



**ORDINARY
COUNCIL MEETING**

**UNCONFIRMED
MINUTES**

19th MAY 2023

**ALLEN CENTRE
KALBARRI**

1.00PM

**SHIRE OF NORTHAMPTON
GRANT MIDDLETON
ACTING CHIEF EXECUTIVE OFFICER**





SHIRE OF NORTHAMPTON

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Signed 
GRANT MIDDLETON
ACTING CHIEF EXECUTIVE OFFICER

Date 12th May 2023

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- 2 ACKNOWLEDGEMENT OF COUNTRY
- 3 PRESENT
- 3.1 PREVIOUSLY APPROVED LEAVE OF ABSENCE
- 3.2 APOLOGIES
- 3.3 COUNCIL ACKNOWLEDGEMENT OF THE PASSING OF STEWART SMITH
- 4 QUESTION TIME
- 4.1 ALEX HACK
- 4.2 JOHN SPARGO
- 4.3 ROY HARRIS
- 4.4 JOHN HORTON
- 5 DISCLOSURE OF INTEREST
6. CONFIRMATION OF MINUTES
- 6.1 ORDINARY MEETING HELD ON FRIDAY 21st APRIL 2023
- 6.2 BUSINESS ARISING FROM MINUTES
- 7 RECEIVAL OF MINUTES
- 7.1 ANNUAL BUSH FIRE ADVISORY COMMITTEE MEETING WEDNESDAY 26th APRIL 2023
- 7.2 BUSINESS ARISING FROM MINUTES
- 7.2.1 ENDORSEMENT FO BUSH FIRE ADVISORY COMMITTEE MEETINGS ACTIONS –
26TH APRIL 2023
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ORDER OF BUSINESS

1 OPENING

The President presided over the meeting in the absence of the President and thanked all Councillors and staff present for their attendance and declared the meeting open at 1.00pm.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 PRESENT

Elected Members		In	Out
Cr Liz Sudlow (President)	Northampton	1-00pm	3-38pm
Cr Rob Horstman (Deputy President)	Northampton	1-00pm	3-38pm
Cr Ros Suckling	Northampton	1-00pm	3-38pm
Cr Des Pike	Kalbarri	1-00pm	3-38pm
Cr Richard Burges	Kalbarri	1-00pm	3-38pm
Cr Tim Hay	Northampton	1-00pm	3-38pm
Cr Trevor Gibb	Kalbarri	1-00pm	3-38pm
Officers			
Grant Middleton (Acting Chief Executive Officer)		1-00pm	3-38pm
Michelle Allen (Planning Officer)		1-00pm	3-38pm
Visitors			
John Spargo, Kalbarri		1-00pm	1-16pm
Roy Harris, Geraldton		1-00pm	1-16pm
Alex Hack, Kalbarri		1-00pm	1-16pm
John Horton, Lakelands		1-00pm	1-16pm

3.1 PREVIOUSLY APPROVED LEAVE OF ABSENCE

Nil

3.2 APOLOGIES

Nil

3.3 COUNCIL ACKNOWLEDGEMENT OF THE PASSING OF STEWART SMITH

On behalf of the Shire of Northampton, Cr Sudlow acknowledged the passing of Stewart Smith who was a Shire Councillor for the years 2017-2021.

4 QUESTION TIME

4.1 ALEX HACK

Alex Hack did not ask a question but stated he was not in favour of demolishing the Kalbarri RSL Memorial structure. Alex read an article for the Geraldton Guardian newspaper dated 11 May 1989 which explained how the memorial was built by six ex-servicemen who were colloquially known as “Dad’s Army” in six weeks.

4.2 JOHN SPARGO

John Spargo did not ask a question but acknowledged the work that had gone into constructing the Kalbarri RSL Memorial structure and he stated that he would hate to see it go. However, he recognized the need to explore the practicalities of retaining it and stated that a report from a Structural Engineer was required to fully determine whether the monument could be restored.

4.3 ROY HARRIS

Roy Harris did not ask a question but stated that maintenance of the Kalbarri RSL Memorial structure was definitely required. He outlined his view that the seats should go, new rails are needed and top concrete sections should be removed and the steps need to be upgraded to an approved standard. The current structure had been in existence for 39 years and although it was tired and a bit worn out, he believed it could be upgraded.

4.4 JOHN HORTON

John Horton did not ask a question but reminded Councillors that a time capsule still existed within the structure. He believed the Shire of Northampton should have a ceremonial day to open the time capsule.

The Shire President responded acknowledging the views put forward and advised that the new Chief Executive Officer, Andrew Campbell, would commence employment shortly and be provided with the background to this matter and she would arrange for RSL members to meet with him in due course. Total funds of \$31,883 are held in trust for this monument (being \$16,130 from funds committed by the Shire previously and \$15,754 from TC Seroja donations).

5 DISCLOSURE OF INTEREST

Nil

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING FRIDAY 21st APRIL 2023

Moved Cr SUCKLING

Seconded Cr HAY

That the minutes of the Ordinary Meeting of Council held on Friday 21st April 2023 be confirmed as true and correct.

CARRIED 7/0
Minute Reference 05/23-01

6.2 BUSINESS ARISING FROM MINUTES

Nil

7 RECEIVAL OF MINUTES

7.1 ANNUAL BUSH FIRE ADVISORY COMMITTEE MEETING WEDNESDAY 26th APRIL 2023

Moved Cr SUCKLING

seconded Cr GIBB

That the minutes of the Annual Bush Fire Advisory Committee held on Wednesday 26th April 2023 be received.

CARRIED 7/0
Minute Reference 05/23-02

7.2 ENDORSEMENT OF BUSH FIRE ADVISORY COMMITTEE MEETING ACTIONS – 26th APRIL 2023

Moved Cr HORSTMAN

seconded Cr BURGESS

That the following changes be adopted for 2023/2024 as recommended by the Bush Fire Advisory Committee:

1. Implement the following restricted and prohibited burning times:

Restricted Period	1/09/2023 - 14/10/2023
Prohibited Burning	15/10/2023 - 14/02/2024
Restricted Period	15/02/2024 - 7/04/2024

2. Appoint the following Deputy Bush Fire Control Officers:

Mr Kyle Carson as Deputy Chief Bush Fire Control Officer – North
Mr Scott Bridgeman as Deputy Chief Bush Fire Control Officer – South

3. Appoint the following Fire Control Officers:

Rob McKenzie - Chief Bush Fire Control Officer/Captain Isseka BFB
Ric Davey – Kalbarri Ranger
Kyle Carson - Deputy Chief Bush Fire Control Officer North, Captain -
Ajana/Binnu BFB
Scott Bridgeman - Deputy Chief Bush Fire Control Officer South/Captain –
Sandy Gully/Alma BFB
Harley Simpson - Lieutenant – Sandy Gully/Alma BFB
Dean (Greg) Teakle - Captain - Northampton VFRS
Kyle Carson - Captain - Ajana/Binnu BFB
Joe Wood - Captain - Port Gregory/Yallabatharra BFB
Lindsay Rowe - Captain - Horrocks BFB
Matt Johnson - Captain – Ogilvie BFB
Damian Harris – Deputy Captain - Ajana/Binnu BFB
Glen Reynolds - Lieutenant - Ajana/Binnu BFB
Jerome Drew – Admin Officer - Ajana/Binnu BFB

4. Appoint the following Permit Issuing Officers:

Andrew Campbell – Chief Executive Officer
Grant Middleton - Deputy CEO
Rob McKenzie - Chief Bush Fire Control Officer/Captain Isseka BFB
Ric Davey – Kalbarri Ranger
Kyle Carson - Deputy Chief Bush Fire Control Officer North, Captain -
Ajana/Binnu BFB
Scott Bridgeman - Deputy Chief Bush Fire Control Officer/Captain – Sandy
Gully/Alma BFB
Harley Simpson - Lieutenant – Sandy Gully/Alma BFB
Dean (Greg) Teakle - Captain - Northampton VFRS
Kyle Carson - Captain - Ajana/Binnu BFB
Joe Wood – Captain - Port Gregory/Yallabatharra BFB
Lindsay Rowe - Captain - Horrocks BFB
Matt Johnson - Captain – Ogilvie BFB
Damian Harris – Deputy Captain - Ajana/Binnu BFB
Glen Reynolds - Lieutenant - Ajana/Binnu BFB
Jerome Drew – Admin Officer - Ajana/Binnu

5. That Council direct staff to correspond with the Fire and Emergencies Minister
Darren Klemm and cc to the DFES Midwest Gascoyne Superintendent Mark
Bowen in Geraldton requesting a Community Emergency Services Manager
(CESM) be assigned to the Shire of Northampton in a shared capacity.

CARRIED 7/0
Minute Reference 05/23-03

OFFICER REPORTS

8 WORKS & ENGINEERING REPORT

There was no Works and Engineering Report for the month of May 2023.

9. HEALTH AND BUILDING REPORT

9.1 BUILDING STATISTICS FOR MONTH OF APRIL 2023

Noted.

10 TOWN PLANNING REPORT

10.1 STANDARD SCHEME AMENDMENT NO. 8 TO LOCAL PLANNING SCHEME NO. 10 – VARIOUS LOCATIONS

10.2 SUMMARY OF PLANNING INFORMATION ITEMS

10.1 – STANDARD SCHEME AMENDMENT NO. 8 TO LOCAL PLANNING SCHEME NO. 10 – VARIOUS LOCATIONS

Location	Various locations
Applicant	Shire of Northampton
Owner/Lessee	Various owners
File Reference	10.8.7.8
Date of Report	5 May 2023
Reporting Officers	Hayley Williams, Consultant Planner and Michelle Allen, Planning Officer
Responsible Officer	Grant Middleton, Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix 1	Schedule of Submissions	✓	

BACKGROUND:

A review of Local Planning Scheme No. 10 identified a number of mapping administrative errors and anomalies, along with updating changes to property boundaries and PDWSA's. Although these amendments were initially considered to fall within the parameters of a Basic Amendment,

it was considered more appropriate to notify affected landowners of these changes and so public advertising was undertaken.

The advertising period for Local Planning Scheme Amendment No. 8 has concluded with a total of five (5) submissions being received. While most of the submissions contained advice from other agencies, two (2) objections were received.

This report recommends that Council adopt the Scheme Amendment to correct the errors and anomalies and update the Scheme Maps, and that it be forwarded to the Minister for Planning for final endorsement.

The Shire's Local Planning Scheme No.10 (LPS No.10) was gazetted on 6th January 2012 and on the 28th of February 2020 the Scheme text was updated to align it with the model and deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Ongoing use of LPS No.10 subsequent to the Amendment No. 6 has revealed a number of areas where refinements are required to correct minor errors, omissions or changes required on the scheme maps. The process for implementation of recommended changes is through an Omnibus Scheme Amendment which combines multiple minor changes to the Scheme that wouldn't be suitable to be processed individually. A total of seven (7) map based changes are proposed.

Council at their Ordinary Meeting held on 19 August 2022 resolved:

That Council:

1. Pursuant to Section 75 of the *Planning and Development Act 2005*, amend Shire of Northampton Planning Scheme No. 10 by:
 - 1.1 Amending the Scheme Maps by:
 - a) Rezoning a portion of Lot 254 Glance Street, Horrocks from "Commercial" zone to "Residential R20" zone;
 - b) Rezoning a portion of Lot 1 Horan Way, Horrocks from "Rural" zone to "Residential R20" zone;
 - c) Rezoning Lots 20, 21 and 47 Mitchell Street, Horrocks from 'Local Scheme Reserve – Public Open Space' zone to 'Residential R12.5';
 - d) Modifying a portion of Lot 10 Glance Street, Horrocks from "Additional Use 3" (A3) to "Additional Use 4" (A4).
 - e) Rezoning Lots 21 and 22 Mary Street, Northampton from 'Special Use 2 to 'Public Purposes – Emergency Services';
 - f) Rezoning Lots 505 and 18 North West Coastal Highway Alma, from "Special Use" zone to "Rural - Additional Use 2" (A2) zone; and
 - g) Remove the SCA3 Public Drinking Water Source Protection over Yerina Springs, Northampton and Port Gregory.
2. resolves, pursuant to the Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), that Amendment 8 is a basic amendment in accordance with r.34(a) of the Regulations as it proposes to amend the Scheme map to correct administrative errors and anomalies, along with updating changes to property boundaries and PDWSA's;
3. authorise Council officers to prepare the scheme amendment documentation;

4. *authorise the affixing of the common seal to and endorse the signing of the amendment documentation;*
5. *pursuant to Section 81 of the Planning and Development Act 2005, refers Amendment 1 to the Environmental Protection Authority;*
6. *pursuant to r.58 of the Regulations, provides Amendment 8 to the Western Australian Planning Commission*

COMMUNITY & GOVERNMENT CONSULTATION:

The Scheme Amendment was publicly advertised in accordance with the provisions of the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*. Advertising of the Scheme Amendment began on Friday 8th April and closed on Friday 7th April, 2023.

A total of fifteen (5) submissions were received from community members, Government Agencies and Service Authorities. Two (2) objections were submitted on the proposed Scheme Amendment. One related to an error in advertising which was rectified and the other related to potential amenity impacts associated with the existing development of the Northampton Volunteer Fire and Rescue on Mary Street, Northampton and formalisation of the 'Public Purpose' zone for 'Emergency Services' from 'Special Use – Roman Catholic School'.

A summary, comment and recommendation for each submission is attached in the 'Schedule of Submissions' (refer to **Appendix 1**).

A copy of the actual submissions is available to Council upon request.

FINANCIAL IMPLICATIONS:

The preparation of a Scheme Amendment will be covered under Council's 2022/23 budgetary provisions for Planning Consultant fees. Costs associated advertising will also be applicable.

STATUTORY IMPLICATIONS:

State: *Planning and Development Act 2005*
Land Administration Act 1997

Local: *Shire of Northampton Local Planning Scheme No. 10 – Northampton*

POLICY/PROCEDURE IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

COMMENT:

Standard Amendment Classification

The omnibus proposals were collectively considered to meet the criteria of a "basic" Scheme Amendment. As per Clause 34, Part 5 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. Although the resolution of Council was to process the amendment as a 'Basic Amendment', as a result of ongoing consultation with landowners and a review of the potential

impacts, it was considered necessary to advertise the amendment in line with 'Standard Amendment' procedures.

Therefore, it is recommended that Council resolve to amend the Scheme Amendment from a Basic Amendment to a Standard Amendment and that the Scheme documentation and Council resolution of 19 August 2022 reflects this.

Lot 254 Glance Street, Horrocks

A submission was received querying the R-Code being applied with the Residential Zone during the public advertising period. It was confirmed that the applicable R-Code was in fact R20, not R10.

Lot 254 currently has a split zoning, with the front portion of the Lot being zoned "Commercial" and the rear portion being zoned "Residential R20" (refer **Figure 1**). The zoning anomaly has occurred through the subdivision of residential lots along Glance Street. Lot 254 has been developed with a single dwelling on the rear portion of the lot and therefore the "Residential R20" zone is considered the most applicable. No changes to the Amendment are required as a result of the submission.



Figure 1: Lot 254 Glance Street, Horrocks

Lots 21 & 22 Mary Street, Northampton

A submission was received from a local resident raising an objection in relation to the potential impact of vehicles on residential amenity and safety.

Lots 21 & 22 Mary Street are currently zoned 'Special Use 2' for 'Roman Catholic School'. The Shire of Northampton has been working with the Department of Planning, Lands and Heritage and the Department of Fire and Emergency Services to establish an area of land for the location of the Volunteer Fire and Rescue Service depot. The vesting purpose and management order of Reserve 53748 has been amended to support this use and it is no longer necessary to retain the 'Special Use' for the Roman Catholic School (refer **Figure 5**). Therefore, it is proposed to rezone these two lots to 'Public Purposes – Emergency Services'.

No changes to the Amendment are required as a result of the submission.



Figure 5: Lots 21 & 22 Mary Street Northampton

The proposed amendments to the Scheme Maps are considered to be rectifying a number of administrative errors and anomalies as well as updating the Scheme Maps to align with changes in other documents, including removal of Public Drinking Water Source Areas for Northampton, Yerina Springs and Port Gregory. Therefore, It is recommended that Council endorse the Schedule of Submissions and adopt Scheme Amendment No. 8 to *Local Planning Scheme No. 10* to amend the Scheme to correct the errors and anomalies and update the Scheme Maps

RISK ASSESSMENT:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Simple Majority required

STAFF RECOMMENDATION/COUNCIL RESOLUTION – 10.1

Moved Cr PIKE

seconded Cr GIBB

That Council:

- 1) Endorse the 'Schedule of Submissions' for Amendment No. 8 to *Local Planning Scheme No. 10* as attached to Item 10.1 of the May Town Planning Report 2023;
- 2) In accordance with Regulation 50(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* determines to support Amendment No. 8 for the purposes of Amending the Scheme Maps by:
 - a) Rezoning a portion of Lot 254 Glance Street, Horrocks from "Commercial" zone to "Residential R20" zone;
 - b) Rezoning a portion of Lot 1 Horan Way, Horrocks from "Rural" zone to "Residential R20" zone;
 - c) Rezoning Lots 20, 21 and 47 Mitchell Street, Horrocks from 'Local Scheme Reserve – Public Open Space' zone to 'Residential R12.5';
 - d) Modifying a portion of Lot 10 Glance Street, Horrocks from "Additional Use 3" (A3) to "Additional Use 4" (A4).
 - e) Rezoning Lots 21 and 22 Mary Street, Northampton from 'Special Use 2 to 'Public Purposes – Emergency Services';
 - f) Rezoning Lots 505 and 18 North West Coastal Highway Alma, from "Special Use" zone to "Rural - Additional Use 2" (A2) zone; and
 - g) Remove the SCA3 Public Drinking Water Source Protection over Yerina Springs, Northampton and Port Gregory;
- 3) Resolves, pursuant to the Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), that Amendment 8 is a standard amendment in accordance with r.34 of the Regulations and that Council's resolution on 19 August 2022 be amended to reflect this;
- 4) Authorise that the amendment documentation be signed and sealed by the Shire President and the Chief Executive Officer and then submitted to the Western Australian Planning Commission along with a request for the endorsement of the final approval by the Hon. Minister for Planning; and
- 5) Advise those parties that made a submission of Council's decision.

CARRIED 7/0

Minute Reference 05/23-4

APPENDIX 1 – SCHEDULE OF SUBMISSIONS

Shire of Northampton

Local Planning Scheme No. 10 - Northampton

SCHEME AMENDMENT NO. 8 – OMNIBUS AMENDMENT (STANDARD AMENDMENT)

No	Date Received	Submitter	Submission Detail	Comment/Recommendation
1.	28/02/2023	D & C Bushell 4 Horan Way, Horrocks	No objection	Noted.
2.	04/04/2023	Department of Biodiversity, Conservation and Attractions 201 Foreshore Drive, Geraldton 6530	No objection DBCA has no objections to the proposed Scheme Amendment No. 8. It is anticipated that the scheme amendment and any associated environmental impacts will be appropriately managed through the existing planning framework.	Noted.
3.	18/03/2023	P Murphy Lot 254 Gance Street, Horrocks	Objection Object to the R-Coding classification of the Lot 254 as Residential R10, should be R20.	An error was made in correspondence during the advertising period and the R-Coding proposed to be applied to Lot 254 Gance Street is R20.
4.	01/03/2023	Western Power	No objection Unfortunately requests for general comments, feedback and approval for proposals can't be provided for without application and the investigation and dialogue that allows. We suggest: <ul style="list-style-type: none"> Reviewing your query against the processes referred to in our Strategic Planning web page Where a change of land use, or permanent road closure will affect our ability to access our infrastructure for maintenance or in an emergency, the original accessway or an alternative must be maintained. Changed access conditions should be communicated via our Land entry preferences form, Use our provided mapping tools and "Before You Dig" to locate any assets that would be affected by 	Noted.

			<p>any proposed change or development,</p> <ul style="list-style-type: none"> • If there are transmission assets (66,000VOLTS-330,000 VOLTS) in proximity to your work, apply via our move or remove transmission and communication assets form, • Ensuring any developers involved are aware that they will need to make an application to deal with any assets that are in the development area as well as for the power requirements for the development. 	
5.	02/04/2023	S Czernyscow Lot 125 & 127 West Street, Northampton	<p>Objection</p> <ul style="list-style-type: none"> - Impact of vehicles on residential amenity and safety. 	<ul style="list-style-type: none"> - Zoning of the site for 'Public Purpose' formalises the existing use of the site for the Northampton Volunteer Fire and Rescue Service (VFRS). - DFES is recognised as a 'public authority' under the Public Works Act 1902, and the works undertaken were defined as 'public works' under the Public Works Act 1902. In accordance with Section 6 of the Planning and Development Act 2005 (PD Act) the proposal was exempt from the need for planning approval under the applicable Shire of Northampton Local Planning Scheme No. 10 (LPS 10). - The proposed amendment seeks to update the Scheme to reflect the 'Public Purpose' of the site. - The VFRS is a volunteer brigade and as such the activity at the site is considered to be compatible with other Townsite uses with limited impact on residential amenity. To date there has been no complaints regarding pedestrian safety or noise.

10.2 – SUMMARY OF PLANNING INFORMATION ITEMS

Date of Report	10 May 2023
Reporting Officer	Michelle Allen, Planning Officer

REF	APPLICANT	LOCATION	DEVELOPMENT/USE	DATE
025	ADVENTURETHON AUSTRALIA PTY LTD	MURCHISON FORESHORE, KALBARRI	EVENT - ADVENTURETHON	3 April 2023
026	M & M GROVE	R52436 LAND BACKED WHARF	ANNUAL RENEWAL MOBILE FOOD VEHICLE (WILD OCEAN INDONESIAN CUISINE)	20 April 2023
027	R SMITH	R52436 GREY STREET, KALBARRI	ANNUAL RENEWAL MOBILE FOOD VEHICLE (JETTY FISH TRUCK)	21 April 2023
028	J CLAYTON	R26591 MURCHISON RIVER FORESHORE & R12996 AJANA-KALBARRI RD, KALBARRI	MOBILE FOOD VEHICLE (NHANDA BILLY TEA AND DAMPER)	3 May 2023
029	KALBARRI STATE EMERGENCY SERVICE (DFES)	LOT 262 (NO. 11) MAGEE CRESCENT KALBARRI	EXTENSION TO OUTBUILDING	9 May 2023
030	REGIONAL EARLY EDUCATION & DEVELOPMENT	LOT 483 (NO. 92) STEPHEN STREET, NORTHAMPTON (NORTHAMPTON CHILDCARE)	REPURPOSED/SECONDHAND DWELLING (RETROSPECTIVE APPROVAL FOR TEMPORARY PERIOD)	9 May 2023
031	TC & TA NEUMANN	LOT 300 (NO. 18) BALAAM STREET KALBARRI	VERANDAH (R-CODE VARIATION)	9 May 2023

Noted

11 FINANCE REPORT

- 11.1 ACCOUNTS FOR PAYMENT
- 11.2 MONTHLY STATEMENTS – APRIL 2023
- 11.3 BUDGET VARIATIONS
- 11.4 BUDGET SUBMISSIONS

11.1 ACCOUNTS FOR PAYMENT (ITEM 11.1)

File Reference	1.1.1
Date of Report	10 th May 2023
Reporting Officer	Leanne Rowe, Acting Deputy Chief Executive Officer
Responsible Officer	Leanne Rowe, Acting Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	List of Accounts	✓	

DISCLOSURE OF INTEREST:

BACKGROUND:

A list of payments submitted to Council on 19th May 2023, for confirmation in respect of accounts already paid or for the authority to those unpaid.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL 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).

STATUTORY IMPLICATIONS:

Local Government (Financial Management) Regulation 13 1996
Local Government Act 1995 Section 6.10

POLICY/PROCEDURE IMPLICATIONS:

Council Delegation F02 allows the CEO to make payments from the Municipal bank 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.

COMMENT:

Council to authorise the payments as presented.

RISK ASSESSMENT:

As Council has complied with legislative requirements there is no associated risk of failing to comply with Local Government Financial Regulations requiring monthly reporting of Financial Activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENT:

Absolute Majority required

STAFF RECOMMENDATION/COUNCIL RESOLUTION – 11.1

Moved Cr GIBB

seconded Cr BURGESS

That Municipal Fund Cheques 22359 to 22375 inclusive totalling \$71,447.47, Municipal EFT payments numbered EFT24766 to EFT24872 totalling \$785,256.39, Direct Debit payments numbered GJ1002 to GJ1009 inclusive totalling \$250,295.43 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY ABSOLUTE MAJORITY 7/0
Minute Reference 05/23-5

APPENDIX 1 –

MUNICIPAL FUND CHEQUES

Chq #	Date	Name	Description	Amount
22359	03-04-2023	MARSH PTY LTD	EMERGENCY EVACUATION DIAGRAMS	1375.00
22360	03-04-2023	SYNERGY	ELECTRICITY CHARGES	14350.50
22361	03-04-2023	SHIRE OF NORTHAMPTON	BCITF/BRB COMMISSIONS NOV 22	87.75
22362	03-04-2023	WATER CORPORATION	WATER USE & SERVICE CHARGES	6766.32
22363	06-04-2023	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 0000NR	200.00
22364	11-04-2023	MICHAEL EASTERBROOK	REFUND OF PLANNING APPLICATION	147.00
22365		CANCELLED		
22366	17-04-2023	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	128.00
22367	17-04-2023	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 2005NR	200.00
22368	18-04-2023	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	AIBS WA CONFERENCE TREVOR BRANDY	1095.00
22369	18-04-2023	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	18162.00
22370	18-04-2023	SYNERGY	ELECTRICITY CHARGES	21110.64
22371	18-04-2023	WATER CORPORATION	WATER USE & SERVICE CHARGES	7458.71
22372	20-04-2023	SHIRE OF NORTHAMPTON	BA 22070 NTON BOWLING SHADE SHELTERS	120.05
22373	24-04-2023	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 053NR	200.00
22374	26-04-2023	SHIRE OF NORTHAMPTON	BRB/BCITF COMMISSION DECEMBER 2022	33.25
22375	27-04-2023	SHIRE OF NORTHAMPTON	BRB/BCITF COMMISSION JANUARY 2023	13.25
				\$ 71,447.47

APPENDIX 1 –

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT24766	03-04-2023	AERODROME MANAGEMENT SERVICES	KAL AIRPORT TAKEOFF SURVEY/COMPLIANCE	3300.00
EFT24767	03-04-2023	BABA MARDIA ROAD SERVICES	GEORGE GREY DRIVE TRAFFIC MAN	1044.07
EFT24768	03-04-2023	BATAVIA FENCING	HKS TENNIS COURT FENCE REPAIRS	6486.70
EFT24769	03-04-2023	PAUL BECKMANN	REFUND RSL HALL BOND	230.00
EFT24770	03-04-2023	BRIDGESTONE SERVICE CENTRE	PT GREG FIRE TRUCK 6 TYRES	5814.00
EFT24771	03-04-2023	NEIL EDWARD BROADHURST	REIMB RETIREMENT GIFT	250.00
EFT24772	03-04-2023	BUILDING & CONSTRUCT IND TRAINING FUND	BCITF NOVEMBER 2022	4350.38
EFT24773	03-04-2023	BUNNINGS (GERALDTON WAREHOUSE)	KALBARRI PLANTS	624.80
EFT24774	03-04-2023	CAT WEST PTY LTD	NTON LIONS PARK/MARY ST ASPHALT	24431.00
EFT24775	03-04-2023	CATERLAAS	JCB BACKHOE/ROLLER REPAIRS	4670.05
EFT24776	03-04-2023	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	1178.13
EFT24777	03-04-2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	32.63
EFT24778	03-04-2023	DPT OF WATER & ENVIRONMENT	KALB REFUSE SITE ANNUAL LICENCE	1042.80
EFT24779	03-04-2023	SIMON DRAGE	NTON RSL REPAIR DOORS/FLYSCREENS	1179.00
EFT24780	03-04-2023	GARY DUNGATE	DUP PAVING REPAIRS NTON LIONS/STEPHEN	5106.00
EFT24781	03-04-2023	DPT OF MINES, INDUSTRY REG & SAFETY	BRB NOVEMBER 2022	339.90
EFT24782	03-04-2023	FENN PLUMBING & GAS	KAL VMR/SALLYS TREE RE-ROUTE PLUMBING	188.54
EFT24783	03-04-2023	FREEMANS LIQUID WASTE PTY LTD	OVAL/HAMPTON GDN TOILETS PUMP SEPTICS	3615.00
EFT24784	03-04-2023	GANTHEAUME BAY ELECTRICAL	KAL MARINA FOUNTAIN EXCAVATOR HIRE	302.50
EFT24785	03-04-2023	GCO AUSTRALIA PTY LTD	NTON/KAL DEPOTS TAG & TESTING	3852.12
EFT24786	03-04-2023	GERALDTON LOCK & KEY SPECIALISTS	KEYS	89.10
EFT24787	03-04-2023	GNC QUALITY PRECAST GERALDTON	NTON OVAL SEPTIC COVERS	2035.00
EFT24788	03-04-2023	GREAT NORTHERN RURAL SERVICES	ALLEN CENTRE/NTON OVAL RETIC	2860.27

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY
19TH MAY 2023

EFT #	Date	Name	Description	Amount
EFT24789	03-04-2023	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD (BEAUREPAIRES)	DMAX UTE 4 TYRES/BAL	939.00
EFT24790	03-04-2023	C + J HANSON PLUMBING CONTRACTORS	NTON OVAL TOILETS PLUMBING, VARIOUS	10702.11
EFT24791	03-04-2023	HOSEXPRESS	PIG TRAILER HOSE	328.65
EFT24792	03-04-2023	KALBARRI AUTO CENTRE	KAL UTE/MOWER SERVICES	1265.00
EFT24793	03-04-2023	KALBARRI STATE EMERGENCY SERVICE	22/23 4TH ESL INSTALL	10707.50
EFT24794	03-04-2023	KALBARRI EXPRESS FREIGHT	FREIGHT	112.59
EFT24795	03-04-2023	KALBARRI REFRIG AND AIRCON SERVICE	ALLEN CENTRE SERVICE AIRCONS	214.50
EFT24796	03-04-2023	KALBARRI GRAVEL & SAND SUPPLIES	PARKER ROAD WATERCART HIRE	9982.50
EFT24797	03-04-2023	KEMPTON ELECTRICAL CONTRACTING	VARIOUS ELECTRICAL/SMOKE ALARMS	3631.69
EFT24798	03-04-2023	STATE LIBRARY OF WESTERN AUSTRALIA	FREIGHT RECOUP	354.75
EFT24799	03-04-2023	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT24800	03-04-2023	GERALDTON TOYOTA	NR1 SERVICE	431.71
EFT24801	03-04-2023	OAKS CIVIL CONTRUSCTION	PARKER RD TRAFFIC CONTROL	6168.12
EFT24802	03-04-2023	PORT GREGORY CARAVAN PARK	PORT GREG FIRE TRUCK FUEL	204.60
EFT24803	03-04-2023	PURCHER INTERNATIONAL	PLANT PARTS	461.42
EFT24804	03-04-2023	RED BLUFF AUTO ELECTRICAL	KAL MOWER BLOWER SOLENOID	132.00
EFT24805	03-04-2023	THE SHEARING SHED CAFE	REFRESHMENTS	321.75
EFT24806	03-04-2023	PAUL SHERIFF	COMPUTER SOFTWARE UPDATE	110.00
EFT24807	03-04-2023	STATESIDE MAINTENANCE	CHIV HOUSE BLACKSMITH SHED REPAIRS	35838.11
EFT24808	03-04-2023	2V NET IT SOLUTIONS	COMPUTER MTCE/BATTERIES	1426.50
EFT24809	03-04-2023	WA COUNTRY BUILDERS	KERB REFUND	500.00
EFT24810	03-04-2023	WEIRDO'S CARPENTRY & MAINTENANCE	SALAMIT RES/ALLEN CENTRE REPAIRS	13179.77
EFT24811	03-04-2023	WESTRAC EQUIPMENT PTY LTD	PLANT PARTS	2385.75
EFT24812	31-03-2023	PRIOR MONTH PAYMENT		
EFT24813	13-04-2023	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT24814	13-04-2023	SUSAN FRANCIS KOPPENSTEINER	REIMB PPE	51.62
EFT24815	13-04-2023	WA TREASURY CORPORATION	LOAN 157 (PLANT)	18464.02
EFT24816	17-04-2023	AUSTRALIAN TAXATION OFFICE	BAS MARCH 2023	32906.00
EFT24817	18-04-2023	AUSTRALIAN DIRECTION DRILLING SERVICES	PORT GREG WATER DIRECT BORE CONDUIT	9900.00
EFT24818	18-04-2023	ADNIL GROUP	KVC MARKETING ADVERTISING PLAN	30000.00

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY
19TH MAY 2023

EFT #	Date	Name	Description	Amount
EFT24819	18-04-2023	KALBARRI IGA	ALLEN CENTRE GOODS/CLEANING	199.04
EFT24820	18-04-2023	AUSTRALIA POST	POSTAGE	283.86
EFT24821	18-04-2023	BLACKWOODS	SUNDRY TOOLS MILWAUKI DRILL	529.95
EFT24822	18-04-2023	CENTRAL WEST PUMP SERVICE	PG WATER SUP/WHEEL OF MAY PUMPS	11820.60
EFT24823	18-04-2023	CHEM CENTRE EXPERT SOLUTIONS	WATER SAMPLES	220.00
EFT24824	18-04-2023	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM REFUSE /SITE MTCE	26623.94
EFT24825	18-04-2023	CORSIGN WA PTY LTD	SIGN	627.00
EFT24826	18-04-2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	46.64
EFT24827	18-04-2023	DEREK IAN HAMMOND	ALLEN CENTRE CARPET CLEAN	1881.00
EFT24828	18-04-2023	ECO-FLORA CRANE, TRUCK & EXCAVATOR SERVICES	KALBARRI RDS MAINT GRADE	1650.00
EFT24829	18-04-2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	RETIC, HARDWARE, RAPID SET, PPE	2957.45
EFT24830	18-04-2023	EXTERIA	SALLY'S TREE SHELTER	13972.20
EFT24831	18-04-2023	P J & N S GEE	RATE REFUND	336.50
EFT24832	18-04-2023	GEOFABRICS AUSTRALASIA PTY LTD	HKS FSHORE SANDBAG PATCHING KITS	319.00
EFT24833	18-04-2023	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	1065.08
EFT24834	18-04-2023	GHD PTY LTD	CYCLONE RECOVERY WORKS	3496.35
EFT24835	18-04-2023	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL/FUEL CARDS	29112.32
EFT24836	18-04-2023	C + J HANSON PLUMBING CONTRACTORS	VARIOUS PLUMBING	1798.65
EFT24837	18-04-2023	HOSEXPRESS	PLANT PARTS/FITTINGS	483.91
EFT24838	18-04-2023	HOSEY'S CONTRACTING	NR OVAL TOILETS ASBESTOS PIPE REMOVAL	3467.32
EFT24839	18-04-2023	KALBARRI EXPRESS FREIGHT	FREIGHT	19.61
EFT24840	18-04-2023	KEMPTON ELECTRICAL CONTRACTING	NTON LIA UNIT 1 LIGHT	239.13
EFT24841	18-04-2023	KIMBERLEY QUARRY PTY LTD	PARKER ROAD SEALING AGG	21488.62
EFT24842	18-04-2023	KALBARRI PEST CONTROL	VISUAL TERMITE/URBAN PEST CONTROL	590.00
EFT24843	18-04-2023	KALBARRI SITEWORKS	KAL TREE REMOVAL DRAINAGE/CYCLONE	880.00
EFT24844	18-04-2023	LANDMARK PRODUCTS LTD	NTON HAMPTON GARDENS SHELTER	8052.00
EFT24845	18-04-2023	LENANE HOLDINGS PTY LTD	PARKER ROAD WATER TRUCK HIRE	5703.50
EFT24846	18-04-2023	MANDURAH JETTY CONSTRUCTION	KAL MARINA FLOATING JETTY ROPE CLEATS	366.30

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY
19TH MAY 2023

EFT #	Date	Name	Description	Amount
EFT24847	18-04-2023	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	654.41
EFT24848	18-04-2023	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT24849	18-04-2023	MIDWEST MULCHING MOWING	HKS RD VERGE MULCHING/FIRE MITIGATION CLEARING (BHIND STRATA)	56331.92
EFT24850	18-04-2023	MIDWEST SAFETY AND TRAINING PTY LTD	STAFF FIRST AID TRAINING	1760.00
EFT24851	18-04-2023	NORTHAMPTON IGA	REFRESHMENTS, GOODS	417.86
EFT24852	18-04-2023	NORTHAMPTON NEWSAGENCY	NEWSPAPERS, STATIONERY	980.07
EFT24853	18-04-2023	NORTHAMPTON AUTO ELECTRICS	PLANT ELECTRICAL REPAIRS	1153.30
EFT24854	18-04-2023	GERALDTON CLEANPAK TOTAL SOLUTION	CLEANING PRODUCTS	46.97
EFT24855	18-04-2023	OAKS CIVIL CONTRUSCTION	PARKER ROAD TRAFFIC CONTROL	4313.10
EFT24856	18-04-2023	QUANTUM SURVEYS	HKS FSHORE CROWN SUBDIVISION FEE	382.50
EFT24857	18-04-2023	REECE PTY LTD	NTON TOILETS PLUNGER	203.15
EFT24858	18-04-2023	ROADSIDE PRODUCTS PTY LTD	GUIDEPOSTS	8085.00
EFT24859	18-04-2023	PAUL SHERIFF	COMPUTER SOFTWARE SUPPORT	220.00
EFT24860	18-04-2023	SKYTRUST	SKYTRUST SUBCRIPTION	493.90
EFT24861	18-04-2023	STATESIDE MAINTENANCE	CYCLONE CHIVERTON HOUSE REPAIRS	278947.0
EFT24862	18-04-2023	TELSTRA	TELEPHONE CHARGES	1493.43
EFT24863	18-04-2023	THURKLE'S EARTHMOVING & MTCE	DOZER WORKS PUSH UP GRAVEL	13750.00
EFT24864	18-04-2023	WA COUNTRY BUILDERS	REFUND KERB DEPOSIT	500.00
EFT24865	18-04-2023	WESTRAC EQUIPMENT PTY LTD	PLANT PARTS	603.63
EFT24866	18-04-2023	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	736.21
EFT24867	26-04-2023	BUILDING & CONSTRUCT IND TRAINING FUND	BCITF DECEMBER 2022	50.68
EFT24868	26-04-2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BRB DECEMBER 2022	915.00
EFT24869	27-04-2023	BUILDING & CONSTRUCT IND TRAINING FUND	BCITF JANUARY 2023	51.75
EFT24870	27-04-2023	HAYLEY R WILLIAMS DEVISE URBAN PLANNING	PLANNING SERVICES	3146.00
EFT24871	27-04-2023	DPT OF MINES, INDUST REG AND SAFETY	BRB JANUARY 2023	56.65
EFT24872	28-04-2023	KEMPTON ELECTRICAL CONTRACTING	RES LIGHT, HKS TEN CRTS SWITCHBOARD	3620.24
				<u>\$785,256.39</u>

APPENDIX 1 –

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	13-04-2023	PAYROLL	FN/E 12/04/2023	102,863.00
	13-04-2023	SUPERCHOICE	SUPERANNUATION PAY FN/E 12/04/2023	22,941.65
	27-04-2023	PAYROLL	FN/E 26/04/2023	95,834.00
	28-04-2023	SUPERCHOICE	SUPERANNUATION PAY FN/E 26/04/2023	24,324.60
GJ1002	30-04-2023	NATIONAL AUSTRALIA BANK	BANK FEES	149.88
GJ1003	30-04-2023	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	181.26
GJ1004	30-04-2023	COMMONWEALTH BANK	BPOINT FEES	64.36
GJ1005	30-04-2023	NATIONAL AUSTRALIA BANK	BPAY	150.48
GJ1008	30-04-2023	NAB DCEO CORPORATE CARD	BANK CHARGES	9.00
			KCC IINET	80.14
			COMPUTER EXPS 2VNET/ADOBE	1,468.18
			GOODYEAR TYRES 101NR	1,007.00
GJ1009	30-04-2023	NATIONAL AUSTRALIA BANK	LOAN 153 FACILITY FEE	2,564.32
				<u>1,221.88</u>
				<u>\$250,295.43</u>

11.2 MONTHLY FINANCIAL STATEMENTS – MARCH 2023 (ITEM 11.2)

File Reference	1.1.1
Date of Report	10 th May 2023
Reporting Officer	Leanne Rowe, Acting Deputy Chief Executive Officer
Responsible Officer	Leanne Rowe, Acting Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	Monthly Financial Report for April 2023	✓	

DISCLOSURE OF INTEREST:

BACKGROUND:

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

The Monthly Statements of Financial Activity for the period ending 30 April 2023 are detailed from page 1 to page 22 per the attached Monthly Financial Report.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

The 30 April 2023 financial position is comprised of the following:

Total operating revenue has a surplus position of \$864,482 and operating expenditure has a deficit position of \$845,403 to the end of April 2023. The surplus revenue position is largely due to the receipt of \$750,000 for Insurance and LRCI2 final grant revenue component. The expenditure variances are largely related to Cyclone Seroja building repair works that are offset by insurance payout revenue whilst the additional depreciation expenses are associated with the increased building valuations associated with the revaluation of Land and Buildings in 2021/2022.

Investing and Financing variances will reconcile as the year progresses and it is anticipated there will be no significant budget variations.

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

STATUTORY IMPLICATIONS:

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

POLICY/PROCEDURE IMPLICATIONS:

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

COMMENT:

Council to adopt the monthly Financial Report as presented.

RISK ASSESSMENT:

As Council has complied with legislative requirements there is no associated risk of failing to comply with Local Government Financial Regulations requiring monthly reporting of Financial Activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENT:

Absolute Majority required

STAFF RECOMMENDATION/COUNCIL RESOLUTION – 11.2

Moved Cr SUCKLING seconded Cr HAY

That Council adopts the Monthly Financial Report for the period ending 30th April 2023.

CARRIED BY ABSOLUTE MAJORITY 7/0
Minute Reference 05/23-06

APPENDIX

SHIRE OF NORTHAMPTON

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 30 April 2023

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

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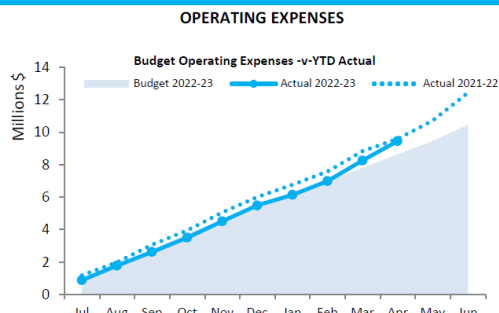
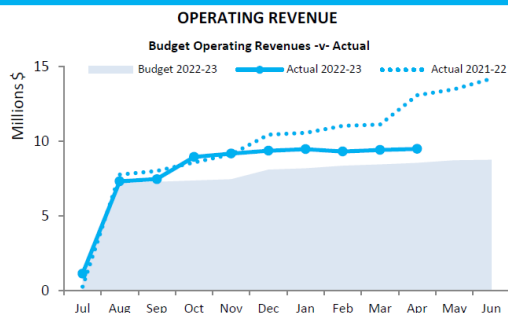
Statement of Financial Activity by Nature or Type	5
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NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

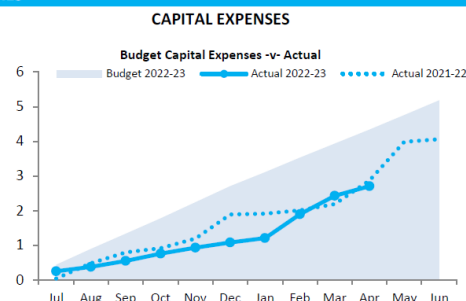
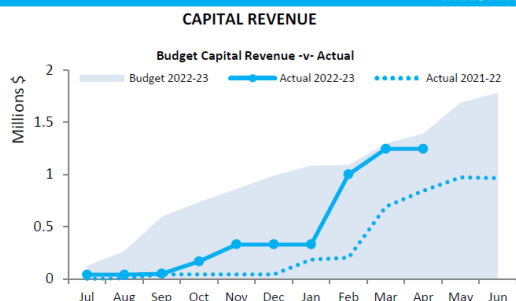
MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2023

SUMMARY INFORMATION - GRAPHS

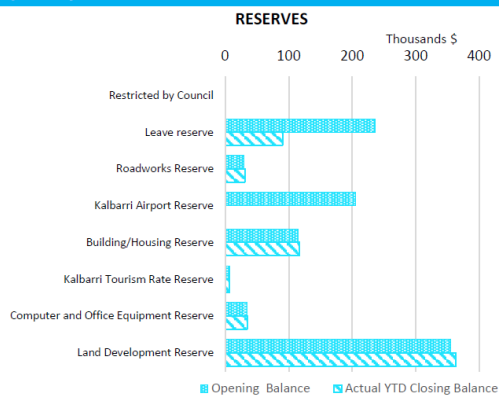
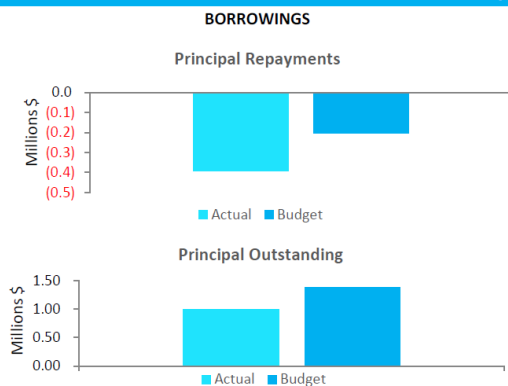
OPERATING ACTIVITIES



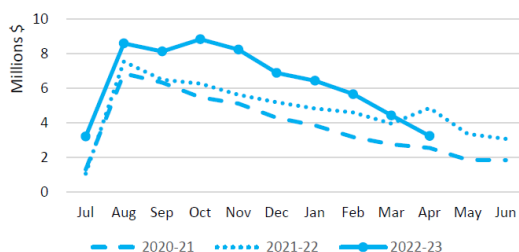
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2023

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.01 M	\$3.01 M	\$2.39 M	(\$0.62 M)
Closing	\$0.00 M	\$1.37 M	\$3.24 M	\$1.88 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$4.02 M	% of total		\$0.66 M	% Outstanding		\$0.27 M	% Collected
Unrestricted Cash	\$3.38 M	84.0%	Trade Payables	\$0.34 M		Rates Receivable	\$0.23 M	95.3%
Restricted Cash	\$0.64 M	16.0%	0 to 30 Days		68.2%	Trade Receivable	\$0.27 M	% Outstanding
			Over 30 Days		31.8%	Over 30 Days		92.3%
			Over 90 Days		0%	Over 90 Days		59.3%

Refer to Note 2 - Cash and Financial Assets Refer to Note 5 - Payables Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities				Rates Revenue			Operating Grants and Contributions			Fees and Charges		
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$4.82 M	% Variance	YTD Actual	\$1.33 M	% Variance	YTD Actual	\$1.25 M	% Variance
\$0.88 M	\$1.85 M	\$1.98 M	\$0.13 M	YTD Budget	\$4.77 M	1.0%	YTD Budget	\$0.93 M	43.1%	YTD Budget	\$1.27 M	(1.5%)

Refer to Statement of Financial Activity Refer to Note 11 - Operating Grants and Contributions Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities				Proceeds on sale			Asset Acquisition			Capital Grants		
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$0.27 M	%	YTD Actual	\$2.31 M	% Spent	YTD Actual	\$0.71 M	% Received
(\$3.61 M)	(\$3.01 M)	(\$1.07 M)	\$1.94 M	Adopted Budget	\$0.24 M	8.7%	Adopted Budget	\$4.98 M	(53.6%)	Adopted Budget	\$1.10 M	(35.3%)

Refer to Statement of Financial Activity Refer to Note 6 - Disposal of Assets Refer to Note 7 - Capital Acquisitions Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.29 M)	(\$0.49 M)	(\$0.05 M)	\$0.43 M
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.39 M
Interest expense	\$0.05 M
Principal due	\$0.99 M
Refer to Note 8 - Borrowings	

Reserves	
Reserves balance	\$0.64 M
Interest earned	\$0.02 M
Refer to Note 9 - Cash Reserves	

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 APRIL 2023

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
Opening funding surplus / (deficit)	1(c)	\$ 3,011,814	\$ 3,011,814	\$ 2,389,563	\$ (622,251)	% (20.66%)	▼
Revenue from operating activities							
Rates		4,770,499	4,770,499	4,818,421	47,922	1.00%	▲
Operating grants, subsidies and contributions	11	1,133,783	927,261	1,327,016	399,755	43.11%	▲
Fees and charges		1,345,971	1,272,292	1,253,208	(19,084)	(1.50%)	▼
Interest earnings		40,000	36,080	154,764	118,684	328.95%	▲
Other revenue		1,468,540	1,468,540	1,750,000	281,460	19.17%	▲
Profit on disposal of assets	6	137,500	137,496	173,241	35,745	26.00%	▲
		8,896,293	8,612,168	9,476,650	864,482	10.04%	
Expenditure from operating activities							
Employee costs		(4,033,035)	(3,382,830)	(3,365,527)	17,303	0.51%	▲
Materials and contracts		(2,681,458)	(2,235,250)	(2,899,018)	(663,768)	(29.70%)	▼
Utility charges		(339,634)	(282,820)	(268,170)	14,650	5.18%	▲
Depreciation on non-current assets		(2,382,850)	(1,985,630)	(2,129,498)	(143,868)	(7.25%)	▼
Interest expenses		(53,237)	(44,340)	(49,989)	(5,649)	(12.74%)	▼
Insurance expenses		(227,456)	(227,376)	(223,935)	3,441	1.51%	
Other expenditure		(542,031)	(452,663)	(520,175)	(67,512)	(14.91%)	▼
		(10,259,701)	(8,610,909)	(9,456,312)	(845,403)	9.82%	
Non-cash amounts excluded from operating activities	1(a)	2,245,350	1,848,134	1,956,257	108,123	5.85%	▲
Amount attributable to operating activities		881,942	1,849,393	1,976,595	127,202	6.88%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,096,786	913,970	710,118	(203,852)	(22.30%)	▼
Proceeds from disposal of assets	6	244,000	235,324	265,253	29,929	12.72%	▲
Proceeds from financial assets at amortised cost - self supporting loans	8	37,470	37,468	271,188	233,720	623.79%	▲
Payments for property, plant and equipment and infrastructure	7	(4,984,264)	(4,193,122)	(2,314,278)	1,878,844	44.81%	▲
Amount attributable to investing activities		(3,606,008)	(3,006,360)	(1,067,720)	1,938,640	(64.48%)	
Financing Activities							
Proceeds from new debentures	8	200,000	0	0	0	0.00%	
Transfer from reserves	9	205,000	205,000	360,335	155,335	75.77%	▲
Repayment of debentures	8	(202,648)	(202,637)	(392,992)	(190,355)	(93.94%)	▼
Transfer to reserves	9	(490,100)	(490,100)	(21,677)	468,423	95.58%	▲
Amount attributable to financing activities		(287,748)	(487,737)	(54,334)	433,404	(88.86%)	
Closing funding surplus / (deficit)	1(c)	0	1,367,110	3,244,105	1,876,995	(137.30%)	▲

KEY INFORMATION

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

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

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2023**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

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

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

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

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 05 May 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(137,500)	(137,496)	(173,241)
Add: Depreciation on assets		2,382,850	1,985,630	2,129,498
Total non-cash items excluded from operating activities		2,245,350	1,848,134	1,956,257

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

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

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 30 April 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(1,267,703)	(982,603)	(643,945)
Less: - Financial assets at amortised cost - self supporting loans	4	(37,470)	(35,627)	(16,353)
Less: Land Held for Resale		(235,000)		
- Other liabilities - Adjustment to current non current liabilities		39,605		(25,768)
Add: Borrowings	8	402,648	202,648	(190,344)
Add: Provisions employee related provisions	10	718,085	706,956	732,724
Total adjustments to net current assets		(379,835)	(108,626)	(143,686)

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

Current assets				
Cash and cash equivalents	2	1,452,197	4,180,625	4,023,331
Financial assets at amortised cost	2	37,740	0	0
Rates receivables	3		160,407	234,033
Receivables	3	427,563	260,289	273,941
Other current assets	4	246,568	47,195	63,795
Less: Current liabilities				
Payables	5	(663,501)	(717,614)	(664,930)
Borrowings	8	(402,648)	(202,648)	190,344
Contract liabilities	10		(497,341)	0
Provisions	10	(718,084)	(732,724)	(732,724)
Less: Total adjustments to net current assets	1(b)	(379,835)	(108,626)	(143,686)
Closing funding surplus / (deficit)		0	2,389,563	3,244,105

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash Deposits	Municipal	2,363,823.89		2,363,823.89		NAB		At call
Petty Cash	Cash on Hand	1,050.00		1,050.00				
Investment	Reserves	0.00	643,945.01	643,945.01		NAB	4.31%	30/06/2023
Investment	Term Deposit	1,014,512.36		1,014,512.36		NAB	4.20%	31/05/2023
Total		3,379,386.25	643,945.01	4,023,331	0			
Comprising								
Cash and cash equivalents		3,379,386.25	643,945.00	4,023,331	0			
		3,379,386.25	643,945.00	4,023,331	0			

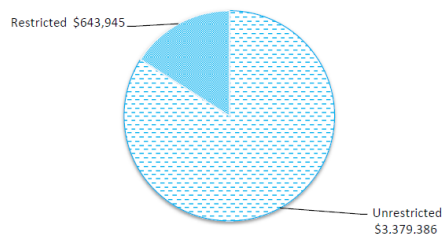
KEY INFORMATION

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

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

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

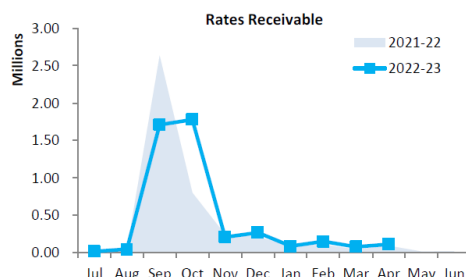
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 June 2022	30 Apr 2023
	\$	\$
Opening arrears previous years	56,814	160,407
Levied this year	4,818,421	4,818,421
Less - collections to date	(4,714,828)	(4,744,795)
Gross rates collectable	160,407	234,033
Net rates collectable	160,407	234,033
% Collected	96.7%	95.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(5,131)	11,249	6,933	19,378	47,290	79,720
Percentage	(6.4%)	14.1%	8.7%	24.3%	59.3%	
Balance per trial balance						
Sundry receivable						79,720
GST receivable						87,665
Rubbish Receivables						44,340
Emergency Services Levy						62,216
Total receivables general outstanding						273,941

Amounts shown above include GST (where applicable)

KEY INFORMATION

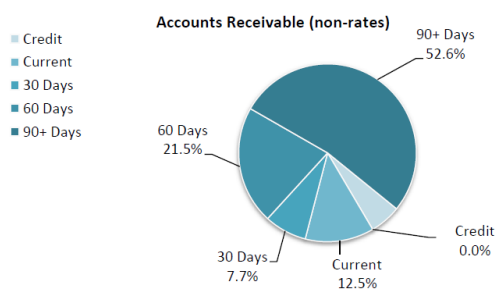
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 April 2023
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	35,627		(19,274)	16,353
Inventory				
Fuel	11,568	35,874		47,442
Total other current assets	47,195	35,874	(19,274)	63,795.18

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

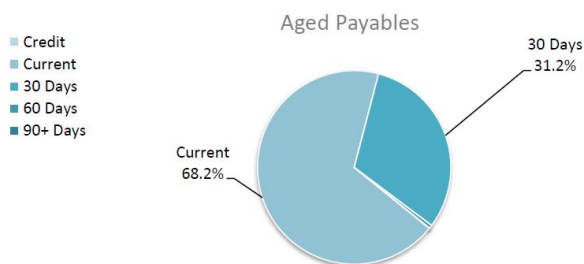
OPERATING ACTIVITIES
NOTE 5
PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	233,605	106,809	2,036	(62)	342,388
Percentage	0%	68.2%	31.2%	0.6%	0%	
Balance per trial balance						
Sundry creditors						342,388
Accrued salaries and wages						3,681
ATO liabilities						64,306
Prepaid Rates						88,222
Bonds and Deposits						166,333
Total payables general outstanding						664,930

Amounts shown above include GST (where applicable)

KEY INFORMATION

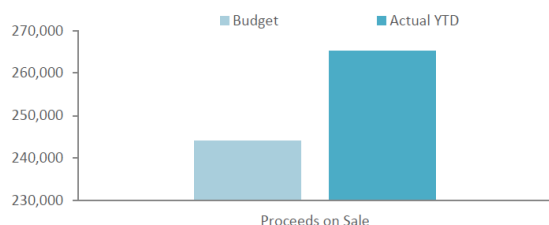
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
41761	Toyota Prado - CEO	22,000	52,000	30,000	0	20,824	50,000	29,176	0
	Law, order, public safety								
41729	Ajana/Binnu Fast Attack - DFES			0	0	13,201	44,545	31,345	0
	Transport								
41769	P283 - Ute LH Kalbarri	11,000	12,000	1,000	0			0	0
41770	P284 - Ute LH Main't N'hpton	13,500	20,000	6,500	0			0	0
41758	P271 - Ute LH Road Construction	0	20,000	20,000	0	0	24,990	24,990	0
41716	P238 - Cat Grader 12M	60,000	140,000	80,000	0	57,987	127,273	69,286	0
41758	P258 - Ute General Northampton	0	0	0	0	0	18,445	18,445	0
		106,500	244,000	137,500	0	92,012	265,253	173,242	0



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	596,410	500,770	578,630	77,860
Plant and equipment	865,300	753,624	548,797	(204,827)
Infrastructure - Roads	2,352,084	1,960,060	1,079,683	(880,377)
Infrastructure - Footpaths & Carparks	376,470	313,670	3,526	(310,144)
Infrastructure - Parks & Ovals	109,000	94,168	41,655	(52,513)
Infrastructure - Airport	630,000	525,000	61,986	(463,014)
Infrastructure - Water & Sewer Reticulation	55,000	45,830	0	(45,830)
Payments for Capital Acquisitions	4,984,264	4,193,122	2,314,278	(1,878,844)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,096,786	913,970	710,118	(203,852)
Borrowings	200,000	0	0	0
Other (disposals & C/Fwd)	244,000	235,324	265,253	29,929
Cash backed reserves				
Leave reserve	0		155,335	155,335
Kalbarri Airport Reserve	(205,000)		205,000	205,000
Contribution - operations	3,648,478	3,043,828	978,573	(2,065,255)
Capital funding total	4,984,264	4,193,122	2,314,278	(1,878,844)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

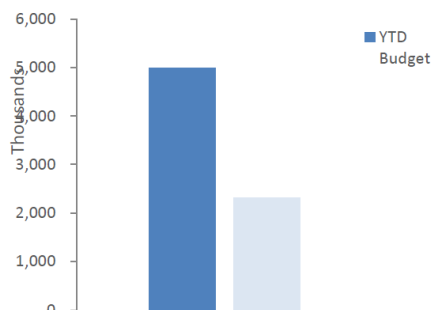
Initial recognition and measurement for assets held at cost

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

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

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

Payments for Capital Acquisitions

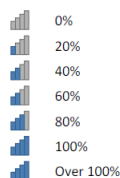


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



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

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

	Account Description	Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
	Office Generator changeover switching	13,300	13,299	13,257	(42)
	CEO Vehicle	60,000	59,997	59,045	(952)
	Northampton Recreation Ground Ablutions	140,060	93,976	183,301	89,324
	Sallys Tree Ablutions outdoor showers	8,000	5,368	8,198	2,830
	Chinamans ablutions outdoor showers	8,000	5,368	8,198	2,830
	Seal Access Road to Horrocks Dump Point	27,500	22,910	23,636	726
	Horrock Foreshore - stairs and shower	24,000	20,000	21,633	1,633
	Kalbarri Recreation Jetty Repairs	65,000	54,170	0	(54,170)
	NCC - Change Room Upgrade	40,000	39,996	0	(39,996)
	Port Gregory Carpark and BBQ	141,310	117,740	0	(117,740)
	Kalbarri Community Camp Kitchen	134,750	134,742	123,808	(10,934)
	Stud Breeders Shed - Northampton	227,600	189,660	252,136	62,476
	Kalbarri Multi-Use Centre	30,000	25,000	2,990	(22,010)
	Horrocks North Holding Tanks	20,000	19,998	0	(19,998)
	Road Construction	2,324,584	1,937,150	1,056,047	(881,103)
	Footpath/Carpark Construction	235,160	195,930	3,526	(192,404)
	Maintenance Grader	440,000	366,664	426,178	59,514
	Back Hoe	230,000	191,666	0	(191,666)
	Ute Leading Hand M'tce Kalbarri	50,000	49,999	1,855	(48,144)
	Ute Leading Hand M'tce Northampton	48,000	47,999	48,462	463
	Safety Officer (50% share)	24,000	24,000	0	(24,000)
	Kalbarri Depot Ablution	8,000	6,660	0	(6,660)
	Airport - Runway and Apron Seal	630,000	525,000	61,986	(463,014)
	Port Gregory Water Supply - Tank/Shed	55,000	45,830	0	(45,830)
		4,984,264	4,193,122	2,294,256	(1,898,866)

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

FINANCING ACTIVITIES NOTE 8 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars	Loan No.	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
Staff Housing	154	117,155	0	0	(18,743)	(37,792)	98,412	79,363	(2,013)	(4,344)
Recreation and culture										
RSL Hall Extensions	156	360,605	0	0	(24,077)	(48,402)	336,528	312,203	(4,592)	(9,604)
Transport										
Plant Purchases	153	46,346	0	0	(46,346)	(46,346)	(0)	0	(745)	(1,606)
Plant Purchases	157	276,264	0	0	(32,638)	(32,638)	243,626	243,626	(4,324)	(6,120)
Plant Purchases	158	0	0	200,000			0	200,000		
		800,370	0	200,000	(121,804)	(165,178)	678,566	835,192	(11,674)	(21,674)
Self supporting loans										
Education and welfare										
Pioneer Lodge		327,177	0	0	(16,353)	(16,353)	310,824	310,824	(9,041)	(14,983)
Other property and services										
Staff Housing (CEO)		254,835	0	0	(254,835)	(21,117)	0	233,718	(28,053)	(16,580)
		582,012	0	0	(271,188)	(37,470)	310,824	544,542	(37,094)	(31,563)
Total		1,382,382	0	200,000	(392,992)	(202,648)	989,390	1,379,734	(48,768)	(53,237)
Current borrowings		202,648					(190,344)			
Non-current borrowings		1,179,734					1,179,734			
		1,382,382					989,390			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

New borrowings 2022-23

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Loan 158 - Plant Purchases		200,000	WATC	Fixed	10					
	0	200,000				0		0	0	0

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	236,560	1,250	4,085	5,000	5,000	0	(155,335)	242,810	90,310
Roadworks Reserve	29,456	500	1,630	0	0	0	0	29,956	31,086
Kalbarri Airport Reserve	205,535	100	330	0	0	(205,000)	(205,000)	635	865
Building/Housing Reserve	114,710	500	1,630	480,000	0	0	0	595,210	116,340
Kalbarri Tourism Rate Reserve	6,975	0	0	0	0	0	0	6,975	6,975
Computer and Office Equipment Resen	33,861	250	820	0	0	0	0	34,111	34,681
Land Development Reserve	355,506	2,500	8,182	0	0	0	0	358,006	363,688
	982,603	5,100	16,677	485,000	5,000	(205,000)	(360,335)	1,267,703	643,945

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 April 2023
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		497,341	0		(497,341)	0
Total other liabilities		497,341	0	0	(497,341)	0
Employee Related Provisions						
Annual leave		265,551	0			265,551
Long service leave		467,173	0			467,173
Total Employee Related Provisions		732,724	0	0	0	732,724
Total other current assets		1,230,065	0	0	(497,341)	732,724

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 11 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD Revenue
	1 July 2022	Liability	Liability	30 Apr 2023	Liability	Budget	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
GRANTS COMMISSION - GENERAL	0	0		0		280,291	210,216	210,218
LRCI PHASE 1/2/3 REVENUE 20/21,21/22,22/23	0	0		0				170,306
GRANTS COMMISSION - ROADS	0	0		0		173,134	129,849	129,851
Law, order, public safety								
EMERGENCY SERVICES LEVY - BFB	0	0		0		45,120	39,349	46,056
EMERGENCY SERVICES LEVY - SES	0	0		0		40,768	32,221	41,615
Education and welfare								
NCCA GRANTS/CONTRIBUTIONS REVENUE	0	0		0		32,500	32,500	65,000
Transport								
- MRD MAINTENANCE	0	0		0		201,476	201,476	205,809
	0	0	0	0	0	773,289	645,611	868,855
Operating contributions								
Governance								
CONTRIBUTIONS	0	0		0		0	0	55
CONTRIBUTIONS	0	0		0		15,000	12,500	9,945
REBATES AND COMMISSIONS	0	0		0		41,422	34,510	45,671
General purpose funding								
LEGAL CHARGES RATES (NO GST)	0	0		0		5,000	4,160	9,896
RATE EQUIVALENT PAYMENTS	0	0		0		22,372	0	0
Law, order, public safety								
REIMBURSEMENTS	0	0		0		2,000	1,660	10,505
Health								
CONTRIBUTIONS	0	0		0		16,000	13,330	0
REIMBURSEMENTS - OTHER	0	0		0		2,000	1,660	713
Education and welfare								
NCCA - REIMBURSEMENTS	0	0		0		0	0	34,333
NCCA CCS REBATE	0	0		0		5,000	4,160	1,944
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS -	0	0		0		0	0	12,764
NCCA GRANTS/CONTRIBUTIONS REVENUE	0	0		0		0	0	38
Housing								
REIMBURSEMENTS - HOUSING OTHER	0	0		0		20,000	16,660	11,845
Community amenities								
CONTRIBUTIONS	0	0		0		50,000	41,660	42,410
REIMBURSEMENTS - DRUMMUSTER	0	0		0		4,000	3,330	0
REIMBURSE (ADVERTISING/PLANNING COMMISSION)	0	0		0		200	160	0
REIMBURSEMENTS	0	0		0		7,400	6,160	13,112
OTHER COMMUNITY AMENITIES - CONTRIBUTIONS/GR/	0	0		0		0	0	3,273
Recreation and culture								
CONTRIBUTIONS/REIMBURSEMENTS	0	0		0		0	0	15,802
CONTRIBUTIONS/DONATIONS	0	0		0		0	0	7,871
REIMBURSEMENTS	0	0		0		5,400	4,500	6,571
CONTRIBUTIONS	0	0		0		0	0	23,840
REIMBURSEMENTS- REC. CTRE/GOLF CLUB	0	0		0		12,000	10,000	27,700
REIMBURSEMENTS	0	0		0		0	0	543
150 YEAR CELEBRATIONS - REVENUE (INC BRICKS/MEM/	0	0		0		0	0	12
CONTRIBUTIONS/REIMBURSEMENTS	0	0		0		0	0	6,320
Transport								
CONTRIBUTION (INC STREET LIGHTING)	0	0		0		3,750	3,120	3,438
Economic services								
BUILDING REIMBURSEMENTS	0	0		0		1,750	1,450	839
REIMBURSEMENTS	0	0		0		4,000	3,330	448
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT	0	0		0		5,000	4,160	3,470
PT GREGORY SPEC AREA RATE	0	0		0		1,000	830	1,000
Other property and services								
LEASE FEES - HALF WAY BAY COTTAGES	0	0		0		16,000	13,330	16,000
INSURANCE CLAIMS - VEHICLES	0	0		0		2,000	1,660	2,200
DIESEL FUEL REBATE	0	0		0		30,000	25,000	31,210
WHS COORDINATOR INCOME RECOUP	0	0		0		47,620	39,680	25,344
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS -	0	0		0		16,580	13,810	29,275
CYCLONE SEROJA - DFRWA INCOME	0	0		0		0	0	10,534
REIMB. - WORKERS COMPENS.	0	0		0		25,000	20,830	49,244
	0	0	0	0	0	360,494	281,650	458,162
TOTALS	0	0	0	0	0	1,133,783	927,261	1,327,016

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 12
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Apr 2023	Current Liability 30 Apr 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Community amenities								
LRCI - NCC ABLUTIONS				0		0	0	70,000
Transport								
ROADS TO RECOVERY FUNDING				0		453,484	377,900	158,484
LRCI - LITTLE BAY ROAD				0		290,302	241,910	275,000
WA BIKE NETWORK GRANT				0		61,000	50,830	20,000
REGIONAL ROAD GROUP FUNDING				0		92,000	76,670	41,333
RUNWAY RESEAL - LRCI GRANT				0		200,000	166,660	145,301
	0	0	0	0	0	1,096,786	913,970	710,118

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023**

**NOTE 13
BONDS AND DEPOSITS**

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

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 30 Apr 2023
	\$	\$	\$	\$
Transportable House Bonds	4,500	12,100	0	16,600
Footpath Bonds	28,007	5,000	(6,000)	27,007
Building Levies (BCITF & BRB)	265	36,897	(27,936)	9,226
Community Bus Bond	5,200	800	(400)	5,600
Unclaimed Monies - Rates	5,179	0	0	5,179
RSL Hall Key Bond	430	230	(230)	430
Special Series Plates	3,520	2,170	(1,200)	4,490
Northampton Child Care Association	23,654	85	0	23,739
Horrocks Memorial Wall	515	1,750	(1,067)	1,198
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	0	0	1,800
Horrocks - Skate/Pump Park	0	2,000	0	2,000
RSL - Kalbarri Memorial	16,130	15,754	0	31,883
DOT - Department of Transport	0	247,046	(247,046)	0
Cyclone Seroja Donations	47,259	100	(47,359)	0
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	0	7,500	(2,260)	5,240
Miscellaneous Deposits	0	240	0	240
	168,160	331,672	(333,498)	166,333

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 14 BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening Surplus(Deficit)			(622,251)	(622,251)
152820.08	Eco Flora Kalbarri	10.10.3	Operating Expenses		15,000		(607,251)
150600.08	Municipal Roadworks – Smith Street	10.10.3	Operating Expenses			(15,000)	(622,251)
150620.02	Kings Park	10.10.3	Operating Expenses		1,250		(621,001)
149920.02	Parks, Reserves, Garden General	10.10.3	Operating Expenses			(1,250)	(622,251)
102720.01	Salaries	10.10.3	Operating Expenses		50,000		(572,251)
158500.08	Muni Road Maintenance – Dozer Hire	10.10.3	Operating Expenses			(25,000)	(597,251)
158500.08	Muni Road Maintenance – Verge Mowing/Mulchir	10.10.3	Operating Expenses			(25,000)	(622,251)
104080.08	Consultancy Services	11.12.6	Operating Expenses		8,000		(614,251)
138120.08	Refuse Collection	11.12.6	Operating Expenses			(8,000)	(622,251)
152140.08	R441 Grey Street Asphalt Works	11.4	Capital Expenses		600,000		(22,251)
152140.08	R440 Little Bay Road Construction	11.4	Capital Expenses			(600,000)	(622,251)
152100.08	RT41 Grey Street R2R Asphalt Works	11.4	Capital Expenses			(7,040)	(629,291)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		7,040		(622,251)
150300.08	RRG Kalbarri Road Re-seal Works	11.4	Capital Expenses			(11,333)	(633,584)
155810.18	RRG Kalbarri Road Grant Revenue	11.4	Capital Revenue		11,333		(622,251)
150600.08	Muni - Kalbarri Road Re-seal Works	11.4	Capital Expenses			(5,667)	(627,918)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		5,667		(622,251)
135150.08	Stud Breeders Shed (Ram Pavilion)	11.4	Capital Expenses			(20,000)	(642,251)
150900.08	F707 Grey Street (Allen Centre) Footpath	11.4	Capital Expenses		20,000		(622,251)
146110.19	Contract Liability	Budget Review	Capital Revenue		497,341		(124,910)
145010.11	General Rates	Budget Review	Operating Revenue		40,000		(84,910)
146030.17	Interest on Investments	Budget Review	Operating Revenue		100,000		15,090
111630.19	NCCA Grant	Budget Review	Operating Revenue		32,500		47,590
113320.09	Payment to Reed	Budget Review	Capital Expenses			(32,500)	15,090
128430.14	Property Rental	Budget Review	Operating Revenue			(5,000)	10,090
133230.14	Refuse Site Fees	Budget Review	Operating Revenue		10,000		20,090
133430.14	Business Refuse Fees	Budget Review	Operating Revenue			(2,500)	17,590
133630.14	Scrap Metal Sales	Budget Review	Operating Revenue		12,500		30,090
162810.19	MRD Grant	Budget Review	Operating Revenue		4,000		34,090
102720.01	Admin Salaries	Budget Review	Operating Expenses			(140,000)	(105,910)
138120.08	Rubbish Collection Charges	Budget Review	Operating Expenses		200,000		94,090
142820.08	Consultant Planning	Budget Review	Operating Expenses		20,000		114,090
155220.08	Old Police Station	Budget Review	Operating Expenses			(10,000)	104,090
164120.01	Building Salaries	Budget Review	Operating Expenses		15,000		119,090
171520.01	Superannuation	Budget Review	Operating Expenses		25,000		144,090
173120.02	Fuel & Oil	Budget Review	Operating Expenses			(25,000)	119,090
167520.08	Pt Gregory Water Supply	Budget Review	Operating Expenses			(11,000)	108,090
149820.08	Horrocks Recreational Oval	Budget Review	Operating Expenses			(3,000)	105,090
105020.08	Northampton Depot	Budget Review	Operating Expenses			(7,000)	98,090
154140.99	Pt Gregory Water Supply - Capital Works	Budget Review	Capital Expenses		21,000		119,090
104080.08	Asset Revaluation	Budget Review	Operating Expenses			(40,000)	79,090
105020.09	Computer Expenses	Budget Review	Operating Expenses			(8,000)	71,090
133440.08	Northampton Rec Ground Ablutions	Budget Review	Capital Expenses			(10,000)	61,090
Reserves	Transfer from Reserves	Budget Review	Capital Revenue		155,000		216,090
146240.08	Kalbarri Airport Runway Reseal Works	11.3	Capital Expenses			(70,000)	146,090
146750.18	Local Roads and Infrastructure (LRCI3) Grant	11.3	Capital Revenue		90,602		236,692
				0	1,941,233	(1,704,541)	236,692

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE, KALBARRI FRIDAY 19TH MAY 2023

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 15 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is \$5,000 or 0.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	(622,251)	(20.66%) ▼				Ver due to LRCI Contract Liability and additional accruals @ 30 June 2022. Addressed in the March Budget Review.
Revenue from operating activities						
Rates	47,922	1.00% ▲		Additional Interim Rating largely cyclone Seroja related		
Operating grants, subsidies and contributions	399,755	43.11% ▲		Var due to LRCI2 final revenue component and contributions revenue		
Fees and charges	(19,084)	(1.50%) ▼		Add sale of scrap metal & building fees		
Interest earnings	118,684	328.95% ▲		Additional revenue due to increased interest investment rates		
Other revenue	281,460	19.17% ▲		Var associated with additional insurance payment of \$250k		
Profit on disposal of assets	35,745	26.00% ▲		Profit on disposal of CEO vehicle, (x2) utes and the Cat 12M Grader only		
Expenditure from operating activities						
Employee costs	17,303	0.51% ▲			Variance due to payout offset by savings due to vacant positions.	
Materials and contracts	(663,768)	(29.70%) ▼			Will reconcile EOY	
Utility charges	14,650	5.18% ▲		Variance associated with power costs		
Depreciation on non-current assets	(143,868)	(7.25%) ▼				Variance due to additional depreciation associated with building revaluation process
Interest expenses	(5,649)	(12.74%) ▼			Will reconcile EOY	
Other expenditure	(67,512)	(14.91%) ▼			Will reconcile EOY	
Non-cash amounts excluded from operating activities	108,123	5.85% ▲				Refer above, this variance is largely associated with additional depreciation and profit on disposal of assets
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(203,852)	(22.30%) ▼			Will reconcile EOY	
Proceeds from disposal of assets	29,929	12.72% ▲			The majority of veh & plant trades completed	
Proceeds from financial assets at amortised cost - self s	233,720	623.79% ▲			Variance due to payout of CEO housing loan	
Payments for property, plant and equipment and infras	1,878,844	44.81% ▲		Will reconcile as the year progresses and major works completed including the airport runway, roadworks etc		
Financing activities						
Transfer from reserves	155,335	75.77% ▲			Reserve Transfers processed, the variance included the reserve transfer to fund payout costs	
Repayment of debentures	(190,355)	(93.94%) ▼		Var will reconcile		
Transfer to reserves	468,423	95.58% ▲		Transfer to reserves to be processed in June 2023		
Closing funding surplus / (deficit)	1,876,995	(137.30%) ▲		Var due to the lag in completing major projects including roadworks and the airport runway reseal		

11.3 BUDGET VARIATIONS (ITEM 11.3)

File Reference	1.1.2
Date of Report	10 th May 2023
Reporting Officer	Grant Middleton, Deputy Chief Executive Officer
Responsible Officer	Grant Middleton, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council to approve the following budget variation request:

Urgent repairs and maintenance – 3 Rake Place Northampton

This house needs urgent repair and maintenance work to bring the property back to an acceptable standard. Some of the immediate works required are as follows:

- Plumbing – Service all W/C's, drains and taps including replacing outside taps and washing machine taps.
- Electrical – Check all electrical outlets, lights, RCD's and split system air conditioners,. Replace damaged & missing remote controls, exhaust fans etc.
- Locksmith – Repair/Replace faulty locks and re-key premises.
- Painting – Paint all internal walls and ceilings.
- Blinds – Repair/replace blinds as required.
- Cleaning – Deep clean property including walls, ceilings, fans, appliances etc.
- Carpets – Remove and replace carpets.
- Pest Control – Spray for moth infestation and ants as required.
- Roof Plumber – Check roof for integrity and repair as required.

The repairs will need to be completed as soon as possible as the new CEO (Andrew Campbell) will move into the property prior to his commencing work on 22nd May 2023.

The estimated amount to complete the works listed above is approximately \$20,000, any works that are not completed prior to the end of the financial year will be listed in the 2023/2024 budget process. The additional funds identified in the March Agenda from LRCI3 will be utilised to funds the works.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

There will be no increase to the 2022/2023 budget provision to accommodate the repairs and maintenance listed above. This budget revision will not impact on the Corporate Business Plan (CBP) or Long Term Financial Plan (LTFP).

STATUTORY IMPLICATIONS:

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

Local Government Act (1995) – Section 6.8. - Expenditure from municipal fund not included in annual budget
(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1):

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY/PROCEDURE IMPLICATIONS:

No Policy or Procedure implications

COMMENT:

This budget variation is considered to be a priority in nature and needs to be funded this financial year.

COA/Job No.	COA/Job Description	Adopted Budget	Proposed Revised Budget	Budget Variance	Comments
1347320.08	CEO Residence 3 Rake Place Northampton	\$1,650	\$21,650	\$20,000	Urgent Repair & Maintenance

RISK ASSESSMENT:

There is some risk from a health and safety perspective associated with not approving the budget variations and completing the urgent repairs and maintenance. Risk rating is considered Level 3 – Moderate.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

VOTING REQUIREMENT:

Absolute Majority Required: - As there will be a change to the 2022/2023 Budget Council is required to approve the expenditure by an absolute majority as per Section 6.8 of the Local Government Act 1995.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – 11.3

Moved Cr HORSTMAN

seconded Cr PIKE

That Council approve of the following Budget Variation's and this be declared authorised expenditure.

1. Increase the Budget for GL 132320.08 from \$1,650 to \$25,000 for urgent repairs and maintenance at 3 Rake Place Northampton by utilising the additional revenue extra associated with LRCI3.
2. Increase the Budget for GL 103420.08 from \$5,000 to \$7,500 for removal costs for the new CEO to move from Manjimup to Northampton by utilising the additional revenue extra associated with LRCI3.

CARRIED BY ABSOLUTE MAJORITY 7/0
Minute Reference 05/23-07

11.4 BUDGET SUBMISSIONS 2023/2024 (ITEM 11.4)

File Reference	1.1.1
Date of Report	10 th May 2023
Reporting Officer	Grant Middleton, Deputy Chief Executive Officer
Responsible Officer	Grant Middleton, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover
Appendix	Detailed Budget Submissions	✓	

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council to consider budget submissions from groups or organisations for funding in the 2022/2023 Budget.

The public advertising period for the lodgement of Budget submissions for projects to be considered in the 2023/2024 budget closed on 31st March 2023. The document was advertised and available on Council's website with hardcopy forms at both the Northampton and Kalbarri Offices.

The submissions detailed below have been received and Council is requested to consider if these projects are to be included within the 2023/2024 Draft Budget for consideration. Details of the funding requests have been provided as an attachment to this agenda item. There are no deferred projects from the 2022/2023 budget process that need to be considered for 2023/2024.

It is also suggested that applicants actively pursue alternate funding opportunities where projects can be funded from other sources to offset expenditure. In some cases it may be prudent to defer items until 2024/2025 whilst funding is being sought.

It is requested that Council consider the following projects for listing in the draft 2023/2024 budget.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

Any budget items listed for inclusion will be included in the 2023/2024 draft budget.

STATUTORY IMPLICATIONS:

POLICY/PROCEDURE IMPLICATIONS:

No Policy or Procedure implications

COMMENT:

New Budget Requests

1. Northampton Bowling Club - \$3,102

The Northampton Bowling Club has requested an allocation of \$3,102 in the draft 2023/2024 budget for the upgrade of (x3) freestanding bench tops.

Management comment – The bowling club buildings are owned by Council and operated by the bowling club.

RISK ASSESSMENT:

The associated risk of not approving the budget requests for listing in the draft 2023/2024 budget will vary depending on the level of risk associated with each project.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

VOTING REQUIREMENT:

Simple Majority Required

STAFF RECOMMENDATION/COUNCIL RESOLUTION – 11.4

Moved Cr SUCKLING seconded Cr PIKE

That Council consider the Northampton Bowling Club project for the sum of \$3,102 for inclusion within the draft 2023/2024 Budget.

CARRIED 7/0
Minute Reference 05/23-08

APPENDIX

Grant Middleton

From: Northampton Bowling Club <northamptonbowlingclub@gmail.com>
Sent: Tuesday, 18 April 2023 11:02 AM
To: Grant Middleton
Subject: Northampton Bowling Club

Good morning Grant. The Northampton bowling Club would like Shire assistance to remove an old water tank and shed at the club. This will require some of the shire equipment such as truck and loader. We would like this done by the end of May as we have our annual carnival on June 10th, 11th & 12th.

If you require further details perhaps it may be advisable to contact the club President Allan Carson on 0427 653 604. On another matter the club recently got a quote from DazFab Engineering to fit stainless steel bench tops to 3 free standing benches in the kitchen for \$3,102.00.

Would the shire be able to help with the cost of these new tops? We would like to do all bench tops in the near future but depends on available finance.

Thank you Kaye Simkin Secretary

12 ADMINISTRATION & CORPORATE REPORT

12.1 SALARIES & ALLOWANCES TRIBUNAL REVIEW DECISION 12.2 CORPORATE BUSINESS PLAN REVIEW

12.1 SALARIES & ALLOWANCES TRIBUNAL REVIEW DECISION

File Reference	4.1.1
Date of Report	10 May 2023
Reporting Officer	Acting Chief Executive Officer
Responsible Officer	Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council to review sitting fees and the President and Deputy President annual allowance for inclusion in the Draft 2023/2024 Budget due to an increase awarded by the Salaries and Allowances Tribunal.

The Salaries and Allowances Tribunal (SAT) is established under the Salaries and Allowances Act 1975, and has the responsibility for both determining and recommending rates of remuneration for the Governor, Members of Parliament, Judges, Magistrates, the Parliamentary Inspector of the Corruption and Crime Commission, Clerks of the Parliament, Commissioners of the Western Australian Industrial Relations Commission, Local Government CEOs, Local Government Elected Members, Members of the Special Division of the Public Service and Prescribed Office Holders.

SAT has now issued a determination and the has increased the level of fees applicable as per the following.

Sitting Fees

The current fee payment for Band 3 is a minimum of \$205 and a maximum of \$430, for the President minimum \$205 and maximum \$660. The current fee paid is \$300 per Council meeting, \$100 per committee meeting and \$50 per Community meeting where that Councillor is an appointed delegate by the Council. The President receives \$500 per Council meeting.

The increases determined by SAT now provides the following minimum and maximums payables:

Per meeting fee	Minimum	Maximum
Council meetings		
Elected member	\$205	\$430
President	\$205	\$660
Council committee meetings		
President and Elected Member	\$100	\$215

Annual fees are not shown as this Council has previously adopted the attendance per meeting fee.

President Annual Allowance

The current fee for the President Allowance is \$15,000. With the SAT increase the minimum amount payable is \$1,070 with a maximum of \$38,540.

The Deputy President range is approximately 25% of the above as per section 5.98A(1) of the Local Government Act 1995. The current fee for the Deputy President Allowance is \$4,000.

For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500. The current annual ICT rate is \$500.

COMMUNITY & GOVERNMENT CONSULTATION:

Not applicable

FINANCIAL IMPLICATIONS:

Any recommended fees and allowances will be included in the 2023/2024 Draft Budget.

STATUTORY IMPLICATIONS:

Salaries and Allowances Act 1975,

1. Section 7A of the Salaries and Allowances Act 1975 ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".

2. Under Section 7B(2) of the SA Act, the Tribunal must inquire into and determine the amount of:

- fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 ('the LG Act') to elected council members for attendance at meetings;
- expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
- allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.

3. By issuing this Determination, the Tribunal discharges its obligations under Section 8 of the SA Act, which requires determinations under sections 7A and 7B to be issued at intervals of not more than 12 months

POLICY/PROCEDURE IMPLICATIONS:

No Shire Policy or Procedure affected.

COMMENT:

The fees and allowances review is generally presented at the May Meeting of Council.

RISK ASSESSMENT:

The consequence of Council not approving the revised sitting fees and allowances is considered Minor/Moderate.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

VOTING REQUIREMENT:

Simple Majority required

STAFF RECOMEMDATION/COUNCIL RESOLUTION – 12.1

Moved Cr PIKE seconded Cr GIBB

That Council set the sitting fees for Councillors for 2023/2024 as per the following rates:

<u>Per meeting fee</u>	
Council meetings	\$300
President	\$500
<u>Council committee meetings</u>	
President and Elected Member	\$100
Community Committee Meeting	\$50

That Council set the allowances for Councillors for 2023/2024 as per the following rates:

President Annual Allowance	\$15,000
Deputy President Annual Allowance	\$4,000

That Council set the annual for ICT expenses allowance at \$500

CARRIED 7/0
Minute Reference 05/23-09

12.2 Corporate Business Plan Review

File Reference	4.2.4 & 1.1.2
Date of Report	10 May 2023
Reporting Officer	Acting Chief Executive Officer
Responsible Officer	Acting Chief Executive Officer

SUPPORTING DOCUMENTS:

Reference	Description	In Report	Separate Cover

DISCLOSURE OF INTEREST:

Nil

BACKGROUND:

Council is required to review the Corporate Business Plan and the Asset Management Plans each year. This will allow the corresponding year of the Corporate Business Plan to accurately inform the annual budget. Each review is to be carried out with consideration of changing internal, external, community and business environments.

The projects in this review have all been listed as unchanged, unless reported otherwise, and Council is requested to decide which ones should be undertaken and which ones should be deferred. Projects that are likely or are subject to grant funding should be retained.

Any projects approved for inclusion in the Corporate Business Plans but not supported by grant funding or other external funding sources will need to be funded by Council's own resources which may require an additional rate increase to fund the associated project. Council does have reserve funds however these are set aside for specific purposes and should not be used for projects outside that reserve purpose.

The costs listed in the asset management plans have been updated where possible however some of the listed items may require further investigation by staff. Accordingly, any items to be listed in the draft 2023/2024 Budget will reflect updated costs estimates.

COMMUNITY & GOVERNMENT CONSULTATION:

Community consultation was undertaken with advertising on Council's web site. Submissions were to be lodged to the CEO by 31st March 2022.

Overall, 23 submissions were received for projects with 12 being presented to Council for consideration at the April meeting of Council. The remaining 11 submissions are either major works type requests or required further investigation by staff and or direction by Council and have been reported in this Corporate Business Plan review for consideration.

FINANCIAL IMPLICATIONS:

All items approved by Council for listing in the Corporate Business Plan will be included in the draft 2023/2024 Budget.

STATUTORY IMPLICATIONS:

Council as per statutory requirements must review the Corporate Business Plan (CBP) including the Asset Management Plans which includes projects for the future.

Each year the Council's Annual Report must contain:

- i. An overview of the Strategic Community Plan and the Corporate Business Plan, which together constitute the Plan for the Future
- ii. Major initiatives to commence or continue in the next financial year
- iii. Any modifications that were made to the Strategic Community Plan during the financial year; and
- iv. Any significant modifications that were made to the Corporate Business Plan during the financial year.

POLICY/PROCEDURE IMPLICATIONS:

No Shire Policy or Procedure affected.

COMMENT:

Council is required to progress through each individual Asset Management Plans (that forms the basis of the Community Development Plan). The revised Corporate Business Plan will provide Council with the level of rate increases required for 2023/2024 and beyond due to the inclusion and deletion of projects.

The current Corporate Business Plan requires a rate increase of approximately 3% to 5% to achieve the currently listed projects and for normal operation. Once the review has been completed a revised Corporate Business Plan (CBP) including the Long Term Financial Plan (LTFP) will then be presented to the Council for formal endorsement at the June 2023 meeting.

Council in reviewing the plans must also take into consideration new projects that have submitted by community members and groups for consideration in the 2023/2024 budget and future budgets. Also Council must consider any carry-over items from the 2022/2023 budget and items removed from the 2022/2023 budget for consideration. A list of community requests is presented at the opening of each CBP Classification report.

RISK ASSESSMENT:

The associated risk of not approving the Corporate Business Plan is considered "Moderate/Major".

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies

VOTING REQUIREMENT:

Simple Majority required

STRATEGIC PLAN PROJECTS

There are no projects identified in the current Community Strategic Plan that can be considered within the Corporate Business Plan.

LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROJECTS

The Federal Government funded Local Roads & Community Infrastructure (LRCI3) grant included funding for the following:

Kalbarri Airport – Runway Reseal	\$290,602
Grey street Asphalt Works	\$550,000
NCC Ablutions	<u>\$140,000</u>
Total	\$980,602

The requirement for LRCI3 funds to be fully expended by 30/6/23 has been revised to 30/6/2024. The Little Bay Road was originally included in LRCI3 however due to this project being delayed with clearing permit, land tenure and other issues the project was deferred and replaced by the Grey Street asphalt works which will be completed by the end of this financial year. The Kalbarri Airport runway reseal and Northampton Community Centre ablutions have been completed.

The next iteration of the Local Roads and Community Infrastructure fund (LRCI4) has been announced with the Shire to receive an allocation of \$490,301, Council will need to determine if this funding will be allocated for the Little Bay road project.

The Little Bay project is listed in the recommended changes of the CBP asset sections.

RECOMMENDATION

Noted.

CP1 CORPORATE BUSINESS PLAN REVIEW 2022 - BUILDINGS

CP 1.1 CAPITAL UPGRADE/NEW BUILDINGS

1.1.1 COMMUNITY REQUEST

1.1.1 Whiting Pool Ablutions

A submission was received for unisex toilets between whiting pool and Glance St plus more suitable access from the road down to beach. The access (stairs) required at this location has been addressed in the Capital Recreation CP2 section of this report.

Council to consider if this project be added to the building works program.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 1.1.1(a)

Moved Cr SUCKLING seconded Cr PIKE

That Council list the unisex toilets at the whiting pool location in the 2025-2026 Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-10

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 1.1.1(b)

Moved Cr SUDLOW seconded Cr BURGESS

The Shire officers investigate the cost of a drop toilet at the mouth of Bowes River and Council determine if it is to be listed in the 2024/2025 Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-11

1.1.2 STAFF COMMENT

1.1.2 Kalbarri Multi-Purpose Evacuation & Community Centre

Whilst community consultation has been undertaken for the construction of a multi-purpose evacuation and community centre for Kalbarri the project remains in its conceptual stage due to uncertainty in relation to the final design, costs to build and location. Staff presented Council with a budget request from the KMECC Committee at the April meeting which was deferred pending the provision of future funding. The need for a multipurpose center was identified as a priority in the Local Operational Recovery Plan.

For the purpose of forward planning it is considered prudent to retain this project in the CBP while the future of the project would be dependent on securing funding. A project of this size and value represents a significant risk for Council and accordingly no costs can be provided for inclusion within the CBP at this stage. Whilst there will be some funds in reserve from the cyclone Seroja insurance payout a project of this magnitude is beyond the scope of Councils current economic capabilities.

However Council will receive \$500,000 from the State Government Resilience Fund for cyclone Seroja impacted communities which could be allocated as seed funding for the project or put towards another project. One condition associated with the funding is the requirement to spend the funds within a two-year period.

Additionally, there has been a large amount of interest from the Kalbarri community in relation to replacing the PCYC Hall with a facility of a similar size and functionality. The hall at the Kalbarri Camp site off anchorage lane was destroyed by cyclone Seroja and this has left a gap in the facilities that are available for gymnastics and other youth activities. This community interest was further demonstrated at the recent Local Recovery Coordination Group (LRCG) meeting held in Kalbarri on 2nd May 2023.

Projected Capital Upgrade/New Works Program - Buildings		
Revised 2023		
Year	Description	Estimate
TBA	Kalbarri Multi-Purpose Community Centre	TBA
TBA	Replacement for ex PCYC Building	TBA
	Total	TBA



STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 1.1.2

Moved Cr SUCKLING seconded Cr HORSTMAN

That Council defer consideration on the new works proposed for the Evacuation Community Centre until the June 2023 meeting of Council.

CARRIED 7/0
Minute Reference 05/23-12

CP 1.2 CAPITAL UPGRADE BUILDING RENEWAL 2022 REVIEW

1.2 COMMUNITY REQUEST

1.2.1 RSL Hall - Northampton

The 2022/2023 Capital Renewal Works Program included \$15,000 for the installation of an acoustic ceiling at the RSL Hall in Northampton. This allocation was subsequently removed from the 2022/2023 budget due to budget constraints at the July Budget Meeting.

Council will need to determine if it intends to retain the budget allocation in the CBP and list revised amount of \$20,000 in the Draft 2023/2024 Budget.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 1.2.1

Moved Cr GIBB

seconded Cr SUCKLING

That Council approve the \$20,000 request for the installation of an acoustic ceiling at the RSL Hall in Northampton in the Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-13

1.3 STAFF COMMENT

1.3.1 Previously Approved Projects

The items listed in the renewal program below are addressing community requests and identified maintenance and replacement issues at Shire owned properties and based on current quotations apart from the pergola roof at the Allen Centre. At the time of writing this report staff were waiting on a quotation for the work and clarification if the pergola roof replacement would be included in the cyclone Seroja insurance payout.

Buildings - Projected 10 year Capital Renewal Works Program - Revised 2023/2024			
Planned Renewal Year	Asset	Works Description	Renewal Cost \$
2023/24	RSL Hall	Install acoustic ceiling	\$20,000
	Binnu Hall	Contribution towards airconditioning and susoended ceiling	\$25,000
	Northampton Office	Replace aircon system in Chmbers	\$11,000
	Northampton Office	Replace curtians in Chambers (blinds)	\$8,000
	Allen Centre	Replace Pergola Roof	\$10,000
	Northampton Bowling Club	Replace windows in office	\$6,000
	NCC Ram Shed	Install window and increase height of sliding door	\$13,750
			\$93,750
2024/25	Northampton Doctors Surgery	Replace Floor coverings	\$15,000
	Allen Centre	Replace aircons with Split Systems	\$20,000
	Matt Burrell Centre	Descal/repaint structure and re-roof	\$45,000
			\$80,000

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 1.2.1

Moved Cr HORSTMAN

seconded Cr BURGESS

That Council list the capital renewal items as presented in the Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-14

CP2 CAPITAL - RECREATION 2023 REVIEW

2.1 COMMUNITY REQUEST:

2.1.1 CONSTRUCT STAIRS FOR BALANCE OF WHITING POOL STAIRWAY

Further to the submission listed in the 2022 CBP process two submissions were received this year for installation of steps from Glance Street to the beach known as the Whiting or Grannies pool to allow for safer access.

As per the below photos, there are steps at the top of the access for approximately 6m however the balance is a combination of pine logs retaining sand. The uneven surface is a safety concern for users, especially for elderly people utilising the path.

A new path is required which is approximately 32m in length.



The estimated cost included in the Draft 2022/2023 Budget to construct the stairs was approximately \$55,000 for 32 meters of staircase and landings using durable recycled plastic materials.

The project was removed from the 2022/2023 budget due to budget constraints at the July Budget meeting. Council will need to determine if the project is to be retained in the CBP and listed in the Draft 2023/2024 Budget.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 2.1.1

Moved Cr HORSTMAN

seconded Cr PIKE

That Council approve the \$55,000 budget allocation for the whiting pool stairs in the Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-15

2.1.2 OTHER COMMUNITY REQUESTS

A community request was received for the redesign and repair of boat launching at Horrocks beach area and boat trailer parking for \$200,000, also repair and resurface of the tennis courts. The \$200,000 for the boat launch and parking is beyond the scope of financial resources and will need further consideration by Council as to the priority for this type of project. The condition of the tennis court will need to be accessed by staff to ascertain the extent of the repair work required.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 2.1.2

Moved Cr SUCKLING seconded Cr SUDLOW

That Shire Officers consider requirements for repair of the Horrocks boat launching area and future works required to address erosion in the area and suggest current funding options available for tennis court and report back to Council.

CARRIED 7/0
Minute Reference 05/23-16

2.1.3 COMMUNITY REQUESTS – HORROCKS BEACH

Requests were received for improvements to the Horrocks main swimming beach area including two associated with removing rocks and debris at Horrocks beach. (building rubble and rocks). The drop off from the walkway to the jetty was also identified as an issue that needs to be addressed. Staff will inspect the area and utilise day labour to remediate the area where possible. The removal of rubble and rocks from the beach area is not capital in nature and will be funded by the operations and maintenance budget. Also, the lack of lighting at the fish cleaning station and at the end of the jetty walkway were suggested as areas that could be improved.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 2.1.3

Moved Cr HORSTMAN seconded Cr SUDLOW

That staff investigate the Horrocks beach area in relation to the removal of rubble and access to the jetty plus the requirement for lighting at the fish cleaning station and jetty area.

CARRIED 7/0
Minute Reference 05/23-17

2.1.4 COMMUNITY REQUESTS – KALBARRI SKATE PARK

A detailed submission was received for works at the Skate Park in Kalbarri. The submission details several maintenance issues at the facility including the bowl and street skate area. One of the most urgent works is the removal of the material in the center of the skate track area. The small stones incorporated into area are loose and tend to get spread over the park making it dangerous to users. (refer to pictures on page 12) The suggestion was for this area to be concreted. Also, the submission suggests installing suitable material to retain the sand around the site and the lawn is in poor condition.

This facility will need a maintenance plan to address some of the identified issues and staff to work with the stakeholders and prepare a submission for Council to consider.

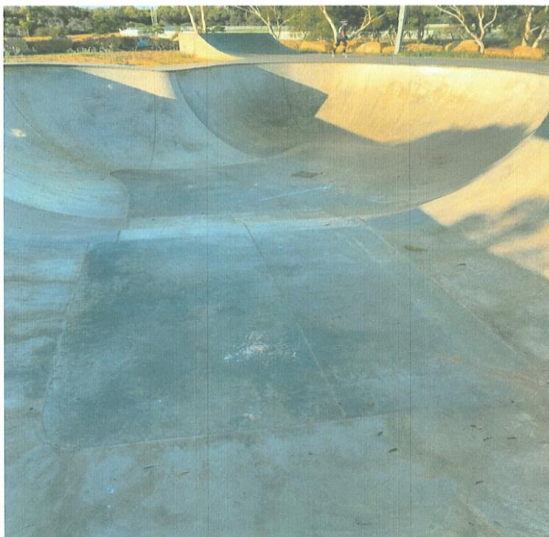
STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 2.1.4

Moved Cr BURGESS

seconded Cr SUCKLING

That staff defer consideration on the maintenance required for the Kalbarri skate park until the June 2023 meeting of Council.

CARRIED 7/0
Minute Reference 05/23-18





2.1.4 COMMUNITY REQUESTS – SHADE SHELTERS

Kalbarri Development Associated have requested funding be allocated for the replacement of 5 shelters, 3 shelters that were damaged during cyclone Seroja and two new shelters.

1 x Shelter along Chinamans Beach foreshore area, 2 x shelter near Sallys Tree, 1 x extra shelter between Chainamans and the boat ramp, 1 x shelter near the marina where families sail their surf cats from.

Staff are in the process of installing one extra shelter at Sallys Tree, this shelter was funded via Cyclone Seroja donations.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 2.1.4

Moved Cr SUCKLING seconded Cr GIBB

That council considers including the cost of one (1) shade shelter in the 2023/2024 Corporate Business Plan, noting that the cost of one (1) shelter is covered by Cyclone Seroja donations and the cost of three (3) shelters is covered by insurance.

CARRIED 7/0
Minute Reference 05/23-19

2.2 STAFF COMMENT

2.2.1 KALBARRI FORESHORE AND BEACH INFRASTRUCTURE

Council has two main focus areas associated with the replacement and redevelopment of Kalbarri foreshore and beach infrastructure. Firstly the replacement of damaged infrastructure under Disaster Recovery Funding Arrangements (DFRAWA) and secondly the Foreshore redevelopment plan presented to Council by Nicole Nelson is another area that needs consideration. The creation of this plan was funded by Tourism WA.

DRFAWA

Staff from GHD have been working with DFES to scope the infrastructure works required and submit detailed costings to DFES for the allocation of DRFAWA funds to progress the replacement works at Jacques Point, Blue Holes, Chinaman's and Red Bluff. These works include access roads, footpaths and car parks. The retaining wall at Sallys Tree (South VMR) has been completed. DRFAWA funding will only replace like for like assets, unfortunately there is no scope to build back better under the current funding arrangements. The approval process is progressing, and it is anticipated that the funding will cover all associated works and costs.

The table on the following page lists the current progress with each component. (information supplied by Antoinette Krause from GHD)

Project status

Item	Current status	Next steps and actions required
General		
– Project Management claims	In a meeting held on 05.05.2023 between DRFAWA and GHD, the DRFAWA team demonstrated the claim forms to be completed for Category C funding. DRFAWA also confirmed that expenses related to GHD's project management time can now be claimed.	DRFAWA to pre-populate claim forms and send to GHD.
Temporary Overflow Workers Caravan Accommodation Facility		
– Layout plan and cost estimate	GHD prepared a concept plan and estimated cost for the construction of the facility. Submission was made to DRFAWA on 2 February 2023. In principle approval has been granted. DRFAWA is currently preparing the schedule for the agreement.	DRFAWA to provide schedule for signing by the Shire.
– Operational costs	The running costs related to the facility is an eligible expense.	Shire to provide indication of management strategy and associated operational costs.
– Planning meeting	GHD and Shire to undertake a planning meeting to cover procurement, design queries, finalise details etc.	Meeting planned for 15 May 2023
Sally's Tree		
– Construction	Works have been completed.	
– Claims	In a meeting held on 05.05.2023 between DRFA and GHD, the	DRFAWA to pre-populate claim forms and send to GHD.

	DRFAWA team demonstrated the claim forms to be completed.	Shire to provide processed invoice and remittance advice as supporting evidence for claim.
– Retaining wall	Approval from DRFAWA to replace rock wall with limestone retaining wall.	
Jacques's Point		
– Cost estimate for reinstatement	Submitted to DRFAWA on 15 Feb 2023 DRFAWA team currently enquiring with Commonwealth if there is support for the relocation of the lower car park	DRFAWA to liaise with commonwealth team
Item	Current status	Next steps and actions required
Chinaman's Beach		
– Cost estimate for reinstatement	Submitted to DRFAWA on 15 Feb 2023 The following items were approved: – Debris clean-up – Lower gravel carparks and log pine fencing – Engineering works to refine retaining wall costs (coastal engineering assessments, feature survey and preliminary structural design) Items requiring further clarification – Upper sealed car park and retaining wall estimated costs to be updated once further engineering works completed. – Shelters – numbers to be confirmed to DRFAWA – Fishing platform	See the next three rows below
– Fishing jetty and disabled access	Quotes for reinstatement obtained from materials supplier and installation contractor.	GHD to prepare application and submit to DRFAWA for approval
– Shelters	Shire provided updated numbers.	GHD to update DRFAWA
– Engineering works	GHD provided estimated hours (existing contract) and is awaiting Shire approval (verbal approval provided). Shire approval GHD to engage a surveyor directly. Shire to engage contractor for test pits during surveying	Shire to provide written approval for engineering works. GHD to engage surveyor. GHD to get quote from Graham Ralph for test pitting.
– Planning meeting	Planning meeting was held on 21 April 2023.	
– Retaining wall	Approval from DRFAWA to replace rock wall with limestone retaining wall.	

	Commonwealth approval for additional 50m of limestone retaining wall. (\$350K approved to relocate car park and build additional 50m of limestone wall at Bluehole's and Chinaman's)	
Blue Holes		
– Cost estimate for reinstatement	Submitted to DRFAWA on 15 Feb 2023	DRFAWA to review
– Car park relocation	Commonwealth approval to relocate carpark (\$350K approved to relocate car park and build additional 50m of limestone wall at Bluehole's and Chinaman's)	
Item	Current status	Next steps and actions required
Red Bluff Road		
– EPAR vs Recreational facility	In a meeting held on 05.05.2023 between DRFA and GHD, David Budd suggested that GHD provide a very high level cost estimate so that it can be determined if works can be funded under the recreational facility budget or if an EPAR application needs to be prepared.	GHD to provide high level cost estimate to DRFAWA.
– Supporting documentation	Shire provided photos, maintenance records and a cost to GHD.	Shire to confirm basis of cost estimate, inclusions and exclusions prior to submission to DRFAWA

Foreshore Redevelopment

Unfortunately, the Kalbarri Foreshore redevelopment plan hasn't progressed past the concept phase and major redevelopment works have been deferred pending the adoption of the overall infrastructure improvement plan and the outcome of future grant applications to assist with the works are known.

The total cost to progress the overall foreshore plan is beyond Councils financial resources and the only alternative available is to progress a component of the foreshore redevelopment works using own source funds and address any immediate concern or requests.

STAFF RECOMMENDATION – ITEM 2.2.1

Noted.

CP3 CORPORATE BUSINESS PLAN 2023 REVIEW – ROAD PROJECTS

COMMUNITY REQUEST:

3.1 COMMUNITY REQUESTS

Several requests for roadworks were received per the following:

Horrocks Beach Road – Widen bitumen from Suckling Road to the Horrocks Beach Townsite. This project has been provisionally listed in the 2027/2028 AMP for roadworks with the possibility of Blackspot funding being utilised to undertake the works. Council to determine if this project will be retained in the AMP.

Swamp Road and Yallabatharra Road – A detailed submission was received for relatively urgent repair works with input from a number of farmers and contractors. The roads have deteriorated post cyclone Seroja also truck and tourist traffic has increased. A summary of the works requested include the following:

Swamp Road (Yallabatharra intersection to western end to Glenorie farm)

- Unblock culverts and replace guide posts
- Repair/resheet road prior to floodway
- Install replace floodway signage

Swamp Road – Port Gregory intersection to Yallabatharra road intersection

- Unblock culverts and replace guide posts/delineators
- Install/replace floodway signage
- Gravel re-sheeting required near Robb Road turnoff

Yallabatharra Road

- Culverts and signage
- Delineators (corners)
- Replace gravel due to washout

Information Bay Ajana-Kalbarri Road – A submission was received in relation to the state of the gravel information bay at the entrance to town. Staff were looking into addressing the gravel sheeting and drainage issues.

U Turn Signs Hampton Road – As this is more of an operational request rather than a CBP type request Council will not be requested to consider this request. Staff will contact Main Roads to ascertain the feasibility of installing signage.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 3.1

Moved Cr BURGESS

seconded Cr HORSTMAN

That staff investigate the community requests for Horrocks Beach Road widening, Swamp Road & Yallabatharra Road maintenance requirements, Ajana/Kalbarri Road Information Bay & Hampton Road U Turns and report back to Council.

CARRIED 7/0

Minute Reference 05/23-20

ROAD PROJECT PROGRAM

3.2 STAFF COMMENT

3.2.1 Little Bay Road

The construction of the Little Bay Road has been deferred to 2023/24 with funding via LRCI4. Staff are working through the native vegetation clearing permits, Aboriginal Survey and land tenure issues. DWER have extended the clearing permit to 4th August 2023 which will assist with the progress of the project. Once the Aboriginal Survey document is available and all land tenure access obtained where required the project will be able to proceed to the next phase. GHD have surveyed the road and are working on the “Deposited Plan”. Refer to the “Proposed Crown Subdivision” plan on the following page.

The project was listed in the 2022/2023 budget at \$640,000, \$10,000 for the Clearing Permit and \$630,000 for construction costs. With costs associated with the Clearing Permit, Aboriginal Survey and GHD Survey to be paid this financial year it is anticipated that approximately \$600,000 will be required for this project in the 2023/2024 budget. With \$490,301 from the LRCI4 grant and the remainder from municipal funds. All work associated with this project will be undertaken by external contractors.

Council will need to determine if this project remains a priority and commit to allocating LRCI4 funding of \$490,301 to the project.

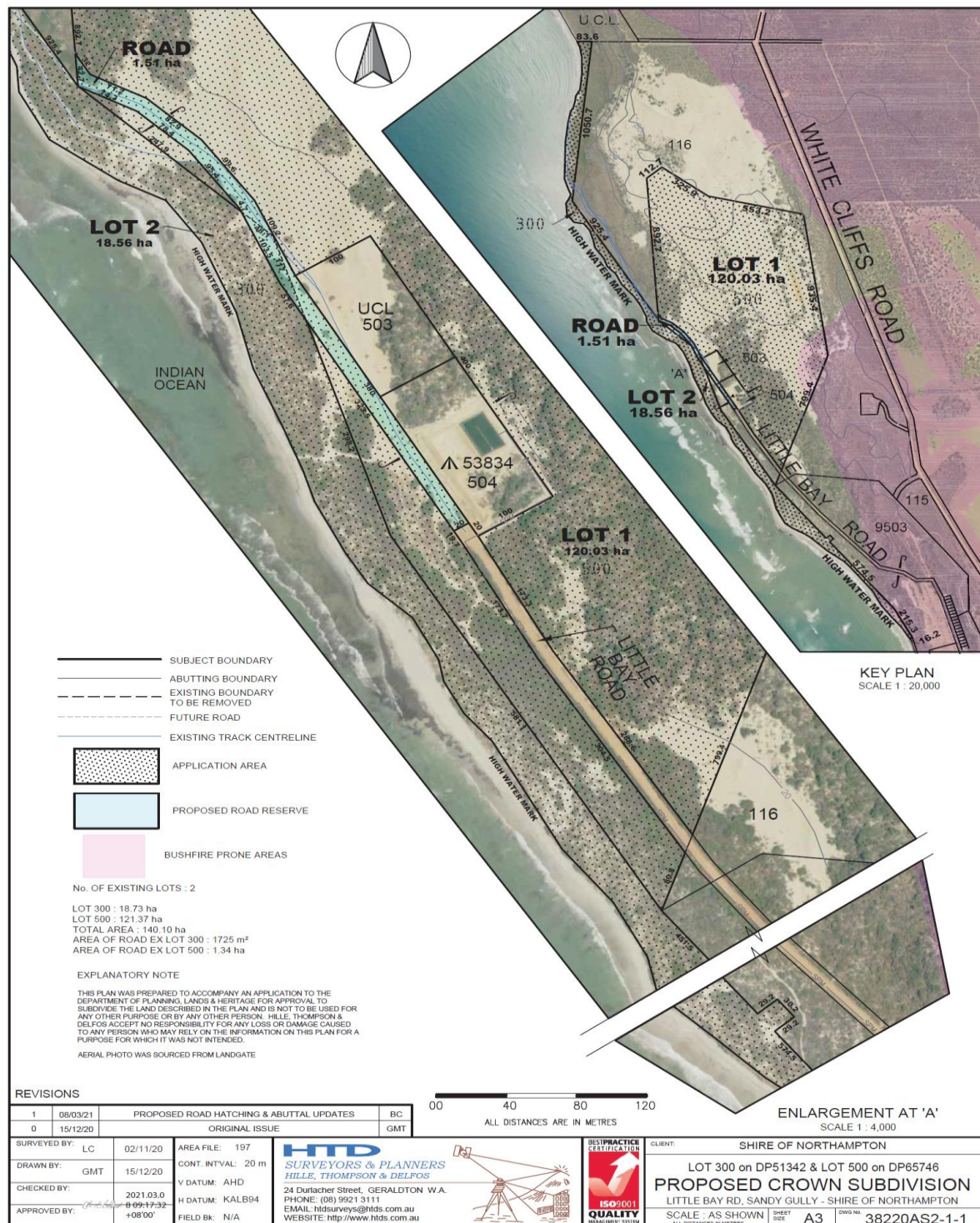
STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 3.2.1

Moved Cr SUCKLING seconded Cr HAY

That Council support the Little Bay project using the LRCI4 grant funding and the project be listed in the Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-21

Proposed Crown Subdivision - Diagram



3.2.2 STAFF COMMENT

Due to delays completing own source road works a number of road projects that were to occur in 2022/2023 will not proceed and therefore will now be deferred to 2023/2024 which effects future year programs. Road works that will now not occur in the 2022/2023 financial year are as per the following:

Karina Mews – reseal and replace kerb (21/22)	\$ 41,640
Glance Street (Horrocks) - reseal	\$ 22,000
Bruce Road – Reseal	\$ 44,000
Anchorage Lane – Reseal (additional work required)	\$ 13,000
John Street – Reseal (0.21 – 0.38 SLK)	\$ 31,000
Binnu East Road – Pavement Repair 12.6SLK – 13.6SLK	\$220000

The additional (Stage 2) asphalt works undertaken along Grey Street in Kalbarri utilising LRCI3 funding will be advantageous in future years as it will allow resources to be allocated to other projects in future asset management plans and the CBP/LTFP. The Grey street asphalt works have been funded by a combination of R2R and LRCI grant funding.

For Regional Road Group projects, Local Governments have to now submit three year program therefore the CBP plan will need to be amended to reflect this change. As Council has not determined which Regional Road Group projects will progress the following has been submitted, and is subject to change by Council:

2024/25

- Binnu East Rd SLK 1.0, reconstruct floodway works cost \$160,000, grant funding \$106,667
- Binnu East Rd SLK 3.0/2.00, reconstruct floodway works cost \$160,000, grant funding \$106,667
- Ogilvie East Road – reconstruct last 12km, stage 1 works cost \$840,000, Regional Road Group Grant \$200,000, Roads to Recovery Grant \$453,484

2025/26

- Ogilvie East Road – reseal stage 1 works cost \$250,000, Regional Road Group Grant \$166,667

2026/2027

- Ogilvie East Road – reseal stage 2 works cost \$250,000, Regional Road Group Grant \$166,667

It is not known if the funding for the Ogilvie East Road will be approved due to the low traffic volume however this won't be known until the submission for funding has been submitted and assessed by the Regional Road Group.

Council is reminded that Regional Road Group Funding can only be used on the roads of regional significance being Horrocks Road, Northampton-Nabawa Road, Ogilvie East Road, Balla Whellarra Road, Binnu East Road, Binnu West Road, Port Gregory Spur Road (section from George Grey Drive to Gregory) and the Kalbarri Ajana Road.

Financial Years 2024/2025, 2025/2026 and beyond are low on road construction projects and Council is encouraged to list projects for these and future years.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 3.2.2

Moved Cr BURGESS seconded Cr HORSTMAN

That Council supports the proposed roadwork program as presented to be listed in the Corporate Business Plan.

CARRIED 7/0
Minute Reference 05/23-22

NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE,
KALBARRI FRIDAY 19TH MAY 2023

PROPOSED ROAD WORKS 2023/24						
Road Name	Works Description	2023/24	Funding Sources			
			Own Resources	RRG	R2R	LRCI
Little Bay Road	Construct new road to Little Bay Funded through LRCI4 Programme	\$ 600,000	\$ 109,699			\$ 490,301
Balla Whelarra Road	Reseal	\$ 455,000	\$ 134,325		\$ 320,675	
Kalbarri Road	Reseal (0 - 18 SLK) (was included in previous CBP as 48-58 SLK)	\$ 352,000	\$ 117,333	\$ 234,667		
Burgess Street - Northampton	Construct and bitumen seal	\$ 60,000	\$ 60,000			
Fifth Avenue	Install drainage	\$ 320,000	\$ 187,191		\$ 132,809	
Carried Over from 2021/22						
Karina Mews	Reseal & Replace Kerb	\$ 41,640	\$ 41,640			
Glance Street (Horrocks)	Reseal (Project to be reviewed)	\$ 22,000	\$ 22,000			
Carried Over from 2022/23						
Bruce Road	Reseal	\$ 44,000	\$ 44,000			
Anchorage Lane	Reseal (additional work required - re-cost)	\$ 13,000	\$ 13,000			
John Street	Reseal (0.21 - 0.38 SLK) off Forrest	\$ 31,000	\$ 31,000			
Binnu East Road	Pavemen repair area 12.6 SLK to 13.6 SLK	\$ 220,000	\$ 220,000			
Estimated Cost		\$ 2,158,640	\$ 980,188	\$ 234,667	\$ 453,484	\$ 490,301

PROPOSED ROAD WORKS 2024/25					
Road Name	Works Description	2024/25	Funding Sources		
			Own Resources	RRG	R2R
Ogilvie East Road	Stage 1 - construct eastern 12km section	\$ 840,000	\$ 186,516	\$ 200,000	\$ 453,484
Binnu East Road	Reconstruct floodway at SLK 1.00	\$ 160,000	\$ 53,333	\$ 106,667	
Binnu East Road	Reconstruct floodway at SLK 3.00/2.00	\$ 160,000	\$ 53,333	\$ 106,667	
Maver Street	Install Kerb	\$ 11,000	\$ 11,000		
Estimated Cost		\$ 1,171,000	\$ 304,182	\$ 413,334	\$ 453,484

PROPOSED ROAD WORKS 2025/26					
Road Name	Works Description	2025/26	Funding Sources		
			Own Resources	RRG	R2R
Ogilvie East Road	Stage 2 - construct eastern 12km section	\$ 840,000	\$ 386,516		\$ 453,484
	Re-seal Stage 1	\$ 250,000	\$ 83,333	\$ 166,667	
Murchison House Station Road	Reconstruct with gravel	\$ 393,000	\$ 393,000		
Mortimer Street	Reconstruct and Drainage	\$ 80,000	\$ 80,000		
Estimated Cost		\$ 1,563,000	\$ 942,849	\$ 166,667	\$ 453,484

PROPOSED ROAD WORKS 2026/27					
Road Name	Works Description	2026/27	Funding Sources		
			Own Resources	RRG	R2R
Nanda Drive	Construct unmade section from Walker onto Smith Street	\$ 360,000	\$ 85,000		\$ 275,000
Ogilvie East Road	Reseal Stage 2	\$ 250,000	\$ 83,333	\$ 166,667	
Chilimiony Road	Realign and construct section north of Rob Road for 1km	\$ 275,000	\$ 96,516		\$ 178,484
Estimated Cost		\$ 885,000	\$ 264,849	\$ 166,667	\$ 453,484

PROPOSED ROAD WORKS 2027/28					
Road Name	Works Description	2027/28	Funding Sources		
			Own Resources	RRG	R2R
Horrocks Road (from Suckling Road to Horrocks)	Investigate the possibility of applying for Blackspot Funding - Road Safety Audit required				
Estimated Cost		\$ -	\$ -	\$ -	\$ -

3.3 CARPARK DEVELOPMENT WORKS 2023 REWEW

3.3 COMMUNITY REQUESTS

3.3.1 Port Gregory Progress Association

The Port Gregory Progress Association submitted a plan as part of the 2022 CBP budget process. Funding for the carport and bbq area was originally identified in the CBP for 2023/2024 but funding was brought forward and allocated in the 2022/2023 budget. Unfortunately the works have not progressed and if approved by Council the \$141,310 budget allocation will be re-budgeted in the 2023/2024 Draft Budget.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 3.3.1

Moved Cr HAY

seconded Cr HORSTMAN

That the \$141,310 budget allocation from the 2022/2023 budget be retained and listed in the Corporate Business Plan and draft 2023/2024 Budget.

CARRIED 7/0
Minute Reference 05/23-23

3.3.2 Porter Street Carpark

The detailed Skate Park submission also requested the Porter Street carpark be considered as this gravel carpark is detracting from the Skate Park amenity, increasing the amount of dust at the facility and gravel being brought onto the ramp area.

The Porter Street carpark was listed in the 2022/2023 budget and funded by the LRCI3 grant but the works were subsequently deferred and the funding (\$90,602) allocated to the Kalbarri Airport works.

Council to determine if these works are to progress and in what year. (refer item 3.4.1)

3.4 STAFF COMMENT

3.4.1 Overall Program Adjustment

The carpark development works program has not progressed due to a number of reasons including availability of contractors and other works being completed by the outside construction crew.

The Porter Street (Skate Park) carpark was listed in the 2022 CBP but subsequently deferred and the Land Backed Warf (Marina) carpark was also listed in the 2022 CBP but has not progressed.

Pending confirmation from DFES it is anticipated that the Jacques Beach car park will be funded by the DRFAWA process, and this project will be able to proceed. However, all other planned works will now need to be re-evaluated as our current works program

and financial position won't support the volume of carpark works listed in the program for 2023/2024.

Below is a list of the projects that will need to be re-scheduled in the program:

2023/2024

Land Back Wharf- Seal unsealed parking and access road areas	\$200,000
Jakes Beach – Seal access road & car park	\$190,000
Back Beach - Seal access road & car park	\$150,000
Porter Street - Skate Park Car Park	\$125,000

2024/2025

SiphonsSeal - Access road & car park	\$115,000
Essex Street Car parking on north of Hampton	\$83,000

Carry Over Project

Pt Gregory - Upgrade car park & BBQ area	\$141,310
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As a result other planned works will now need to be deferred to future years, refer to page 22 for the current program.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 3.4.1

Moved Cr HORSTMAN

seconded Cr SUDLOW

That Council defer consideration of the car park development program for 2023/2024 to 2026/2027 and future years until June 2023 meeting of Council, excluding the Port Gregory car park upgrade.

CARRIED 7/0
Minute Reference 05/23-24

CAR PARK DEVELOPMENT WORKS PROGRAM							
CAR PARK	Works Description	Year Works Planned					Funding Sources
		2023/24	2024/25	2025/26	2026/27	2027/28	
Land Back Wharf	Seal unsealed parking and access road areas (carried over from 2021/22)	\$ 200,000					Own Resources
Jakes Beach	Seal acces road and car park (DRFAWA)	\$ 190,000					DRFAWA
Back Beach	Seal access road & car park	\$ 150,000					Own Resources
Porter Street	Skate Park Car Park - Removed from LRCI programme and from 2022/23 Budget	\$ 125,000					Own Resources
Siphons	Seal access road & car park		\$ 115,000				Own Resources
Essex Street	Car parking on north of Hampton Gardens		\$ 83,000				Own Resources
Pt Gregory	upgrade car park & BBQ area (carried over form 2022/23)	\$ 141,310					Own Resources
Estimated Cost		\$ 806,310	\$ 198,000	\$ -	\$ -	\$ -	
DRFAWA Works - Chinamans, Jakes & Blue Holes							

4.1 COMMUNITY REQUEST

4.1.1 FOOTPATHS – MITCHELL ST TO HORROCKS LOOKOUT

A request was received for the continuation of a footpath along Mitchell Street to the lookout at the entrance to Horrocks townsite. Council will need to consider the urgency of this project considering the footpath program has been delayed with projects having to be deferred .

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 4.1.1

Moved Cr SUDLOW seconded Cr HAY

That Council will not consider the Mitchell Street to Horrocks Lookout footpath works.

CARRIED 7/0
Minute Reference 05/23-25

4.2 STAFF COMMENTS

4.2.1 Current Plan Status

The footpath program has also suffered from lack of contractors and other works being prioritised which has meant footpath works have been delayed further. None of the works listed in the 2022 CBP have been completed. Carry over works from 2021/2022 program include Stephen Street, Kaiber Street and Grey Street (Allen Centre). Additionally, the George Grey Drive footpath from Red Bluff to Eco Flora is a carry-over from the 2022/2023 program.

All the footpaths are own source funded apart from the George Grey Drive footpath which is part grant funded and this project will need to be completed by December 2024 otherwise the grant (\$61,000) will be forfeited, Council has received a \$20,000 upfront payment for this project. The Allen Centre footpath was deferred due to the asphalt works along Grey Steet and therefore will have to be re-scheduled for 2023/2024.

The amount of footpath works listed in the draft 2023 CBP is excessive and its considered unrealistic this level of work can be completed next financial year due to the requirement to complete the associated drainage and other pre-work that is required to construct the footpaths. Additionally the program in its current form will have a significant negative impact Councils financial position.

Below is a list of the projects that will need to be re-scheduled in the program:

2023/2024

Stephen Street- Renew from Hampton Rd to West Street	\$57,350
Grey Street Replace section at Allen Centre	\$50,000
George Grey Drive Red Bluff to Eco Flora	\$127,810
Clotworthy Street Grey to Smith (240)	\$53,000
Kaiber Street Whole Street, east side	\$73,000

2024/2025

Auger Street - Smith to Mallard	\$48,000
Auger Street - Mortimer to Mallard	\$29,000
Ralph Street - Gantheaume to Walker via Harvey (600)	\$124,000
Boat Pen Car Park - DUP on river side of car park	\$41,000

2025/2026

Nanda Drive Red Bluff to Pederick (950) \$210,000

Future Projects

Callion Way Waikiri to Gantheaume (230) \$52,000

Gantheaume Crescent – DUP Waikiri to Sequita (192) \$43,000

Hasleby Street - Construct Dual Use Pathway (to Golf Club) \$38,000

Nanda Drive & Porter St - Porter Street to Sun River Chalets \$75,000

Orabanda Close - Batavia to Gantheaume (120) \$27,000

Sequita Way - Gallant to Gantheaume (180) \$64,000

Blue Holes - From Malaleuca Trail to Car Park \$37,000

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 4.2.1

Moved Cr SUCKLING seconded Cr BURGESS

That Council defer consideration of the dual use footpath plan for 2023/2024 to 2026/2027 and future years until the 2023 June meeting of Council.

CARRIED 7/0
Minute Reference 05/23-26

DUAL USE PATHWAY PLAN 2023 TO 2027

Road Name	Works Description	2022/23	2023/24	2024/25	2025/26	2026/27	Beyond 2027
<u>Carried Over from 2021/22 & 2022/23</u>							
Stephen Street	Renew from Hampton Rd to West Street - c/over from 22/23	\$ 57,000	\$ 57,350				
Grey Street	Replace section at Allen Centre - c/over from 22/23	\$ 50,000	\$ 50,000				
George Grey Drive	Red Bluff to Eco Flora (c/over from 22/23) (note grant of \$61,000 applied)	\$ 123,000	\$ 127,810				
<u>Future Projects</u>							
Auger Street	Smith to Mallard			\$ 48,000			
	Mortimer to Mallard			\$ 29,000			
Clotworthy Street	Grey to Smith (240)		\$ 53,000				
Callion Way	Waikiri to Gantheaume (230)						\$ 52,000
Gantheaume Crescent	Construct Dual Use Pathway Waikiri to Sequita (192)						\$ 43,000
Hasleby Street	Construct Dual Use Pathway End of existing to Golf Club						\$ 38,000
Kaiber Street	Whole Street, east side		\$ 73,000				
Nanda Drive	Red Bluff to Pederick (950)				\$ 210,000		
Nanda Drive & Porter St	Porter Street to Sun River Chalets						\$ 75,000
Orabanda Close	Batavia to Gantheaume (120)						\$ 27,000
Ralph Street	Gantheaume to Walker via Harvey (600)			\$ 124,000			
Sequita Way	Gallant to Gantheaume (180)						\$ 64,000
Blue Holes	From Malaleuca Trail to Car Park						\$ 37,000
Boat Pen Car Park	DUP on river side of car park			\$ 41,000			
Total Estimated Cost		\$ 230,000	\$ 361,160	\$ 201,000	\$ 210,000	\$ -	\$ 336,000





CP5 PLANT REPLACEMENT PROGRAM 2023 REVIEW

The plant replacement has been presented in a similar format to prior years. At the time of writing this report the full 10 year replacement plan was not available, subsequently the 4 year program is presented with the replacement program post 2027/2028 to be finalised by the Works Manager for inclusion in the LTFP.

The Plant Maintenance program has been relatively robust with only minor adjustments being required due to changing priorities and budget restrictions.

5.1 Current Plan Status

The 2022/23 plant replacement program included a provision of \$235,000 for a second backhoe rather than replacing the ageing Case tractor. It had been considered that the Case tractor could be donated to the Kalbarri Golf Club for their use however the tractor is currently being utilised on a regular basis at the Northampton tip site Council will need to determine if it intends to donate the tractor or retain the tractor for use at the Tip site.

Delivery of the backhoe was delayed during 2022/2023 with the price increasing from \$220,000 to \$235,000. Also the 2022/2023 budget included loan funding of \$200,000 to assist with the purchase of the second backhoe. Staff have delayed taking out the loan and will include a provision of \$200,000 in the 2023/2024 Draft Budget to coincide with the purchase of the machine.

Trade and purchase prices in the 2023/2024 plant AMP are based on updated quotes where possible. The major changes between the plant program represented in the 2022 CBP and the 2023 plan presented below is the Kalbarri loader which has been pushed back to 2023/2024 to 2024/2025 and the Northampton Water Truck which has been brought forward from 2024/2025 to 2023/2024 due to high water truck hours and the relatively low hours the Kalbarri loader has worked. The only other major change is the carryover of the second backhoe.

The current 2023 CBP for 2023/2024 to 2026/2027 is presented on page 34.

STAFF RECOMMENDATION/COUNCIL RECOMMENDATION – ITEM 5.1

Moved Cr SUCKLING seconded Cr GIBB

That Council adopt the revised Plant Replacement Plan as presented and retain the case tractor.

CARRIED 7/0
Minute Reference 05/23-27

**NORTHAMPTON SHIRE COUNCIL – ORDINARY COUNCIL MEETING HELD AT THE ALLEN CENTRE,
KALBARRI FRIDAY 19TH MAY 2023**

Northampton Shire Council					
Projected Capital Upgrade/New Works Program - Plant and Equipment					
			Est Purch	Estimate	Estimate
Year	Item	Description	Price	Sale Price	Nett
2023/24	1	4WD Wagon - Manager of Works	\$ 77,000	\$ 40,000	\$ 37,000
	2	AWD/FWD Car - Deputy CEO	\$ 55,000	\$ 30,000	\$ 25,000
	3	Multi Tyred Roller	\$ 220,000	\$ 20,000	\$ 200,000
	4	Utility - Kalbarri Leading Hand - c/over	\$ 55,000	\$ 10,000	\$ 45,000
	5	Back Hoe (no trade) - c/over	\$ 235,000	\$ -	\$ 235,000
	6	Tip Truck - Northampton (Water Truck) (From 24/25 CBP)	\$ 250,000	\$ 75,000	\$ 175,000
	7	Truck Trailer (From 24/25 CBP)	\$ 100,000	\$ 15,000	\$ 85,000
	8	Vehicle - WHS Coordinantor - c/over (50% CV)	\$ 30,000		\$ 30,000
		Total	\$ 1,022,000	\$ 190,000	\$ 832,000
			Est Purch	Estimate	Estimate
Year	Item	Description	Price	Sale Price	Nett
2024/25	1	2WD Car - EHO	\$ 38,000	\$ 15,000	\$ 23,000
	2	Utility - Northampton Mntce/cleaner	\$ 41,000	\$ 10,000	\$ 31,000
	3	Utility - Northampton Grader Operator	\$ 41,000	\$ 10,000	\$ 31,000
	4	Utility - Northampton Mechanic	\$ 75,000	\$ 10,000	\$ 65,000
	5	Utility - Kalbarri M'tce (from 23/24 CBP)	\$ 43,000	\$ 8,000	\$ 35,000
	6	Utility - Northampton Gardener (from CBP 23/24)	\$ 43,000	\$ 13,000	\$ 30,000
	7	Utility - Kalbarri Ranger (trade Horrocks ute) (from CBP 23/24)	\$ 53,000	\$ 5,000	\$ 48,000
	10	2wd Light Truck - Dual Cab	\$ 90,000	\$ 25,000	\$ 65,000
	11	Kalbarri Mower (trade Northampton mower)	\$ 90,000	\$ 10,000	\$ 80,000
	12	Loader - Kalbarri	\$ 250,000	\$ 70,000	\$ 180,000
		Total	\$ 764,000	\$ 176,000	\$ 588,000
			Est Purch	Estimate	Estimate
Year	Item	Description	Price	Sale Price	Nett
2025/26	1	4WD Wagon - CEO	\$ 70,000	\$ 30,000	\$ 40,000
	2	Utility - Northampton Ranger	\$ 55,000	\$ 15,000	\$ 40,000
	3	Utility - Kalbarri Gardener	\$ 45,000	\$ 5,000	\$ 40,000
	4	Tip Truck - Northampton	\$ 272,000	\$ 50,000	\$ 222,000
	5	Grader - Northampton	\$ 460,000	\$ 100,000	\$ 360,000
	6	Free Roller	\$ 77,000	\$ -	\$ 77,000
		Total	\$ 979,000	\$ 200,000	\$ 779,000
			Est Purch	Estimate	Estimate
Year	Item	Description	Price	Sale Price	Nett
2026/27	1	4WD Wagon - Manager of Works	\$ 70,000	\$ 30,000	\$ 40,000
	2	AWD/FWD Car - Deputy CEO	\$ 50,000	\$ 20,000	\$ 30,000
	3	Utility - Leading Hand Main't Northampton	\$ 52,000	\$ 10,000	\$ 42,000
	4	Utility - Leading Const Northampton	\$ 54,000	\$ 10,000	\$ 44,000
	5	Loader/Backhoe (small)	\$ 200,000	\$ 35,000	\$ 165,000
	6	Tip Truck Northampton	\$ 280,000	\$ 50,000	\$ 230,000
		Total	\$ 706,000	\$ 155,000	\$ 551,000

CP6 CORPORATE BUSINESS PLAN 2023 REVIEW – KALBARRI AERODROME

The runway reseal program for the Kalbarri airport was completed in April 2023. The works were originally estimated at \$630,000 however the final budget provision of \$700,000 was approved by Council at the April Council meeting. The works were funded by a combination of Reserve Funds of \$205,000 and LRCI3 grant funding of \$290,602 with the remainder of the works funded by municipal funds. The original allocation of \$200,000 LRCI3 funding was increased with the re-allocation of the Porter street Carpark funding.

The works were completed Fulton Hogan and supervised by ACG (Airport Consultancy Group), with line marking was completed by Westline Contracting.

Original budget for the project

Bitumen Contractors	\$580,000
Tender Evaluation and Supervision Contractor	\$50,000
Total	\$630,000

Revised Budget allocation

Bitumen Contractors	\$557,000
Line Marking	\$50,000
Tender Evaluation and Supervision Contractor	\$62,000
Work Site Safety Officer (CASA requirement)	\$16,000
Contingency	\$15,000
Total	\$700,000

Estimated final costs for the works - \$680,345



LEGEND

	CONSTRUCTION STAGE 1: RUNWAY SURFACE RESEAL
	CONSTRUCTION STAGE 2: APRON & TAXIWAY SURFACE RESEAL
	CONSTRUCTION STAGE 3: RUNWAY SURFACE RESEAL

STAFF RECOMMENDATION – ITEM CP6

Noted.



CP7 CORPORATE BUSINESS PLAN 2023 REVIEW

There are no significant changes with the current staff structure proposed in the CBP however this may be subject to change with the Shires new CEO Andrew Campbell commencing on 22/5/2023. Any increased budget allocation due to additional staff numbers will be brought back to Council for approval as part of the Draft 2023/2024 budget process.

The requirement for a Community Development Officer was identified as part of last years CBP review however there has been no progress to date. The need for a Community Development/Economic Development Officer type position was strongly supported in the Local Recovery Coordination Group (LRCG) meeting held in Kalbarri on 2nd May.

Further there may be an opportunity to utilise part of the \$400,000 Community Benefit grant funding for cyclone Seroja impacted communities that the Shire will receive.

5.10.1 23 CORPORATE BUSINESS PLAN 2022 REVIEW

Moved Cr SUDLOW, seconded Cr HORSTMAN

That management investigate opportunities including all costings to employ a community development/project officer to assist to support community groups with events/programs and future recovery processes and report back to Council accordingly.

CARRIED 6/0

RECOMMENDATION – ITEM CP7

Moved Cr SUDLOW seconded Cr SUCKLING

That staff investigate the recruitment of a Community Development Officer/Economic Development Officer and report back to Council.

CARRIED 7/0

Minute Reference 05/23-28

CP7 LONG TERM FINANCIAL PLAN 2023 REVIEW – LOAN FUNDS

7.1 – LOAN FUNDS

Due to the carry-over of the loan funded Backhoe purchase it is intended to re-list the \$200,000 loan approved from the 2022/2023 budget in the draft 2023/2024 Budget. It is not anticipated that any further loans will be required in the 2023/2024 CBP however if further loan funds are required they will be listed for review in the 2023/2024 detailed budget approval process.

STAFF RECOMMENDATION/COUNCIL RESOLUTION – ITEM 7.1

Moved Cr HORSTMAN seconded Cr HAY

That loan funds of \$200,000 be included in the Corporate Business Plan for the purchase of the second backhoe.

CARRIED 7/0

Minute Reference 05/23-29

13 PRESIDENT'S REPORT

Since the last Council meeting Cr SUDLOW reported on her attendance at:

- 21/04/2023 Northampton Pharmacy, Northampton
- 30/04/2023 Hon. Jackie Jarvis MLC, Minister for Agriculture, Food Forestry and Small Business and Mid West Development Commission
- 02/05/2023 Local Recovery Coordination Group Meeting, Kalbarr
- 02/05/2023 Shire of Chapman Valley Chief Executive Officer, Jamie Criddle and Shire President, Kirrilee Warr – Executive Development Officer position
- 11/05/2023 WA State Government Budget Breakfast
- 18/05/2023 Funeral for former Cr Stewart Smith, Kalbarri Recreation Centre

14 DEPUTY PRESIDENT'S REPORT

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

- 21/04/2023 Northampton Pharmacy, Northampton
- 22/04/2023 Jake Ash from Hon. David Littleproud MP office – Regional Pharmacies advocacy
- 28/04/2023 Hon. Shane Love MLA – Regional Pharmacies advocacy
- 02/05/2023 Shire of Chapman Valley Chief Executive Officer, Jamie Criddle and Shire President, Kirrilee Warr – Executive Development Officer position
- 02/05/2023 Local Recovery Coordination Group Meeting, Kalbarri
- 12/05/2023 Hon. Roger Cook MLA, Deputy Premier of WA – WA Budget Breakfast, Geraldton
- 12/05/2023 Hon. Sandra Carr MLC – advocacy for funding for EDO position

15 COUNCILLORS' REPORTS

15.1 CR PIKE

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

- 02/05/2023 Local Recovery Coordination group meeting, Kalbarri
- 18/05/2023 Funeral for former Cr Stewart Smith, Kalbarri Recreation Centre

15.2 CR SUCKLING

Since the last Council meeting Cr SUCKLING reported on her attendance at:

- 02/05/2023 Local Recovery Coordination group meeting, Kalbarri
- 15/05/2023 Horrocks Community Centre Inc. Committee meeting, Horrocks

15.3 CR BURGESS

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

- 30/04/2023 Meeting with Kalbarri RSL members, Kalbarri
- 02/05/2023 Local Recovery Coordination Group meeting, Kalbarri
- 07/05/2023 Roy Harris, inaugural Kalbarri RSL member

16 NEW ITEMS OF BUSINESS

Nil

17 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday 16th June 2023 commencing at 1.00pm at the Northampton Council Chambers

18 CLOSURE

There being no further business the President thanked everyone for their attendance and declared the meeting closed at 3.38pm

THESE MINUTES CONSISTING OF PAGES 1 TO 93 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 16TH JUNE 2023.

PRESIDING MEMBER:_____

DATE:_____