



ATTACHMENTS

COUNCIL MEETING

18 July 2024

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CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

APRIL 2024 TO JUNE 2024

Activity for the period

- Finalised the Kalbarri Men's Shed lease.
- Oversaw an organisational restructure arising from the resignation of the Executive Manager Corporate Services, Grant Middleton.
- Coordinated a Citizenship Ceremony which was conducted by Shire President, Liz Sudlow.
- Completed a Probationary Review with Executive Manager Community Development and Regulation (EMCDR), Mr Brian Robinson.
- Finalised two tenders for the TC Seroja repair works including sourcing State and Federal Government approval.
- Met with Nationals WA candidate Kirralee Warr and Shane Love MLA.
- Completed budget preparation for 2024/25.
- Attended Kalbarri with EMCDR to assess issues and research land opportunities.
- Prepared a Community Grants Program discussion paper for consideration of the Community Grants Advisory Committee.
- Met with an RAC Representative and Councillors in Kalbarri to discuss tourism opportunities.
- Attended two Northern Country Zone meetings of WALGA.
- Attended two budget workshops with Councillors.
- Developed a funding proposal for Mid West Development Commission (MWDC) for the Kalbarri Workers Accommodation site.
- Clarified management responsibilities for native animals with the Department of Biodiversity Conservation and Attractions (DBCA) and requested their organisation provides a greater focus to their responsibility.
- Conducted the recruitment processes for employment under the new organisational structure.
- Met with the Department of Planning, Lands and Heritage to discuss tourism opportunities in Kalbarri.
- Worked through contractual road construction issues with companies.

- Prepared a Regional Economic Development application to the MWDC for the Kalbarri Workers Accommodation site.
- Progressed the second phase of the Economic Development Framework in preparing an application for the Regional Precincts and Partnerships Program.
- Attended a stakeholder briefing with the Department of Primary Industries and Regional Development.
- Attended a State Budget briefing with Shire President, Liz Sudlow.
- Met with MWDC and Tourism WA to discuss Kalbarri Foreshore Revitalisation project grant agreement.
- Provided a letter of support for the expansion of the Geraldton Port.
- Corresponded with Lara Dalton MLA on a State Government commitment to a rescue helicopter to be based in Geraldton.
- Met with DBCA in Geraldton to discuss various land tenure matters in Kalbarri.
- Met with Jessica Shaw MLA and Lara Dalton MLA to provide insight into potential renewable energy / hydrogen impacts on local communities. Shire President Liz Sudlow and the CEO also met again the following week with other Local Government representatives to discuss similar matters.
- Finalised the Northampton Doctors Surgery lease with Medibloom.
- Finalised the Residential Tenancy Agreement for the 5 Bateman Street, Northampton dwelling with the nominated Medibloom employee.
- Met with Kalbarri Visitor Centre Manager, Natalie Moir.
- Hosted a farewell for Grant Middleton.
- Attended an audit entry meeting with the Office of Auditor General and AMD.
- Initiated a major Council Policy review.
- Attended three Council meetings and produced a total of 31 Agenda Reports.
- Conducted three Executive Management Team meetings.
- Toured the Garnet Minerals Australia site in Port Gregory.
- No leave was taken during the period.

Focus for the upcoming period

- Continuing to make governance and system improvements in the organisation.
- Continued preparation for potential renewable energy projects.
- Onboarding and mentoring new and existing employees arising from the organisational restructure.
- Providing oversight to the TC Seroja coastal infrastructure repair contracts.
- Oversee a review of Shire leases.
- Oversee improvements to Shire record keeping systems.
- Continuing the major policy review that has commenced.
- Exploring innovative opportunities that can benefit the organisation.
- Seek external funding opportunities where available.
- 2024/25 Budget.



Finance Policy

5.1

Disposal of Shire of Northampton Property

Policy Measures

This policy clarifies the circumstances and methods by which Shire of Northampton property is to be disposed.

1. Disposal of land

The disposal of "land" includes the sale, lease or assignment of all or any part of the land.

Shire of Northampton owned land is to be disposed of in accordance with the provisions of Section 3.58 of the *Local Government Act 1995* either by;

- (a) Public auction;
- (b) Public tender; or
- (c) Local public notice of intention to dispose (including details and consideration of submissions thereon).

Under Regulation 30 of the *Local Government (Functions and General) Regulations 1996*, an exemption applies where land is disposed of:

- (a) To an owner of adjoining land (subject to value less than \$5,000);
- (b) To a charitable or not for profit body;
- (c) To the Crown;
- (d) Is leased to an employee of the local government for use as the employees residence; or
- (e) Is residential property leased to a person.

Notwithstanding the provisions of the Act or the Regulations, any disposal of Shire of Northampton land is to:

- have regard to the commercial value of the land being disposed as determined by a qualified valuer and or the Valuer Generals Office; and
- be brought before Council for consideration.

Council's Regional Price Preference policy does not apply to any disposal of Land.

2. Disposal of confiscated or uncollected goods (including animals)

Confiscated or uncollected goods are to be disposed of in accordance with Section 3.47 of the *Local Government Act 1995*.

Finance Policy

5.1

Disposal of Shire of Northampton Property

The property is to be disposed of as if it were the property of the Shire of Northampton and therefore subject to the provisions of Section 3.58 of the *Local Government Act 1995*.

3. Disposition of other goods and property

The disposal of any other Shire of Northampton owned goods or property is to be disposed of in accordance with the provisions of Section 3.58 of the *Local Government Act 1995* either by;

- (a) Public auction;
- (b) Public tender; or
- (c) Local public notice of intention to dispose (including details and consideration of submissions thereon).

Under Regulation 30 of the *Local Government (Functions and General) Regulations 1996*, an exemption applies where the property to be disposed of;

- (a) Has a market value less than \$20,000; or
- (b) The entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75,000.

From time to time, minor property that is surplus to the needs of the Shire of Northampton is identified for disposal. Where the property to be disposed of is exempt under the market value provisions (ie value is less than \$20,000) the CEO is to determine the most efficient method of disposal taking into consideration the costs associated with disposal.

As a general guideline the following approach is to apply based on the estimated value of the property,

- (a) \$10,000 - \$20,000 Local public notice calling for expressions of interest
- (b) \$ 5,000 - \$10,000 Seek three quotations (if possible) from likely purchasers
- (c) \$ 5,000 or less Seek only one quotation from likely purchasers
- (d) \$ 1,000 or less or of no commercial value Internal expressions of interest or alternatively, by way of a donation to a not for profit community group

Where the property is to be disposed of by local public notice calling for expressions of interest, the Shire of Northampton's general expression of interest document is to be used.

Council's Regional Price Preference does not apply to the disposal of property and does not apply to the value of items traded in.

Administration

This policy will be administered by Office of the CEO.

Finance Policy
5.1
Disposal of Shire of Northampton Property

Adoption and Date Due for Revision

ADOPTED 19 JULY 2024
REVIEWED N/A

NEXT DUE FOR REVIEW 19 JULY 2029

The Administration of this Policy is by Office of CEO.



Administration Policy
3.1
Property Leasing

Purpose

To ensure a consistent and transparent approach is applied to setting lease terms, lease fees and maintenance responsibilities to all Shire of Northampton land and building leases.

Background and Issues

The Shire of Northampton leases land and buildings to various community groups, clubs and recreational bodies and commercial enterprises.

Objectives

To provide a consistent approach to setting lease terms, lease fees and maintenance responsibilities.

Area of Application

This policy applies to all Shire of Northampton land and building leases, excluding residential tenancy agreements.

Policy Measures

1. Council approval is required for each new lease, the lease agreement is then finalised with standard lease conditions to the satisfaction of the Chief Executive Officer. Lessee requests to exercise renewal options included in the lease do not require further Council approval.
2. Lease preparation fees are to be met by the Lessee, either in accordance with the annual fees and charges adopted by Council and/or the recouping of outgoing expenses. Leases bound by the *Commercial Tenancy (Retail Shops) Agreements Act 1985* are an exception and will not be charged lease preparation fees in accordance with section 14(b) of the Act.
3. Lessees may elect for the lease to be registered on the land title at their expense.
4. Terms and conditions for Commercial leases are to be negotiated on a case by case basis taking into consideration:
 - a) current market conditions;
 - b) existing condition of the property;
 - c) Shire outgoing expenses;
 - d) annual lease fee to be set by Council based on a market value established by the Valuer General's Office;
 - e) annual lease fee to be reviewed annually with Consumer Price Index (CPI) adjustments and at the end of each term by a market valuation; and
 - f) minimum five year lease term where the *Commercial Tenancy (Retail Shops) Agreements Act 1985* applies.



Administration Policy
3.1
Property Leasing

5. Leases to government authorities and utility providers are to be negotiated on a case by case basis.
6. A licence to occupy may be considered as an alternate arrangement to a lease in certain situations for the non-exclusive use of land or buildings. A licence to occupy will generally follow the guidelines of this policy, assessed on a case by case basis.



**Administration Policy
3.1
Property Leasing**

7. Terms and conditions for leases to community organisations are to be in accordance with the following table, unless alternate terms and conditions are negotiated and approved by Council.

Leases to Community Associations

Building Tenure	Lease Fee	Lease Term	Lessee Responsibilities
<p>Buildings and improvements owned by a community association on Shire managed land.</p> <p>Lessee's equity in and therefore responsibility for the building is acknowledged and the lease is for the land only.</p>	<p>\$10 per annum, payable on demand (equivalent to a peppercorn rental) for organisations with a minimal income earning capacity.</p> <p>\$100 per annum for organisations that have licensed premises with potential to earn income.</p>	<p>Five years, with a five year renewal option, for minor buildings and improvements. (Examples: community gardens and shipping containers for recreational storage.)</p> <p>Ten years, with a ten year renewal option, for buildings of significant type and function, such as recreational clubrooms.</p> <p>20 years minimum for aged persons' accommodation to reflect the long-term residential use of the property.</p>	<p>Full responsibility for maintenance, insurance and all expenses related to buildings and improvements owned by the Lessee.</p> <p>Utility charges (rates/service charges, usage charges and all other expenses).</p> <p>Terms and conditions of the lease also apply to associated assets outside of the lease area.*</p>



**Administration Policy
3.1**

Property Leasing		
Buildings and improvements owned or managed by the Shire and leased to a community association.	<p>\$10 per annum, payable on demand (equivalent to a peppercorn rental) for organisations with a minimal income earning capacity.</p> <p>\$200 per annum for organisations that have licensed premises with potential to earn income.</p>	Five years, with a five year renewal option.
<p>See following Schedule. Minor variations to this schedule may occur, due to the nature of the lease and existing condition of the building, to the satisfaction of the Chief Executive Officer.</p> <p>Full responsibility for maintenance, insurance and all expenses related to assets and improvements owned by the Lessee.</p> <p>Terms and conditions of the lease also apply to associated assets outside of the lease area.*</p>		<p>Maintenance Responsibilities to this schedule may occur, due to the nature of the lease and existing condition of the building, to the satisfaction of the Chief Executive Officer.</p>

* Improvements/Assets outside of a lease area including, but not limited to, utility connections, plumbing, waste pipes, drains, septic systems, light poles, signage, football goal posts, football dugouts, oval lights, scoreboards, oval fencing and like improvements and assets.

Administration Policy
3.1
Property Leasing

Maintenance Responsibilities Schedule

Buildings owned or managed by the Shire and leased to community associations.

In accordance with the lease agreement, at their own expense the Lessee shall at all times:

1. maintain the premises in a good condition to the satisfaction of the Shire, including maintenance and repairs not attributable to fair wear and tear, unless specified in the table below;
2. not make alterations, additions or modifications to the premises without first seeking the consent of the Shire;
3. be responsible in part or whole as determined by the Shire for the costs of repairs or replacement required due to misuse, modifications by the Lessee, maintenance neglect or other negligence; and
4. advise the Shire promptly of all damage sustained to the premises.

The Shire will:

1. carry out structural maintenance and repairs to the building at the Shire's discretion in accordance with the annual budget adopted by Council;
2. conduct capital works and upgrades in accordance with the budget adopted by Council;
3. be responsible for building insurance, unless otherwise negotiated according to the use and lessee's potential to earn income; and
4. recoup expenses from the Lessee when applicable, relating to the Lessee responsibilities in the table below or damage due to misuse, negligence and modifications.

Definitions:

Maintenance: Routine upkeep of the building/assets and regular ongoing work necessary to retain operational status. eg: repairs to fittings, periodic painting.

Renewal/Refurbishment: Restore, rehabilitate, replace existing asset to its original capacity. Includes repairs required due to normal wear and tear, age, structural faults etc and replacement of assets at the end of expected life span.

Upgrade/Improvements: Enhance existing asset to provide higher levels of service.

Maintenance Item		Lessee Responsibility	Shire Responsibility
1	Appliances, fixtures and fittings (existing; eg: air conditioner and heating units)	<ul style="list-style-type: none"> • Maintenance in accordance with manufacturer's standards. • Clean and change filters as required. • Service and repair when required. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
2	Appliances, fixtures and fittings (Lessee installed)	<ul style="list-style-type: none"> • Full responsibility. • Shire approval required prior to installation. 	<ul style="list-style-type: none"> • No responsibility.

Administration Policy
3.1
Property Leasing

Maintenance Item		Lessee Responsibility	Shire Responsibility
3	Building External	<ul style="list-style-type: none"> • Keep in a clean and tidy state at all times. • Maintenance. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
4	Cleaning	<ul style="list-style-type: none"> • Keep all areas in a clean and hygienic state at all times, including walls, ceilings, windows, floors, fixtures and fittings. • Compliance with the Health Act and Health Local Law. 	<ul style="list-style-type: none"> • No responsibility.
5	Doors and security screens	<ul style="list-style-type: none"> • Maintenance. • Renewable due to foreseeable misuse. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
6	Doors (automatic)	<ul style="list-style-type: none"> • Servicing, twice per year by an approved person. • Maintenance. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
7	Electrical wiring and fittings	<ul style="list-style-type: none"> • Maintenance and renewal of all electrical fittings, such as power points, light switches, light fittings and globes. 	<ul style="list-style-type: none"> • Maintenance and renewal of building wiring from main supply to switchboard and to fittings.
8	Fire extinguishers and all fire equipment	<ul style="list-style-type: none"> • Annual costs associated with inspection, servicing, maintenance and refilling. 	<ul style="list-style-type: none"> • Arrange annual servicing to all fire equipment – recoup cost from Lessee. • Renewal and upgrade as determined by Council.
9	Floor surfaces and coverings	<ul style="list-style-type: none"> • Regular cleaning and maintenance in accordance with the requirements of the type of the surface/covering. • Carpets to be professionally cleaned when required. • In food premises the food handling areas are to comply with the Food Act and to meet the relevant Food Safety Standard. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
10	Food handling areas and equipment	<ul style="list-style-type: none"> • Maintenance. • Renewal due to misuse or neglect. • Compliance with legislation, including Food Act 2008, Food Regulations 2009, Food Standards Code and Health Local Law. • Benches, cupboards and other fittings must be cleaned and maintained in a sound working condition at all times. • Ovens, refrigerators, fans, hot water systems and other appliances and equipment to be cleaned and maintained in accordance with manufacturer standards and legislation. • Full responsibility for Lessee owned appliances, including compliance with legislation. • Shire approval required prior to installation of additional fittings, alterations and appliances. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
11	Gardens and Surrounds	<ul style="list-style-type: none"> • Mow grass, prune, weed, water and maintain gardens. • Maintenance of improvements, such as fences and footpaths. • Maintenance of reticulation where installed. • Shire approval required prior to removal of trees, planting new trees or new species. 	<ul style="list-style-type: none"> • Maintain trees to a safe standard. • Renewal and upgrade of improvements as determined by Council.

Administration Policy
3.1
Property Leasing

Maintenance Item		Lessee Responsibility	Shire Responsibility
12	Gutters and downpipes	<ul style="list-style-type: none"> • Clean as needed, minimum once per year. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.
13	Keys, Locks and Door Hardware	<ul style="list-style-type: none"> • Responsible for keys issued by Shire. • Maintenance of locks and hardware. • Cost of additional keys requested by Lessee. • Cost of replacement locks, keys and hardware due to loss or misuse. 	<ul style="list-style-type: none"> • Purchase and install all locks. • Renewal and upgrade as determined by Council. • Recoup costs from Lessee when applicable.
14	Painting	<ul style="list-style-type: none"> • Internal and External painting, minimum once during each 10 years or at end of lease. • Paint and colour to be approved by Shire. 	<ul style="list-style-type: none"> • No responsibility.
15	Pest Control	<ul style="list-style-type: none"> • All areas are to be kept in a clean and hygienic state, free from pests and vermin. • Termite inspections, annually unless otherwise agreed. Conducted by a licensed pest control operator with certification to be provided. • Treatment for termites when required. • Maintenance and renewal of assets attributable to neglect of pest control. 	<ul style="list-style-type: none"> • No responsibility. • Recoup costs from Lessee if inspection or treatment is arranged by Shire.
16	Plumbing and fixtures	<ul style="list-style-type: none"> • Maintenance, ensure all taps and water outlets are in good working order. • Renewal of minor fixtures and fittings, such as taps. • Shire approval required prior to installation of new plumbing and fixtures. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.
17	Plumbing waste pipes and drains	<ul style="list-style-type: none"> • Clear and repair if blocked. • Maintenance and cleaning of grease traps. • Maintenance and renewal due to misuse. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.
18	Roof	<ul style="list-style-type: none"> • No responsibility except in the event of misuse or damage by the Lessee. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.
19	Septic Systems	<ul style="list-style-type: none"> • Septic system pump outs on a regular basis according to use. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.
20	Skylights	<ul style="list-style-type: none"> • No responsibility except in the event of misuse or damage. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.

**Administration Policy
3.1
Property Leasing**

Maintenance Item	Lessee Responsibility	Shire Responsibility
21 Utilities	<ul style="list-style-type: none"> • Connection, disconnection, rates/service charges, rental, usage charges, maintenance, service, testing and other expenses associated with water, electricity, gas and telephone services. 	<ul style="list-style-type: none"> • No responsibility. • Recoup utility expenses from Lessee when applicable.
22 Vandalism	<ul style="list-style-type: none"> • Removal and repair of minor vandalism; up to the value of \$300 per incident. • Minor vandalism to be removed within 48 hours of discovery. 	<ul style="list-style-type: none"> • Repairs required due to major vandalism not attributed to the actions of the Lessee or any agent or visitor of the Lessee, as determined per incident and above \$300. Recoup \$300 per incident from Lessee.
23 Walls and Ceilings	<ul style="list-style-type: none"> • Renewal if damaged due to misuse, negligence and unapproved modifications. 	<ul style="list-style-type: none"> • Maintenance, renewal and upgrade as determined by Council.
24 Windows/Glass	<ul style="list-style-type: none"> • Replace broken glass, except when broken as a result of vandalism and cost is greater than \$300. 	<ul style="list-style-type: none"> • Replace glass broken as a result of an act of vandalism, when the cost of repairs is greater than \$300. Recoup \$300 per incident from Lessee.
25 Window treatments, where fitted	<ul style="list-style-type: none"> • Maintenance. 	<ul style="list-style-type: none"> • Renewal and upgrade as determined by Council.

Administration

This policy will be administered by the Office of CEO.

Adoption and Date Due for Revision

**ADOPTED 18 JULY 2024
REVIEWED N/A**

NEXT DUE FOR REVIEW 18 JULY 2029

The Administration of this Policy is by Office of CEO.



**Administration Policy
3.2
Freedom of Information**

Purpose

To ensure that appropriate application of the statutory responsibilities of the Shire of Northampton are consistently applied.

Policy Measures

The Shire of Northampton will provide a general right of access to documents and records in accordance with the provisions of the *Freedom of Information Act 1992*, the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* and the guidelines in this policy.

Guidelines

1. The Shire of Northampton's Manager Corporate Services is delegated the roles of "FOI Coordinator and Decision Maker" and is hereby authorised to make decisions regarding access to information.
2. The Shire of Northampton's Chief Executive Officer is delegated as the "Internal Review Officer" appointed to review an application should the applicant be dissatisfied with the results of their application.

Procedures for determining access, exemptions, personal information review and the preparation of information statements shall be in accordance with the Freedom of Information Implementation Guidelines prepared by the Office of the Information Commissioner, Perth.

The Shire of Northampton shall apply fees and charges applicable under the *Freedom of Information Act 1992* and as published in the Government Gazette from time to time.

Administration

This policy will be administered by Office of the CEO.

Adoption and Date Due for Revision

**ADOPTED 20 JUNE 2024
REVIEWED N/A
NEXT DUE FOR REVIEW 20 JUNE 2029**

The Administration of this Policy is by Office of CEO.

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name/Payee	Description	Amount
EFT26430	13-06-2024	AFGRI GERALDTON	KAL JOHN DEERE MOWER PARTS	2731.12
EFT26431	13-06-2024	AUSTRALIA POST	POSTAGE	254.55
EFT26432	13-06-2024	AUSSIE NATURAL SPRING WATER GERALDTON	NTON OFFICE 15L WATER BOTTLES	29.90
EFT26433	13-06-2024	AXIS AUTOS	AJANA/BINNU BFB TANKER SERVICE	1159.10
EFT26434	13-06-2024	BLUESTAR EARTHMOVING	NTON CEMETERY MINI EXAVATOR HIRE	1100.00
EFT26435	13-06-2024	RUSSELL JOHN BROMLEY	NTON LION PK PAINT PLAY EQUIP	3850.00
EFT26436	13-06-2024	CAT WEST PTY LTD	NTON ROADS SUNDRY EMULSION	1353.00
EFT26437	13-06-2024	COASTAL ELECTRICAL & SOLAR	KAL OVAL PUMP REPAIRS	661.21
EFT26438	13-06-2024	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	2545.96
EFT26439	13-06-2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	552.56
EFT26440	13-06-2024	CPR BUILDING & APPROVAL SERVICES	REIMB KERB DEPOSIT	500.00
EFT26441	13-06-2024	JARROD DAWE	REIMB GLASSES	300.00
EFT26442	13-06-2024	DGL WAREHOUSING & DISTRIBUTION	FREIGHT	37.98
EFT26443	13-06-2024	SIMON DRAGE	VARIOUS BUILDING REPAIRS	6006.00
EFT26444	13-06-2024	EXTERIA	PORT GREGORY CARPARK SHELTERS	42641.50
EFT26445	13-06-2024	GERALDTON BUILDING SERVICES & CABINETS	RSL CEILING TILES REPLACEMENT	28677.00
EFT26446	13-06-2024	GCO AUSTRALIA PTY LTD	ALLEN CENTRE TEST/REPAIR EMERGENCY EXIT	4034.80
EFT26447	13-06-2024	ATOM GERALDTON	VEHICLES FIRE EXTINGUISHER TAG TOOLS	350.75
EFT26448	13-06-2024	GERALDTON AUTO WHOLESALERS	101NR 15,000KM SERVICE	437.20
EFT26449	13-06-2024	GHD PTY LTD	NTON DISASTER RECOVERY WORKS	25619.63
EFT26450	13-06-2024	GHS SOLUTIONS / GERALDTON HIRE	HKS JETTY REPAIRS FINAL	7696.70
EFT26451	13-06-2024	TREVOR GRAEME GIBB	COUNCILLOR TRAVEL	377.20
EFT26452	13-06-2024	GREAT NORTHERN RURAL SERVICES	PLANTER POTS PERLITE & VERMICULITE	133.28
EFT26453	13-06-2024	TANYA HENKEL	23/24 HERITAGE CONSULTANCY WORK	825.00
EFT26454	13-06-2024	HOSEXPRESS	GRADER P263 HYDRAULIC STEERING HOSE	146.00
EFT26455	13-06-2024	KALBARRI EXPRESS FREIGHT	FREIGHT	51.48
EFT26456	13-06-2024	GRAEME RALPH	OGILVIE EAST RD MULCHING RD VERGES	4840.00
EFT26457	13-06-2024	KEMPTON ELECTRICAL CONTRACTING	VARIOUS BUILDING ELECTRICAL REPAIRS	1958.00
EFT26458	13-06-2024	KALBARRI PEST CONTROL (BC DIGGINS & KP LAW)	VARIOUS BUILDINGS PEST CONTROL	750.00
EFT26459	13-06-2024	KALBARRI SITEWORKS	KAL CAMP SCHOOL CARPARK RUNOFF	2992.00
EFT26460	13-06-2024	LG BEST PRACTICES PTY LTD	TRAINING	1980.00
EFT26461	13-06-2024	MEDIBLOOM GROUP PTY LTD	VACCINATIONS	40.00
EFT26462	13-06-2024	LGRCEU	PAYROLL DEDUCTIONS	82.00
EFT26463	13-06-2024	MIDWEST FINANCIAL	FBT RETURN PREPARATION 2024	935.00
EFT26464	13-06-2024	MJB INDUSTRIES PTY LTD	OGILVIE EAST RD BOX CULVERT LIDS	2858.63
EFT26465	13-06-2024	NORTHAMPTON IGA	REFRESHMENTS/GOODS	710.01
EFT26466	13-06-2024	NORTHAMPTON NEWSAGENCY	NEWSPAPERS/STATIONERY	2474.23

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26467	13-06-2024	NORTHAMPTON AUTO ELECTRICS	VEHICLES ELECTRICAL REPAIRS	3185.40
EFT26468	13-06-2024	NOVUS AUTOGLASS MIDWEST	NR121 REPAIR WINDSCREEN	165.00
EFT26469	13-06-2024	GERALDTON CLEANPAK TOTAL SOLUTIONS	KAL TOILETS TOILET PAPER, CLEANING	2882.45
EFT26470	13-06-2024	PORT GREGORY CARAVAN PARK	101NR FUEL	40.00
EFT26471	13-06-2024	PRINTLOGIC (WA) PTY LTD	KVC ADVERTISING 2024 AUS CORAL COAST	5500.00
EFT26472	13-06-2024	REPEAT PLASTICS WA	REPLAS SEATING PARTS	1320.00
EFT26473	13-06-2024	BRIAN ROBINSON	REIMS MEETING PARKING, DOORS, TRAILER	800.60
EFT26474	13-06-2024	LEANNE ROWE	REIMB FUEL TRAINING	240.33
EFT26475	13-06-2024	SYNERGY	ELECTRICITY CHARGES	36174.56
EFT26476	13-06-2024	THE SHEARING SHED CAFE	CATERING	38.50
EFT26477	13-06-2024	STAR TRACK EXPRESS	FREIGHT	812.64
EFT26478	13-06-2024	ST JOHN AMBULANCE NORTHAMPTON	FIRST AID KIT FOR BACKHOE P318	69.95
EFT26479	13-06-2024	GL & JM TEAKLE (MT RIVERVIEW FARMS)	REIMB BUILDING SERVICES LEVY	219.20
EFT26480	13-06-2024	TELSTRA	TELEPHONE CHARGES	914.07
EFT26481	13-06-2024	2V NET IT SOLUTIONS	COMPTER MTCE	574.00
EFT26482	13-06-2024	TOTALLY WORKWEAR - GERALDTON	ADMIN UNIFORM	57.18
EFT26483	13-06-2024	LANDGATE	UV REVALUATION EXPENSES	172.95
EFT26484	13-06-2024	WESTRAC EQUIPMENT PTY LTD	LOADER BUCKET TEETH	1926.04
EFT26485	13-06-2024	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 156	27791.42
EFT26486	13-06-2024	WESTLINE CONTRACTING	KAL ROAD LINE MARKING	41520.60
EFT26487	10-06-2024	CHAMPION BAY SETTLEMENTS	DEPOSIT LOT 514,15 WOODS ST KALBARRI	2687.00
EFT26488	24-06-2024	AUSTRALIAN TAXATION OFFICE	BAS MAY 2024	13608.00
EFT26489	24-06-2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF MAY 2024	2069.04
EFT26490	24-06-2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BRB MAY 2024	2335.56
EFT26491	25-06-2024	AUSTRALIAN TAXATION OFFICE	FBT 31 MARCH 2024	11797.71
EFT26492	26-06-2024	AERODROME MANAGEMENT SERVICES	KAL AIRPORT RECALIBRATE CLINOMETRE	286.00
EFT26493	26-06-2024	AW CRAGAN & ALLCAPRI PTY LTD	VAROUS BOBCAT/EXCAVATOR HIRE	1959.10
EFT26494	26-06-2024	BABA MARDI ROAD SERVICES (JUURLU BABA	BINNU EAST RD TMP PLAN	550.00
EFT26495	26-06-2024	BATAVIA CONCRETE	CONCRETE SUPPLY CULVERT REPAIRS	2455.75
EFT26496	26-06-2024	BLACKWOODS	PPE, VEHICLE SLING	196.17
EFT26497	26-06-2024	BULLIVANTS PTY LTD	NTON DEPOT LIFTING CHAIN TEST & INSPECTION	2140.11
EFT26498	26-06-2024	BUNNINGS (GERALDTON WAREHOUSE)	KAL FORESHORE PLAYGROUND TIMBER	119.23
EFT26499	26-06-2024	CHEM CENTRE EXPERT SOLUTIONS	WATER SAMPLE TESTING	452.76
EFT26500	26-06-2024	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	13817.28
EFT26501	26-06-2024	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM 240L REFUSE COLLECTION, FATHER FRONTLIFTS	50493.14
EFT26502	26-06-2024	BOC GASES AUSTRALIA	INDUSTRY GASES	45.16

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26503	26-06-2024	WINC AUSTRALIA PTY LTD	P/COPIER MAINT	56.10
EFT26504	26-06-2024	CORSIGN WA PTY LTD	SIGNS	466.40
EFT26505	26-06-2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	369.41
EFT26506	26-06-2024	ELDERS RURAL SERVICES AUSTRALIA LTD	TOILET PAPERS, HANDWASH, FERTILISERS	2214.51
EFT26507	26-06-2024	ENGINE	TELEPHONE CHARGES	315.32
EFT26508	26-06-2024	FENN PLUMBING & GAS	VARIOUS PLUMBING REPAIRS	1456.10
EFT26509	26-06-2024	FREEMANS LIQUID WASTE PTY LTD	RAKE PL PUMP SEPTICS/LEACH DRAINS	5302.50
EFT26510	26-06-2024	FUTURE SYSTEMS (KEITH ANTHONISZ)	RPP GRANT ECONOMIC DEVELOPMENT	5280.00
EFT26511	26-06-2024	GERALDTON LOCK & KEY SPECIALISTS	KEYS	143.00
EFT26512	26-06-2024	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	2576.46
EFT26513	26-06-2024	GNC QUALITY PRECAST GERALDTON	PT GREG TOILETS CONCRETE LEACH DRAINS	4954.40
EFT26514	26-06-2024	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL BOWSERS, FUEL CARDS	31172.91
EFT26515	26-06-2024	GUARDIAN PRINT & GRAPHICS	COUNCIL MINUTE BOOK BINDING	1595.00
EFT26516	26-06-2024	GUY RICHARD HOPKINS	RATE REFUND	800.00
EFT26517	26-06-2024	BP KALBARRI	HARDWARE, SPRINKLERS	677.40
EFT26518	26-06-2024	KALBARRI WAREHOUSE	POTTING MIX, CRYSTALS, HARDWARE	1002.15
EFT26519	26-06-2024	KALBARRI NEWSAGENCY	STATIONERY	14.95
EFT26520	26-06-2024	BC & RJ BURNS & THE TRUSTEE FOR BURNS	BINNU EAST RD WATER USE	4094.08
EFT26521	26-06-2024	KINGS BODYWORKS	161NR INSURANCE EXCESS	300.00
EFT26522	26-06-2024	SUSAN FRANCIS KOPPENSTEINER	REIMB PHONE USAGE, PAINT	520.23
EFT26523	26-06-2024	KALBARRI SITEWORKS	ECO FLORA/CAPITAL HILL/JACQUES CLEANUP	616.00
EFT26524	26-06-2024	MCLEODS BARRISTERS & SOLICITORS	SAND DRIFT	1521.57
EFT26525	26-06-2024	LGRCEU	LEGAL FEES	41.00
EFT26526	26-06-2024	MOOREVIEW PLANTS & TREES	PAYROLL DEDUCTIONS	241.38
EFT26527	26-06-2024	NORTHAMPTON IGA	NTON BICEN PK PLANTS	298.64
EFT26528	26-06-2024	NORTHAMPTON PHARMACY	REFRESHMENTS, GOODS	805.90
EFT26529	26-06-2024	NOVUS AUTOGLASS MIDWEST	IMMUNISATIONS	2145.00
EFT26530	26-06-2024	RAY WHITE KALBARRI (TRUST)	BACKHOE SUPPLY & FIT WINDSCREEN	88.00
EFT26531	26-06-2024	HOLCIM AUSTRALIA PTY LTD	QUARTERLEY PROPERTY INSPECTION	733.48
EFT26532	26-06-2024	ROAD RUNNER MECHANICAL SERVICES	KAL OVAL CONCRETE FOR GOAL POST	33.18
EFT26533	26-06-2024	SUN CITY PRINT & DESIGN	MITSI TRUCK WATER TEMP SENSOR	726.00
EFT26534	26-06-2024	THE SHEARING SHED CAFE	STATIONERY	462.00
EFT26535	26-06-2024	SPALDING ELECTRICAL SERVICES	REFRESHMENTS	198.00
EFT26536	26-06-2024	ST JOHN AMBULANCE NORTHAMPTON	RSL HOTWATER SYSTEM CONNECTION	104.85
EFT26537	26-06-2024	SUNCITY SIGNS AND GRAPHICS	SERVICE FIRST AID KITS - NTON	148.50
EFT26538	26-06-2024	TOTALLY WORKWEAR - GERALDTON	FISH OFFAL DECALS	345.22
EFT26539	26-06-2024	LANDGATE	ADMIN UNIFORM	60349.19
EFT26540	26-06-2024	WESTRAC EQUIPMENT PTY LTD	GRV REVALUATION 23/24, VALUATIONS	7195.65
			VEHICLES PARTS, BACKHOE BFIRE RADIO	

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26541	26-06-2024	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	8715.05
EFT26542	26-06-2024	WOODLANDS DISTRIBUTORS PTY LTD	DOGGY BAG DISPENSERS	1039.50
EFT26543	29-06-2024	MIDWEST DEVELOPMENT COMMISSION	KALBARRI TOURISM ACCOMMODATION STUDY	22000.00
EFT26544	21-06-2024	WINDARRA TRANSPORT	FREIGHT	2791.80
EFT26545	27-06-2024	DEPARTMENT OF WATER & ENVIRONMENT	KALB REFUSE SITE ANNUAL LICENSE RENEWAL	1042.80
EFT26546	27-06-2024	GURU PRODUCTIONS PTY LTD	KVC ADVERTISING DESTINATION WA	11000.00
EFT26547	27-06-2024	NORTHAMPTON AUTO ELECTRICS	VEHICLES ELECTRICAL REPAIRS	2086.30
				<u>\$ 569,148.62</u>

MUNICIPAL FUND CHEQUES

Chq #	Date	Name/Payee	Description	Amount
22484	13-06-2024	CAPRICE RESOURCES LIMITED	RATE REFUND	594.84
22485	13-06-2024	RYAN FULWOOD	REFUND PLANNING APPLICATION FEE	147.00
22486	13-06-2024	GERALDTON MOWER & REPAIR SPECIALISTS	GARDEN BLOWER BATTERIES	907.00
22487	13-06-2024	KLEENHEAT GAS	GAS SERVICE CHARGE	700.70
22488	13-06-2024	MOORE RIVER METALS PTY LTD	RATE REFUND	252.04
22489	13-06-2024	WATER CORPORATION	WATER USE & SERVICE CHARGES	22655.17
22490	14-06-2024	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES 234NR	200.00
22491	20-06-2024	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	154.80
22492		CANCELLED		
22493	26-06-2024	COMMISSIONER OF POLICE	RENEW CORPORATE FIREARMS LICENCE	166.00
22494	26-06-2024	GERALDTON MOWER & REPAIR SPECIALISTS	LAWN MOWER REPAIRS	409.50
22495	26-06-2024	SHIRE OF NORTHAMPTON	BCITF/BRB COMMISSION MAY 2024	129.25
			\$ 26,316.30	

DIRECT DEBIT FROM MUNICIPAL ACCOUNT

Jnl #	Jnl Date	Name/Payee	Transaction Date	Description	Transaction Amount	Total
			06/06/2024	FNIE 05/06/2024		160,317.00
		PAYROLL	24/06/2024	SUPERANNUATION PAY FNIE 05/06/2024		25,428.33
		PAYROLL	20/06/2024	FNIE 19/06/2024		114,039.00
		SUPERCHOICE	24/06/2024	SUPERANNUATION PAY FNIE 19/06/2024		24,149.19
				BANK FEES		118.83
				MERCHANT BANK FEES		638.24
				BPOINT FEES		34.19
				BPAY		55.44
			01-05-24	TICKETS STATE BUDGET BRIEFING	80.00	
			02-05-24	2VNET COMPUTER MTCE	14.30	
			06-05-24	2VNET COMPUTER MTCE	470.25	
			09-05-24	WHITBENN NR1 WINDSCREEN	140.00	
			13-05-24	2VNET COMPUTER MTCE	75.34	
			13-05-24	2VNET COMPUTER MTCE	331.98	
			15-05-24	2VNET COMPUTER MTCE	50.00	
			20-05-24	2VNET COMPUTER MTCE	486.20	
			23-05-24	ADOBE SOFTWARE	244.94	
			28-05-24	2VNET COMPUTER MTCE	149.99	
				CARD FEE	9.00	2,052.00
			02-05-24	INTERNET TFR FUNDS CORRECT TO MUNI	250.00	
			24-05-24	THE PENINSULA TRAINING ACCOMM	478.50	
			28-05-24	CARD FEE	9.00	737.50
			24-05-24	INNET LTD N KAL DEPOT	79.99	
			28-05-24	SHIRE OF NORTHAMPTON DPT OF TRANSPORT	37.80	
			28-05-24	CARD FEE	9.00	126.79
			28-05-24	CARD FEE	9.00	9.00
						<u>\$ 327,705.51</u>
GJ1205	30-06-2024	NATIONAL AUSTRALIA BANK				
GJ1206	30-06-2024	NATIONAL AUSTRALIA BANK				
GJ1207	30-06-2024	COMMONWEALTH BANK				
GJ1208	30-06-2024	NATIONAL AUSTRALIA BANK				
GJ1210	30-06-2024	NAB CEO CORPORATE CARD				
GJ1211	30-06-2024	NAB EMCS CORPORATE CARD				
GJ1212	30-06-2024	NAB EMMTS CORPORATE CARD				
GJ1213	30-06-2024	NAB EMCDCR CORPORATE CARD				

FUEL CARD PURCHASES

Payment #	Payment Date	Name/Payee	Transaction Date	Description	Transaction Amount	Total
EFT26512	26-06-2024	GERALDTON FUEL COMPANY PTY LTD	01-05-24	CEO TOYOTA PRADO	125.14	
			16-05-24	CEO TOYOTA PRADO	238.96	
			16-05-24	EMCS ISUZU MUX	47.09	
			10-05-24	EMCS ISUZU MUX	72.49	
			13-05-24	EMCS ISUZU MUX	34.98	
			17-05-24	EMCS ISUZU MUX	100.70	
			23-05-24	EMCS ISUZU MUX	97.44	
			21-05-24	EMWTS FORD RANGER	169.77	
			24-05-24	EMWTS FORD RANGER	115.25	
			25-05-24	EMWTS FORD RANGER	140.27	
			17-05-24	EHO CAMRY	89.34	
			26-05-24	EHO CAMRY	55.06	
			29-05-24	EHO CAMRY	83.76	
			05-05-24	EMCDR FORD RANGER	145.65	
			10-05-24	EMCDR FORD RANGER	135.41	
			18-05-24	EMCDR FORD RANGER	135.62	
			19-05-24	EMCDR FORD RANGER	138.19	
			27-05-24	EMCDR FORD RANGER	135.29	
				SUNDRY PLANT	516.05	2,576.46
EFT26514	26-06-2024	GREAT SOUTHERN FUEL SUPPLY	04-05-24	DEPOT BOWSERS. OILS	30,713.56	
			26-05-24	EMCS ISUZU MUX	88.75	
			05-05-24	EMCS ISUZU MUX	58.03	
			19-05-24	CEO TOYOTA PRADO	171.37	
				EMCDR FORD RANGER	141.20	31,172.91

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
 (Containing the required statement of financial activity and statement of financial position)
For the period ended 30 June 2024

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

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SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	5,047,928	5,047,928	5,094,052	46,124	0.91%	▲
Rates excluding general rates		56,000	56,000	56,089	89	0.16%	▲
Grants, subsidies and contributions	13	918,769	918,769	4,312,271	3,393,502	369.35%	▲
Fees and charges		1,321,561	1,321,561	1,298,229	(23,332)	(1.77%)	▼
Interest revenue		177,500	177,500	290,784	113,284	63.82%	▲
Other revenue		0	0	821,533	821,533	0.00%	▲
Profit on asset disposals	6	59,000	59,000	(194,678)	(253,678)	(429.96%)	▼
		7,580,758	7,580,758	11,678,280	4,097,522	54.05%	
Expenditure from operating activities							
Employee costs		(4,394,780)	(4,394,780)	(4,396,573)	(1,793)	(0.04%)	▼
Materials and contracts		(2,839,575)	(2,839,575)	(3,307,212)	(467,637)	(16.47%)	▼
Utility charges		(363,900)	(363,900)	(363,419)	481	0.13%	▲
Depreciation		(2,557,550)	(2,557,550)	(2,630,065)	(72,515)	(2.84%)	▼
Finance costs		(30,725)	(30,725)	(21,654)	9,071	29.52%	▲
Insurance		(249,990)	(249,990)	(244,114)	5,876	2.35%	▲
Other expenditure		(642,469)	(642,469)	(595,547)	46,922	7.30%	▲
		(11,078,989)	(11,078,989)	(11,558,584)	(479,595)	(4.33%)	
Non-cash amounts excluded from operating activities	Note 2(b)	2,498,550	2,498,550	2,824,738	326,188	13.06%	▲
Amount attributable to operating activities		(999,681)	(999,681)	2,944,434	3,944,115	394.54%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	1,312,387	1,312,387	5,083,951	3,771,564	287.38%	▲
Proceeds from disposal of assets	6	155,000	105,000	75,000	(30,000)	(28.57%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		17,005	17,005	17,005	0	0.00%	
		1,484,392	1,434,392	5,175,956	3,741,564	260.85%	
Outflows from investing activities							
Payments for property, plant and equipment	5	(852,750)	(852,750)	(1,272,918)	(420,168)	(49.27%)	▼
Payments for construction of infrastructure	5	(2,736,610)	(2,736,610)	(3,887,704)	(1,151,094)	(42.06%)	▼
		(3,589,360)	(3,589,360)	(5,160,622)	(1,571,262)	(43.78%)	
Amount attributable to investing activities		(2,104,968)	(2,154,968)	15,334	2,170,302	100.71%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	11	250,000	0	0	0	0.00%	
Transfer from reserves	4	0	100,000	100,000	0	0.00%	
		250,000	100,000	100,000	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(138,610)	(138,610)	(138,610)	0	0.00%	
Transfer to reserves	4	(101,650)	0	(632,226)	(632,226)	0.00%	▼
		(240,260)	(138,610)	(770,836)	(632,226)	(456.12%)	
Amount attributable to financing activities		9,740	(38,610)	(670,836)	(632,226)	(1637.47%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		3,094,909	3,094,909	3,032,626	(62,283)	(2.01%)	▼
Amount attributable to operating activities		(999,681)	(999,681)	2,944,434	3,944,115	394.54%	▲
Amount attributable to investing activities		(2,104,968)	(2,154,968)	15,334	2,170,302	100.71%	▲
Amount attributable to financing activities		9,740	(38,610)	(670,836)	(632,226)	(1637.47%)	▼
Surplus or deficit after imposition of general rates		0	(98,350)	5,321,558	5,419,908	5510.84%	▲

KEY INFORMATION

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

* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2024**

	Supplementary Information	30 June 2023 \$	30 June 2024 \$
CURRENT ASSETS			
Cash and cash equivalents	3	4,889,424	6,855,126
Trade and other receivables		666,933	503,958
Other financial assets		16,353	17,005
Inventories	8	193,407	193,472
TOTAL CURRENT ASSETS		5,766,117	7,569,561
NON-CURRENT ASSETS			
Trade and other receivables		84,959	84,959
Other financial assets		376,315	375,669
Property, plant and equipment Infrastructure		36,474,104	36,379,478
		142,050,748	144,406,254
TOTAL NON-CURRENT ASSETS		178,986,126	181,246,360
TOTAL ASSETS		184,752,243	188,815,921
CURRENT LIABILITIES			
Trade and other payables	9	1,830,363	811,997
Other liabilities	12	20,000	20,000
Borrowings	11	138,610	17,005
Employee related provisions	12	744,555	744,555
TOTAL CURRENT LIABILITIES		2,733,528	1,593,557
NON-CURRENT LIABILITIES			
Borrowings	11	807,407	807,407
Employee related provisions		1,531,531	1,531,531
TOTAL NON-CURRENT LIABILITIES		2,338,938	2,338,938
TOTAL LIABILITIES		5,072,466	3,932,495
NET ASSETS		179,679,777	184,883,426
EQUITY			
Retained surplus		87,855,087	92,526,449
Reserve accounts	4	653,221	1,185,507
Revaluation surplus		91,171,469	91,171,470
TOTAL EQUITY		179,679,777	184,883,426

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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 15 to these financial statements.

Judgements and 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 that are 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:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 05 July 2024

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		2023/24 Adopted Budget Opening	2022/23 Actual as at 30 June 2023	2023/24 Year to Date 30 June 2024
(a) Net current assets used in the Statement of Financial Activity				
	Supplementary Information	1 July 2023	30 June 2023	30 June 2024
		\$	\$	\$
Current assets				
Cash and cash equivalents	3	1,896,166	4,889,424	6,855,126
Trade and other receivables		739,518	666,933	503,958
Other financial assets		17,684	16,353	17,005
Inventories	8	13,407	193,407	193,472
Other assets	8	180,000	0	0
		2,846,775	5,766,117	7,569,561
Less: current liabilities				
Trade and other payables	9	(1,894,219)	(1,830,363)	(811,997)
Other liabilities	12		(20,000)	(20,000)
Borrowings	11	(142,131)	(372,328)	(17,005)
Employee related provisions	12	(732,724)	(744,555)	(744,555)
		(2,769,074)	(2,967,246)	(1,593,557)
Net current assets		77,701	2,798,871	5,976,004
Less: Total adjustments to net current assets	Note 2(c)	(560,637)	233,755	(654,446)
Closing funding surplus / (deficit)		(482,936)	3,032,626	5,321,558

(b) Non-cash amounts 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*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	6	(59,000)	(59,000)	194,678
Less: Movement in liabilities associated with restricted cash				(5)
Add: Depreciation		2,557,550	2,557,550	2,630,065
Total non-cash amounts excluded from operating activities		2,498,550	2,498,550	2,824,738

(c) Current assets and liabilities excluded from budgeted deficiency

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 2023	Last Year Closing 30 June 2023	Year to Date 30 June 2024
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(653,222)	(653,221)	(1,185,447)
- Current financial assets at amortised cost - self supporting loans			(16,353)	(17,005)
- Land held for resale			(180,000)	(180,000)
'- Other liabilities - Adjustment to current non current liabilities			(33,554)	(33,554)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11		372,328	17,005
- Current portion of other provisions held in reserve			744,555	744,555
- Current portion of employee benefit provisions held in reserve	4	92,585	0	0
Total adjustments to net current assets	Note 2(a)	(560,637)	233,755	(654,446)

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.

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

3 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 2023-24 year is \$5,000 or 0.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
General rates	46,124	0.91%	▲
Interim and back rates			
Grants, subsidies and contributions	3,393,502	369.35%	▲
Additional DFES Community Benefit Fund Grant and DRFA Funding, LSL Recoups. FAGS in advance.			
Fees and charges	(23,332)	(1.77%)	▼
Timing will reconcile			
Interest revenue	113,284	63.82%	▲
Investment interest rates higher than expected			
Other revenue	821,533	0.00%	▲
CAT Backhoe Loader 'loan' vehicle returned to Westrac. LGIS Seroja Final Payment.			
Profit on asset disposals	(253,678)	(429.96%)	▼
Note 6.2 vehicles changed over. Purchase of truck and trailer deferred. CAT Backhoe Loader 'loan' vehicle returned to Westrac. Prado (P302) sold.			
Expenditure from operating activities			
Employee costs	(1,793)	(0.04%)	▼
Positions filled.			
Materials and contracts	(467,637)	(16.47%)	▼
Additional works via funding received.			
Utility charges	481	0.13%	▲
Depreciation	(72,515)	(2.84%)	▼
Revaluation June 2023 complete. Increased asset values resulting in additional depreciation.			
Finance costs	9,071	29.52%	▲
Timing will reconcile. GFEE outstanding.			
Insurance	5,876	2.35%	▲
Timing will reconcile.			
Other expenditure	46,922	7.30%	▲
Timing will reconcile.			
Non-cash amounts excluded from operating activities	326,188	13.06%	▲
Timing will reconcile - increases in depreciation and employee provisions			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	3,771,564	287.38%	▲
Additional DFES Resilience Fund Grant and Blackspot Funding. R2R Funding			
Proceeds from disposal of assets	(30,000)	(28.57%)	▼
2 vehicles changed over.			
Outflows from investing activities			
Payments for property, plant and equipment	(420,168)	(49.27%)	▼
Additional capital property purchases (grant funded).			
Payments for construction of infrastructure	(1,151,094)	(42.06%)	▼
Additional capital roadworks (grant funded).			
Outflows from financing activities			
Transfer to reserves	(632,226)	0.00%	▼
Additional transfer to reserves actioned			
Surplus or deficit at the start of the financial year	(62,283)	(2.01%)	▼
Variance per budget review.			
Surplus or deficit after imposition of general rates	5,419,908	5510.84%	▲
Due to variances described above			

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
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SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.09 M	\$3.09 M	\$3.03 M	(\$0.06 M)
Closing	\$0.00 M	(\$0.10 M)	\$5.32 M	\$5.42 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$	% of total		\$	% Outstanding		\$	% Collected
Unrestricted Cash	\$6.86 M	100.0%	Trade Payables	\$0.17 M		Rates Receivable	\$0.22 M	95.8%
Restricted Cash	\$0.00 M	0.0%	0 to 30 Days		95.4%	Trade Receivable	\$0.28 M	% Outstanding
			Over 30 Days		4.6%	Over 30 Days		58.1%
			Over 90 Days		0.2%	Over 90 Days		49.2%

Refer to 3 - Cash and Financial Assets Refer to 9 - Payables Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.00 M)	(\$1.00 M)	\$2.94 M	\$3.94 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance
\$5.09 M	\$5.05 M	0.9%	\$4.31 M	\$0.92 M	369.4%	\$1.30 M	\$1.32 M	(1.8%)

Refer to 10 - Rate Revenue Refer to 13 - Grants and Contributions Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.10 M)	(\$2.15 M)	\$0.02 M	\$2.17 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	Adopted Budget	%	YTD Actual	Adopted Budget	% Spent	YTD Actual	Adopted Budget	% Received
\$0.08 M	\$0.16 M	(51.6%)	\$3.89 M	\$2.74 M	42.1%	\$5.08 M	\$1.31 M	287.4%

Refer to 6 - Disposal of Assets Refer to 5 - Capital Acquisitions Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.01 M	(\$0.04 M)	(\$0.67 M)	(\$0.63 M)

Refer to Statement of Financial Activity

Borrowings		Reserves	
Principal repayments	(\$0.14 M)	Reserves balance	\$1.19 M
Interest expense	(\$0.02 M)	Interest earned	\$0.05 M
Principal due	\$0.81 M		

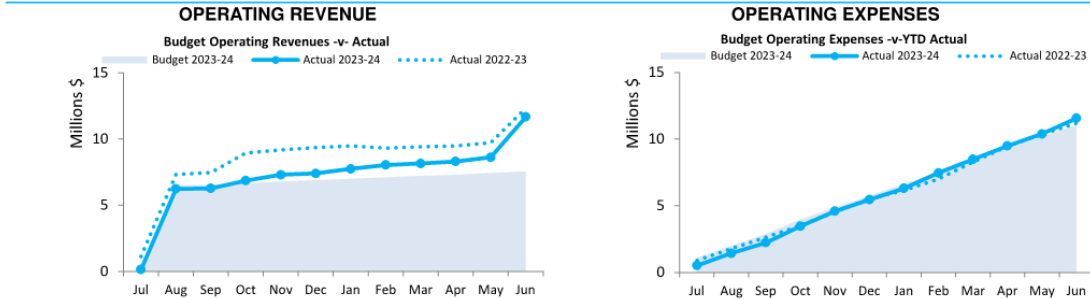
Refer to 11 - Borrowings Refer to 4 - Cash Reserves

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

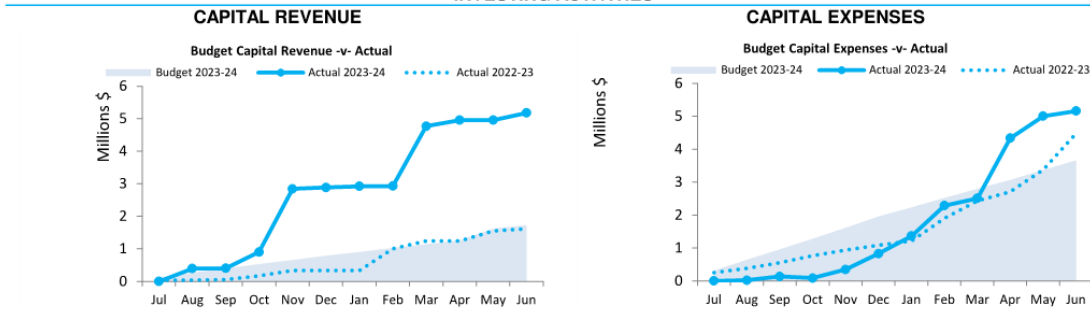
**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

2 KEY INFORMATION - GRAPHICAL

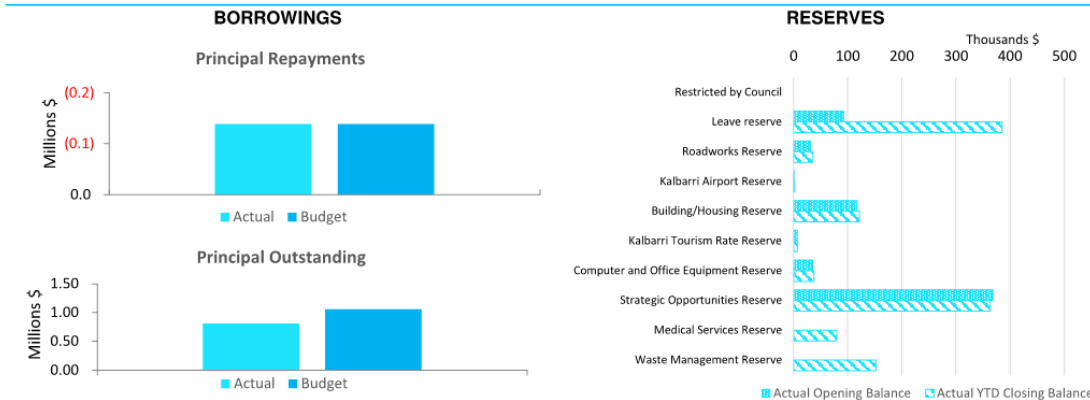
OPERATING ACTIVITIES



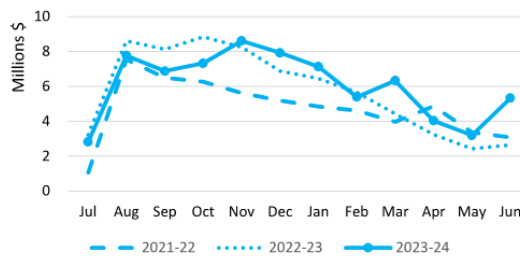
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash Deposits	Municipal	6,854,076		6,854,076		NAB		At call
Petty Cash	Cash on Hand	1,050		1,050				
Total		6,855,126	0	6,855,126	0			
Comprising								
Cash and cash equivalents		6,855,126	0	6,855,126	0			
		6,855,126	0	6,855,126	0			

KEY INFORMATION

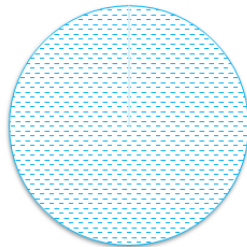
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 :

Restricted \$



Unrestricted
\$6,855,126

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave reserve	92,585	5,000	5,000		102,585	92,585	19,007	273,607		385,199
Roadworks Reserve	31,986	1,500			33,486	31,986	3,823			35,809
Kalbarri Airport Reserve	1,045	500			1,545	1,045	1,236			2,281
Building/Housing Reserve	117,240	1,500			118,740	117,240	4,215			121,455
Kalbarri Tourism Rate Reserve	6,975	0			6,975	6,975				6,975
Computer and Office Equipment	35,136	1,000			36,136	35,136	2,636			37,772
Strategic Opportunities Reserve	368,254	7,500			375,754	368,254	20,006	75,000	(100,000)	363,260
Medical Services Reserve	0		79,650		79,650	0	367	79,650		80,017
Waste Management Reserve	0				0	0	699	151,979		152,678
	653,222	17,000	84,650	0	754,872	653,221	51,990	580,236	(100,000)	1,185,447

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	71,750	71,750	549,013	477,263
Plant and equipment	781,000	781,000	723,906	(57,094)
Acquisition of property, plant and equipment	852,750	852,750	1,272,918	420,168
Infrastructure - Roads	2,157,140	2,157,140	3,831,615	1,674,475
Infrastructure - Footpaths & Carparks	376,470	376,470	46,172	(330,298)
Infrastructure - Parks & Ovals	148,000	148,000	9,917	(138,083)
Infrastructure - Water & Sewer Reticulation	55,000	55,000	0	(55,000)
Acquisition of infrastructure	2,736,610	2,736,610	3,887,704	1,151,094
Total capital acquisitions	3,589,360	3,589,360	5,160,622	1,571,262
Capital Acquisitions Funded By:				
Capital grants and contributions	1,312,387	1,312,387	5,083,951	3,771,564
Borrowings	250,000	0	0	0
Other (disposals & C/Fwd)	155,000	105,000	75,000	(30,000)
Reserve accounts				
Strategic Opportunities Reserve	0		100,000	100,000
Contribution - operations	1,871,973	2,171,973	(98,329)	(2,270,302)
Capital funding total	3,589,360	3,589,360	5,160,622	1,571,262

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.

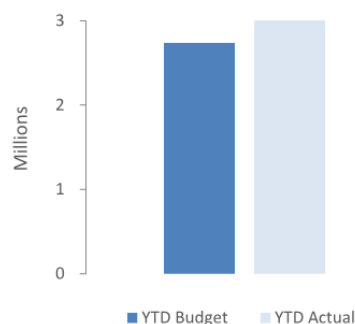
Initial recognition and measurement for assets held at cost

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



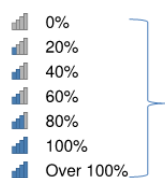
SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

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.

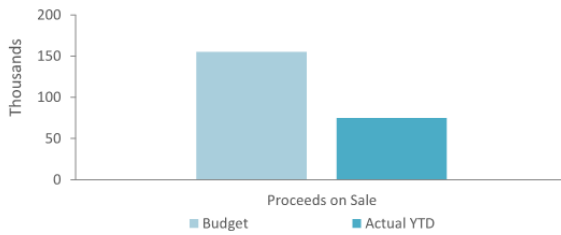
Account Description	Adopted			Variance
	Budget	YTD Budget	YTD Actual	(Under)/Over
	\$	\$	\$	\$
DCEO Vehicle	55,000	55,000	56,290	(1,290)
Install Hampton Gardens Shelter (Seroja Donations)	0	0	2,920	(2,920)
DUP Recreation Ground Ablutions	6,000	6,000	9,975	(3,975)
Horrock Foreshore - Install Outdoor Shower	3,000	3,000	0	3,000
Kalbarri Recreation Jetty Repairs	40,000	40,000	6,997	33,003
NCC - Womes Change Room Upgrade	40,000	40,000	39,880	120
Port Gregory Carpark and BBQ	141,310	141,310	46,172	95,138
Stud Breeders Shed - Northampton	1,750	1,750	2,577	(827)
Kalbarri Multi-Use Centre	10,000	10,000	10,044	(44)
Horrocks North Holding Tanks	20,000	20,000	0	20,000
Shelters Kalbarri Foreshore	25,000	25,000	0	25,000
RSL Monument - Kalbarri Foreshore	60,000	60,000	0	60,000
Road Construction	2,157,140	2,157,140	3,831,615	(1,674,475)
Footpath/Carpark Construction	235,160	235,160	0	235,160
Water Truck	250,000	594,000	469,529	124,471
Back Hoe (No Trade) c/over	235,000	0	0	0
Truck Trailer	100,000	0	0	0
Tipper Trailer for Kalbarri Gardiner	9,000	0	0	0
LH Maintenance Kalbarri P283 c/over	55,000	55,000	133,455	(78,455)
Works Manager 4WD (Replace P302)	77,000	77,000	0	77,000
Kalbarri Depot Install Septic Tanks	14,000	14,000	18,464	(4,464)
Port Gregory - Septic System Upgrade & WS Tank	55,000	55,000	0	55,000
Kalb Mens Shed Richardson Road	0	0	468,072	(468,072)
EMCDR Vehicle	0	0	64,631	(64,631)
	3,589,360	3,589,360	5,160,622	(1,571,262)

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

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									
41782	P295 MUX DCEO	19,000	40,000	21,000	0	16,509	36,364	19,855	0
41769	P283 Ute LH Kalbarri	5,000	10,000	5,000	0			0	0
41789	P302 Prado MWTS	35,000	50,000	15,000	0	34,035	38,636	4,601	0
41694	P217 Water Truck	27,500	40,000	12,500	0			0	0
41695	P218 Truck Trailer	9,500	15,000	5,500	0	219,134	0	0	(219,134)
		96,000	155,000	59,000	0	269,678	75,000	24,456	(219,134)



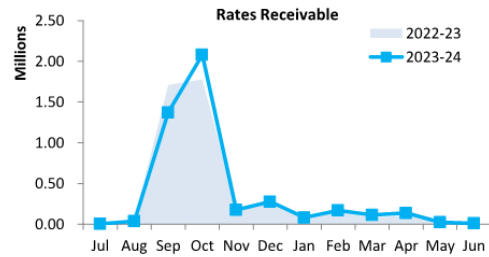
**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 June 2023	30 Jun 2024
	\$	\$
Opening arrears previous years	62,511	170,852
Levied this year	4,820,332	5,150,141
Less - collections to date	(4,711,991)	(5,099,914)
Gross rates collectable	<u>170,852</u>	<u>221,079</u>
Net rates collectable	170,852	221,079
% Collected	96.5%	95.8%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(10,709)	64,949	9,760	1,755	63,616	129,370
Percentage	(8.3%)	50.2%	7.5%	1.4%	49.2%	

Balance per trial balance

Trade receivables						129,370
Rubbish receivables						41,119
GST receivable						49,751
Emergency Services Levy						62,639
Total receivables general outstanding						282,879

Amounts shown above include GST (where applicable)

KEY INFORMATION

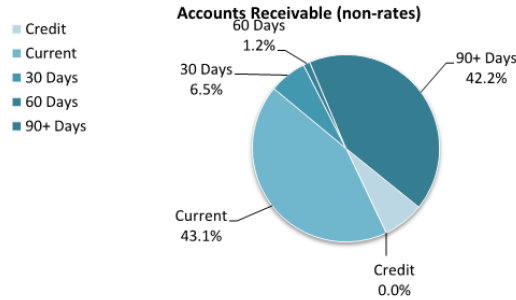
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 June 2024
	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	16,353		652	17,005
Inventory				
Fuel	13,407	65		13,472
Land held for resale				
Cost of acquisition	180,000			180,000
Total other current assets	209,760	65	652	210,477
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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

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

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

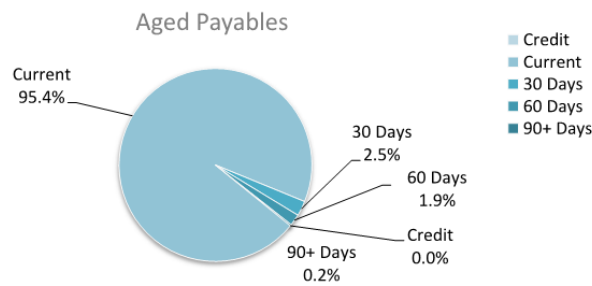
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	166,337	4,423	3,282	378	174,420
Percentage	0.0%	95.4%	2.5%	1.9%	0.2%	
Balance per trial balance						
Sundry creditors						174,420
Accrued salaries and wages						8,272
ATO liabilities						115,273
Payroll Deductions Rates						(40)
Prepaid Rates						91,836
Bonds and Deposits						440,272
Accrued Expenditure						(18,036)
Total payables general outstanding						811,997

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.



**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

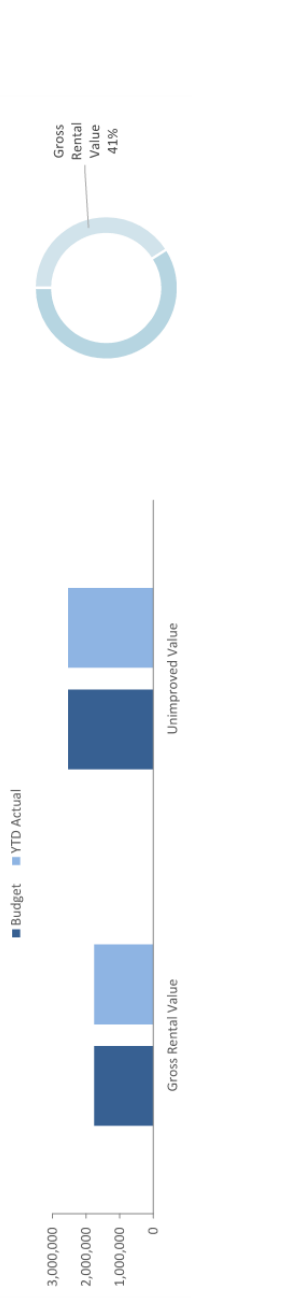
OPERATING ACTIVITIES

10 RATE REVENUE

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget		YTD Actual	
				Rate Revenue	Interim Rate Revenue	Rate Revenue	Interim Rate Revenue
			\$	\$	\$	\$	\$
General rate revenue							
Gross rental value	8.6903	1,445	18,432,632	1,756,773	1,756,773	1,756,781	1,756,781
Gross Rental Value							
Unimproved value	0.8487	422	298,259,414	2,532,860	2,532,860	2,533,555	2,533,555
Unimproved Value							
Sub-Total		1,867	316,692,046	4,289,633	0	4,290,336	4,290,336
Minimum payment							
Minimum Payment \$615							
Gross Rental Value		1,151	5,325,590	707,865	707,865	714,015	758,230
Gross Rental Value							
Unimproved value		52	1,655,142	50,430	50,430	44,280	44,036
Unimproved Value							
Sub-total		1,203	6,980,732	758,295	0	758,295	802,266
Sub-total							
Total general rates						43,971	5,092,602
Specified area rates							
Rate in \$ (cents)							
Port Gregory Water Supply	0.045713	55	588,762	26,000	26,000	26,000	26,000
Port Gregory Water Supply							
Kalbarri Tourism Rate	0.001785	1,759	16,805,309	30,000	30,000	30,089	31,539
Kalbarri Tourism Rate							
Total specified area rates			17,374,071	56,000	0	56,089	57,539
Total						1,450	5,150,141

KEY INFORMATION

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



SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
			1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	
	Staff Housing	154	79,363			(39,038)	(39,038)	40,325	40,325	(2,373)	(2,871)
	RSL Hall Extensions	156	312,202			(49,405)	(49,405)	262,797	262,797	(6,937)	(8,265)
	Plant Purchases	157	243,626			(33,162)	(33,162)	210,464	210,464	(3,792)	(5,370)
	Plant Purchases	158	0		250,000			0	250,000		
	Staff Housing	152	2					2	2		
			635,193	0	250,000	(121,605)	(121,605)	513,588	763,588	(13,101)	(16,506)
	Self supporting loans										
	Pioneer Lodge		310,824	0	0	(17,005)	(17,005)	293,819	293,819	(8,573)	(14,219)
			310,824	0	0	(17,005)	(17,005)	293,819	293,819	(8,573)	(14,219)
	Total		946,017	0	250,000	(138,610)	(138,610)	807,407	1,057,407	(21,674)	(30,725)
	Current borrowings		138,610					0			
	Non-current borrowings		807,407					807,407			
			946,017					807,407			

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

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Plant Loan 158		250,000	WATC	Fixed	10					
	0	250,000				0		0	0	0

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.

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		20,000	0			20,000
Total other liabilities		20,000	0	0	0	20,000
Employee Related Provisions						
Provision for annual leave		266,079	0			266,079
Provision for long service leave		478,476	0			478,476
Total Provisions		744,555	0	0	0	744,555
Total other current liabilities		764,555	0	0	0	764,555
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

KEY INFORMATION

Provisions

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

Employee 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.

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2023	Liability	Liability	30 Jun 2024	Liability	Revenue	Budget	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Grants and subsidies								
GRANTS COMMISSION - GENERAL				0		47,850	47,850	1,579,922
GRANTS COMMISSION - ROADS				0		26,975	26,975	895,378
EMERGENCY SERVICES LEVY - BFB				0		53,090	53,090	53,090
EMERGENCY SERVICES LEVY - SES				0		40,000	40,000	40,000
CONTRIBUTIONS/REIMBURSEMENTS - MRD MAINTENANCE				0		3,552	3,552	0
DFES - COMMUNITY BENEFIT FUND				0		221,240	221,240	221,240
				0		0	0	400,000
	0	0	0	0	0	392,707	392,707	3,189,630
Contributions								
CONTRIBUTIONS				0		0	0	18
CONTRIBUTIONS				0		15,000	15,000	(4,542)
OTHER SHIRE LSL CONTRIBUTION				0		0	0	43,486
OTHER SHIRE LSL CONTRIB.				0		0	0	7,761
REBATES AND COMMISSIONS				0		25,000	25,000	43,630
LEGAL CHARGES RATES (NO GST)				0		10,000	10,000	2,949
RATE EQUIVALENT PAYMENTS				0		23,267	23,267	24,072
REIMBURSEMENTS				0		12,000	12,000	2,226
CONTRIBUTIONS				0		16,000	16,000	0
REIMBURSEMENTS - OTHER				0		2,000	2,000	1,530
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE				0		0	0	12,111
NCCA GRANTS/CONTRIBUTIONS REVENUE				0		0	0	213
REIMBURSEMENTS - HOUSING OTHER				0		15,000	15,000	16,323
CONTRIBUTIONS				0		50,000	50,000	35,681
REIMBURSEMENTS - DRUMMUSTER				0		4,000	4,000	6,195
REIMBURSE (ADVERTISING/PLANNING COMMISSION)				0		200	200	6,364
REIMBURSEMENTS				0		8,500	8,500	14,025
BUS HIRE				0		0	0	104
CONTRIBUTIONS/REIMBURSEMENTS				0		0	0	3,552
REIMBURSEMENTS				0		2,000	2,000	65,934
REIMBURSEMENTS- REC. CTRE/GOLF CLUB				0		5,000	5,000	1,888
REIMBURSEMENTS				0		0	0	795
150 YEAR CELEBRATIONS - REVENUE (INC BRICKS/MEMORABILIA)				0		0	0	20
CONTRIBUTION (INC STREET LIGHTING)				0		3,750	3,750	4,093
TOURISM AND AREA PROMOTION FUNDING				0		0	0	130,000
LEASE FEES - HALF WAY BAY COTTAGES				0		16,000	16,000	16,000
BUILDING REIMBURSEMENTS				0		1,500	1,500	862
REIMBURSEMENTS				0		2,000	2,000	13,205
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT				0		4,500	4,500	3,852
REIMBURSEMENTS				0		0	0	0
INSURANCE CLAIMS - VEHICLES				0		2,000	2,000	905
DIESEL FUEL REBATE				0		36,000	36,000	46,415
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - CEO				0		0	0	0
DFES/DFRAWA INCOME				0		187,750	187,750	510,294
				0		0	0	0
TOTALS	0	0	0	0	0	526,062	526,062	1,122,641

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD Revenue
	1 July 2023	Liability	Liability	30 Jun 2024	Liability	Budget	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
OTHER COMMUNITY AMENITIES - CONTRIBUTIONS/GRANTS				0		0	0	56,000
ROADS TO RECOVERY FUNDING				0		453,484	453,484	449,524
BLACKSPOT FUNDING				0		92,935	92,935	3,043,648
LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT				0		490,301	490,301	683,871
WA BIKE NETWORK GRANT				0		41,000	41,000	0
REGIONAL ROAD GROUP FUNDING				0		234,667	234,667	234,667
RUNWAY RESEAL - LRCI GRANT				0		0	0	116,241
DFES - LOCAL GOVERNMENT RESILIENCE FUND				0		0	0	500,000
		0	0	0	0	1,312,387	1,312,387	5,083,951

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

15 BONDS & 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	Amount	Amount	Closing
	Balance			Balance
	1 July 2023	Received	Paid	30 Jun 2024
	\$	\$	\$	\$
Transportable House Bonds	17,000	40,400	(7,900)	49,500
Footpath Bonds	23,007	22,000	(9,500)	35,507
Nomination Deposits	0	500	(864)	(364)
Building Levies (BCITF & BRB)	346	38,997	(34,301)	5,043
Community Bus Bond	5,400	1,800	(800)	6,400
Unclaimed Monies - Rates	5,179	20,140	(19,776)	5,543
RSL Hall Key Bond	430	250	(250)	430
Special Series Plates	4,510	2,480	(1,600)	5,390
Northampton Child Care Association	23,739	92	0	23,831
Horrocks Memorial Wall	1,198	2,250	(1,500)	1,948
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	200	(200)	1,800
Horrocks - Skate/Pump Park	2,000	0	0	2,000
RSL - Kalbarri Memorial	31,883	0	0	31,883
DOT - Department of Transport	0	235,552	(235,552)	0
Cyclone Seroja Donations	0	100	(83)	17
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	1,353	0	(62)	1,291
Miscellaneous Deposits	240	0	0	240
Retentions	0	238,112	0	238,112
	149,787	602,874	(312,388)	440,272

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

16 BUDGET AMENDMENTS

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

Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Budget adoption						0
LRCI3 - Kalbarri Runway Reseal	9.2.3	Capital revenue		145,301		145,301
LRCI3 - Grey Street Asphalt	9.2.3	Capital revenue		275,000		420,301
LRCI3 - NCC Toilet Block	9.2.3	Capital revenue		70,000		490,301
FAG's General Grant	9.2.3	Operating revenue		19,535		509,836
FAG's Road Grant	9.2.3	Operating revenue		17,771		527,607
Plant & Equipment	9.2.3	Capital expenses			(65,000)	462,607
Planning Consultancy	9.2.3	Operating expenses			(50,000)	412,607
Oval Residence	9.2.3	Operating expenses			(50,000)	362,607
Rake Place Residence	9.2.3	Operating expenses			(14,000)	348,607
Strategic Opportunities Reserve	9.2.3				(75,000)	273,607
Leave Reserve	9.2.3				(273,607)	0
Port Gregory Toilet Septic System Upgrade	9.2.3	Capital expenses		19,000		19,000
Kalbarri Sport & Recreation Furniture Contributi	9.2.3	Operating expenses		6,000		25,000
Port Gregory Water supply Shed	9.2.3	Capital expenses			(25,000)	0
Strategic Opportunities Reserve	9.1.7			100,000		100,000
Economic Development Framework Project	9.1.7	Operating expenses			(100,000)	0
LRCI Phase 4 Revenue (Little Bay Road Constr	9.2.3	Capital revenue		282,816		282,816
Little Bay Road Construction Expenditure)	9.2.3	Capital expenses			(282,816)	0
Rebates & Commissions (Revenue)	9.2.3	Operating revenue		11,500		11,500
Kalbarri Airport Runway Reseal (Expense)	9.2.3	Capital expenses			(11,500)	0
Blackspot Grant Revenue	9.2.3	Capital revenue		3,711,625		3,711,625
Kalbarri Road - Shoulder Widening	9.2.3	Capital expenses			(3,711,625)	0
Rebates & Commissions (Revenue)	9.2.3	Operating revenue		1,500		1,500
Contribution - Northampton Creative Obsession	9.2.3	Operating expenses			(1,500)	0
				4,660,048	(4,660,048)	0



Executive Manager Community, Development and Regulation Activity Report

1 April 2024 - 30 June 2024

Director Activity for the period

- Took Rostered day off on 5 April and Long Service leave between 19 April to 5 May;
- 11 agenda items prepared, being 3 in April, 3 in May and 5 in June;
- Participated in Agenda Review with Executive Officers for April, May and June Council Meetings;
- Attended Executive Management Team Meetings held on 16 April, 14 May and 18 June 2024;
- Attendance at Council meetings 18 April, 16 May and 20 June;
- Attended Community Grants Advisory Committee and Budget Workshop;
- Attended Briefing on NBN;
- Various meetings, email and telephone contact with Evoke Homes;
- Attended Kalbarri with CEO
- Met with Murchison Green Hydrogen (MGH) via video link on 7 May and continued to liaise with MGH over draft Scheme Amendment documentation and Deed of Agreement;
- Obtained legal opinion on draft Deed of Agreement provided by MGH. Whilst Council resolution was that MGH are responsible for costs, the budget will in the interim be over expended in 2023/24;
- Attended Northampton Community Centre Board Meeting;
- Met with new DFES Area District Officer;
- Together with Chief Executive Officer attended meeting with Mid West Development Commission (MWDC) and Tourism WA representatives where Kalbarri Foreshore \$8.1 million redevelopment project was handed over to Shire;
- Additional meetings with MWDC staff on 14 May, MWDC on 6 June, MWDC and Tourism WA on 25/6;
- Attended Kalbarri Development Association meeting to provide brief overview on Foreshore project;
- Conducted site inspection of Chinamans Beach area with Councillors Pike and Burges;
- Attended KDA workshop on Staying in Place Program in Kalbarri;
- Along with CEO attended a tour of the GMA Port Gregory Site, followed by inspection of Foreshore redevelopment and Lot 15 Woods Street, Kalbarri;
- Completed probationary performance review with CEO;
- Worked from the Kalbarri Office one day per fortnight (approx.);
- Obtained variation to Grant Agreement – Red Bluff Path;

- Endorsed Deed of Agreement – funding for two additional Beach Emergency Services (BEN) Numbers in Kalbarri area;
- Attended Kalbarri on 26 June to take photos of damage associated with rainfall event and examine impact of stormwater on Kalbarri Foreshore.
- Endorsed Contract for Sewer Extension Works – Temporary Workers Accommodation;
- Arranged execution of two building contracts with Evoke Homes;
- Conducted interview for new Planning Officer;
- Assisted Environmental Health Officer with interview process for new Refuse Site Attendant at Kalbarri;
- Assisted the Executive Manager of Works with interviews for the new Works Administration Assistant;
- Held Departmental Staff Meeting at Northampton Administration Office; and
- Assisted in the processing of multiple applications for Development Approval.

Focus for the upcoming period

- Arrange and complete relevant Shire Officers Performance Reviews, including the identification of focus areas for balance of 2024;
- Formally commence processes to ensure more detailed input from other departments into July to September 2024 quarterly report;
- Commence review of Shire's Local Planning Policies and procedures, working with staff to identify opportunities for improvements;
- Continued liaison with the proponents of Murchison Green Hydrogen project and their consultants;
- Continued participation in the 2024/25 budget preparation process;
- Assist the CEO as required.

Planning Services

- Preparation of 13 agenda items for Council consideration;
- Processing of 16 Delegated Development Approvals;
- Providing preliminary feedback/assessments on future applications for Development Approval and others;
- Liaison with members of the public and relevant State Government Agencies over planning related matters;
- Attended workshops on Coast Mapping and next steps for Coastal Management;
- Obtained new aerial photography of Kalbarri Townsite;
- Weekly attendance where possible at Kalbarri Administration Office;
- Processing of Property Orders and Requisitions relating to properties sold within the Shire;
- Ongoing monitoring of camping websites/apps promoting unauthorised camping;
- Finalised Glance Cove Strata Easement – Access arrangements;
- Updates of Planning registers as required;
- Response to regular planning/property enquiries; and
- Commenced review of Shire Lease arrangements – to be transferred to new position of Manager of Corporate Services.

Environmental Health Services

- Continued attendance at Kalbarri Administration Office twice weekly;
- Attendance at Shire of Shark Bay 15-19 April to provide contract Environmental Health Services;
- Completion of Building Services Levy returns for months of April, May and June;
- Processing of Property Orders and Requisitions relating to properties sold within the Shire from Environmental Health and Building perspective;
- Ongoing supervision/management of refuse sites;
- Kalbarri Landfill annual compliance audit & License Renewal;
- Ongoing involvement in failing on-site effluent disposal systems;
- Responding to various enquiries from ratepayers and other members of the public;
- Two new food businesses registered;
- Processing of various Event Approvals for the Kalbarri townsite; and
- Interviewed and appointed new Refuse Site Attendant Kalbarri.

Building Services

- Processed a total of 31 building permits for the quarter;
- Continued attendance at Northampton Administration Office one day per week;
- Responded to various building maintenance issues as a result of stormwater damage including but not limited to Northampton RSL, Binnu Hall, Allen Centre;
- Continued liaison with relevant Shire contractors over building maintenance issues (i.e Northampton Community Centre);
- Various meetings with members of the public regarding building projects, building maintenance issues, stormwater disposal, including compliance inspections;
- Awarded contractual works for replacement of Kalbarri Arts Centre roof;
- Preparation of Budget Items for Executive Management and Council consideration; and
- Completed Swimming Pool Inspections.

Rangers

- Northampton Ranger continued with Return to Work program, progressing rehabilitation, increasing hours at work and permissible duties. Full return to work expected next quarter;
- Increased surveillance with regard to illegal camping in Kalbarri, Bowes River and Horrocks;
- Issuing of multiple fines for unauthorised camping within the Kalbarri Townsite;
- Investigation and resolution of two separate dog attacks on livestock in Northampton town site area;
- Successful negotiation of dog surrender(s) and successfully re-homing of the same; and
- Identified need for formal training on Microchip services.

Staff Movements

Planning

- Planning Officer took leave during the periods of Michelle on Leave 1-3 April;
- Michelle Allen accepted new position of Manager of Corporate Services, to formally commence following commencement of new Planning Officer; and
- New Planning Officer to commence with the Shire on 29 July 2024.

Building

- Building Surveyor on leave 10-17/6 and 21-24/6.

Environmental Health

- Environmental Health Officer took leave 12/4, 10/5, 24/5 & 10-12/6; and
- New Kalbarri Refuse Site attendant appointed and commenced mid April.

Rangers

- Kalbarri Ranger took annual leave 8/4 and 15-26/4; and
- Northampton Ranger took annual leave 17/5 to 5/6.



NORTH POINT



NOTE DATE ISSUE
 CLIENT 30/1/24 3
 NOTE DATE REV
 GENERAL 30/1/24 A

DRAWING STATUS

PROJECT NAME

PELICAN FEEDING AREA

PROJECT NUMBER

230426

DRAWING NUMBER

A100

CONTENT

SITE PLAN

SCALE

1:500 @ A3

BY

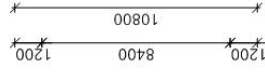


SEAN GORMAN
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Legend

- c cls steel column
- f timber bollard pelican fence
- fn bench seat and table outdoor furniture
- pv1 insitu concrete paving - broom finish
- pv2 selected paving / decking
- s steel ring skylight
- t timber clad steel truss
- ts timber stump seats
- w rammed earth wall



NORTH POINT



NOTE DATE ISSUE
 CLIENT 30/1/24 3
 NOTE DATE REV
 GENERAL 30/1/24 A

DRAWING STATUS
 PRELIMINARY

PROJECT NAME
 PELICAN FEEDING AREA

PROJECT NUMBER
 230426

DRAWING NUMBER
 A200

CONTENT
 GROUND FLOOR PLAN

SCALE
 1:200 @ A3

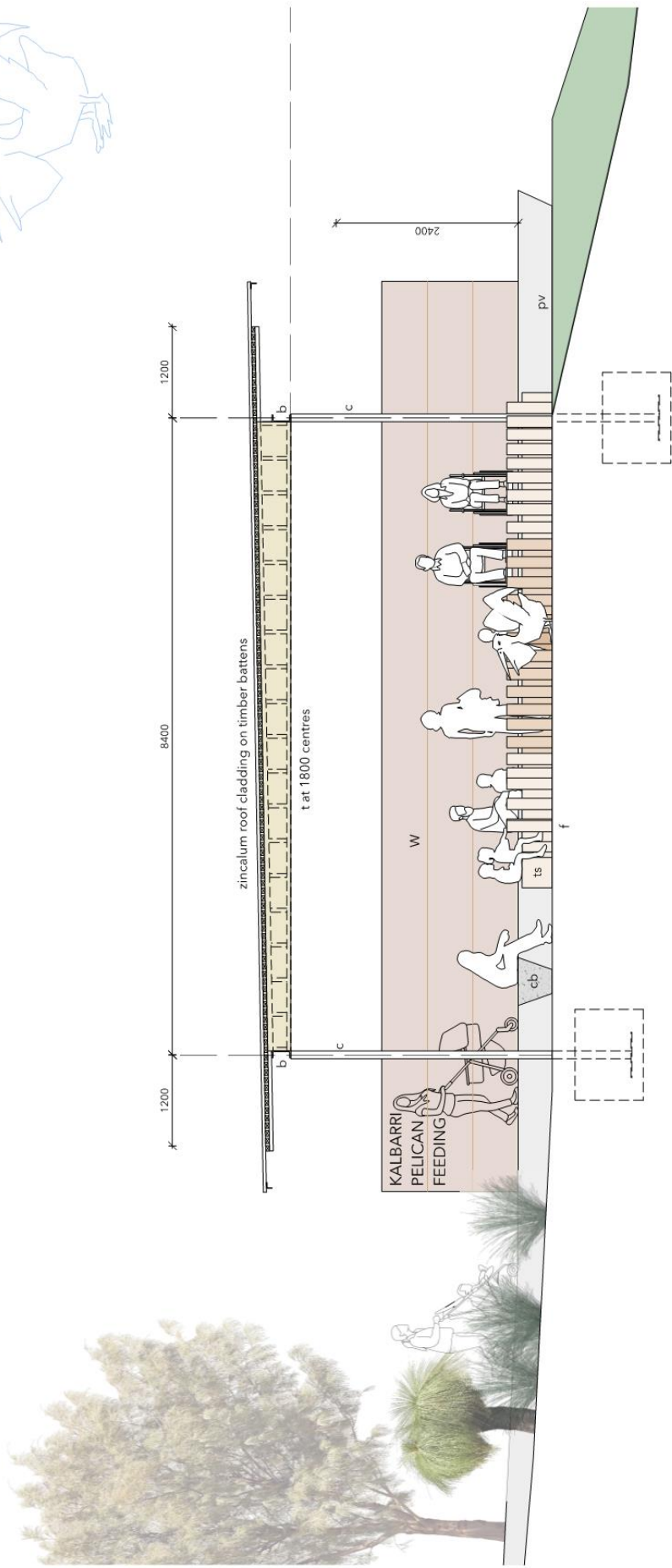


BY
 SEAN GORMAN
 0405 486 665
 sg@sgarchitecture.com.au

NOTES:

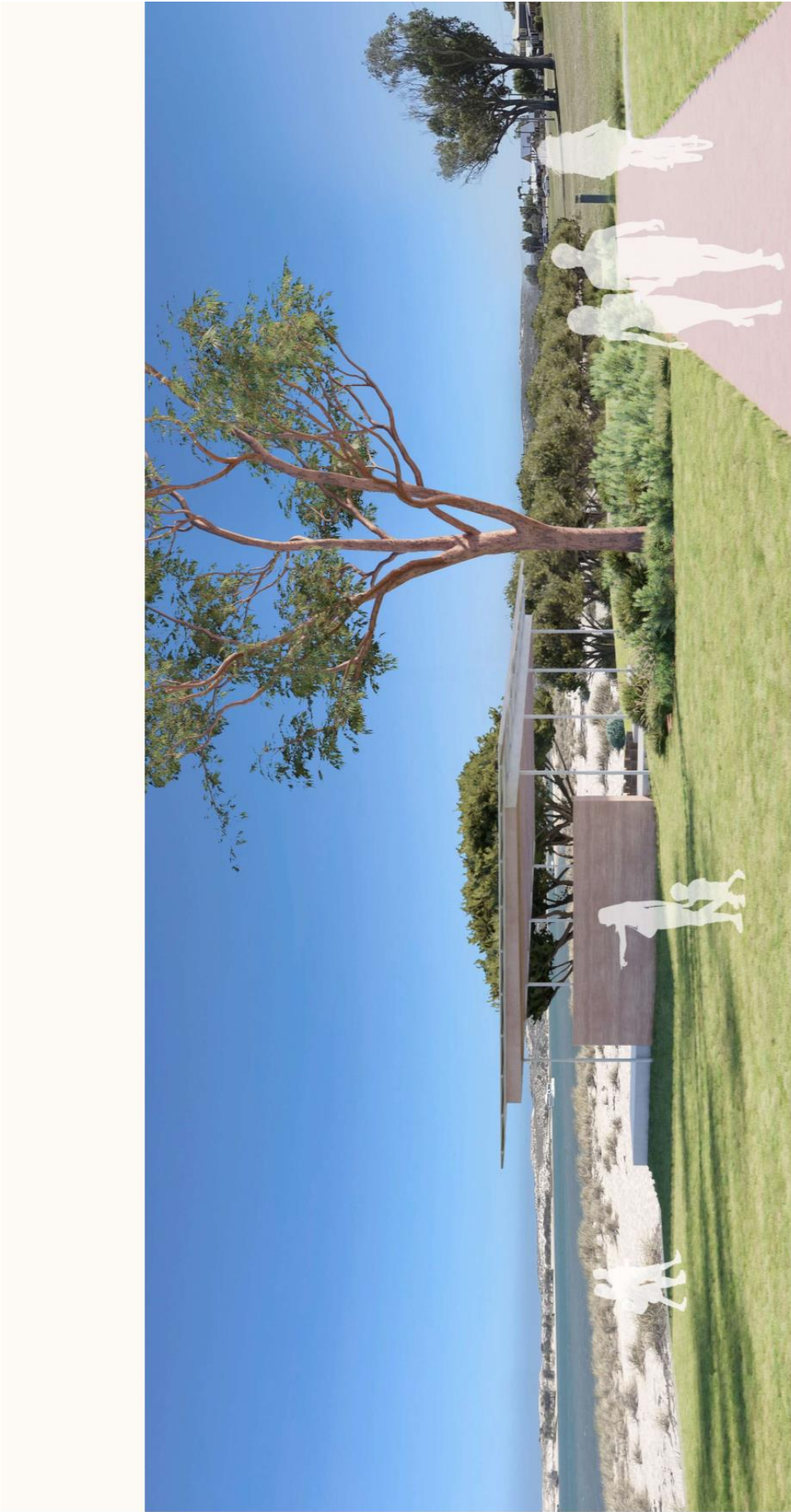
1. rammed earth provides shelter from the strong prevailing winds and displays history, sponsors, information, Nanda heritage, etc.
2. DDA compliant footpath access from DDA parking space
3. timber stump pelican barrier / seating
4. timber battens / dappled light to roof over pelican feeding area
5. bench seat
6. raised concrete plinth to allow wheelchair viewing and clear views over people on seating below





CLIENT 30/1/24 3
 NOTE DATE REV
 GENERAL 30/1/24 A
 DRAWING STATUS
 PRELIMINARY
 PROJECT NAME
 PELICAN FEEDING AREA
 PROJECT NUMBER
 230426
 DRAWING NUMBER
 A400
 CONTENT
 SECTION S5
 SCALE
 1:50 @ A3
 BY
 S G
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- Legend**
- b p/c steel beam
 - c c/s steel column
 - cb concrete bench seat
 - f steel chainmesh low fence with planting
 - fn bench seat and table outdoor furniture
 - pv insitu concrete paving - broom finish
 - t timber clad steel truss
 - ts timber stump seats
 - w rammed earth wall



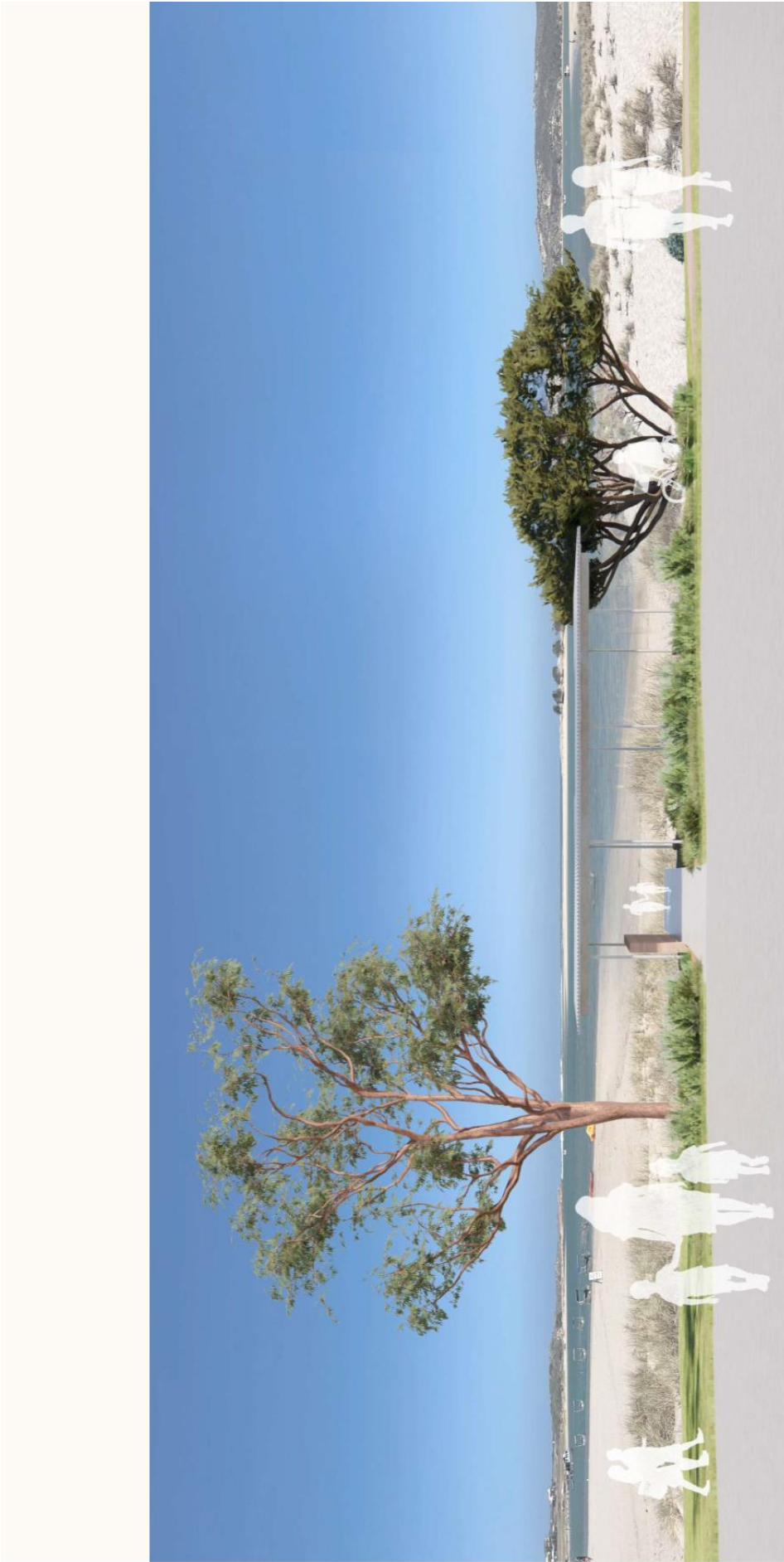
pelican feeding south arrival view

rammed earth wall provides wind shelter

new endemic species planting softens the new structure, provides additional shade and attracts birds and bugs

sg & ar



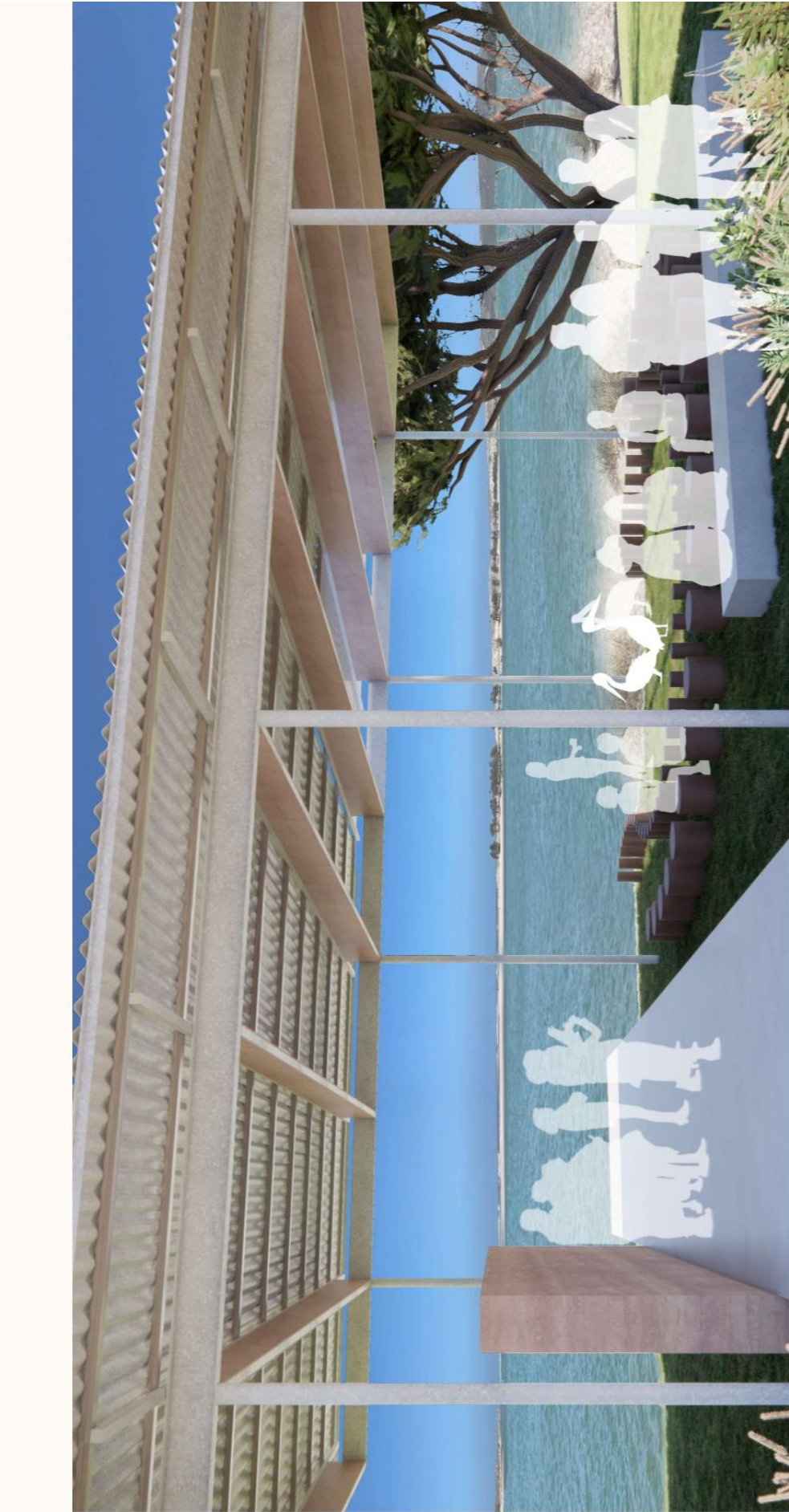


pelican feeding view from pellys cafe

thin, elegant roof and column spacing reduces obstruction of view and frames the landscape and ocean beyond

sg & ak





pelican feeding internal view

rammed earth provides shelter from the strong prevailing winds and displays history, sponsors, information, Nanda heritage, etc.

raised concrete plinth and tiered seating to improve viewing

timber stumps define the pelican feeding area, soften the materiality and provides a visually pleasing counterpoint to the rectilinear shade structure

timber cladding to steel trusses softens the steel structure and provides warmth, colour and texture

sg & ak



P O Box 6
Kalbarri WA 6536
www.kalbarri.co
kalbarridevelopmentassoc@gmail.com
ABN 86 578 765 753



8 February 2024

Andrew Campbell
Chief Executive Officer
Shire of Northampton
By Email

Dear Andrew

As you are aware, KDA has been working on a project to improve shade and amenity at the Marina Park and the Pelican Feeding Space. Please find attached the Concept Design prepared by MSG Architecture (Kalbarri).

The Marina Playground is for small children and these shade designs were developed with input from the parents of small children in Kalbarri and they are happy with this plan. The Pelican feeders group was also consulted and approve of the plans. Lack of shade in Kalbarri communal areas was one of the main concerns raised by the community in the KDA Consultation last May.

We understand that the Foreshore Development Plan is still current pending funding and further development work, however, we strongly recommend that this project is prioritised. Our main aim is to have a shade structure over the playground to extend this so children's birthday parties and other activities can be held in the area. The design also includes fencing around the playground to improve safety and security.

The Marina playground area on the Foreshore Redevelopment Plan has aboriginal significance because of spring there. We wish to honour that by obtaining input from the local aboriginal people. This involvement would include what they would like to see in the way of future plantings and any interpretive information and signage they wish to display regarding the spring.

The Pelican Feeders main aim is to see a permanent shade structure with some seating for visitors. The current shade cloth is completely worn and the Pelican Feeders are not in a position to take it down every time strong

winds impact on Kalbarri. The wall in the design will be a wind break and we visualise this will display interpretive information such as the history of Pelican Feeding in Kalbarri, about the Pelicans and an honour board

This concept design is recommended by KDA to the Shire of Northampton for Development Approval.

If approval is granted, we would like to work with the Shire to seek funding. The community sees this as a priority project and we are keen to see progress on it as soon as possible.

The Kalbarri Development Association has paid for this Concept Design, and hopes that future project funding might reimburse us for this cost.

Yours sincerely

Merilynn Eastland
Chairperson
Kalbarri Development Association
0428 891 899

PO Box 115,
Kalbarri. 6536

9th March 2024

Shire of Northampton,
PO Box 61,
Northampton. 6532

Dear Sirs,

Pelican Shade Sail – Kalbarri

We are in agreement with the concept design for the permanent shade sail to be placed over the Pelican Feeding area on Grey Street.

There may be some alterations with the seating arrangement which I am sure can be discussed when there is a final drawing, but just to get things going – it's a YES.

Yours sincerely,

Felicity Graham
for and on behalf of Kalbarri Pelican Feeders

EXISTING PUBLIC REALM & OPPORTUNITIES

An assessment of the current condition following Tropical Cyclone Seroja damage was conducted and images were shown during the consultation workshops.



Gidamarra Spring is an important cultural site but has been closed off with a concrete drain and poor heritage signage. After consultation with the Nanda Aboriginal Corporation the priorities at this site are to:

- Remove this drain and reinstate the spring to its original natural form;
- Replace the existing shelter;
- Add a Nanda theme nature's playground onto the existing playground;
- Provide a raised boardwalk around the spring with curved seating for tour groups and Nanda cultural tours;
- Consistent interpretive signs telling the story of the Nanda people and language to teach visitors about the traditional owners use of fresh water springs in the area;
- Representatives from the Nanda AC will work on this site.



Pelican feeding in Kalbarri dates back to 1975 and is now a very popular tourist activity. Each morning volunteers feed the pelicans and provide an informative talk with some lucky spectators picked from the crowd to partake in the feeding. This priorities at this site will be:

- Terraced seating and shade for the spectators
- Improved accessibility for all users by providing a 3m wide concrete esplanade along the entire length of the foreshore and seating along the way;
- Safe pedestrian crossings to the commercial town centre ;and
- Consistent interpretation, wayfinding and landscaping throughout.

From: Sean Gorman <>
Sent: Thursday, July 4, 2024 11:23 AM
To: Trevor Brandy <buildingsurveyor@northampton.wa.gov.au>
Cc: Ashley Moore <>
Subject: DA 2022-105_27.06.2024

Hi Trevor,

Hope you're going well.

In regards to the proposed development at 54 Centrolepis Circuit, Kalbarri:

1. The DA condition 13 requires \$40,000 bond / bank guarantee and the owner considers this amount unreasonable as it may affect their capacity to carry out the works in a timely manner.
2. Is it possible to reduce the amount of this bond / bank guarantee to \$20,000?
3. The owner wants to confirm that the release of the bond / bank guarantee limited to the completion of external works. Can you please confirm this will be the case and can be noted in the statutory declaration also required by condition 13? The owner will need access to that money in order to complete the internal works.
4. Can you please confirm what the "approved timeframe" mentioned in condition 13 will be?

Regards,

Sean Gorman

14 Jasper Vista, Kalbarri, W.A. 6536

ATTACHMENT: (1)

Delegated Planning Decisions for June 2024

D/A No	Applicant	Property	Purpose	Decision	Value
2022-105 Amdmt	S GORMAN	LOT 260 (NO. 54) CENTROLEPIS CIRSUIT, KALBARRI	AMENDED APPLICATION – SINGLE DWELLING, OUTBUILDING, RETAINING WALLS	20 June 2024 Ordinary Meeting	\$400,000
2024-038	BW MCDONALD & T CAITHNESS	LOT 863 (NO. 2) SEQUITA WAY, KALBARRI	HOME BUSINESS (PILATES STUDIO)	10 June 2024	**
2024-039	RN GILMOUR	LOT 229 (NO. 14) WAITZIA WAY, KALBARRI	TEMPORARY SITING ONE SHIPPING CONTAINER (SIX MONTHS)	24 June 2024	**
2024-040	M MCRAE	LOT 139 (NO. 9) SIMKIN PLACE, PORT GREGORY	ALFRESCO AND VERANDAH (SCA1)	24 June 2024	\$10,000
2024-041	ELEMENT ADVISORY PTY LTD	LOT 51 PORT GREGORY ROAD PORT GREGORY	HOLIDAY HOUSE	20 June 2024 Ordinary Meeting	\$1,000,000
2024-042	RW GUTHRIE	LOT 178 (NO. 20) WURMBEA WAY, KALBARRI	SINGLE HOUSE AND RETAINING WALLS	20 June 2024 Ordinary Meeting	\$300,000
2024-043	CALALOR	LOT 474/UNIT 8 (NO. 116 NANDA DRIVE, KALBARRI	RETROSPECTIVE APPLICATION PATIO	20 June 2024 Ordinary Meeting	\$10,000
2024-044	URBANPLAN	LOT 100 (NO. 18) MORTIMER STREET, KALBARRI	GROUPED DWELLING DEVELOPMENT	20 June 2024 Ordinary Meeting	\$900,000
2024-045	LF & RM HOSE	LOT 45 (NO. 44) CARSON STREET, ISSEKA	RETROSPECTIVE APPLICATION – SINGLE HOUSE AND OUTBUILDING	20 June 2024 Ordinary Meeting	\$120,000

** Includes administrative applications which are allocated no value and can include Commercial Vehicle Parking, Mobile Food Vehicle, Commercial Recreational Tourism License and Temporary and Exemption Approval Applications.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - JUNE 2024						
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
26/06/2024	24045	Christopher and Jane Simpson	Plunkett Homes Pty Ltd	32 (Lot 159) Centrolepis Circuit, Kalbarri	Construct double-brick four-bedroom dwelling and limestone retaining wall	\$ 438,847.00
19/06/2024	24047	Johnny and Debbie Breich	Owner Builder	28 (Lot 808) Glass Street, Kalbarri	Construct steel-framed shed	\$ 18,980.00
25/06/2024	24051	Global Ag Properties II Australia	Phoenix Sheds	1494 Chilmoney Road, Ogilvie	Construct steel-framed shed	\$ 224,429.00
19/06/2024	24039	David and Christine Bushell	Connolly Building	4 (Lot 5/66) Horan Way, Horrocks	Construct timber-framed three-bedroom dwelling	\$ 715,291.00
19/06/2024	24036	Garvin Duffy	Owner Builder	5 (Lot 652) Zephyr Court, Kalbarri	Construct timber-framed one-bedroom dwelling	\$ 130,000.00
19/06/2024	24021	Ethan Clarke	Simple Life Projects	13 (Lot 4) Ralph Street, Kalbarri	Construct new timber-framed two-bedroom dwelling	\$ 142,373.00
19/06/2024	24023	Darren and Deanne Macdonald	Terry Levitt	6 (Lot 39) Costaway Street, Kalbarri	Construct brick and slit front fence	\$ 12,000.00
7/06/2024	24015	Alex Lipohar	Owner Builder	6 (Lot 40) Phelps Loop, Kalbarri	Construct two-bedroom dwelling with insulated panel cladding, construct one-bedroom auxiliary dwelling, construct colorbond boundary fence, and concrete swimming pool with barrier fence (Shed removed from application)	\$ 218,000.00
29/05/2024	24013	Lance and Erna Stevens	Joe Owen-McNeil	Unit 10, 116 (Lot 10) Nanda Drive, Kalbarri	Construct timber-framed patio and decking	\$ 19,300.00
26/06/2024	24004	Malcolm and Wendy McFar, Bevan and Natalie Schi	Owner Builder	9 (Lot 139) Simkin Place, Port Gregory	Construct timber-framed alfresco	\$ 17,000.00

SHIRE OF NORTHAMPTON

ATTACHMENT 9.8.1 (1)

WORKS CREW BUDGET - PROGRAM AND PROGRESS REPORT (2023/2024)

(July 2024)

2023/2024 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Kalbarri Road Reseal works 0.00 - 18.00 slk	RR17	COMPLETE	Revised to match budget 7.50 to 18.00 slk
<u>ROADS TO RECOVERY - 152100</u>			
Balla Whelarra Road Reseal 8.00 to 20.80 (Binnu East Road South)	RT42	COMPLETE	Revised to match budget 10.00 to 20.80 slk. Start 17/4
Northampton - Fifth Street Install Stormwater	RT43		Survey and Design with Consultants
<u>LRCU GRANT - 152140</u>			
Little Bay Road Construct Road to Little Bay	R440		Clearing Permit request submitted Land Tenure, cadastral survey and native title study included as part of clearing permit application.
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2022/2023			
<u>Kalbarri</u>			
Karina Mews Reseal and replace concrete kerbing	R982		
Gwalla and Brook Street Install drainage, carry over works from 2022/2023	R326	COMPLETE	
Cont.			

2023/2024 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
<u>Robinson Street</u>	R338		
Surface Correction - 2 sections and kerbing			
<u>Fifth Street (Council Contribution)</u>	R345		Survey and Design with Consultants
Install Stormwater			
<u>Bruce Road</u>	R346	COMPLETE	Completed April 2024
Reseal			
<u>John Street</u>	R347	COMPLETE	Completed April 2024
Reseal			
<u>Kalbarri</u>			
<u>Anchorage Lane</u>	R348		
Engineering Works - Investigate and Design			
<u>Rural</u>			
<u>Coolcalaya Road</u>	R335		
Survey Road Reserve			
<u>Binnu East Road</u>	R341	COMPLETE	Reseal 2024/25
Pavement Repair 12.6 to 13.6 slk			
<u>Parker - Wundi Road/s</u>	R336	COMPLETE	
Outstanding Culvert headwall works			
<u>Kalbarri Road (Council Contribution)</u>	R343	COMPLETE	Revised to match budget 7.50 to 18.00 slk
Reseal works 7.50 - 18.00 slk			
<u>Balla Whelarra Road (Council Contribution)</u>	R344	COMPLETE	Revised to match budget 10.00 to 20.80 slk. Start 17/4
Reseal 8.00 to 20.80 (Binnu East Road South)			

Cont.

2023/2024 Budget Works	Job No	Status	Comments
<p><u>MUNICIPAL FOOTPATHS - 150900</u> Carried Over from 2022/2023</p> <p>Northampton - Stephen Street Replace DUP from NWCH to West Street</p> <p>Kalbarri - Grey Street Replace DUP at front of Allen Centre</p> <p><u>MUNICIPAL FOOTPATHS - 150900</u> New Projects</p> <p>Kalbarri - Malaluca Pathway Maintenance of existing</p> <p>Kalbarri - Red Bluff Road - WABN Grant Red Bluff Road to Eco Flora</p>	<p>F702</p> <p>F707</p> <p>08 T379</p> <p>F716</p>	<p>Works Commenced</p>	<p></p>

Cont.

2023/2024 Budget Works	Job No	Status	Comments
OTHER WORKS - Depots/Foreshores/Ovals/Parks/Gardens/Cemeteries etc			
Northampton - Oval - New Toilet Block Install concrete DUP to adjacent pavilions.		COMPLETE	
Northampton - Oval renovation Undertake Verti mowing	F016	COMPLETE	
Northampton - Ram Pavillion Install window to pavillion office		COMPLETE	
Northampton - RSL Fabricate and install pump/retic cover		COMPLETE	
Northampton - Northampton Community Centre Install disabled ramp south end			
Northampton - Northampton Community Centre Treatment for rising damp - stadium wall			
Northampton - Northampton Community Centre Brick pave commentary box south to prevent moisture			
Northampton - Depot Supply and Install cooler/drink fountain		COMPLETE	
Northampton - Cemetery Install new niche wall under existing shelter	H001		Works Commenced
Northampton - Lions Park Install 3 x stone wall seating	F012		Works Commenced
Northampton - Lions Park Install stone wall to eastern side garden bed.	F012	COMPLETE	
Northampton - Wannerenooka Tanks Supply and install filtration system			Works not possible
Northampton - Main Street Heritage bin surrounds Supply heritage style bin surrounds			

Cont.

2023/2024 Budget Works	Job No	Status	Comments
Kalbarri - Oval Renovation Undertake Verti Drain	F003	COMPLETE	
Kalbarri - Oval - Playground Replace 2'x bridge/climbing sections		COMPLETE	
Kalbarri - Skate Park area Remove central surface and replace with coloured concrete.			April 17th start
Kalbarri - Foreshore grass removal Cut down grass height along DUP area/s		COMPLETE	
Kalbarri - Depot Install one central aircon to depot office		COMPLETE	
Kalbarri - Depot Install septic and connect toilet		COMPLETE	
Kalbarri - Foreshore shelter Install Foreshore shelter.			
Horrocks - Foreshore grass removal Cut down grass height along DUP area/s			
Horrocks - Foreshore water supply holding tank Remove existing and place new	3664		
Horrocks - Install shower Install shower at top of Jetty boardwalk	08 3684	COMPLETE	
Horrocks - Jetty pylons Maintenance to jetty pylons - Remove rust/corrosion protection.	F017	COMPLETE	
Horrocks - Caravan dump point Install additional tank to site - total 2	3714		
Port Gregory - Carpark Construction/Renovations Foreshore carpark area	99 5414		Deferred to 2024/25
Port Gregory - New Community Storage Shed New shed	99 5414		
Port Gregory - Non Potable water supply holding tank Install new water supply holding tank			

Cont.

#REF!	Job No	Status	Comments
Northampton Tip Site Install new fence around green waste area		COMPLETE	
Kalbarri Tip Site Maintenance to fence	B020	COMPLETE	
Binnu Tip Site Install new fence	B022	COMPLETE	
Port Gregory Tip Site Install cover over 'Oil Reciprical'			
<u>PLANT ITEMS - Major</u>			
Northampton - New Truck (Construction) Purchase new - trade/sell existing P217 Mitsi	4214/99		
Northampton - New Truck Trailer (Construction) Purchase new - trade/sell existing P218 Trailer	4214/99		
Northampton - New Backhoe Purchase New - No trade	4214/99	COMPLETE	
Northampton - Exe Manager of Works and Tech Services Purchase New - trade/sell P302 Toyota Prado	4214/99	COMPLETE	
Northampton - Exe Manager Corporate Services Purchase New - trade/sell P295 Isuzu MUX		COMPLETE	
Northampton - Exe Manager Comm, Develop and Reg Purchase New - no trade		COMPLETE	
Kalbarri - New utility - Kalbarri Leading Hand Purchase new	4214/99	COMPLETE	

Cont.

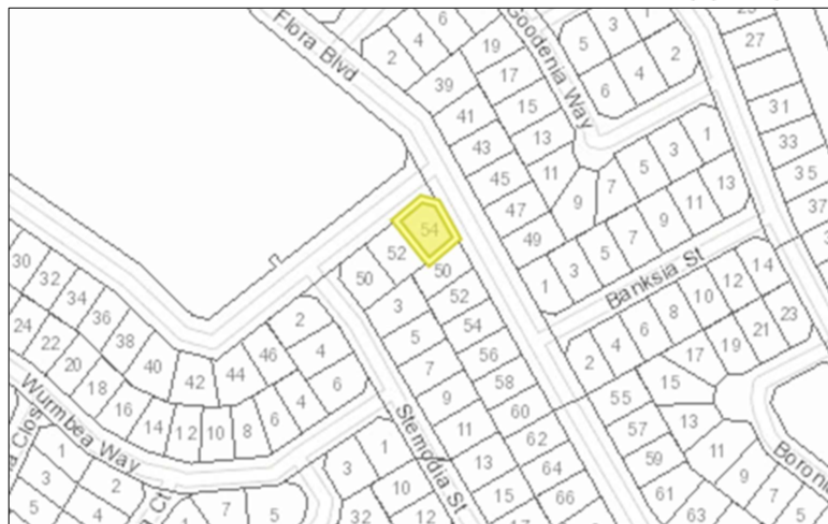
ATTACHMENT**9.4.8 Amendment to Development Application 2022-105 for Single House, Outbuilding and Retaining Walls at Lot 260 (No. 54) Centrolepis Circuit, Kalbarri**

PROPONENT	S Gorman
OWNER	RC and DM Moore
LOCATION / ADDRESS:	Lot 260 (No. 54) Centrolepis Circuit, Kalbarri
ZONE:	Residential
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.6.1.1/A4137
LEGISLATION:	<i>Planning and Development Act 2005</i>
AUTHOR:	Michelle Allen
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	11 June 2024
DECLARATION OF INTEREST:	Nil

BACKGROUND:

At its Ordinary Meeting held on 16 December 2022, Council resolved to grant conditional development approval (D/A 2022-105) for a single dwelling, outbuilding and retaining walls at Lot 260 (No. 54) Centrolepis Circuit, Kalbarri. Subsequently, the applicant has sought to amend details of the original application, now to utilise second hand structures and change the footprint and configuration of the basement.

Council is requested to consider an amended development application to construct a single house, outbuilding and retaining walls. A location plan is shown below.

LOCATION PLAN

The subject property is 599m² in size and is currently vacant. The application has been referred to Council as the applicant is seeking variations to the original application which seeks variations to deal with the use of second hand structures and redesign of the basement.

ATTACHMENT: 9.4.8 (1)

The use of second hand structures is proposed with plans showing their proposed location within the single house development attached.

ATTACHMENT: 9.4.8 (2)

PUBLIC CONSULTATION UNDERTAKEN:

In accordance with Section 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and in consideration of the Shire of Northampton's *Local Planning Policy – Consultation for Planning Proposals*, a Level C 'Consultation with Owners and Occupiers of Nearly Land' was undertaken.

The application was advertised for a 14-day period to adjacent landowners with no comment received during the consultation period.

COMMENT (Includes Options):

The property is zoned Residential with a density coding of R20 by the Scheme. The proposed development is required to comply with the requirements relating to R20 under the State Planning Policy 7.3 – Residential Design Codes Volume 1 (the R-Codes).

To guide Council on the determination of this application, the following comments are offered:

Matters to be considered

In determining an application for planning approval, the local government is required to have regard to various matters outlined within *Clause 67(2) of the Planning and Development (Local Planning Schemes) Regulations 2015*. These matters include, but are not limited to:

- (a) *The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *Any approved State planning policy;*
- (c) *Any policy of the Commission;*
- (f) *Any local planning strategy for this Scheme endorsed by the Commission;*
- (g) *Any local planning policy for the Scheme area;*
- (m) *The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality, including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) *The amenity of the locality;*
- (y) *Any submissions received on the application; and*

(zb) *Any other planning consideration the local government consider appropriate.*

Any assessment against the above criteria is provided within the balance of this agenda.

Residential Design Codes (R-Codes)

The proposed development, being a single house, outbuilding and retaining walls complies with the deemed-to-comply provisions of the R Codes with exceptions to lot boundary setback and site works having been dealt with in the original application. No further variations are sought in relation to these matters.

Repurposed and Second-hand Dwelling Policy Assessment

The amendment application is seeking to incorporate six second hand transportable structures within the single house development. The Scheme requires that repurposed dwellings are able to meet the relevant zone's objectives, are able to complement the character of the locality by means of enhancing built form using a mixture of materials and architectural detail, and that the modified design is able to effectively mitigate any potential adverse visual impacts.

The Policy also requires the applicant to lodge a bond amount with the Shire of Northampton to ensure the works are carried out within an approved timeframe and are undertaken to ensure the building presentation is of an acceptable standard.

Building Design Compliance

The applicant commissioned an Engineer to undertake a site investigation prior to transportation of the six individual transportable structures from Port Hedland to Kalbarri. Several measures were identified as being required for relocating the structures with critical information not available in relation to the tiedown of the walls to the concrete pad foundations and the width of the concrete pad thickening around the perimeter of the units.

The six structures were transported to Kalbarri and if Council considers the development conforms to the provisions of the Scheme and associated Local Planning Policies, it is recommended that a condition be imposed requiring certification by a private Building Surveyor to verify the structural integrity of the structures for use within the proposed single house development.

Conclusion

The proposed amendments to Development Application 2022-105 are not expected to impact on the amenity of the area and conform to provisions of the Scheme and the Policy. The application is therefore recommended for approval subject to appropriate conditions.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005 and Shire of Northampton Local Planning Scheme No. 11 – Kalbarri.

POLICY / STRATEGIC IMPLICATIONS:

The provisions of Local Planning Policy *Repurposed and Second Hand Dwellings* apply, as detailed above.

ORGANISATIONAL RISK MANAGEMENT:

Nil.

FINANCIAL IMPLICATIONS:

The development application fee in accordance with the Shire of Northampton's 2023/2024 Fees and Charges Schedule has been paid.

SUSTAINABILITY:

Environmental: No vegetation is required to be removed for construction of the outbuilding.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council, in accordance with Local Planning Scheme No. 11 – Kalbarri grant planning approval for an outbuilding on Lot 260 (No. 54) Centrolepis Circuit, Kalbarri in accordance with the plans and specifications at Attachment 9.4.8 (1), subject to the following conditions:

- 1 **The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Northampton:**

Reference	Document Title	Date
1	Site Plan	12 March 2024
2	Basement Plan	12 March 2024
3	Ground Floor Plan	12 March 2024
4 - 7	Elevation Plans	12 March 2024
8 - 11	Second hand Structure Plans	12 March 2024

- 2 **Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;**
- 3 **Any soils disturbed or deposited on site shall be stabilised to the approval of the Shire of Northampton;**
- 4 **All stormwater is to be retained on-site unless otherwise authorised by the Shire of Northampton.**

- 5 Installation of crossing places and verge gradients shall be to the standards and specifications of the Shire of Northampton;
- 6 All-parking of vehicles (including boats and trailers) associated with the property is to be provided for within the property boundary, and the street verge area is to be kept free of such vehicles;
- 7 Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the view from the street/s, to the approval of the local government;
- 8 The retaining walls and associated footings on the north-western, north-eastern south-eastern and south-western boundaries to be established along shall be wholly contained within the property boundary;
- 9 The height of the retaining walls along Centrolepis Circuit and Flora Boulevard shall be reduced in height by 0.600m so as to meet requirements of Clause 5.3.7 of the Residential Design Codes (2024);
- 10 The Applicant/Owner shall include the minimum tree requirement, being one (1) tree with a minimum tree planting area of 2 metres by 2 metres within the street setback area of Lot 60 Centrolepis Circuit, Kalbarri so as to address the requirements of Clause 5.3.2 of the Residential Design Codes (2024); and
- 11 The approved shed/outbuilding shall only be used for domestic purposes such as storage, garaging of vehicles or other approved purposes, excluding human habitation;
- 12 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
- 13 Prior to the issue of any Building Permit for the use of second hand structures the Shire of Northampton shall require the lodging of:
 - a) A bond amount or bank guarantee of \$40,000 equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard; and
 - b) A Statutory Declaration, signed by the Applicants and appropriately witnessed indicating that the bond will be forfeited to Council if:
 - i) The approved works are not carried out within the approved timeframe; or
 - ii) Any notice duly served upon the builder is not promptly

complied with.

Advice Notes:

- 1 This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
- 2 Any retaining walls in excess of 500mm in height required in connection with the development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Northampton and details and particulars of the certified plans and specifications shall be provided to the Shire of Northampton as part of any application for a building permit;
- 3 If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- 4 A private Building Surveyor will need to be appointed by the landowner to certify structural integrity of the buildings and compliance with the requirements of the Building Code of Australia.
- 5 Assessment of the application was based on the use of the dwelling for residential purposes and any changes to this use (eg. for tourist/holiday accommodation) requires further application and development approval for that use.
- 6 Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- 7 The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to *Health (Miscellaneous Provisions) Act 1911*, the National Construction Code of Australia and the relevant *Aboriginal Cultural Heritage Act*, is required at all times.
- 8 With regard to Condition No. 10, the minimum tree planting area is to be provided for each tree and shown on the site plan. The tree planting area is to be free of impervious surfaces and roof cover.
- 9 If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

ATTACHMENTS

- 1 Development Plans 7 Pages
 2 Second Hand Structure Plans 4 Pages

Ordinary Meeting**COUNCIL RESOLUTION:**

MOVED: Horstman, R SECONDED: Pike, D

06/24-74

That Council, in accordance with Local Planning Scheme No. 11 – Kalbarri grant planning approval for an outbuilding on Lot 260 (No. 54) Centrolepis Circuit, Kalbarri in accordance with the plans and specifications at Attachment 9.4.8 (1), subject to the following conditions:

- 1 The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Northampton:**

1. Reference	2. Document Title	3. Date
4. 1	5. Site Plan	6. 12 March 2024
7. 2	8. Basement Plan	9. 12 March 2024
10.3	11. Ground Floor Plan	12. 12 March 2024
13.4 - 7	14. Elevation Plans	15. 12 March 2024
16.8 - 11	17. Second hand Structure Plans	18. 12 March 2024

- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;**
- 3 Any soils disturbed or deposited on site shall be stabilised to the approval of the Shire of Northampton;**
- 4 All stormwater is to be retained on-site unless otherwise authorised by the Shire of Northampton.**
- 5 Installation of crossing places and verge gradients shall be to the standards and specifications of the Shire of Northampton;**
- 6 All-parking of vehicles (including boats and trailers) associated with the property is to be provided for within the property boundary, and the street verge area is to be kept free of such vehicles;**

- 7 Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the view from the street/s, to the approval of the local government;
- 8 The retaining walls and associated footings on the north-western, north-eastern south-eastern and south-western boundaries to be established along shall be wholly contained within the property boundary;
- 9 The height of the retaining walls along Centrolepis Circuit and Flora Boulevard shall be reduced in height by 0.600m so as to meet requirements of Clause 5.3.7 of the Residential Design Codes (2024);
- 10 The Applicant/Owner shall include the minimum tree requirement, being one (1) tree with a minimum tree planting area of 2 metres by 2 metres within the street setback area of Lot 60 Centrolepis Circuit, Kalbarri so as to address the requirements of Clause 5.3.2 of the Residential Design Codes (2024); and
- 11 The approved shed/outbuilding shall only be used for domestic purposes such as storage, garaging of vehicles or other approved purposes, excluding human habitation;
- 12 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
- 13 Prior to the issue of any Building Permit for the use of second hand structures the Shire of Northampton shall require the lodging of:
 - a) A bond amount or bank guarantee of \$40,000 equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard; and
 - b) A Statutory Declaration, signed by the Applicants and appropriately witnessed indicating that the bond will be forfeited to Council if:
 - i) The approved works are not carried out within the approved timeframe; or
 - ii) Any notice duly served upon the builder is not promptly complied with.

Advice Notes:

- 1 This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works.

(Land clearing to facilitate development and BAL report is permitted).


- 2 Any retaining walls in excess of 500mm in height required in connection with the development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Northampton and details and particulars of the certified plans and specifications shall be provided to the Shire of Northampton as part of any application for a building permit;**
- 3 If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.**
- 4 A private Building Surveyor will need to be appointed by the landowner to certify structural integrity of the buildings and compliance with the requirements of the Building Code of Australia.**
- 5 Assessment of the application was based on the use of the dwelling for residential purposes and any changes to this use (eg. for tourist/holiday accommodation) requires further application and development approval for that use.**
- 6 Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.**
- 7 The Applicant is advised that compliance with any and all governmental legislation and regulations, including but not limited to *Health (Miscellaneous Provisions) Act 1911*, the National Construction Code of Australia and the relevant *Aboriginal Cultural Heritage Act*, is required at all times.**
- 8 With regard to Condition No. 10, the minimum tree planting area is to be provided for each tree and shown on the site plan. The tree planting area is to be free of impervious surfaces and roof cover.**
- 9 If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.**

MOTION CARRIED 7/0

FOR

Cr L Sudlow
Cr R Horstman
Cr R Burges
Cr T Gibb
Cr T Hay
Cr D Pike
Cr R Suckling

AGAINST

 <p>Shire of Northampton <i>Simply Remarkable</i></p>		<h2 style="margin: 0;">Repurposed & Second-hand Dwellings</h2> <h3 style="margin: 0;">Local Planning Policy</h3>
Version 2		
<p>Scheme Provisions:</p> <p>LPS #11 3.1 Zoning and Development Table 4.8.20 Repurposed Dwellings LPS #10 4.1 Zoning and Development Table 5.11.3 Repurposed or Second Hand Dwelling</p>	<p>Other References:</p> <p>Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005</p>	<p>Special procedural considerations:</p> <p>The Council at its discretion may advertise the proposed repurposed or second-hand dwelling within a designated locality to ascertain the views of the neighbouring and nearby residents prior to the application being considered.</p>
<p>1.0 PURPOSE</p> <p>Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.</p> <p>The use of transportable or modular dwellings is a necessary and acceptable part of the State's housing product, and there should be no controls in planning schemes that seek to prohibit this form of development. However, it is reasonable for local governments to control the repurposing of buildings where they haven't been previously used as a house, particularly for former mine site 'dongas', shipping containers or sheds.</p> <p>It is not intended that a policy be applied rigidly, but each application be examined on its merits, with the objectives and intent of the policy the key for assessment. However, it should not be assumed that the local government, in exercising its planning discretion, be limited to the policy provisions and that mere compliance will result in an approval.</p> <p>The Shire encourages applicants to produce innovative ways of achieving the stated objectives and acknowledges that these may sit outside the more traditional planning and architectural approaches. In these instances the local government is open to considering (and encourages) well-presented cases, during pre-application consultation, having due regard to the outcome of any public consultation undertaken and the orderly and proper planning of the locality.</p> <p>2.0 SCOPE</p> <p>A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.</p> <p>3.0 OBJECTIVES</p> <p>3.1 To ensure that any development proposing to use a repurposed or second hand building meets acceptable aesthetic and amenity requirements in the locality for which it is proposed.</p>		

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3.2 To ensure that any repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape.

3.3 To enable the local government to retain such monies (bonds) to ensure the desired standard of development is achieved.

4.0 DEFINITIONS

Repurposed Dwelling: means a building or structure not previously used as a single house, which has been repurposed for use as a dwelling.

Second-Hand Dwelling: means a dwelling that has been in a different location, and has been dismantled and transported to another location, but does not include a new modular or transportable dwelling.

5.0 POLICY MEASURES

5.1 Conditions

Buildings that are repurposed for residential use or are second-hand dwellings are, in some instances, of poor condition and as such the local government may impose conditions to ensure the building presentation is of an acceptable standard to enhance the streetscape appearance. Such conditions may include (but are not limited to) the following:

- a) Need for additional setbacks over and above the prescribed minimum and the need for screening via landscaping and/or boundary fencing;
- b) A bond/bank guarantee and legal agreement to ensure the external appearance of the repurposed or second-hand dwelling has been completed to the approval of the local government;
- c) The space between the ground level and the floor level being suitably enclosed;
- d) Upgrading, alterations or additional design features that will enhance the elevations and architectural detail of the proposed development (ie. roof pitch, eaves, colours/materials and external treatments);
- e) The roof and / or walls being clad of non-reflective materials and be consistent or complimentary in colour with the surrounding natural landscape features or desired streetscape; and
- f) Require landscaping and constructed vehicle access to be established within a specified timeframe and thereafter maintained.

5.2 Development Guidelines

All repurposed and second-hand dwellings shall adequately address the following development standards:

5.2.1 Verandahs, balconies etc on frontages

In order to ensure that the repurposed or second-hand dwelling does not detract from an existing (or reasonably desired) streetscape, the proposed development is required to provide verandahs, awnings, balconies, porches, porticos or other architectural relief on the elevations that are viewed from the street.

5.2.2 Materials

The use of 'Zincalume' or light coloured 'Colorbond' roof sheeting is permitted for dwellings under this Policy. However, care must be taken to ensure the location of the dwelling and the roof pitch used does not produce glare nuisance to surrounding properties or passing traffic.

The use of most types of wall cladding for dwellings is supported in the spirit of allowing architectural choice. Steel wall cladding is to be pre-painted 'Colorbond' custom orb type. 'Trimdeck' profile wall sheeting is not permitted. The use of unpainted 'Zincalume' wall sheeting is not permitted, unless used as an architectural feature on no more than 10% of the surface area of a facade.

Where appropriate the use of varied building materials is encouraged to provide architectural relief.

5.2.3 Roof Design

Roof design can utilise gable, hipped or skillion design. Flat roofs are only permitted where the design of the building has been extensively enhanced by other external treatments and is an integral part of the modern profile of the dwelling.

5.2.4 External Treatments

Notwithstanding the requirement of Clause 5.2.1 above, in order to achieve high standard of dwelling construction and an appropriate level of amenity repurposed and second-hand dwellings will be required to address their external facades with additional windows or larger openings, the use of verandahs, decking or other architectural relief to side and rear elevations.

It is also recommended that alternative materials be sought for window treatments (ie wooden French and bi-fold doors).

5.2.5 Landscaping

In order to not detract from an existing (or reasonably desired) streetscape the proposed development is required to lodge and implement a landscape plan.

5.3 **Application Requirements**

5.3.1 Photographs will need to be submitted that clearly illustrate the in-situ condition and appearance of the entire building (all sides and roof).

5.3.2 An inspection of a proposed second-hand building, in-situ, will be carried out and an inspection report furnished to Council. Where it is not practicable for the Shire Building Surveyor to carry out the inspection it will be done by the Building Surveyor for the area in which it is located or by such other person that is acceptable to Council. All cost for a building inspection will be borne by the applicant.

5.3.3 Clear concise details of proposed works to be undertaken to ensure the repurposed or second-hand dwelling's presentation is of an acceptable standard to that of the locality. This will generally include elevations of the proposed finished works.

5.3.4 It may be sufficient to demonstrate that the proposed development will be isolated from the view of neighbours or significant roads to make consideration of aesthetics and amenity irrelevant to the

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application.

5.3.5 A clear timeframe for the completion of the above works, with such time frame to be as short as practicable and a maximum of 12 months.

5.3.6 Any other additional information required to demonstrate that the repurposed or second-hand dwelling will be aesthetically acceptable, contribute positively to the desired streetscape and comply with the objectives of this policy.

5.4 Bond / Bank Guarantees

5.4.1 Prior to the issue of any building permit for a repurposed or second-hand dwelling the local government shall require the lodging of:

- (a) A bond amount equivalent to 20% of the estimated value of the approved works to be undertaken to ensure the building presentation is of an acceptable standard, with a minimum amount of \$5,000.00;
- (b) A statutory declaration, signed by the applicant(s) and appropriately witnessed, indicating that the bond will be forfeited to Council if:
 - (i) The approved works are not carried out within the approved timeframe; or
 - (iii) Any notice duly served upon the builder is not promptly complied with.

5.4.2 Bond moneys will only be refunded (if not forfeited) after works required to prevent forfeiture have been carried out to the approval of the Building Surveyor.

5.4.3 In addition to plans and specifications normally required for any building application the Building Surveyor may, at his/her discretion, require such reports by others to satisfy him/herself that the repurposed/second-hand dwelling will meet the requirements of the Building Code. This requirement is most likely to be exercised where original plans for a structure cannot be sourced or where they are not of an acceptable standard.

	The Principal Planner/Chief Executive Officer as per the Delegations Policy and Register/		
6.0 ADOPTION	16 June 2005	Advertising	Minute 6.9.2
	21 July 2005	Final Approval	Minute 7.11.3
	V2 16 June 2014	Advertising / Final Approval	(Minutes 6.8.1)
	16 February 2018	Advertising / Final Approval	

SHIPPING CONTAINER DWELLINGS



EXAMPLE 1			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage		√	The repurposed dwelling is not considered to positively contribute to streetscape. There is no defined access (pedestrian or vehicular) or landscaping. The small and limited number of openings continues to create the appearance of a "shipping container".
Materials		√	Use of same materials with no additional features.
Roof Design		√	Flat roof not considered appropriate without other external treatments
External Treatments		√	No external treatments.
Landscaping		√	No landscaping.
Overall comment:			
Typical shipping container with no external treatments, small and limited openings and no variation in materials to break up the facade. <u>Overall Poor Design.</u>			
<u>Overall Poor Design.</u>			

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EXAMPLE 2			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Use of decking, variation of materials and openings assist in the frontage positively contributing to the streetscape.
Materials	√		Use of varied materials with some additional features.
Roof Design		√	Flat roof could use some further enhancement to soften appearance of the shipping container.
External Treatments	√		Verandah and deck used to soften the appearance of shipping container and create useable space external to the dwelling.
Landscaping		√	Limited landscaping.
Overall comment:			
The use of external treatments, varied materials and a range of openings assists in softening the appearance of the typical shipping container enabling the frontage to contribute positively to the streetscape. The dwelling could be further enhanced by addressing roof design. <u>Overall Good Design which could have some further enhancement.</u>			



EXAMPLE 3			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Balcony and deck treatment is considered to soften front elevation, along with the, use of varied materials and extensive windows contributing positively to the streetscape.
Materials	√		Use of varied materials, re-cladding of parts of shipping container with wood and the use of steel and glass.
Roof Design	√		Flat roof considered appropriate given the range of external treatments.
External Treatments	√		Balcony, deck and extensive use of windows.
Landscaping		√	No landscaping.
Overall comment:			
The extensive use of external treatments, varied materials and a range of openings assists in softening the appearance of a typical shipping container enabling the frontage to contribute positively to the streetscape. <u>Overall Good Design.</u>			

SECOND-HAND DWELLINGS (TRANSPORTABLE)



EXAMPLE 1			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage		√	The second-hand dwelling is not considered to positively contribute to the streetscape. There are no external treatments, the small and uniform openings continues to create the appearance of a "second-hand donga".
Materials		√	Use of same materials with no additional features.
Roof Design		√	Slight pitch to roof, however, given lack of other external features not considered appropriate.
External Treatments		√	No external treatments although floor to ground level is suitably enclosed.
Landscaping		√	No landscaping.
Overall comment:			
Although the condition of the second-hand dwelling is satisfactory, the limited use of external treatments and variation in materials does not positively contribute to the streetscape or the development context Overall Poor Design.			



EXAMPLE 2			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage		√	The dwelling is not considered to positively contribute to the streetscape. There is no defined access (pedestrian or vehicular) or landscaping. Small uniform windows continues to create the appearance of a "transportable donga".
Materials		√	Use of same materials with no additional features.
Roof Design		√	Flat roof not considered appropriate without other external treatments.
External Treatments		√	No external treatments.
Landscaping		√	No landscaping.
Overall comment:			
A typical transportable donga containing no external treatments, small uniform windows and use of same materials. The lack of these elements along with no landscaping or defined access is not considered to positively contribute to streetscape. <u>Overall Poor Design.</u>			



EXAMPLE 3			
	GOOD DESIGN	POOR DESIGN	COMMENT
Frontage	√		Raised deck and innovative use roof covering along with extensive landscaping is considered to positively contribute to streetscape.
Materials	√		Varied materials and colours, use of modern external cladding, wood, steel and glass all contribute to good design.
Roof Design	√		Flat roof considered appropriate given the range of external treatments and modern profile.
External Treatments	√		Deck and undercover alfresco area, use of additional roof line, large windows and bi-fold doors
Landscaping	√		Excellent use of landscaping.
Overall comment:			
This is considered to be an excellent example of how a second-hand/repurposed dwelling can be treated to contribute positively to the streetscape. The use of alternative materials and colour softens the external appearance. Landscaping also contributes in a positive manner. <u>Overall Good Design.</u>			