DATE OF REPORT:	27 March 2012
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Consultation Paper (forwarded separately)

COMMENT:

Further to Item 6.5.11, the WA Local Government Association intends to adopt the following recommendation and Council may wish to amend the recommendation to suit what WALGA is requesting.

WALGA Recommendation

That WALGA inform the Minister for Local Government:

1. that the 'Resolution of Misconduct Complaints at the Local Level' Consultation Paper requires extensive consultation with the Local Government Sector, to minimise the potential for unintended negative consequences and to maximise the potential to benefit the performance of the Local Government Standards Panel;
2. that insufficient justification has been provided at this point in time in support of the introduction of a statutory Uniform Code of Conduct to be observed exclusively by Elected Members;
3. that it does not support Mayors or Presidents being responsible for determining any statutory form of dispute resolution at the local level;
4. that it supports empowering the Local Government Standards Panel to dismiss allegations made under the Rules of Conduct Regulations that are determined to be vexatious or frivolous;
5. that it supports the introduction of a Peer Review Panel on the following basis:
 - a) that it be utilised on an as-needs basis by the Local Government Standards Panel to assist in mediating local level misconduct complaints under the existing Rules of Conduct Regulations;

- b) that the cost of activating the Peer Review Panel be the responsibility of the Department of Local Government, in the same manner it funds the operations of the Local Government Standards Panel;
 - c) that Peer Review Panels be formed on a regional basis and that they conduct in-person mediation at the Local Government where complaints originate; and
6. that the Peer Review Panel be utilised by the Local Government Standards Panel in the manner outlined in the diagram included in the body of this report.
7. that the above recommendations underpin WALGA's previously expressed recommendations for improvement to the Local Government Standards Panel and its processes by promoting as the main focus of the Standards Panel Review that the fundamental objective of the Local Government Standards Panel's operation is to provide the most expeditious of resolutions to a breach allegation, achieved through improvements to the Standards Panel's operational processes, by legislative amendment and through the formation of additional Standards Panels; and
8. that strong consideration be given to introducing a right to confidentiality for all persons involved in a minor breach allegation under the Rules of Conduct Regulations during the complaints process, by amending Section 5.123 of the Local Government Act 1995 to give this effect.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.11

That Council considers the content of the WA Local Government Association's recommendation and determine if any part of their recommendation is to be included within the officer's recommendation.

LATE ITEMS

6.5.12 ANNUAL ELECTORS MEETING

FILE REFERENCE:	4.1.1
DATE OF REPORT:	16 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to determine a date, time and venue for the 2010/2011 Annual Electors Meeting.

BACKGROUND:

The Councils Audit Committee will consider the 2010/2011 Annual Financial Statements, Audit Report and the Annual Report and will recommend to Council to formally receive these reports.

Once the Annual Report is adopted an electors meeting can be held but no more than 56 days after the adoption of the report (therefore before 16th May 2012) 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

Last financial year the Council resolved to hold the Annual Electors meeting at 5.00pm following a Council meeting, although this time may not suit everyone it does save on Councillors time and travel.

The other option is to conduct the annual electors meeting during the week at the earliest possible time which would be the week before the May Council meeting or the week of the May Council meeting. The week before the May Council meeting is preferred as it allows for any matters raised to be considered by the Council at the ordinary meeting. A suggested date is Thursday 10 May at 7.00pm to be held in Northampton. It was held in Kalbarri last year.

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 6.5.1

That the Annual Electors meeting be held Thursday 10th May 2012 commencing at 7.00pm at the Northampton Council Chambers.

6.5.13	REQUEST FOR PARKING ON LAWN AREA AT KALBARRI FORESHORE
LOCATION:	Grey Street, Kalbarri
FILE REFERENCE:	13.2.7 & 11.1.7
CORRESPONDENT:	Kalbarri Canoe & Cray Carnival
DATE OF REPORT:	18 April 2012
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Map and aerial of area in question

SUMMARY:

Council to determine a request to allow general parking of vehicles on parkland lawn areas along Grey Street for the Canoe & Cray Carnival and Zest Festival.

BACKGROUND:

A request through Cr Booth has been made seeking approval to allow car parking along an area of lawn on the foreshore parkland along Grey Street, Kalbarri.

From the attached plan it is assumed that all vehicles will be required to enter and exit at one point and progress to a parking site.

The matter is being brought to Council for determination as the request is not compliant with Council policy on parking for such events in this area.

COMMENT:

Council's policy on parking for events on the Kalbarri lawn foreshore parkland area states:

10.1 PARKING ON KALBARRI FORESHORE RESERVE

It is the policy of Council that where market days or alike are conducted on the Kalbarri foreshore grassed areas that:

- *no vehicles are to be parked on the grassed area at Sally's Tree, with the exception of stall holders whilst conducting market day events or similar; and*
- *the permit holder to conduct such events be required to control public parking off grassed areas.*

Council developed this policy as a direct result of damage occurring on the lawn area to not only the lawn but sprinkler infrastructure and a number of vehicles parking in a very ad hoc manner which caused safety concerns.

In this case they are requesting for a set strip of lawn area along Grey Street. This request is not supported by management for the following reasons:

- Lawn damage will occur from turning vehicle wheels
- Damage to the fragile asphalt pathway could occur
- Damage to sprinkler infrastructure could occur
- The safety issue when vehicles are re-entering Grey Street, particularly at an intersection.

It is also not clear from the request if sections of Grey Street or the associated asphalt pathway will be roped off to prevent vehicles entering and accessing at any point along Grey Street. If it is not roped off then this will be a major safety concern with vehicles re-entering Grey Street at many individual locations.

FINANCIAL & BUDGET IMPLICATIONS:

At this point there is no financial implications however if approval is granted and damage does occur, it will require additional expenditure from Council to make good any damage that may occur, unless Council makes the organisers of the event responsible for such repairs.

If this is the case then a detailed inspection report including photographic evidence of before and after will need to be undertaken to resolve any future disputes.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.13

That Council not approve the use of a strip of the foreshore parkland lawn area along Grey Street for car parking during the Canoe and Cray Carnival and Zest Festival to be held 2nd and 3rd June 2012 for the following reasons:

- 1. Lawn damage will occur from turning vehicle wheels.**
- 2. Damage to the fragile asphalt pathway could occur.**
- 3. Damage to sprinkler infrastructure could occur.**
- 4. The safety issue when vehicles are re-entering Grey Street, particularly at an intersection.**



6.5.14	FUTURE ROYALTIES FOR REGIONS FUNDED PROJECTS
FILE REFERENCE:	4.2.14
DATE OF REPORT:	19 April 2012
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to consider re-prioritising projects for future Country Local Government Fund (CLGF) of Royalties for Regions Funding (R4R).

BACKGROUND:

When Council reviewed its Capital Works Plan there were projects proposed to be funded by CLGF and also other grant and Council funding for the next two funding years, being:

2012/2013	\$456,000 CLGF	Relocation of Northampton Bowling Club to Northampton Community Centre
2013/2014	\$456,000 CLGF	Relocate tennis and netball courts, Kalbarri

Allocations from 2014 have not been prepared at this stage as it is not known if the CLGF is to continue.

In addition to the above Council is supposed to receive funds from the Batavia Rural Group, a component of the regional allocation, being:

2013/14	\$517,389	Northampton Light Industrial Area
2014/15	\$184,780	Northampton Light Industrial Area

Note this funding is basically a year behind the CLGF due to changes made mid stream by the state government. It is also advised that a separate Mid West Capital Investment Funding grant (as part of the Royalties for Regions Program) has been lodged and if successful then this allocation will need to be re-prioritised.

COMMENT:

For the CLGF allocations it is now known that the relocation of the Northampton Bowling Club will not occur until at least 2014/15 due to other funding round timelines. As a result the CLGF for this year needs to be re-prioritised.

It is recommended that the following be considered:

2012/13 allocation be used for the Kalbarri Skate Park redevelopment. This will ensure this project is undertaken in a very timely manner and without the need to seek other funding opportunities which can delay the project.

2013/14 will remain unchanged with the proposal to relocate the Kalbarri tennis courts and netball courts from the golf/bowling club area to the Kalbarri Sport and Recreation Club.

If the program extends beyond 2013/14 then the relocation of the Northampton Bowling Club is to be considered for funding in 2014/15 and then projects for 2015 and beyond will need to be considered.

The only other new project that has evolved that could be included but has not at this stage is the redevelopment of the Kalbarri foreshore.

All other projects within the Capital Works Plan are to remain unchanged.

COMMUNITY CONSULTATION:

Public notice was provided requesting residents to review the revised Community Strategic Plan and Capital Works Plan and also requesting input for future projects.

FINANCIAL & BUDGET IMPLICATIONS:

Budget provisions will need to be made in future budgets for all projects that are proposed within the Capital Works Plan.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 6.5.14

That Council amend the revised Capital Works Plan as per the following:

- 1. For 2012/13 year delete the relocation of the Northampton Bowling Club project and substitute with the construction of the Kalbarri Skate Park.**
- 2. For 2014/15 include the relocation of the Northampton Bowling Club.**