



ATTACHMENTS

COUNCIL MEETING

17 October 2024

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CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

JULY 2024 TO SEPTEMBER 2024

Activity for the period

- Liaised with Australian Garnet over their future plans.
- Completed a Probationary Review with Manager Financial Services, Leanne Rowe.
- Undertook considerable budget preparation activities in conjunction with the Manager Financial Services.
- Met with Warrego Energy about proposed projects in the district.
- Met with Oakajee energy to receive an update on their renewable energy project.
- Attended a workshop between Council and Murchison Green Hydrogen representatives.
- Finalised all Annual Returns for the organisation.
- Undertook the annual review of Delegations.
- Commenced the Community Grants Program, assessed applications with the Manager Corporate Services and convened a meeting of the Community Grants Advisory Committee to make determinations.
- Attended eight TC Seroja repair meetings/site inspections.
- Attended a budget workshop with Councillors.
- Met twice with the Mid West Development Commission to discuss district issues.
- Provided five letters of support for community event/projects funding.
- Met with Member for Durack, Melissa Price to discuss district issues.
- Progressed tourism opportunities in Kalbarri with the Department of Planning, Lands and Heritage.
- Escalated contractual road construction issues on the Kalbarri-Ajana Road.
- Strategically involved with road conditions after rainfall events.
- Provided technical advice and knowledge to resolve wastewater issues at Port Gregory.
- Provided technical advice, knowledge and labour to resolve wastewater issues at 3 Rake Place, Northampton.

- Submitted application for the Regional Precincts and Partnerships Program for the Economic Development Framework.
- Commenced a review and new grant application for the Kalbarri Multipurpose Community Centre.
- Met with MWDC and Tourism WA to discuss Kalbarri Foreshore Revitalisation project grant agreement.
- Met with Tourism WA and consultant to explore opportunities at Rainbow Jungle.
- Oversaw the employment process for multiple positions in the organisation.
- Continued with a major Council Policy review.
- Attended three Council meetings and produced a total of fifteen Agenda Reports.
- Conducted three Executive Management Team meetings.
- Met with Garnet Minerals Australia community grant committee to explore ideas and discuss future opportunities.
- Undertook a procurement process to appoint a consultant to assist with a major review of the Strategic Community Plan.
- Eleven days 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.
- Providing oversight to the TC Seroja coastal infrastructure repair contracts.
- Kalbarri – Ajana Road construction issues.
- Oversee road program to ensure grain haulage is not significantly impacted.
- Pursue DRFAWA for disaster funding for roads.
- Complete budgeted projects.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 August 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 31 AUGUST 2024

		24/25 Adopted Budget Estimates	YTD Budget Estimates	31/08/2024 YTD Actual	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
	Supplementary Information	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	5,407,071	5,362,903	5,389,455	26,552	0.50%	▲
Grants, subsidies and contributions	13	8,999,031	1,772,019	237,712	(1,534,307)	(86.59%)	▼
Fees and charges		1,314,913	994,646	891,574	(103,072)	(10.36%)	▼
Interest revenue		232,000	35,248	44,210	8,962	25.43%	▲
		15,953,015	8,164,816	6,562,951	(1,601,865)	(19.62%)	
Expenditure from operating activities							
Employee costs		(4,985,863)	(915,272)	(885,514)	29,758	3.25%	▲
Materials and contracts		(10,792,380)	(2,756,859)	(782,032)	1,974,827	71.63%	▲
Utility charges		(363,600)	(60,560)	(19,799)	40,761	67.31%	▲
Depreciation		(2,652,550)	(442,074)	0	442,074	100.00%	▲
Finance costs		(41,551)	(6,922)	(336)	6,586	95.15%	▲
Insurance		(250,862)	(124,774)	(124,604)	170	0.14%	▲
Other expenditure		(915,804)	(161,566)	(191,762)	(30,196)	(18.69%)	▼
		(20,002,610)	(4,468,027)	(2,004,047)	2,463,980	55.15%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,652,550	670,307	1	(670,306)	(100.00%)	▼
Amount attributable to operating activities		(1,397,045)	4,367,096	4,558,905	191,809	4.39%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	5,124,803	854,130	41,000	(813,130)	(95.20%)	▼
Proceeds from disposal of assets	6	115,500	50,000	0	(50,000)	(100.00%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		17,684	8,755	8,755	0	0.00%	
		5,257,987	912,885	49,755	(863,130)	(94.55%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,733,100)	(333,012)	(298,480)	34,532	10.37%	▲
Payments for construction of infrastructure	5	(5,763,383)	(966,374)	(362,997)	603,377	62.44%	▲
		(7,496,483)	(1,299,386)	(661,478)	637,908	49.09%	
Amount attributable to investing activities		(2,238,496)	(386,501)	(611,723)	(225,222)	(58.27%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	11	817,987	0	0	0	0.00%	
Transfer from reserves	4	222,000	0	0	0	0.00%	
		1,039,987	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(150,463)	(8,755)	(8,755)	0	0.00%	
Transfer to reserves	4	(480,286)	0	0	0	0.00%	
		(630,749)	(8,755)	(8,755)	0	0.00%	
Amount attributable to financing activities		409,238	(8,755)	(8,755)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year							
Amount attributable to operating activities		(1,397,045)	4,367,096	4,558,905	191,809	4.39%	▲
Amount attributable to investing activities		(2,238,496)	(386,501)	(611,723)	(225,222)	(58.27%)	▼
Amount attributable to financing activities		409,238	(8,755)	(8,755)	0	0.00%	
Surplus or deficit after imposition of general rates		184,384	7,382,527	7,140,274	(242,253)	(3.28%)	▼

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 31 AUGUST 2024**

	Supplementary Information	30 June 2024	31 August 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	6,855,126	4,207,958
Trade and other receivables		684,864	6,221,943
Other financial assets		16,353	16,353
Inventories	8	191,944	220,206
TOTAL CURRENT ASSETS		7,748,287	10,666,460
NON-CURRENT ASSETS			
Trade and other receivables		84,959	84,959
Other financial assets		360,637	351,882
Property, plant and equipment		36,379,478	36,677,958
Infrastructure		144,733,277	145,096,274
TOTAL NON-CURRENT ASSETS		181,558,351	182,211,073
TOTAL ASSETS		189,306,638	192,877,533
CURRENT LIABILITIES			
Trade and other payables	9	1,517,202	501,126
Other liabilities	12	1,096,534	1,096,534
Borrowings	11	150,463	141,708
Employee related provisions	12	794,352	794,352
TOTAL CURRENT LIABILITIES		3,558,551	2,533,720
NON-CURRENT LIABILITIES			
Borrowings	11	656,944	656,944
Employee related provisions		31,711	31,711
Other provisions		1,506,164	1,506,164
TOTAL NON-CURRENT LIABILITIES		2,194,819	2,194,819
TOTAL LIABILITIES		5,753,370	4,728,539
NET ASSETS		183,553,268	188,148,994
EQUITY			
Retained surplus		90,693,923	95,295,298
Reserve accounts	4	1,686,554	1,686,554
Revaluation surplus		91,171,470	91,171,470
TOTAL EQUITY		183,551,947	188,153,322

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 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 27 September 2024

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 1 July 2024	Actual as at 30 June 2024	Year to Date 31 August 2024
(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	\$	\$	\$
Current assets				
Cash and cash equivalents	3	6,855,126	6,855,126	4,207,958
Trade and other receivables		593,028	684,864	6,221,943
Other financial assets		17,684	16,353	16,353
Inventories	8	191,944	191,944	220,206
		7,657,782	7,748,287	10,666,460
Less: current liabilities				
Trade and other payables	9	(1,266,323)	(1,517,202)	(501,126)
Other liabilities	12	(1,096,534)	(1,096,534)	(1,096,534)
Borrowings	11	(150,463)	(150,463)	(141,708)
Employee related provisions	12	(744,555)	(794,352)	(794,352)
		(3,257,875)	(3,558,551)	(2,533,720)
Net current assets		4,399,907	4,189,736	8,132,740
Less: Total adjustments to net current assets	Note 2(c)	(1,001,051)	(987,889)	(996,644)
Closing funding surplus / (deficit)		3,398,856	3,201,847	7,136,096

(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 Actual (a)	YTD Actual (b)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	6	0	(19,855)	0
Less: Movement in liabilities associated with restricted cash			37,599	1
Less: Fair value adjustments to financial assets at amortised cost		0	(4,045)	0
Add: Loss on asset disposals	6	0	214,534	0
Add: Depreciation		2,652,550	442,074	0
Total non-cash amounts excluded from operating activities		2,652,550	670,307	1

(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 2024	Last Year Closing 30 June 2024	Year to Date 31 August 2024
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(1,686,554)	(1,686,554)	(1,686,554)
Less: Financial assets at amortised cost - self supporting loans	8	(17,684)	(16,353)	(16,353)
- Land held for resale		(180,000)	(180,000)	(180,000)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	150,463	150,463	141,708
- Current portion of employee benefit provisions		732,724	744,555	744,555
Total adjustments to net current assets	Note 2(a)	(1,001,051)	(987,889)	(996,644)

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 31 AUGUST 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 2024-25 year is \$10,000 or 0.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
General rates	26,552	0.50%	▲
Interim Rates			
Grants, subsidies and contributions	(1,534,307)	(86.59%)	▼
Timing in receiving grants.			
Fees and charges	(103,072)	(10.36%)	▼
Timing will reconcile.			
Interest revenue	8,962	25.43%	▲
Timing/Cash in bank.			
Expenditure from operating activities			
Employee costs	29,758	3.25%	▲
Timing, Vacant positions advertising in August.			
Materials and contracts	1,974,827	71.63%	▲
Timing as works progress.			
Utility charges	40,761	67.31%	▲
Timing.			
Depreciation	442,074	100.00%	▲
Depreciation for July and August not run, pending Assets settling.			
Finance costs	6,586	95.15%	▲
Timing will reconcile.			
Insurance	170	0.14%	▲
Timing. Insurance paid Sept/Oct.			
Other expenditure	(30,196)	(18.69%)	▼
Timing will reconcile.			
Non-cash amounts excluded from operating activities	(670,306)	(100.00%)	▼
Depreciation for July and August not run, pending Assets settling.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(813,130)	(95.20%)	▼
Timing as funds are received.			
Proceeds from disposal of assets	(50,000)	(100.00%)	▼
Timing, no asset disposal.			
Outflows from investing activities			
Payments for property, plant and equipment	34,532	10.37%	▲
Timing.			
Payments for construction of infrastructure	603,377	62.44%	▲
Timing.			
Surplus or deficit at the start of the financial year	(208,840)	(6.12%)	▼
Variance budget c/f position.			
Surplus or deficit after imposition of general rates	(242,253)	(3.28%)	▼
Due to variances described above/timing.			

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
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SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.41 M	\$3.41 M	\$3.20 M	(\$0.21 M)
Closing	\$0.18 M	\$7.38 M	\$7.14 M	(\$0.24 M)
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.52 M	59.9%
Restricted Cash	\$1.69 M	40.1%
Refer to 3 - Cash and Financial Assets		

Payables	
	% Outstanding
Trade Payables	\$0.05 M
0 to 30 Days	78.0%
Over 30 Days	22.0%
Over 90 Days	(0.1%)
Refer to 9 - Payables	

Receivables	
	% Collected
Rates Receivable	\$0.93 M
Trade Receivable	\$5.29 M
Over 30 Days	5.6%
Over 90 Days	96.4%
Over 90 Days	82.7%
Refer to 7 - Receivables	

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.40 M)	\$4.37 M	\$4.56 M	\$0.19 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$	% Variance
\$5.39 M	\$5.36 M	0.5%
Refer to 10 - Rate Revenue		

Grants and Contributions		
YTD Actual	\$	% Variance
\$0.24 M	\$1.76 M	(86.5%)
Refer to 13 - Grants and Contributions		

Fees and Charges		
YTD Actual	\$	% Variance
\$0.89 M	\$0.99 M	(10.4%)
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)
(\$2.24 M)	(\$0.39 M)	(\$0.61 M)	(\$0.23 M)
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$	%
\$0.00 M	\$0.12 M	(100.0%)
Refer to 6 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$	% Spent
\$0.36 M	\$5.76 M	(93.7%)
Refer to 5 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$	% Received
\$0.04 M	\$5.12 M	(99.2%)
Refer to 5 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.41 M	(\$0.01 M)	(\$0.01 M)	\$0.00 M
Refer to Statement of Financial Activity			

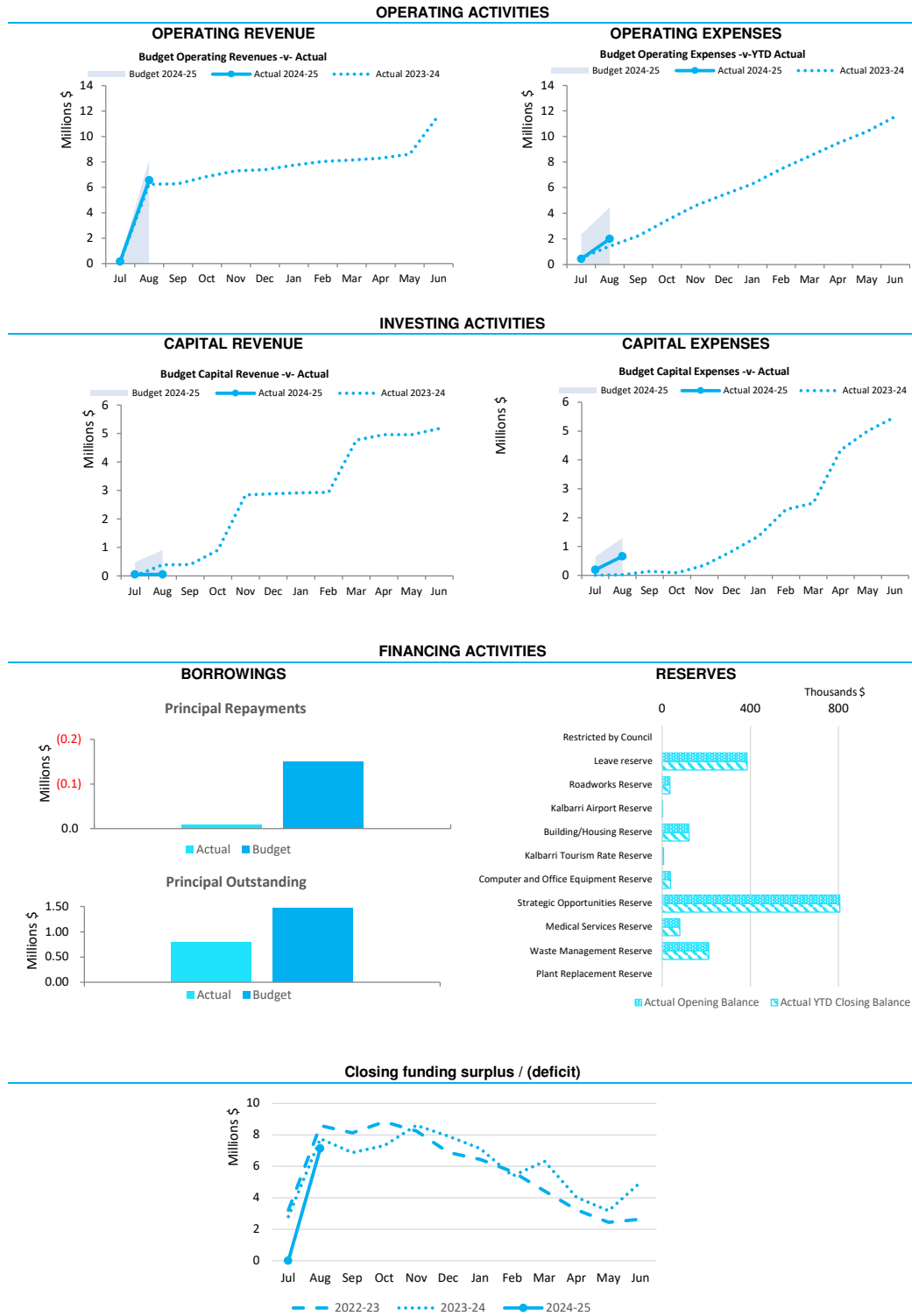
Borrowings	
Principal repayments	(\$0.01 M)
Interest expense	(\$0.00 M)
Principal due	\$0.80 M
Refer to 11 - Borrowings	

Reserves	
Reserves balance	\$1.69 M
Interest earned	\$0.00 M
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 31 AUGUST 2024**

2 KEY INFORMATION - GRAPHICAL



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

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash Deposits	Municipal	2,520,355	0.00	2,520,355	0	NAB		At call
Petty Cash	Cash on Hand	1,050	0.00	1,050	0			
Investment	Reserves	1	1,686,553	1,686,554	0	NAB		
Total		2,521,406	1,686,553	4,207,959	0			
Comprising								
Cash and cash equivalents		2,521,406	1,686,553	4,207,959	0			
		2,521,406	1,686,553	4,207,959	0			

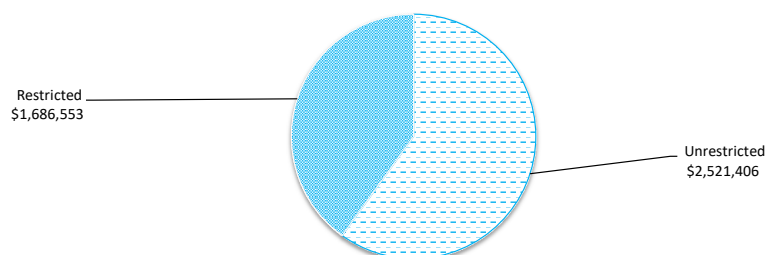
KEY INFORMATION

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 as



SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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	385,199	5,700	0	0	390,899	385,199	0	0	0	385,199
Roadworks Reserve	35,809	530	0	0	36,339	35,809	0	0	0	35,809
Kalbarri Airport Reserve	2,282	200	10,000	0	12,482	2,282	0	0	0	2,282
Building/Housing Reserve	121,455	1,000	20,000	(77,000)	65,455	121,455	0	0	0	121,455
Kalbarri Tourism Rate Reserve	6,975	0	0	0	6,975	6,975	0	0	0	6,975
Computer and Office Equipment	37,772	560	0	0	38,332	37,772	0	0	0	37,772
Strategic Opportunities Reserve	805,957	9,000	0	(120,000)	694,957	805,957	0	0	0	805,957
Medical Services Reserve	80,017	2,000	104,996	(25,000)	162,013	80,017	0	0	0	80,017
Waste Management Reserve	211,088	6,300	0	0	217,388	211,088	0	0	0	211,088
Plant Replacement Reserve	0	320,000	0	0	320,000	0	0	0	0	0
	1,686,554	345,290	134,996	(222,000)	1,944,840	1,686,554	0	0	0	1,686,554

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
Capital acquisitions	\$	\$	\$	\$
Buildings	1,103,600	185,598	298,480	112,882
Furniture and Equipment	72,000	12,000	0	(12,000)
Plant and equipment	557,500	135,414	0	(135,414)
Acquisition of property, plant and equipment	1,733,100	333,012	298,480	(34,532)
Infrastructure - Roads	5,225,989	870,986	362,997	(507,989)
Infrastructure - Footpaths & Carpark	247,949	41,318	0	(41,318)
Infrastructure - Parks & Ovals	220,445	42,570	0	(42,570)
Infrastructure - Airport	9,000	1,500	0	(1,500)
Infrastructure - Water & Sewer Reticulation	60,000	10,000	0	(10,000)
Acquisition of infrastructure	5,763,383	966,374	362,997	(603,377)
Total capital acquisitions	7,496,483	1,299,386	661,478	(637,908)
Capital Acquisitions Funded By:				
Capital grants and contributions	5,124,803	854,130	41,000	(813,130)
Borrowings	817,987	0	0	0
Other (disposals & C/Fwd)	115,500	50,000	0	(50,000)
Reserve accounts				
Building/Housing Reserve	77,000		0	0
Strategic Opportunities Reserve	120,000		0	0
Medical Services Reserve	25,000		0	0
Contribution - operations	1,216,193	395,256	620,478	225,222
Capital funding total	7,496,483	1,299,386	661,478	(637,908)

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.

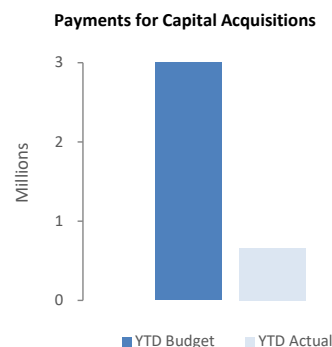
Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

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.



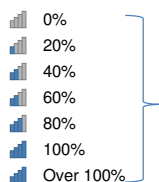
SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024

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.

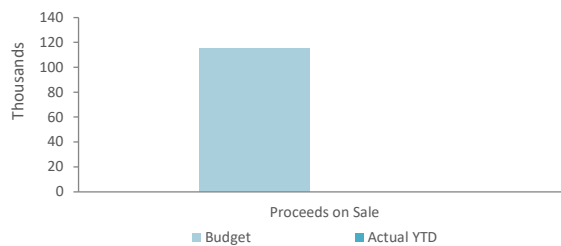
Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
CEO Vehicle	100,000	33,332	0	33,332
Council Chamber Aircon	72,000	12,000	0	12,000
				0
Modula Housing/Rake PI	973,600	162,266	298,480	-136,214
				0
Port Gregory Toilet Block (relocation) slab, plumbing	35,000	0	0	0
				0
Whiting Pool stairs/walkway	55,000	9,166	0	9,166
Kalbarri Oval Fencing	130,445	21,738	0	21,738
				0
Matt Burrell Roof Replacement	45,000	15,000	0	15,000
Horrocks Tank North (50,000lt)	35,000	11,666	0	11,666
				0
Road Construction	5,225,989	870,986	362,997	507,989
Footpath/Carpark Construction	247,949	41,318	0	41,318
Tip Truck (Kalb Rubbish)	302,500	50,416	0	50,416
				0
4WD Ute MPG	155,000	51,666	0	51,666
				0
Nton Depot Stephen St Fencing	50,000	8,332	0	8,332
Kalbarri Airport Tiedowns	9,000	1,500	0	1,500
				0
Port Gregory Tank (Midway)	60,000	10,000	0	10,000
	7,496,483	1,299,386	661,478	637,908

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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									
41800	CEO Toyota Prado (P314)	50,000	50,000	0	0			0	0
41760	Tip Truck (Kalb Rubbish P273)	20,000	20,000	0	0			0	0
41735	John Deere Mower P253	8,000	8,000	0	0			0	0
41792	Toyota Fortuna P306	30,000	30,000	0	0			0	0
41739	Mazda BT50 P259	5,000	5,000	0	0			0	0
41757	Dmax Space Cab P270	2,500	2,500	0	0			0	0
		115,500	115,500	0	0	0	0	0	0



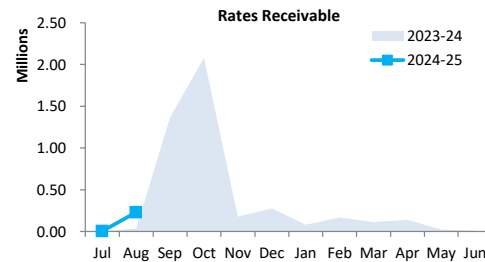
**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2024	31 Aug 2024
	\$	\$
Opening arrears previous years	170,852	213,740
Levied this year	5,150,141	5,389,455
Less - collections to date	(5,107,253)	(311,493)
Gross rates collectable	213,740	5,291,702
Net rates collectable	213,740	5,291,702
% Collected	96.0%	5.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(12,005)	14,912	1,442	9,522	66,335	80,206
Percentage	(15.0%)	18.6%	1.8%	11.9%	82.7%	
Balance per trial balance						
Trade receivables						80,206
Rubbish receivables						800,625
Emergency Services Levy						23,076
Pensioner rebates						26,334
Total receivables general outstanding						930,241

Amounts shown above include GST (where applicable)

KEY INFORMATION

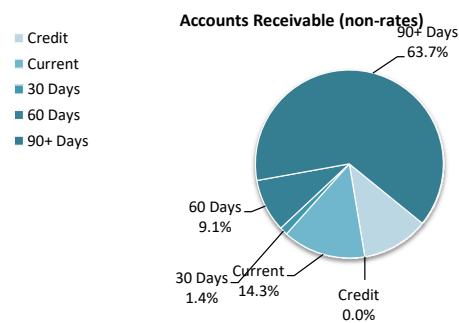
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 31 AUGUST 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 August 2024
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	16,353		0	16,353
Inventory				
Fuel	11,944	28,262		40,206
Land held for resale				
Cost of acquisition	180,000			180,000
Total other current assets	208,297	28,262	0	236,559

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 31 AUGUST 2024**

OPERATING ACTIVITIES

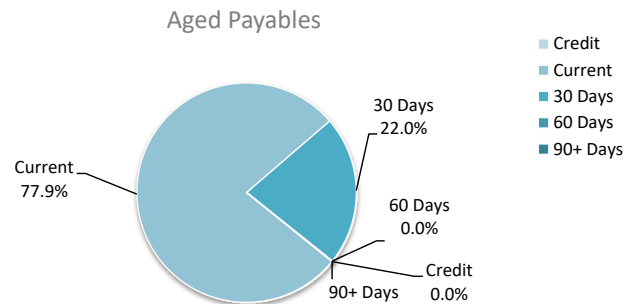
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	41,000	11,601	0	(62)	52,538
Percentage	0.0%	78.0%	22.1%	0.0%	-0.1%	
Balance per trial balance						
Sundry creditors						52,498
Accrued salaries and wages						12,017
Prepaid Rates						27,467
Bonds and Deposits						427,180
Accrued Expenditure						(18,036)
Total payables general outstanding						501,126

Amounts shown above include GST (where applicable)

KEY INFORMATION

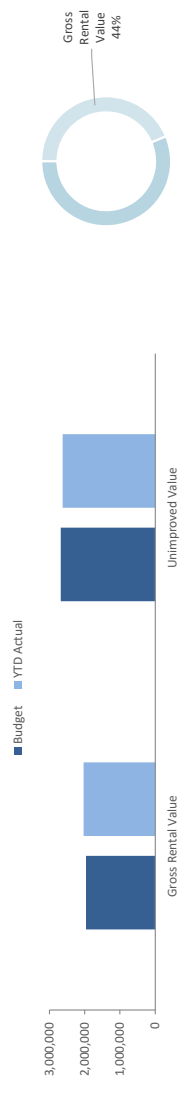
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised 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.



10 RATE REVENUE

General rate revenue									
RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Budget Interim Rate Revenue	Total Revenue	Rate Revenue	YTD Actual Interim Rate Revenue	Total Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Gross Rental Value	0.075526	1,589	25,978,888	1,962,082		1,962,082	1,998,248	36,167	2,034,415
Unimproved value									
Unimproved Value	0.006980	1,086	375,637,420	2,621,949	53,000	2,674,949	2,621,628	(321)	2,621,307
Sub-Total		2,675	401,616,308	4,584,031	53,000	4,637,031	4,619,876	35,846	4,655,722
Minimum payment									
Gross rental value									
Gross Rental Value	640	1,016	3,980,160	650,240		650,240	620,473		620,473
Unimproved value									
Unimproved Value	640	95	2,905,200	60,800		60,800	54,721		54,721
Sub-total		1,111	6,885,360	711,040	0	711,040	675,194	0	675,194
Total general rates						5,348,071			5,330,916
Specified area rates									
Rate in \$ (cents)									
Port Gregory Water Supply	55		732,992	29,000		29,000	29,568		29,568
Kalbarri Tourism Rate	0.001350	1,778	21,918,752	30,000		30,000	28,350	621	28,971
Total specified area rates			22,651,744	59,000	0	59,000	57,918	621	58,539
Total						5,407,071			5,389,455

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 20: 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 31 AUGUST 2024

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings

Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Staff Housing	154	40,325				(40,325)	40,325	0	118	(1,328)
RSL Hall Extensions	156	262,798				(50,428)	262,798	212,370	281	(6,889)
Plant Purchases	157	210,464				(33,695)	210,464	176,769	699	(4,599)
New Housing Loan	159			817,987		(8,331)	0	809,656		(15,322)
		513,587	0	817,987	0	(132,779)	513,587	1,198,795	1,099	(28,138)
Self supporting loans										
Pioneer Lodge		293,819	0	0	(8,755)	(17,684)	285,064	276,135	(1,435)	(13,413)
		293,819	0	0	(8,755)	(17,684)	285,064	276,135	(1,435)	(13,413)
Total		807,406	0	817,987	(8,755)	(150,463)	798,651	1,474,930	(336)	(41,551)
Current borrowings		150,463					141,708			
Non-current borrowings		656,944					656,944			
		807,407					798,652			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Staff Housing		817,987	WATC	Fixed	20					
	0	817,987				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 31 AUGUST 2024**

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 August 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		1,096,534	0	0	0	1,096,534
Total other liabilities		1,096,534	0	0	0	1,096,534
Employee Related Provisions						
Provision for annual leave		366,322	0			366,322
Provision for long service leave		428,030	0			428,030
Total Provisions		794,352	0	0	0	794,352
Total other current liabilities		1,890,886	0	0	0	1,890,886

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 14

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 31 AUGUST 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 2024	Liability	Liability	31 Aug 2024	Liability	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
GRANTS COMMISSION - GENERAL				0		266,918.00	91,244.00	70,913.50
GRANTS COMMISSION (LRCl3 22/23)						98,060.00		98,060.00
GRANTS COMMISSION - ROADS				0		150,112.00	37,528.00	21,439.50
EMERGENCY SERVICES LEVY - BFB				0		55,730.00	9,208.20	13,932.00
EMERGENCY SERVICES LEVY - SES				0		41,150.00	6,937.80	10,288.00
CONTRIBUTIONS/REIMBURSEMENTS				0		1,484.00	246.00	1,484.00
- MRD MAINTENANCE				0		269,339.00	269,339.00	0.00
	0	0	0	0	0	882,793	414,503	216,117
Contributions								
CONTRIBUTIONS				0		15,000.00	2,500.00	0.00
OTHER SHIRE LSL CONTRIBUTION				0		0.00	0.00	0.00
OTHER SHIRE LSL CONTRIB.				0		0.00	0.00	0.00
REBATES AND COMMISSIONS				0		35,000.00	5,832.00	1,408.00
LEGAL CHARGES RATES (NO GST)				0		10,000.00	1,666.00	0.00
RATE EQUIVALENT PAYMENTS				0		24,058.00	0.00	0.00
REIMBURSEMENTS				0		7,000.00	1,166.00	0.00
CONTRIBUTIONS				0		5,000.00	832.00	0.00
REIMBURSEMENTS - OTHER				0		2,000.00	332.00	358.00
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE				0		13,413.00	2,234.00	5,803.00
REIMBURSEMENTS - HOUSING OTHER				0		16,500.00	2,750.00	0.00
CONTRIBUTIONS				0		35,000.00	5,832.00	0.00
REIMBURSEMENTS - DRUMMUSTER				0		4,000.00	666.00	0.00
REIMBURSE (ADVERTISING/PLANNING COMMISSION)				0		5,000.00	832.00	0.00
REIMBURSEMENTS				0		12,500.00	2,082.00	0.00
REIMBURSEMENTS				0		2,000.00	332.00	0.00
REIMBURSEMENTS- REC. CTRE/GOLF CLUB				0		3,300.00	550.00	0.00
REIMBURSEMENTS				0		0.00	0.00	141.00
CONTRIBUTIONS/REIMBURSEMENTS				0		31,883.00	5,312.00	0.00
CONTRIBUTION (INC STREET LIGHTING)				0		3,750.00	624.00	2,599.00
TOURISM AND AREA PROMOTION FUNDING				0		130,000.00	21,666.00	0.00
LEASE FEES - HALF WAY BAY COTTAGES				0		16,000.00	2,666.00	0.00
BUILDING REIMBURSEMENTS				0		1,500.00	250.00	119.00
REIMBURSEMENTS				0		10,000.00	1,666.00	3,015.00
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT				0		4,500.00	750.00	0.00
REIMBURSEMENTS				0		0.00	0.00	0.00
INSURANCE CLAIMS - VEHICLES				0		2,000.00	332.00	0.00
DIESEL FUEL REBATE				0		45,000.00	7,500.00	8,153.00
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - CEO				0		0.00	0.00	0.00
DFES/DFRAWA INCOME				0		7,597,689.00	1,266,280.00	0.00
	0	0	0	0	0	8,116,238	1,348,674	21,596
TOTALS								

SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2024

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2024	Current Liability 31 Aug 2024	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
ROADS TO RECOVERY FUNDING				0		723,500	120,582	0
BLACKSPOT & MASSACTION FUNDING				0		3,260,912	543,484	0
LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT				0		743,100	123,850	0
WA BIKE NETWORK GRANT				0		95,599	15,932	41,000
REGIONAL ROAD GROUP FUNDING				0		301,692	50,282	0
	0	0	0	0	0	5,124,803	854,130	41,000

**SHIRE OF NORTHAMPTON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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 Balance	Amount	Amount	Closing Balance
	1 July 2024	Received	Paid	31 Aug 2024
	\$	\$	\$	\$
Transportable House Bonds	17,000	20,000	0	37,000
Footpath Bonds	23,007	500	(1,000)	22,507
Building Levies (BCITF & BRB)	346	5,323	(1,107)	4,562
Community Bus Bond	5,400	0	0	5,400
Unclaimed Monies - Rates	5,179	0	0	5,179
RSL Hall Key Bond	430	0	0	430
Special Series Plates	4,510	620	(400)	4,730
Northampton Child Care Association	23,739	38	0	23,778
Horrocks Memorial Wall	1,198	500	150	1,848
One Life	940	0	0	940
Rubbish Tip Key Bond	1,800	34	0	1,834
Horrocks - Skate/Pump Park	2,000	0	0	2,000
RSL - Kalbarri Memorial	31,883	0	0	31,883
DOT - Department of Transport	0	56,810	(54,529)	2,281
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	1,353	0	0	1,353
Miscellaneous Deposits	240	0	0	240
Retentions	0	53,510	(115,677)	(62,167)
	149,787	137,335	(172,563)	114,559

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name/Payee	Description	Amount
EFT26804	02/09/2024	RAUBEX CONSTRUCTION PTY LTD	KALB RD WIDENING 7TH PROGRESS CLAIM	94621.03
EFT26805	02/09/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA LOCAL GOVT CONVENTION 2024	12070.60
EFT26806	09/09/2024	BLACKTOP MATERIALS ENGINEERING	COMPACTION TESTING MODULA HOUSE STEPHEN ST	946.00
EFT26807	09/09/2024	MI GLOBAL CONSTRUCTIONS	SHED RAKE PL PROGRESS PAYMENT	7809.06
EFT26808	09/09/2024	WBS MODULAR PTY LTD T/JAS EVOKE LIVING HOMES	MODULA HOUSE STEPHEN ST 4TH PROGRESS PAYMENT	87400.00
EFT26809	11/09/2024	ALL CLEANING AND MAINTENANCE	ALLEN CENTRE CLEANING	13513.50
EFT26810	11/09/2024	THE 4WD ADVENTURE TV SHOW	KVC ADVERTISING	11000.00
EFT26811	11/09/2024	AERODROME MANAGEMENT SERVICES	KAL AIRPORT WINDSOCK REPLACEMENT	830.50
EFT26812	11/09/2024	MICHELLE HELEN ALLEN	REIMB TRAVEL	219.52
EFT26813	11/09/2024	KALBARRI IGA	ALLEN CENTRE SUPPLIES	148.80
EFT26814	11/09/2024	AUSTRALIA POST	POSTAGE	3452.16
EFT26815	11/09/2024	AUSSIE NATURAL SPRING WATER GERALDTON	NTON OFFICE WATER BOTTLES	44.85
EFT26816	11/09/2024	BATAVIA COAST TRIMMERS	NCC SHADE SAIL REPAIRS	316.00
EFT26817	11/09/2024	BLACKWOODS	RETIC SUPPLIES	54.91
EFT26818	11/09/2024	BUNNINGS (GERALDTON WAREHOUSE)	ASPHALT, GARDENING & DRAINAGE SUPPLIES	2205.09
EFT26819	11/09/2024	ANDREW CAMPBELL	REIMB TELSTRA MOBILE	288.00
EFT26820	11/09/2024	CLEANAWAY OPERATIONS PTY LTD	REFUSE COLLECTION	14473.56
EFT26821	11/09/2024	COATES HIRE OPERATIONS PTY LTD	HIRE EXCAVATOR	2854.59
EFT26822	11/09/2024	BOC GASES AUSTRALIA	INDUSTRY GASES	45.16
EFT26823	11/09/2024	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	1377.42
EFT26824	11/09/2024	CORSIGN WA PTY LTD	SIGNS	3505.70
EFT26825	11/09/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	177.75
EFT26826	11/09/2024	DEPARTMENT OF WATER & ENVIRONMENT	NTON WASTE FACILITY 24/25 LICENSE RENEW	1303.50
EFT26827	11/09/2024	SIMON DRAGE	NCC VARIOUS REPAIRS	4772.90
EFT26828	11/09/2024	ELDERS RURAL SERVICES AUSTRALIA LTD (NORTHAMPTON)	CHEMICAL, TOILET PAPER, CEMENT	3962.05
EFT26829	11/09/2024	ELGAS	GAS BOTTLES	392.00
EFT26830	11/09/2024	FENN PLUMBING & GAS	PLUMBING REPAIRS VARIOUS LOCATIONS	755.15
EFT26831	11/09/2024	FREEMANS LIQUID WASTE PTY LTD	PUMP SEPTICS & LEACH DRAINS VARIOUS	8625.00
EFT26832	11/09/2024	GHD PTY LTD	NTON DISASTER RECOVERY WORKS	47775.85
EFT26833	11/09/2024	GREAT NORTHERN RURAL SERVICES	WETTING AGENT	94.66
EFT26834	11/09/2024	GREENFIELD TECHNICAL SERVICES	KALBARRI WIDENING WORKS CONSULTANT	6872.25
EFT26835	11/09/2024	GUARDIAN PRINT & GRAPHICS	BUDGET OVERVIEW STATIONERY	695.00
EFT26836	11/09/2024	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	LOADER PARTS	523.57
EFT26837	11/09/2024	HOPPYS PARTS R US	GARDENERS UTE PARTS	151.47

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26838	11/09/2024	HOSEXRESS	BACKHOE PARTS & HOSE ASSEMBLY	213.78
EFT26839	11/09/2024	INDEPENDENT RURAL PTY LTD	RETIC, HARDWARE, CULVERT PIPE	4011.88
EFT26840	11/09/2024	KALBARRI AUTO CENTRE	SERVICE & REPAIR KAL TIP TRUCK	1540.00
EFT26841	11/09/2024	KALBARRI EXPRESS FREIGHT	FREIGHT	56.63
EFT26842	11/09/2024	BP KALBARRI	BOOTS, RETIC, HARDWARE	965.27
EFT26843	11/09/2024	KALBARRI WAREHOUSE	HARDWARE	129.15
EFT26844	11/09/2024	KALBARRI CARRIERS	FREIGHT	1155.00
EFT26845	11/09/2024	KALBARRI NEWSAGENCY	STATIONERY	26.70
EFT26846	11/09/2024	GRAEME RALPH	REPAIR FLOOD DAMAGED ROADS	2347.40
EFT26847	11/09/2024	KALBARRI DEVELOPMENT ASSOCIATION (TRUST)	KDA GRANT STAYING IN PLACE	27500.00
EFT26848	11/09/2024	KEMPTON ELECTRICAL CONTRACTING	ELECTRICAL WORKS PT GREG, NTON DRS	3449.42
EFT26849	11/09/2024	KIMBERLEY QUARRY PTY LTD	7MM AGGREGATE STOCKPILE	3355.88
EFT26850	11/09/2024	LIMITLESS PROMOTIONS	DOG & CAT REGO TAGS	276.00
EFT26851	11/09/2024	MACH ONE AUTO ONE	PARTS	137.70
EFT26852	11/09/2024	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT26853	11/09/2024	GERALDTON TOYOTA	CAR SERVICE	625.91
EFT26854	11/09/2024	NORTHAMPTON AUTO ELECTRICS	GLOBES, TRAILER PLUG, LED LIGHTS	407.00
EFT26855	11/09/2024	NORTHAMPTON FAMILY STORE	24/25 UNIFORMS OUTSIDE STAFF	9486.15
EFT26856	11/09/2024	PORT GREGORY CARAVAN PARK	PT GREG BBQ GAS REFILLS	100.00
EFT26857	11/09/2024	REECE PTY LTD	SEPTIC PUMP PIT PT GREG & RAKE PL	10255.42
EFT26858	11/09/2024	ROAD RUNNER MECHANICAL SERVICES	TIP TRUCK RADIATOR & HOSES	2167.11
EFT26859	11/09/2024	SUN CITY PRINT & DESIGN	FIRST & FINAL FIREBREAKS NOTICES	634.70
EFT26860	11/09/2024	THE SHEARING SHED CAFE	CATERING	156.75
EFT26861	11/09/2024	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	FIRST AID SUPPLIES	40.00
EFT26862	11/09/2024	THE SEWING FAIRY	EMBROIDERY OF 24/25 UNIFORMS	940.00
EFT26863	11/09/2024	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	GRAVEL PUSHUP & STOCKPILE VARIOUS	34919.50
EFT26864	11/09/2024	2V NET IT SOLUTIONS	COMPTER MTCE SEPT 24	574.00
EFT26865	11/09/2024	TOTALLY WORKWEAR GERALDTON	UNIFORMS	417.57
EFT26866	11/09/2024	TRUCKLINE	PARTS	231.20
EFT26867	11/09/2024	READYTECH (IT VISION)	SYNERGYSOFT SUBSCRIPTION	1347.13
EFT26868	11/09/2024	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	6.60
EFT26869	11/09/2024	WILSONS SIGN SOLUTIONS	HKS MEMORIAL WALL PLAQUE	165.00
EFT26870	11/09/2024	WURTH AUSTRALIA PTY LTD	HARDWARE	224.42
EFT26872	12/09/2024	AARO GROUP PTY LTD	KAL SEWER MAINS EXTENTION PROGRESS CLAIM 1	5850.91
EFT26873	17/09/2024	NEO CIVIL ENGINEERING CONTRACTORS	DRFA COASTAL INFRASTRUCTURE REPAIRS	1017676.71
EFT26874	24/09/2024	ANTHONY WILLIAM ALLEN	REFUND	147.00
EFT26875	24/09/2024	KALBARRI IGA	ALLEN CENTRE SUPPLIES	260.71

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26876	24/09/2024	AUSTRALIAN TRAINING MANAGEMENT	TRAFFIC MANAGEMENT TRAINING	2600.00
EFT26877	24/09/2024	AZIMUTH BUILDING & CONSTRUCTION	HCC REPAIR ROOF	528.00
EFT26878	24/09/2024	BATTERY MART	BBQ BATTERY PT GREG	96.80
EFT26879	24/09/2024	BOLTSRUS	TOOLS	105.28
EFT26880	24/09/2024	BUNNINGS (GERALDTON WAREHOUSE)	DECKING OIL, ASPHALT	536.32
EFT26881	24/09/2024	CITY OF GREATER GERALDTON	REFUSE DISPOSAL	20908.58
EFT26882	24/09/2024	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM 240LT REFUSE COLLECTIONS	44161.31
EFT26883	24/09/2024	CONCEPT MEDIA PTY LTD	KVC ADVERTISING	1013.86
EFT26884	24/09/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	104.26
EFT26885	24/09/2024	SIMON DRAGE	VARIOUS REPAIRS	704.00
EFT26886	24/09/2024	CENTRAL REGIONAL TAFE	DOG & CAT MICROCHIP TRAINING	745.52
EFT26887	24/09/2024	ENGIN	TELEPHONE CHARGES	337.87
EFT26888	24/09/2024	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER MTCE	105.11
EFT26889	24/09/2024	FREEMANS LIQUID WASTE PTY LTD	PUMP SEPTICS VARIOUS	2730.00
EFT26890	24/09/2024	GERALDTON LOCK & KEY SPECIALISTS	NTON DEPOT BOWSER KEYS	291.30
EFT26891	24/09/2024	GERALDTON AG SERVICES	ROLLER PARTS	153.75
EFT26892	24/09/2024	ATOM GERALDTON	TRAFFIC CONES	1029.60
EFT26893	24/09/2024	GERALDTON & MIDWEST SECURITY SERVICES	SECURITY SYSTEM QUARTERLY PAYMENT	1182.84
EFT26894	24/09/2024	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	2927.68
EFT26895	24/09/2024	GREENFIELD TECHNICAL SERVICES	KALBARRI WIDENING WORKS CONSULTANT	4908.75
EFT26896	24/09/2024	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUELS, FUEL CARDS	29337.73
EFT26897	24/09/2024	C + J HANSON PLUMBING CONTRACTORS	VARIOUS PLUMBING REPAIRS	3231.84
EFT26898	24/09/2024	HOPPYS PARTS R US	NTON DEPOT AIR FITTINGS & CONSUMABLES	724.24
EFT26899	24/09/2024	HORROCKS COMMUNITY CENTRE INC.	REFUND PLANNING APPLICATION FEE	147.00
EFT26900	24/09/2024	INDEPENDENT RURAL PTY LTD	HARDWARE, RETIC, CULVERT PIPE	5834.51
EFT26901	24/09/2024	KALBARRI WAREHOUSE	HARDWARE, RETIC	154.25
EFT26902	24/09/2024	KALBARRI CARRIERS	FREIGHT	309.38
EFT26903	24/09/2024	KALBARRI NEWSAGENCY	BATTERIES	13.95
EFT26904	24/09/2024	GRAEME RALPH	DRFACOASTAL INFRASTR REPAIR VARIATION	1386.00
EFT26905	24/09/2024	KEMPTON ELECTRICAL CONTRACTING	PT GREG TOILET ELECTRICAL	3164.88
EFT26906	24/09/2024	L & MR KRASSOVSKY	RATES REFUND	2731.31
EFT26907	24/09/2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	1193.60
EFT26908	24/09/2024	LGRCEU	PAYROLL DEDUCTIONS	41.00
EFT26909	24/09/2024	MIDWEST FIRE PROTECTION SERVICES	FIRE EXSTINGUISHER & BRACKET	475.38
EFT26910	24/09/2024	MIDWEST AERO MEDICAL AIR AMBULANCE	PRE EMPLOYMENT MEDICALS	1004.74
EFT26911	24/09/2024	MOORE	24/25 STATUTORY BUDGET DOCUMENT	16500.00
EFT26912	24/09/2024	MY WAY COMMUNITY ALLIANCE LTD	REFUND OVERPAYMENT	90.00

ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT26913	24/09/2024	NORTHAMPTON AUTO ELECTRICS	VARIOUS REPAIRS & PARTS	2846.00
EFT26914	24/09/2024	PATIENCE SANDLAND PTY LTD	LUPIN MULCH	277.20
EFT26915	24/09/2024	PESTAKILL WA	PEST CONTROL	1359.80
EFT26916	24/09/2024	SYNERGY	ELECTRICITY CHARGES	16419.20
EFT26917	24/09/2024	PAUL SHERIFF	UPDATE SYNERGY RATES	495.00
EFT26918	24/09/2024	SKYTRUST	SKYTRUST SUBSCRIPTION	493.90
EFT26919	24/09/2024	TINA SOURROUP	REIMB TRAINING	62.79
EFT26920	24/09/2024	SRD CONTRACTING PTY LTD	EXCAVATOR HIRE FOR ROAD REPAIRS	12969.00
EFT26921	24/09/2024	TELSTRA	TELEPHONE CHARGES	9368.66
EFT26922	24/09/2024	THE SEWING FAIRY	EMBROIDERY OF 24/25 UNIFORMS	40.00
EFT26923	24/09/2024	THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD	DOZER HIRE GRAVEL PUSHUP	17446.00
EFT26924	24/09/2024	LANDGATE	VALUATION EXPENSES	189.60
EFT26925	24/09/2024	WESTRAC EQUIPMENT PTY LTD	LOADER BOOM DIAGNOSTIC TEST	1287.44
EFT26926	24/09/2024	WILSONS SIGN SOLUTIONS	HKS MEMORIAL WALL PLAQUE	275.00
EFT26927	24/09/2024	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF AUG 24	772.11
EFT26928	24/09/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BRB AUG 24	1254.65
				<u><u><u>\$1,682,184.19</u></u></u>

MUNICIPAL FUND CHEQUES

Chq #	Date	Name/Payee	Description	Amount
22509	11/09/2024	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS & REPAIRS	469.20
22510	11/09/2024	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	151.90
22511	12/09/2024	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES	200.00
22512	17/09/2024	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES	200.00
22513	17/09/2024	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES	200.00
22514	24/09/2024	GERALDTON MOWER & REPAIR SPECIALISTS	PARTS & REPAIRS	472.60
22515	24/09/2024	KLEENHEAT GAS	HCC GAS SERVICE	100.10
22516	24/09/2024	RIGHT 4 THE ROAD	KAL & NTON BUS INSPECTION	498.30
22517	24/09/2024	SHIRE OF NORTHAMPTON	BRB & BCITF COMMISSION AUG 24	73.00
			\$ 2,365.10	

FUEL CARD PURCHASES

Payment #	Payment Date	Name/Payee	Transaction Date Description	Transaction Amount	Total
EFT26894	24/09/2024	GERALDTON FUEL COMPANY PTY LTD	14/08/2024 CEO TOYOTA PRADO	207.44	
			21/08/2024 CEO TOYOTA PRADO	129.84	
			23/08/2024 CEO TOYOTA PRADO	104.33	
			30/08/2024 CEO TOYOTA PRADO	106.77	
			23/08/2024 MWTS FORD RANGER	162.71	
			27/08/2024 MWTS FORD RANGER	142.11	
			29/08/2024 MWTS FORD RANGER	61.64	
			4/08/2024 EHO CAMRY	69.02	
			14/08/2024 EHO CAMRY	75.80	
			2/08/2024 P&G FORTUNA	56.30	
			7/08/2024 P&G FORTUNA	101.99	
			10/08/2024 P&G FORTUNA	30.42	
			10/08/2024 P&G FORTUNA	95.33	
			15/08/2024 P&G FORTUNA	87.26	
			18/08/2024 P&G FORTUNA	67.10	
			22/08/2024 P&G FORTUNA	79.99	
			24/08/2024 P&G FORTUNA	41.96	
			26/08/2024 P&G FORTUNA	90.90	
			30/08/2024 P&G FORTUNA	79.11	
			31/08/2024 P&G FORTUNA	53.79	
			3/08/2024 EMCDR FORD RANGER	142.30	
			4/08/2024 EMCDR FORD RANGER	110.60	
			9/08/2024 EMCDR FORD RANGER	126.03	
			14/08/2024 EMCDR FORD RANGER	83.74	
			17/08/2024 EMCDR FORD RANGER	116.74	
			19/08/2024 EMCDR FORD RANGER	134.39	
			22/08/2024 EMCDR FORD RANGER	109.70	
			SUNDRY PLANT	260.37	
				<u>\$ 2,927.68</u>	
EFT26896	24/09/2024	GREAT SOUTHERN FUEL SUPPLY	DEPOT BOWSERS	27,891.41	
			3/08/2024 P&G FORTUNA	116.50	
			9/08/2024 P&G FORTUNA	125.01	
			17/08/2024 P&G FORTUNA	71.00	
			20/08/2024 P&G FORTUNA	130.15	
			7/08/2024 CEO TOYOTA PRADO	202.59	
			19/08/2024 CEO TOYOTA PRADO	225.44	
			27/08/2024 CEO TOYOTA PRADO	183.80	
			24/08/2024 EMCDR FORD RANGER	142.86	
			28/08/2024 EMCDR FORD RANGER	121.57	
			31/08/2024 EMCDR FORD RANGER	127.40	
				<u>\$ 29,337.73</u>	



Executive Manager Community, Development and Regulation Activity Report

1 JULY TO 30 SEPTEMBER 2024

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Director Activity for the period

- Met with Kalbarri Development Association on various matters;
- Teams based introduction meeting with Department of Housing and GROH program co-ordinator regarding their future program and housing opportunities within the Shire;
- Along with CEO attended a project update with Australian Garnet representatives;
- Along with CEO met with Oakajee Energy to receive an update on their activities within the District;
- Attended the Nanda Aboriginal Corporation ILUA signing ceremony in Kalbarri;
- Preparation of 10 agenda items for the July, August and September Council meetings and attendance at those Council meetings.
- Participated in Agenda Review with Executive Officers for July, August and September Council Agenda's;
- Attended July and August Executive Management Team Meetings;
- Completed Preliminary Opportunities and Constraints Analysis for Kalbarri Foreshore;
- Attended Budget Workshop with Councillors on 6 August;
- Attended Social Impact Workshop with Murchison Green Hydrogen consultants;
- Issued Annual Fire Break Notice;
- Liaised with several Bushfire Brigades over required equipment and servicing;
- Prepared and submitted draft Project Management Plan relating to Phase 1 of the Kalbarri Foreshore revitalisation project;
- Completed preliminary design for RSL Memorial Kalbarri;
- Met with representatives from the Department of Planning, Lands and Heritage in respect of coastal management at Horrocks;
- Received resignation from Ric Davey – Kalbarri Ranger and commenced process for recruitment including review of current position description;
- Met with Tourism WA regarding zoning and potential future development and use of the old Rainbow Jungle site in Kalbarri;
- Various meetings throughout the period with community group representatives, business owners and members of the public;
- Met with representatives from the JK Foundation regarding their proposed youth development programs;
- Took 7 days leave from 3 September, returning on 10 September and 1 additional

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leave day on 16 September;

- Progressed with Red Bluff Dual Use Path project, appointing contractors;
- Performed as Acting CEO whilst CEO on leave;
- Finalised arrangements with Shire of Shark Bay and Shire of Chapman Valley in terms of shared use of the Shire's Environmental Health Officer;
- Investigated formal complaint against staff member, finding no evidence staff member did as claimed;
- Together with CEO, participated in review of Community Grant applications;
- Prepared proposed Plans for Amalgamation of 3 and 5 Rake Place and lodged application for subdivision with Department of Planning, Lands and Heritage;
- Met with new manager of IGA Northampton;
- Met with representatives from Midwest Development Commission and Department of Primary Industry and Resource Development regarding draft Financial Assistance Agreement over Kalbarri Foreshore;
- Following the above meeting, substantially reviewed and expanded Draft /Project Management Plan relating the Kalbarri Foreshore to include:
 - A more detailed critique of the Kalbarri Foreshore Masterplan, identifying those elements that the Shire cannot proceed with and why,
 - identifying substantial savings in proposed budget to make funding available for other desired elements of the plan;
 - Providing Mid-West Development Commission with an alternative proposed budget breakdown.
- Provided feedback to Mid West Development Commission in respect of the Draft Financial Agreement relating to \$8.1 million budget for Kalbarri Foreshore revitalisation.

Staff Movements

- Kalbarri Ranger Rick Davey tendered their resignation, with final day at work being 6 September, the balance of notice period being taken as leave;
- Planning Officer – Kaylene Roberts commenced with the organisation;
- Commenced employment process for new Shire Ranger and Community Development Officer positions.

Focus for the upcoming period

- Finalise Financial Assistance Agreement – Kalbarri Foreshore Revitalisation Project and continue with design processes;
- Convene Bush Fire Brigade Meeting;
- Hold First meeting of Kalbarri Foreshore Revitalisation Advisory Committee following once the FAA is completed.
- Arrange and complete relevant Shire Officers Performance Reviews, including the identification of focus areas for balance of 2024 (carry forward from previous quarter);
- Finalise processes to ensure more detailed input from other departments into October to December 2024 quarterly report (carry forward from last quarter);
- Finalise the review of the Shire's Local Planning Policies
- Continued liaison with the proponents of Murchison Green Hydrogen project and their consultants;



KALBARRI REFUSE SITE

Report by - S Stock Standen

WHS Coordinator

Oct 2024

INTRODUCTION

The refuse site currently poses a serious safety concern due to an open edge that leads to a 2-meter drop into the skip bin area. This presents a significant risk to both staff and the public. The absence of adequate protective barriers around this drop height increases the likelihood of accidental falls, making immediate intervention critical.

This hazard becomes even more pressing considering that WorkSafe has identified refuse sites as a priority for inspections this year, following several incidents in WA last year. In line with these concerns, a recent incident at the site, where an individual fell into the skip bin area, further highlights the need for urgent corrective actions this was at our Northampton Refuse site.

A comprehensive risk assessment has been carried out to address these safety risks and propose protective measures. Ensuring the safety of all personnel is our top priority, and we are committed to improving safety protocols in this high-risk area. According to workplace health and safety (WHS) regulations, any drop over 2 meters requires protective barriers or railings to prevent falls, as working at height without protection violates safety standards.

PROPOSED SAFETY IMPROVEMENTS: REFUSE SITE SKIP BIN AREA

Enhancement Options: To improve both safety and usability at our refuse site, we propose implementing a solution similar to the one adopted at the Mullewa refuse site. Their setup includes a concrete barrier that allows vehicles to reverse up to the edge without the risk of overstepping, while also incorporating safety features for those using the skip bins.

Recommended Solution:

1. **Concrete Barrier Installation:** A concrete barrier would be constructed along the edge of the skip bin area to prevent vehicles from accidentally driving over the edge. This barrier would also serve as a secure platform for waste disposal activities, offering a sturdy surface for wheelie bins to lean against during tipping.
2. **Protective Railing:** In addition to the concrete barrier, we recommend installing a railing on top of the barrier. This would provide fall protection for individuals throwing rubbish into the skips. The railing would not exceed 1200mm in height, ensuring that wheelie bins can still be easily tipped into the skips. The design allows the wheelie bins to rest on the concrete barrier, lifting the bottom of the wheelie bin for easier emptying without requiring the public to lean over the dangerous drop.

BENEFITS OF UPGRADING

ENHANCED SAFETY & USER-FRIENDLY DESIGN

This dual system of a concrete barrier and railing will significantly reduce the risk of accidental falls or vehicle mishaps, ensuring compliance with WHS regulations regarding working at heights.

The design allows for easy, safe disposal of waste, ensuring that wheelie bins can be emptied efficiently without compromising safety or convenience

COMPLIANCE WITH BEST PRACTICES

This solution follows the example set by the Mullewa refuse site, which has successfully addressed similar risks with this approach

By adopting this proven solution, we can enhance the safety and functionality of the skip bin area while ensuring compliance with safety standards and improving the user experience for both workers and the public.

SUMMARY OF PROPOSED SAFETY IMPROVEMENTS FOR REFUSE SITE:

We recommend adopting a safety solution similar to the Mullewa refuse site by installing a concrete barrier along the skip bin area. This barrier will prevent vehicles from driving over the edge while allowing for easy waste disposal. Additionally, a protective railing (under 1200mm) will be added on top of the barrier to prevent falls while still allowing wheelie bins to be tipped safely into the skips. This approach enhances safety, complies with WHS regulations, and ensures ease of use for both staff and the public.

MULLEWA REFUSE SITE PHOTOS



MULLEWA REFUSE SITE CONCRETE BARRIER FOR TRUCKS AND CARS
TO REVERSE UP TO



3

KALBARRI REFUSE SITE



4





LOCAL PLANNING POLICY MANUAL

All Policies contained within this Policy Manual have been prepared in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 and unless otherwise specified apply to all land subject of the Shire of Northampton Local Planning Schemes No 10 – Northampton District and No 11 - Kalbarri Townsite.

In processing, assessing and determining applications Shire Officers and Council must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

Record of Adoption

Stage	Document Version	Approval Date
<i>Draft for Council Consideration</i>	<i>Format & Index</i>	

Index

Local Planning Policy No	Title	Page
<i>LPP 6.1.1</i>	<i>General Matters for Planning Proposals</i>	<i>3</i>
<i>LPP 6.1.2</i>	<i>Public Consultation for Planning Proposals</i>	<i>6</i>
<i>LPP 6.1.3</i>	<i>Residential Design Codes (including Local Variations)</i>	
<i>LPP 6.1.4</i>	<i>Signage/Advertising Devices</i>	
<i>LPP 6.1.5</i>	<i>Ancillary Accommodation (Non R-Code Areas)</i>	
<i>LPP 6.1.6</i>	<i>Temporary Accommodation and Camping on Private Land</i>	
<i>LPP 6.1.7</i>	<i>Holiday Accommodation</i>	
<i>LPP 6.1.8</i>	<i>Non-Residential Land Uses (including Tourism)</i>	
<i>LPP 6.1.9</i>	<i>Rural Land Uses</i>	
<i>LPP 6.1.10</i>	<i>Development Precincts (incl Half Way Bay)</i>	
<i>LPP 6.1.11</i>	<i>Compliance and Enforcement</i>	
<i>LPP 6.1.12</i>	<i>Heritage Conservation</i>	
<i>LPP 6.1.13</i>	<i>Development and Subdivision Specifications</i>	
<i>LPP 6.1.14</i>	<i>Repurposed and Secondhand Buildings</i>	
<i>LPP 6.1.15</i>	<i>Renewable Energy Facilities</i>	
<i>LPP 6.1.16</i>	<i>Social Impact Assessment</i>	
<i>LPP 6.1.17</i>	<i>Telecommunications Infrastructure</i>	

	<p>Local Planning Policy No 6.1.1</p> <p>General Matters Applications for Planning Proposals</p>
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1. Introduction

1.1 Purpose

The purpose of this Policy is to clarify the local government's position relating to in-principle decisions, clause 61A single house exemption check applications and to identify the 'exceptional circumstances' where applications may be processed without prior payment of the application fees due in accordance with the Shire of Northampton's adopted Schedule of Fees and Charges.

1.2 Objectives

The objective of this Policy is to ensure all decisions relating to land use and development within the Shire of are made in accordance with the local government's obligations under the Planning and Development Act 2005 (the Act) and the Shires Local Planning Schemes as well as having a clear position on waiving of fees for applications lodged by sporting, charitable or other not-for-profit community groups.

1.3 Interpretation

For the purpose of this policy, all terms and references shall have the same meaning as given by the provisions of the Act, *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), Local Planning Scheme No 10 – Northampton District and Local Planning Scheme No 11 – Kalbarri Townsite.

1.4 Application of Policy

This Policy applies to planning decisions relating to all land within the Shire and to all Applications for planning proposals lodged in accordance with the Local Planning Schemes.

2.0 Policy Provisions

2.1 In-Principle Decisions

Local governments are occasionally requested to provide 'in-principle' support to a particular land use proposal, providing applicants with an indication of the level of support prior to committing resources towards a formal development application.

Legally, proposals for land use and/or development can only be determined in accordance with Schedule 2, Part 9 of the Regulations and applicable Local Planning Scheme(s) provisions. Proposals must be assessed against the criteria set out in Clause 67 of the

Deemed to Apply Provisions of the Regulations. There is no legal basis on which a local government may make an in-principle decision relating to land use planning matters.

1.1 No In-Principle Decisions

The Shire of Northampton will not make a decision relating to the use or development of land unless it is subject to an Application for Planning Approval, or an Application for Subdivision / Amalgamation documentation lodged with the Western Australian Planning Commission and formally referred to the local government for comment.

1.2 Scheme Amendment Requests

Notwithstanding clause 1.1 above, the Council may consider requests for support of amendments to the Scheme prior to submission of a formal Scheme Amendment documentation. The purpose of a Scheme Amendment Request is to identify whether a scheme amendment proposal is consistent with local government strategic planning objectives.

Any such support, given by resolution of Council shall not be construed as formal initiation of a Scheme Amendment process. Notwithstanding any support by resolution of Council, the local government reserves the right to assess a formal Scheme Amendment on the merits following receipt of Scheme Amendment documentation and will not to be encumbered by any previous resolution of support.

2.2 Provision of Preliminary Advice

Officers of the local government are permitted to provide 'without prejudice' preliminary advice on planning requirements to landowners, consultants, government agencies and members of the public. All advice is to be given having regard to

- The provisions of the Shire's Local Planning Scheme's;
- Adopted Local Planning Policy;
- Those matters to be considered under Section 67 of the Deemed to Apply Provisions as set out in the Regulations;
- State Planning Policy where relevant; and
- The level of delegation that would apply to a corresponding application and the processes to be followed should the proposal proceed.

2.3 Section 61A Single House Exemption Check

The Shire of Northampton will provide advice to landowners in the Shire area whether their proposal relating to the erection, alteration, or addition to a single house is exempt in accordance with clause 61(1) of the Deemed to Apply Provisions. This advice shall be subject to payment of fees in accordance with the Shire of Northampton's adopted Schedule of Fees and Charges.

2.4 Processing of Applications without Payment of Fees

In accordance with Clause 62(1) of the Deemed to Apply Provisions, all applications for development approval must be:

- (a) *made in the form of the “Application for development approval” set out in clause 86(1); and*
- (b) *signed by the owner of the land on which the proposed development is to be located; and*
- (c) *accompanied by any fee for an application of that type set out in the Planning and Development Regulations 2009 or prescribed under the Local Government Act 1995; and*
- (d) *accompanied by the plans and information specified in clause 63.*

Local Government is regularly requested to waive the fees referred to in point (c) above. As fees are set in accordance with the Shire’s adopted Schedule of Fees and Charges and form part of the Annual Budget, they can only be varied by Council through a resolution passed by absolute majority.

To expedite the processing of applications by genuine not-for profit organisations, the Shire of Northampton will process the application without requiring prior payment of the application fee where a waiver is sought. Shire Officers will then prepare an item for Council consideration, allowing Council to consider the request for fee waiver at the same time as considering the application for Development Approval.

Not-for-profit groups seeking to have their application dealt with under delegated authority must pay the required application fee on lodgment of the Application for Development Approval in accordance with clause 62(1) of the ‘Deemed Provisions’.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.2</p> <p>Consultation for Planning Proposals</p>
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1.0 Introduction

1.1 Purpose

The purpose of this policy is to clearly define the different levels of consultation and processes that will be undertaken and advice that will be provided in respect of a range of land use and development proposals, to provide the community with adequate and appropriate opportunities to be kept informed and comment on and respond to issues and proposals.

1.2 Objectives

The objectives of the Policy are to ensure that consistent methods of consultation are used when advertising and/or referring a planning proposal for comment, with the requirements for consultation based on the level of potential impact associated with the proposal.

1.3 Interpretation

For the purposes of this policy the following definitions are provided:

“Adjoining” means any land (or owner of land) which abuts an application site or is separated from the site only by a pathway, driveway, right-of-way or similar thoroughfare (excluding a public road reserve).

“Affected Person” means a person who owns (or occupies) land that adjoins an application site or the enjoyment of which, may be detrimentally affected by the use or development on an application site.

“Nearby Land” means any land (other than adjoining land) which may be adversely affected by a development proposal and, where appropriate, may include owners (or occupiers) within a neighbouring local government.

“Notify” means written communication by the local government or the proponent of a development proposal containing relevant information about the development proposal for the purpose of advice or seeking comment.

“Relevant Information” means the principal details of a development proposal as determined by the author of any notification to be sufficient to describe the proposal and its potential impacts. Each notification is to provide further information as to where and when full particulars of the development proposal can be inspected during the period during which comments are sought.

“Respondent” means those affected persons who have provided written comment on a proposal within the formal comment period, or shortly thereafter at the discretion of the local government.

1.4 Application of Policy

The provisions of this policy apply to all planning applications within the Shire which require a consultation period in accordance with either the Residential Design Codes of Western Australia, provisions of the Planning and Development (Local Planning Scheme) Regulation 2015 or the Shire’s Local Planning Schemes.

The Local Government will predominantly consult with owners of land and, where appropriate, will also consult with occupiers of the land.

2.0 Application Requirements

Applications for approval are expected to demonstrate due regard for the accompanying information requirements as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*, relevant State Planning Policy and the Shire’s Local Planning Schemes and adopted Local Planning Policies.

3.0 Policy Statement

The method of consultation used will relate to the legislative requirements and (in the opinion of the Local Government) the likely extent of the impact on the community or the interest likely to be generated by the community with respect to the proposed land use or development. In any event the Local Government has the discretion to publicly advertise any town planning proposal.

3.1 Consultation level requirement by Development Proposal Type

The below matrix is the basis upon which the appropriate level of consultation with affected persons and the community will generally be determined for land use and development proposals. Where proposals occur that do not clearly fall within the matrix, or where circumstances indicate that the standard level would not be appropriate, the Local Government shall use its discretion to establish the consultation process required. Notwithstanding compliance, proposals that are considered to have a substantial impact due to their scale, size or nature may require consultation.

Development Proposal Type	Consultation Level
Design Guidelines	D
Local Planning Policies	D
Management Plans (local)	C
Development Applications (permitted uses)	A
Development Applications (discretionary)	
• likely to impact on surrounding owners/occupiers; or	B
• not likely to impact on surrounding owners/occupiers	A
Development Applications (discretionary after advertising)	C

<ul style="list-style-type: none"> impacts are confined to adjoining properties and the immediate vicinity of the proposal; or impacts affect the broader locality in addition to adjoining properties 	D
Residential Design Codes Design Principle Assessment	B
Structure Plans	D
Strategic Plans / Documents: <ul style="list-style-type: none"> impacting on specific sectors / areas of the community impacting on the Shire in general 	D E
Subdivision Referrals	A
Local Planning Scheme Amendments	D
Townsite Plans / Local Planning Strategies	D
Local Planning Scheme Review	E

3.2 Level A – No Consultation

No consultation will occur where the proposal:

- is determined by the Chief Executive Officer as having no predictable detrimental impact on the character or amenity of the immediate or general locality;
- is determined by the local government as not being required or is precluded under relevant legislation; or
- has previously occurred, and only minor modifications or modifications that address concerns previously raised are proposed.

3.3 Level B – Consultation with Owners of Adjoining Land

Where, in respect of any proposal, the 'Deemed-to-Comply' Provisions of the Residential Design Codes are not complied with, the owners of land adjoining the application site affected by the non-compliance will be consulted unless the proponent has already undertaken the necessary consultation and secured agreement or obtained comment.

Where (in respect of other proposals) a proposed development will be visible from any road or other public place and/or will be likely to have an impact on the streetscape, visual amenity and ambience of properties in immediate proximity to the site, the owners of properties adjoining, and those on the other side of any street immediately opposite the application site, will be consulted.

The local government may undertake one or more of the following:

- Consult with the owners of properties determined as being potentially affected by a development proposal in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgment of any submissions.
- Where an affected landowner is consulted by the proponent of a development proposal, evidence of the acceptability of the proposal should be provided by way of a signed letter of no-objection and endorsement by way of no-objection

comment, signature, printed name and full address on a copy of the plan(s) submitted for approval.

3.4 Level C – Consultation with Owners of Nearby Land

Where a proposed land use or development is determined by the local government as having the potential to impact on not only the use or enjoyment of land adjoining the application site but also other neighbouring land, the owners of those neighbouring properties will be consulted.

As part of the consultation process, the local government may undertake one or more of the following:

- a) The owners of properties determined as being potentially affected by a development proposal (generally owners of all land within a radius of 60m of the boundary of the application site for land within an urban area or within an existing settlement) will be consulted in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgment of any submissions.
- b) Dependent upon the level of impact in the area, the local government may also publish a notice of the development proposal in a newspaper circulating in the area inviting comment within a specified period, with an additional fee to be levied on the applicant pursuant to the local government's schedule of fees and charges.

3.5 Level D – Consultation with Owners/Occupiers of land in the Locality

Where a proposed land use or development is determined by the local government as having the potential to impact upon the use or enjoyment of land within an area or a settlement but not extending to the whole of the municipality or specific interest groups within that area, the community within that area will be consulted.

As part of consultation process, the local government may undertake one or more of the following:

- a) publish a notice of the development proposal in a newspaper circulating in the area;
- b) arrange for a sign or signs to be placed in a prominent position(s) on the site;
- c) consult the owners of all land within a radius of 100m of the boundary of the application site for land within an urban area or within an existing settlement, or 500m radius for land within a rural area, except where it is determined by the local government that the proposal will not have any significant impact on certain portions of the area;
- d) consult with the owners of land beyond the foregoing areas where, in the opinion of the local government, there will be an impact along key transportation facilities, tourist routes or view-sheds; and/or
- e) consult as necessary with other affected government agencies or statutory authorities as the case requires,

Drawing attention to the form of the development proposal and inviting comment within a period not being less than 14 days or, where appropriate, such longer period as may be necessary to comply with relevant legislation (Schedule 2 Part 2 Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a minimum of 21 days in the case of Local Planning Policies).

3.6 Level E – Consultation with Entire Shire

Where proposals or projects are of State, regional or shire wide significance the community will be consulted in a manner as determined by the local government. In relation to complex applications, the local government may exercise flexibility to determine the level of consultation that is required and the best means by which maximum public feedback may be obtained.

3.7 Submissions

The local government will only accept submissions where:

- a) it has been signed by the respondent and contact details, including address for correspondence, is provided.
- b) comments on the development are provided in legible written English.

A petition will only be considered where it:

- is addressed to the Chief Executive Officer;
- is made entirely by electors of the local government;
- states the request/reason(s) on each and every page of the petition;
- contains the names, addresses and signatures of the electors making the request, and the date each elector signed; and
- states the name of a single person upon whom, and an address at which, notice to the all the petitioners can be given.

All submissions received will be summarised for reporting to Council with:

- a) submissions treated in confidentiality (unless otherwise prescribed by the relevant legislation), although Councillors may request a copy of any/all submissions.
- b) matters taken into account from submissions being based on valid planning grounds, including, but not limited to:
 - considerations outlined in the relevant Local Planning Scheme, Local Government policy and/or strategy.
 - potential for detrimental impact on the enjoyment of nearby properties from such causes as the effect on views to and from the development site, overshadowing, privacy, noise impact, or the scale, height, external appearance and bulk of proposed new developments.
 - impact of the proposal on streetscape and the amenity of the locality.
 - heritage values or significance.
 - adequacy of access, egress, parking and maneuvering including disabled access. - traffic generation and probable effect on safety and traffic movement.

- removal of, or increased threat to, natural vegetation.
- the assessed fire hazard appropriate to the land and the proposed new land use and development.
- any other environmental consideration including but not limited to potential for soil erosion or land degradation, water quality degradation, or increased environmental risk.
- potential loss of any community service or benefit.
- adequacy of community and public utility services.
- any other matter relevant to orderly and proper planning

The local government upon determining the application may either:

- a) send to each respondent a letter.
 - acknowledging receipt of the submission.
 - advising of the determination of the development proposal concerned, providing reasons for that determination; and
 - advising the name and position of the officer of the local government from whom further information can be obtained.
- b) place an advertisement in the local paper providing public advice as to the outcome of the matter.

3.8 Delegation

Authority is delegated to the Chief Executive Officer for the following:

- i. determine the level of consultation required for each application.
- ii. to determine submissions received shortly after the formal comment period.


RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.3</p> <p>Residential Design Code Variations</p>
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To be finalised, combining the following current Local Planning Policies

- Buildings on Boundary Variation 2018;
- Outbuildings 2018;
- Street walls and Front Fences in Kalbarri
- Shipping Containers

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.4</p> <p>Signage/Advertising Devices</p>
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Current policy provisions to be reviewed.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.5</p> <p>Ancillary Accommodation in Non-Residential Design Code Areas</p>
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Current policy provisions to be reviewed.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.6</p> <p>Temporary Accommodation and Camping on Private Land</p>
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Draft presented to Council on 17 October 2024 is yet to be advertised.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.7</p> <p>Holiday Accommodation</p>
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Policy to be prepared, incorporating the current Local Planning Policy for Holiday Houses, but to also address other forms of Short Stay Accommodation in accordance with State Planning Policy Guidelines for Short Term Residential Accommodation including commercial Caravan Parks and Camping Grounds.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	V1 15 September 2023	Advertising	
	V1 17 November 2023	Final Adoption	


	<p>Local Planning Policy No 6.1.8</p> <p>Non-Residential Development Including Tourism</p>
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Revised Policy to be prepared combining the following existing Local Planning Policies

- Alfresco Dining; and
- Commercial Recreational Tourism Activities.

Additional provisions to be included to guide the form, design and construction of carparking, landscaping and vehicle loading bays amongst other non-residential standards.


RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.9</p> <p>Rural Land Uses</p>
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Revised Policy to be prepared combining the following existing Local Planning Policies

- Agroforestry;
- Extractive Industry;
- Intensive Agriculture;
- Rural Tourism; and
- Temporary Workers Accommodation.


RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.10</p> <p>Development Precincts</p>
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Revised Policy to be prepared combining the following existing Local Planning Policies


- Settlers Hill Detailed Area Plan;
- Halfway Bay Reserve Design Guidelines;
- Rake Place Design Guidelines; and
- Any other area identified as having Design Guidelines.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.11</p> <p>Compliance and Enforcement</p>
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Revision of the Policy to be completed.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.12</p> <p>Heritage</p>
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1. Introduction

1.1 Background

The Shire of Northampton is home to a rich and diverse range of heritage places which it seeks to document, conserve and protect through existing mechanisms such as the Local Planning Scheme, the Town Centre Conservation Precinct, the Heritage List and the Shire of Northampton Local Government Heritage Survey, previously known as the Municipal Heritage Inventory (MHI).

Places considered worthy of protection are identified on the Heritage List established under Local Planning Scheme No 10 – Northampton District and No 11 – Kalbarri Townsite. A copy of the Heritage List is attached as Appendix 1 to this Policy.

1.2 Objectives

The objectives of the policy are to:

1. Ensure the documentation, conservation and protection of places of cultural heritage significance within the Shire of Northampton;
2. To provide development and design guidance for development of places in the Heritage List and within the Town Centre Conservation Precinct (SCA 4) established pursuant to the Shire of Northampton Local Planning Schemes No. 10 and 11
3. Ensure development does not adversely affect the significance of heritage places;
4. Ensure that sufficient information is provided to enable the local government to make informed decisions when considering applications relating to places of cultural significance;
5. Ensure that heritage significance is given due weight in local planning decision making;
6. provide improved certainty to landowners and the community about the planning processes for heritage identification and protection in the Shire of Northampton.

1.3 Interpretation

For the purposes of this Local Planning Policy, the following terms shall have the same meaning as in Schedule 2, Part 1 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Heritage Act of Western Australia 2018*:

1.4 Application of Policy

1.4.1 Levels of Significance & Management Recommendations

The Local Heritage Survey assigns a management category for each place dependent upon its level of heritage significance.

Category	Level Significance	Description	Management Recommendation
1	Exceptional Significance	Essential to the heritage of the locality	Conservation of the place is considered essential. Any proposed change should not unduly impact on the significance of the place and be in accordance with either a Conservation Plan or Heritage Impact Statement.
2	Considerable Significance	Very important to the heritage of the locality	Conservation of the place is highly recommended. Any proposed change should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible
3	Moderate Significance	Important to the heritage of the locality	Conservation of the place is recommended. Any proposed change to the place should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible
4	Some Significance	Contributes to the heritage and/ or historical development of the locality	Conservation of the place is desirable. Any proposed change to the place should be in sympathy with the heritage values of the place
5	Historic Site	The site has historic significance for its previous use and its role in the historical development of the locality.	Proposed development may need to have regard to possible archaeological evidence remaining on the site. Recognise and interpret the site if feasible. This may be achieved through a variety of methods including, but not limited to, signage, public art, paving treatment and landscaping as well as design treatment of any new development, which reflects the former use of the site.
6	Municipal Inventory Archive	Place was previously included in the Municipal Inventory but has been removed due to demolition or diminished heritage significance	The place does not form part of the relevant local Town Planning Scheme Heritage List. This category is for record keeping purposes only.

1.4.2 Heritage List

All places given a Management Category of 1 and 2 under the Local Heritage Survey are included in the Heritage List. Lesser categories are also included where they have streetscape or landscape significance.

A Development Application is required for all places listed in the Shire of Northampton Heritage List as per clause 61(b)(i) of the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

1.4.3 Threshold for inclusion in the Heritage List

Establishment and maintenance of the Heritage List is a requirement of Clause 8(1) of the Deemed Provisions. Inclusion of a place in the Heritage List will be based on an assessment of cultural heritage significance and the designation of this – assigned level of significance as detailed in the Shire's local government inventory – Local Heritage Survey as indicated in Table 1.

Table 1: Cultural Heritage Significance and inclusion in the Heritage List

Level of Significance	Category	Description	Heritage List
Exceptional Significance	1 (State Register of Heritage Places)	Essential to the heritage of the locality. Rare or outstanding example.	All places with this category are included in the statutory <i>Heritage List</i> .
Considerable significance	2	Very Important to the heritage of the locality. Shows a high degree of integrity/authenticity.	All places with this category are included in the statutory <i>Heritage List</i>
Moderate significance	3	Important to the heritage of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the Heritage List.
Some significance	4	Contributes to the heritage and/or historical development of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the Heritage List.

2.0 Policy Provisions

2.1 Relevant Considerations for Development Proposals

Applications for Development Approval involving a place entered on the Heritage List or land within a designated heritage area under the Scheme, the local government will have regard to the following matters when determining the application:-

- a) the conservation and protection of any place or area that has been registered in the Register (State Register of Heritage Places) under the Heritage Act 2018, or is the subject of a Conservation Order under the Act;
- b) the conservation and protection of any place which is included in the Heritage List under Clause 8 of the deemed provisions of the Shire of Northampton Local Planning Schemes No. 10 and No. 11;
- c) whether the proposed development will adversely affect the significance of any heritage place, including adverse effect resulting from the location, bulk, form or appearance of the proposed development;
- d) the level of heritage significance of the place, based on a relevant heritage assessment;
- e) measures proposed to conserve the heritage significance of the place and its setting;
- f) the structural condition of the place, and whether the place is reasonably capable of conservation;
- g) whether the place is capable of adaptation to a new use which will enable its retention and conservation;
- h) the development control principles set out in *State Planning Policy 3.5 - Historic Heritage Conservation*; and
- i) the provisions of this Local Planning Policy.

2.2 Development Control Principles

The following 'development control principles' must be applied in considering applications for Development Approval in relation to a place entered in the Heritage List or land within a designated heritage area under the Scheme. The weight given to heritage as a consideration will vary, depending on the degree of significance of a place or area, and relevant economic, social or environmental factors that may apply.

2.2.1 Alterations, extensions or change of use affecting a heritage place

- a) Development should conserve and protect the cultural heritage significance of a heritage place based on respect for the existing building or structure, and the least possible change to the significant fabric.
- b) Alterations and additions to a heritage place should not detract from its significance and should be compatible with the siting, scale, architectural style and form, materials and external finishes of the place. Compatibility requires additions or alterations to work with the original fabric rather than simply copying or mimicking it.
- c) In some cases, the conservation and protection of a heritage place may require a change of use to ensure a reasonable beneficial use or return. Sympathetic adaptation and change of use should be supported in such cases.

- d) Development should be in accordance with any Planning Policies relating to heritage.
- e) Where a Conservation Plan has been prepared for a place, development must be in accordance with the conservation policies under the Conservation Plan.

2.2.2 Demolition of a heritage place (including a place within a heritage area)

- a) Demolition of a heritage place with exceptional or considerable significance is rarely appropriate and should require the strongest justification. Demolition of a heritage place with moderate or low significance should be avoided wherever possible, although there may be circumstances where demolition is justified. The onus rests with the applicant to provide a clear justification.
- b) Demolition approval should not be expected simply because redevelopment is a more attractive economic proposition, or because a building has been neglected. Consideration of a demolition proposal should be based upon the significance of the building or place; the feasibility of restoring or adapting it or incorporating it into new development; and the extent to which the community would benefit from the proposed redevelopment.
- c) Any person or organisation who is considering or proposing to develop or alter a heritage place should seek advice from a qualified heritage architect or heritage consultant prior to progressing any application.

2.3 Application Requirements

The local government may require an applicant to provide one or more of the following to assist the local government in determining the application. This is additional to the information required under the relevant Local Planning Scheme.

1. Heritage Impact Statement (HIS)

If a proposal will have a substantial impact on the significant fabric of a place in the Heritage List or land within a designated heritage area under the Scheme, the local government may require a 'Heritage Impact Statement' (HIS) to be submitted addressing three main questions:

- a. How will the proposed works affect the significance of the place or area?
- b. What measures (if any) are proposed to ameliorate any adverse impacts?
- c. Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

(Refer to Appendix 2: Heritage Council of WA, "Heritage Impact Statement – a guide")

2. Conservation Plan

If a proposal affects a place that is entered in the State Register of Heritage Places, or a large or complex place of exceptional significance, the Shire may require a Conservation Plan to be prepared.

A Conservation Plan is a guiding document for the conservation and future use of a place and is prepared in accordance with the Heritage Council's "Conservation Plan Study Brief: Introduction to Conservation Plans".

3. Structural Condition Assessment (in the case of demolition)
If structural failure is cited as a justification for the demolition of a place in the Heritage List evidence should be provided from a registered structural engineer that the structural integrity of the building has failed, to the point where it cannot be rectified without removal of a majority of its significant fabric and/or prohibitive costs.
4. Archival Recording (in the case of demolition or substantial redevelopment)
If a proposal is for the demolition or the substantial redevelopment of a place in the Heritage List, the local government may require, as a condition of approval, the preparation of an archival record of the place, prior to demolition or commencement of development.
5. Redevelopment Plans within the Town Centre Conservation Precinct (in the case of demolition)
 - a) If a proposal is for the demolition of a place located within the Town Centre Conservation Precinct, the local government may require details of the proposed future development/use of the site to be submitted. Information required may include a redevelopment site plan, floor plan(s), elevations and accompanying details on the proposed development/use together with reference to suggested interpretive outcomes which reflect the history of the site.
 - b) Additionally, the local government may require that, prior to granting approval for the demolition of a place, the proponent must have obtained a development approval for the future development/use of the site.
 - c) Depending on the nature of the proposal and the significance of the place, the approval for the demolition of may be subject to the following condition:
"The development approved (the "New Development") must be constructed by no later than 2 years following the date of approval of the demolition licence. Prior to the issue of a demolition licence, the owner is to obtain a building licence for the New Development and shall enter into a deed with the local government (prepared by the local government at the owner's cost) which shall include provisions:
 - a. *prohibiting any other development on the land until the New Development is completed;*
 - b. *confirming that the owner shall carry out the New Development as required by this condition;*
 - c. *requiring the owner to provide a signed building construction contract for the New Development to the local government within a stipulated time; and*
 - d. *charging the land in favour of the local government and authorising the local government to lodge an absolute caveat against the certificate of title to the land in order to secure the owner's obligations and to ensure any purchaser of the land enters into a similar deed."*

2.4 Incentives

The Shire's Local Planning Scheme contains clauses that allow the variation of any provision of the Scheme where its objective is to ensure the conservation of a heritage place. This provision gives the Shire considerable freedom to negotiate a suitable heritage outcome with property owners. It not only benefits the property owner but also the community as a heritage place can be conserved and the development potential realised through collaborative and creative planning.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

APPENDIX 1 - HERITAGE LIST**Shire of Northampton - Heritage List**

Pursuant to Clause 8 (1) of the Deemed Provisions in Local Planning Schemes 10 and 11

Places within Northampton Townsite				
No.	Place No.	Place Name	Address	Description
NT 1	MI 42, Man Cat 1, RHP	Wannerenooka Settlement & Mine Site	Lot 470 (Reserve 23472 & Reserve 40684) Hampton Road	Archaeological ruins of mining settlement and the second oldest copper mine in Western Australia
NT 2	MI 43, Man Cat 2	Town Cemetery	Lot 197 & 285 (No. 14), Reserve 9637, Stone Street	Current cemetery which contains graves of early settlers, including headstones and grave surrounds
NT 3	MI 45, Man Cat 3	Cottage	Lot 12 (No. 9) Howe Street	Rendered stone cottage with CGI hipped roof
NT 4	MI 69, Man Cat 2	Shops	Lot 13 (No. 219) Corner Hampton Road and Mary Street	Corner rendered stone shop(s) with surrounding verandahs to street elevations
NT 5	MI 70, Man Cat 3	Newsagency Residence &	Lot 100 (No. 217) Corner Hampton Road and Mary Street	Corner rendered masonry building with cantilevered box awning to street frontages and adjoining residence
NT 6	MI 71, Man Cat 2	Northampton Motor Hotel	Lot 9 (No. 220) Corner Hampton Road and Mary Street	Corner large two storey stone and brick hotel with CGI hipped roof and balconies
NT 7	MI 77, Man Cat 1, RHP	Northampton Railway Station Former	Lot 452 (No. 67) Mary Street	Small stone building with CGI roof and adjacent weatherboard/CGI building alongside stone rail platform
NT 8	MI 81, Man Cat 1, RHP	Church of Our Lady in Ara Coeli	Lot 200 (No. 215) Hampton Road	Mons Hawes designed Gothic style stone church with tiled roof

NT 9	MI 82, Man Cat 1, RHP	Sacred Heart Convent Former	Lot 28 & 29 (No. 209-13) Hampton Road	Mons Hawes designed two storey stone building with CGI hipped roof and surrounding verandahs
NT 10	MI 85, Man Cat 1, RHP	Northampton Roads Board Office Former	Lot 31 (No. 201) Hampton Road	Small stone building with CGI gable roof
NT 11	MI 91, Man Cat 1, RHP	Northampton Police Station, Quarters & Courthouse Former	Lot 121 (No. 202) Corner Hampton Road and Stephen Street	Stone building with CGI hipped roof and surrounding verandahs
NT 12	MI 96, Man Cat 2	Capri (House)	Lot 229 (No. 143) Stephen Street	Large Federation style brick house with CGI roof and verandahs
NT 13	MI 84, Man Cat 2	Old Roman Catholic Cemetery	Lot 50 (No. 48) Corner West Street and Stephen Street	Original cemetery for Roman Catholic burials which contains graves of early settlers, including headstones and grave surrounds
NT 14	MI 101, Man Cat 1, RHP	Holy Trinity Anglican Church	Lot 41 (No. 193) Hampton Road	Gothic style stone church with CGI gable roof
NT 15	MI 103, Man Cat 2	Hampton Lodge	Lot 42 (No. 189) Hampton Road	Large stone and brick building with CGI roof
NT 16	MI 92, Man Cat 2	Northampton Uniting Church	Lot 151 (No. 96) Reserve 7930 -Stephen Street	Stone building with CGI roof
NT 17	MI 104, Man Cat 1	Railway Tavern	Lots 43, 44 & 45 (No 181) Hampton Road, Northampton	Large rendered stone building with CGI hipped roof and courtyard
NT 18	MI 106, Man Cat 3	Cottage & Former Store	Lot 11 (No. 174) Hampton Road, Northampton	Small stone cottage with CGI roof and adjacent stone outbuilding (barn)
NT 19	MI 107, Man Cat 1, RHP	Chiverton House Complex	Lot 130 (No. 166) Hampton Road, Northampton	Large rendered stone house (now museum), with associated stone

				outbuildings in walled courtyard
NT 20	MI 110, Man Cat 3	House (Long Cottage)	Lot 6 (No. 150) Hampton Road, Northampton	Stone cottage with tiled hipped roof
NT 21	MI 111, Man Cat 3	House	Lot 68 (No. 149) Hampton Road, Northampton	Stone house with brick quoining and CGI roof
NT 22	MI 113, Man Cat 3	Cottage	Pt Lot 600 (No. 25) Gwalla Street Northampton	Small stone cottage with CGI hipped roof (and verandah)
NT 23	MI 129, Man Cat 2	Old Manse	Lot 315 (No. 67) Corner Gwalla Street and Brook Street, Northampton	Rendered stone house with CGI hipped roof (& verandah)
NT 24	MI 131 & 132, Man Cat 1, RHP	Gwalla Church Ruins & Cemetery	Reserve 31064 Second Avenue	Stone ruins of first church in Northampton and adjacent walled cemetery which contains graves of first settlers
NT 25	MI 78, Man Cat 1 RHP	Station Master's House Former	Lot 442 (No. 69) Mary Street, Northampton	Timber framed weatherboard clad house with CGI gable roof
NT 26	MI 80, Man Cat 1 RHP	Weighbridges, Turntable and site of Wheat Bin	Lot 449 (No. 103) Robinson Street, Northampton	Site contains two weighbridges, the remains of the turntable and the site of the wheat bins
NT 27	MI 56, Man Cat 2	RSL Hall and War Memorial	Lot 123 (No. 239) Corner Hampton Road and Essex Street, Northampton	Brick building with colorbond gable roof and adjacent stone needle memorial atop tiered base
NT 28	MI 57, Man Cat 2	Balline Town Residence	Lot 36 (No. 33) Bateman Street, Northampton	Large stone house with hipped CGI roof and surrounding verandah

NT 29	MI 60, Man Cat 2	Miner's Arms Hotel	Lot 7 (No. 238) Hampton Road, Northampton	Rendered stone and brick building with tiled hipped roof
NT 30	MI 67, Man Cat 2	Butcher and Chemist	Lot 20 (No. 223) Hampton Road, Northampton	Two storey stucco rendered stone/brick building with CGI hipped roof and verandah, first floor balcony to street elevation
NT 31	MI 87, Man Cat 2	Northampton Post Office	Lot 33 (No. 210) Hampton Road, Northampton	Single storey brick building with CGI roof
NT 32	MI 93, Man Cat 2	Northampton State School Former	Lot 31 (No. 31) Robinson Street, Northampton	Small two roomed, red brick school building with CGI gable roof located within a complex of other later school buildings and grounds
NT 33	MI 97, Man Cat 2	The Grange	Lot 10 (No. 155) Stephen Street, Northampton	Large brick (homestead style) house with CGI roof and surrounding verandahs
NT 34	MI 98, Man Cat 2	Residence	Lot 234 (No. 152) Stephen Street, Northampton	Large(single storey) brick house with CGI hipped roof and verandahs
NT 35	MI 133, Man Cat 1	Gwalla Mine Site	Lot 2 (No. 58) Seventh Avenue, Northampton	Archaeological remains of historic copper mine site, mostly removed
NT 36	MI 134, Man Cat 1	Gwalla Railway Station Former	Reserve 29209, Lot 503 Third Avenue, Northampton	Archaeological remains of the first railway station and associated buildings and structures
NT 37	MI 137, Man Cat 2	Horrocks Walls	Lots 2 and 3 Seventh Avenue, Northampton	Intact and ruinous sections of original stone walls


Places outside Northampton Townsite				
No.	Place No.	Place Name	Address	Description
ND 1		Kalbarri National Park	Reserve 27004	Reserve containing natural landscape Park, flora, fauna and the river course and the rock formation
ND 2	MI 1, Man Cat 1 RHP	Murchison House	Murchison Location 13, No. 5618 Ajana-Kalbarri Road, Kalbarri	Large stone homestead with CGI roof, outbuildings and small graveyard
ND 3	MI7, Man Cat 1, RHP	Geraldine Mine Site	Murchison Location 1, Ajana	Archaeological remains of the first lead mine in WA, including ore knapping floor and Engine House Ruins (stone outbuildings and graveyard)
ND 4	MI 9, Man Cat 1, RHP	Warribanno Smelter Complex	Murchison Loc. 3 Reserve 48271, Warribanno Chimney Road, Ajana	Ruins of the oldest surviving lead smelter in Western Australia, including chimney, shaft, vents and associated stone ruins
ND 5	MI 10, Man Cat 3	Mount View	Victoria Location 54 1201 Ajana-Kalbarri Road, Ajana	Ruins of stone homestead and associated outbuildings
ND 6	MI 36, Man Cat 1, RHP	Alma School Former	Lot 58, Reserve 24961 Rob Road, Alma	Small timber framed weatherboard clad single classroom building with CGI gable roof
ND 7	MI 160, Man Cat 3	Hutt Lagoon	Lot 7028, 12148 & 12149 George Grey Drive	Extensive salt water lagoon
ND 8	MI 24, Man Cat 5	Port Gregory and Pakington Townsite	Port Gregory	Historic port and archaeological remnants of associated townsite (Pakington townsite surveyed 1853)

ND 9	MI 25 & 26, Man Cat 1, RHP	Lynton Convict Hiring Depot & Sanford House	Reserve 43137 and Reserve 44181, Henderson Terrace (off Port Gregory Road) Lynton	Archaeological ruins of convict hiring depot, two storey stone house with CGI hipped roof, stone barn, flour mill and small graveyard
ND 10	MI 31, Man Cat 1, RHP	Willow Gully	Lot 24 (No. 1512) Horrocks Road, Sandy Gully	Large stone homestead with walled gardens, stone outbuildings and walled yards
ND 11	MI 35, Man Cat 1	Wheal Fortune Mine	Victoria Location 334 and 436, (No. 456) Rifle Range Road, Northampton	Archaeological remains of historic lead and copper mine (ruins) over an extensive area including stone ruins, shafts, knapping floor and 21 gun salute rock
ND 12	MI 162, Man Cat 5	Bowes River and Nokanena Brook		Watercourse and Natural landscape
ND 13	MI 141, Man Cat 1, RHP	The Bowes	Part Lot 6 (No. 1950) Nabawa-Northampton Road, East Bowes	Large stone homestead with associated outbuildings, nearby shearing shed and small fenced graveyard
ND 14	MI 147, Man Cat 1, RHP	Oakabella	Lot 7 No. 423 Starling Road, Bowes	Large stone homestead with walled garden, stone outbuildings including barn and shearing shed
ND 15	MI 163, Man Cat 5	Oakabella Creek		Watercourse and natural landscape
ND 16	MHI 32, Man Cat 1, RHP	Brookside	Lot 2072 Ivans Road (Port Gregory Road), Sandy Gully	Ruins of a stone farmhouse and outbuildings
ND 17	MHI 88, Man Cat 1, RHP	Northampton State Battery Site	Lot 12271 Reserve 24975 Horrocks Road, Sandy Gully	1953 State Battery Site now cleared
ND 18	MHI 6, Man Cat 1	Galena Mine - Surprise & South Surprise, Galena and Two Boys	Lot 504 North West Coastal Highway, Galena	Dismantled Mine

ND 19	MHI 8, Man Cat 1, RHP	Kilally Cemetery and	Murchison Location 1 Warribanno Chimney Road, Ajana	Ruins of stone house and outbuildings with nearby cemetery
ND 20	MHI 11, Man Cat 2	Emu Barrier Fence	Ajana-Kalbarri Road	Remnants of barrier fence
ND 21	MHI 12, Man Cat 2	Barrel Well	Lot 11991, Reserve 1475 Ajana Back Road (east side of road), Ajana	Stone lined circular wells (2)
ND 22	MHI 19, Man Cat 2	Railway Tank and Dam	Victoria Location 6115, Reserve 16064 (dam) and opposite road reserve (tank) Ajana Back Road, Ajana	CGI water tank on timber stand and nearby large dam covered with CGI roof supported on timber framing
ND 23	MHI 23, Man Cat 2	Trevenson Outbuildings	Lot 303 (No. 130) Trevenson Road, Ogilvie	Barn and stables, stone and mud walls with CGI roofing
ND 24	MHI 33, Man Cat 1, RHP	Hillview	South-eastern corner of Lot 1 (No. 152) Ivans Road, Sandy Gully	Ruins of stone farmhouse
ND 25	MHI 37, Man Cat 1, RHP	Baddera Mines	Victoria Location 1472, Baddera Road, Northampton	Dismantled Mine
ND 26	MHI 117, Man Cat 2	Wheal Ellen Mine Site	Victoria Location 1146, Reserve 52194 Drage Street Northampton	Dismantled Mine and Lead Containment Cell
ND 27	MHI 142, Man Cat 1	Railway Bridge	Part of UCL within Lot 6483 Isseka East Road, Bowes	Railway bridge over Bowes River, including stone abutments and timber superstructure


ND 28	MHI 143, Man Cat 1	Railway Bridges	Victoria Location 10515 Rose Street, Bowes	Stone abutments remain of first bridge, nearby second reinforced concrete bridge has timber superstructure
ND 29	MHI 146, Man Cat 2	Lindesferne	Lot 1 (No. 228) Teakle Road, Bowes	Cement block farmhouse with surrounding bull nosed verandahs
ND 30	MHI 148, Man Cat 2	Yarra Homestead and Outbuildings	Lot 5 Yarra Road, Bowes	Ruins of a stone homestead and outbuildings
ND 31	MHI 152, Man Cat 2	Stradbroke	Lot 57 (No. 4251) Northwest Coastal Highway, Bowes	Single storey homestead with rendered stone walls and CGI roof
ND 32	MHI 158, Man Cat 2	200 Mile Tank	Lot 287 North West Coastal Highway, Eurardy (approx 115km north of Northampton)	Two concrete tanks on a concrete base covered by a roof structure
ND 33	MHI 165, Man Cat 2	Gurkha Mine	Rob Road, Alma	Dismantled Mine
ND 34	MHI 166, Man Cat 2	Mary Springs Lead Mine	North West Coastal Highway, Galena	Dismantled Mine
ND 35	MHI 169, Man Cat 2	Block Seven	Warribanno Chimney Road, Galena	Dismantled Mine
ND 36	MHI 173, Man Cat 2	Kirtons Group Mines	Off Port Gregory Road via Ivans Road	Dismantled Mine
ND 37	MHI 176, Man Cat 2	Ethel Maud (Lady Shenton) Mine	off Geraldine - Coolcalalaya Road	Dismantled Mine
ND 38	MHI 182, Man Cat 2	Geraldine South Mine	Lot 105 off Warribanno Chimney Road	Dismantled Mine

ND – Properties Located within Northampton District (outside townsite)

	<p>Local Planning Policy No 6.1.13</p> <p>Subdivision and Development Standards</p>
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Substantial revision of Policy Required.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.14</p> <p>Repurposed and Second Hand Buildings</p>
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Substantial Review of Current Policy to be reviewed to ensure provisions consistent with legislative framework relating to all repurposed or secondhand buildings. Provisions to incorporate current Shipping Container Policy.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.15</p> <p>Renewable Energy Facilities</p>
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1.0 Introduction

1.1 Purpose

The Purpose of this policy is to outline the requirements of the Shire in respect of proposed Renewable Energy Facilities under Local Planning Scheme No 10 – Northampton District and No 11 – Kalbarri Townsite.

1.2 Objectives

The objectives of this policy are to:

1. Provide guidance around what forms part of the land use definition ‘Renewable Energy Facility’ in regard to resource processing and/or chemical manufacturing developments;
2. Provide guidance for the development of renewable energy facilities on land controlled under Local Planning Scheme No. 10 and Local Planning Scheme No. 11;
3. Provide for the protection of the quality of the surrounding landscape and amenity (particularly visual and acoustic amenity) of nearby properties and surrounding areas in the Shire of Northampton, including those areas afforded protection under Special Control Area provisions.
4. Ensure adequate protection of the region's built and cultural heritage features, including Aboriginal heritage;
5. Ensure the environmental, landscape, visual and amenity impacts of renewal energy facilities are adequately addressed by minimising disturbance to the environment (including landscape) and loss of public amenity in the establishment, operation, maintenance and decommissioning of the facility;
6. Ensure consideration of the wider environmental, economic and social impacts and benefits of the proposal for renewable energy.

1.3 Interpretation

For the purposes of this policy, the following definitions are used:

‘Renewable Energy Facility’ means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or in connection with, the generation of energy by a renewable resource. It does not include solar panels, or a wind turbine located on a lot with a single house where the energy produced only supplies that house or private rural use or anemometers.

‘Total height’ means the vertical distance from natural ground level to the highest point of a wind turbine system.

‘Industry’ means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes:

- (a) the storage of goods;
- (b) the work of administration or accounting;
- (c) the selling of goods by wholesale or retail;
- (d) the provision of amenities for employees;
- (e) incidental purposes.

‘Social Impact Assessment’ ‘(SIA)’ – includes the processes of analysing, monitoring and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be made in respect of a particular development proposal and any social change process that results from that decision.

‘Social Impact Statement’ ‘(SIS)’ – A statement prepared pursuant to the requirements of the provisions of the SIA Local Planning Policy that provides specific information relevant to the SIA of a proposal and consequential planning decision.

1.4 Application of Policy

- 1.4.1 This Policy applies to the ‘Rural’ zone of Local Planning Schemes 10 and 11, where ‘Renewable Energy Facility’ is listed as an ‘A’ use.
- 1.4.2 This policy does not apply to additional industrial land uses that may be associated with a ‘Renewable Energy Facility’ such as resource processing, chemical manufacture and/or transportation of the end product.

2.0 **Policy Provisions**

The local government shall have regard to the following provisions when assessing proposals or renewable energy facilities.

- 2.1 Renewable energy facilities shall be designed in a manner that minimises adverse impacts upon flora and fauna, environmentally sensitive areas, or landscape character and amenity and encourages the use of existing cleared land.
- 2.2 Renewable energy facilities should be positioned so as not to significantly impact adjacent properties or the surrounding area in terms of noise, visual or traffic impacts. They should be located at, or as close as possible to, the land use requiring that particular technology.

- 2.3 Height restrictions in the LPS10 and LPS11 may be varied where wind energy systems are proposed to allow for these systems to function properly. The height and location of these systems will be determined through preparation of a detailed visual impact assessment, consultation with community and key stakeholders and compliance with relevant planning documents, including Local Planning Schemes No. 10 or 11 where relevant, the objectives of the Zone and the provision of this policy when considering any such height variation.
- 2.4 Some locations may have Aboriginal heritage, natural or built heritage significance which may impact site suitability and will require compliance with the relevant statutes.
- 2.5 Some locations may have biodiversity and conservation values, such as threatened ecological communities, environmentally sensitive areas and National Parks and will require compliance with the relevant statutes.
- 2.6 Setbacks and separation distances should be in keeping with existing Scheme requirements, and also be performance based such that the amenity of the neighbouring properties is maintained, and that development rights are not unduly affected.
- 2.7 Applications for wind energy development shall demonstrate the following:
 - 2.7.1 Wind turbines are to be constructed of non-reflective materials so as to blend the structure with the surrounding environment;
 - 2.7.2 Wind turbines shall be separated from any residential or other sensitive premises so as not to result in detrimental visual or amenity impacts;
 - 2.7.3 There will be no unacceptable electromagnetic interference to communications installations, radar or air traffic control systems, emergency service communications or other telecommunication systems so as to comply with the relevant statutes.
 - 2.7.4 Wind turbines in bushfire prone areas shall be assessed in accordance with State Planning Policy 3.7 *Planning in Bushfire Prone Areas*;
 - 2.7.5 A management plan for visitors may be required if the wind farm is to be accessible or visible to the public detailing additional services for visitor facilities;
 - 2.7.6 That above-ground redundant plant (including turbines), buildings and associated infrastructure shall be removed, and the site restored to an agreed standard appropriate to its location within twelve months of the plant being decommissioned.
- 2.8 A Social Impact Statement is to be prepared for all development proposals which are subject to this policy. Refer to Local Planning Policy *Social Impact Assessment*.

Table 1: Wind energy systems – Design and locational criteria

Large Renewable Energy Systems	
Zone	Rural Zone
Planning Approval	Required for all proposals.
Development Standards	
Blade Diameter	Unrestricted.
Number of Systems	Unrestricted.
Total Height	Determined on a case-by-case basis.
Noise	Compliance with an approved noise impact study and any applicable statutory noise requirements
Setback	<p>a) Proposals involving development greater than 9 metres will be assessed having regard to the potential impact on the amenity of adjacent land and the locality in general.</p> <p>b) Notwithstanding compliance with minimum setback requirements, all applications will be considered having regard to the requirements of clause 67(20) of the Deemed to Apply provisions, including the compatibility of the development with its settings.</p>

Table 2: Solar energy systems – Design and locational criteria

Large Renewable Energy Systems	
Permitted zones	Rural zone
Planning Approval	Required for all proposals.
Setback	In accordance with the Local Planning Scheme setback requirements.

2.9 Application Requirements

In addition to standard application requirements as set out in the LPS 10 and LPS11, approval for a Renewable Energy Facility is required to include:

1. Detailed specifications of the renewable energy system to be installed, including site plans detailing setbacks, access, floor plans and elevation plans for any building structures;
2. A visual and landscape management assessment that includes but is not limited to photomontages and artist perspectives in accordance with *Visual Landscape Planning in Western Australia* (WAPC, 2007) that addresses:
3. Landscape significance and sensitivity to change, site earthworks, topography, extent of cut and fill, the extent and type of vegetation, clearing and rehabilitation areas, land use patterns, built form character, public amenity and community values;
4. Likely impact on views including visibility of the facility using view shed analysis and simulations of views from significant viewing locations including residential areas, major scenic drives and lookouts;
5. Layout of the facility including the number, height, scale, spacing, colour, surface reflectivity and design of components, including any ancillary buildings, signage, access roads, power lines, substations and incidental facilities;
6. Details of the likely effects, if any, on the surrounding area including noise spills, light spill, shadow flicker or glare; and
7. Measures proposed to minimise unwanted, unacceptable or adverse visual and noise impacts.
 - a) A Construction Management Plan;
 - b) Preparation of specific environmental assessments, particularly where the proposal may result in potential impacts upon flora and fauna;
 - c) Where the Renewable Energy Facility is located in an area at risk of being affected by coastal hazards, a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) may be required.
 - d) A Noise impact assessment to be submitted, demonstrating compliance with applicable statutory noise requirements;
 - e) If the facility is to be connected to the electric utility supply, a copy of the commercial agreement between the proponent/applicant and the Agency will be provided to the local government;
 - f) A decommissioning and rehabilitation plan should be developed in relation to removal of the facility and include the following:
 - i. a detailed and costed closure plan with demonstration of funds required to enact the closure to be held in trust;
 - ii. any rehabilitation requirements to be identified and include all above-ground redundant plant (including turbines);
 - iii. buildings and associated infrastructure shall be removed, and the site restored to an agreed standard appropriate to its location;
 - iv. include reference to waste management over the operating life of the project.
 - g) A detailed Traffic Assessment should be developed in accordance with the Western Australian Planning Commission's *Transport Assessment*

Guidelines.

2.10 Advertising and Consultation Requirements


In accordance with the Scheme, where a "Renewable Energy Facility" is an 'A' use, applications are required to be advertised for public comment in accordance with cl. 64 of Schedule 2, Part 8 of the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) prior to being determined.

As a minimum all 'A' applications will be referred to the adjoining/nearby landowners located within buffer distance identified within the Noise Management Plan In accordance with the relevant provisions of the LPS Regulations.

Where warranted by wider implications that a large renewable energy facility may have, the local government may refer a development application to adjacent local governments and relevant agencies and community groups for comment.

Some locations in the vicinity of airfields and flight paths shall require consultation with relevant government authorities and airport operators to minimise potential impact upon the safety of aircraft and the operation of airfields.

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.16</p> <p>Social Impact Assessment</p>
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1.0 Introduction

1.1 Purpose

The purpose of this policy is to outline the Shire of Northampton's requirements for the preparation and submission of a Social Impact Assessment in support of proposals to be considered under the *Planning and Development Act 2005* and the Shire's Local Planning Scheme No 10 – Northampton District and No 11 – Kalbarri Townsite.

1.2 Objectives

The objectives of this policy are to:

1. Facilitate a consistent and transparent approach to the consideration of local social impacts, both positive and negative, in land use planning decision-making.
2. Minimise adverse impacts and maximise beneficial impacts of proposed developments.
3. Provide clear guidance as to the specific development types and circumstances where a social impact assessment is required.
4. Encourage upfront and ongoing engagement with the community and other key stakeholders regarding potential impacts of a proposed development.
5. Assist agencies and proponents to minimise the amount of time taken to prepare social impact assessment plans for major projects.
6. Consider a wide range of issues that have social implications, including infrastructure, resource issues (and access to those resources), heritage impacts, landform impacts, economic and fiscal impacts, community impacts, indigenous rights impacts, demographic impacts, transport impacts and other relevant considerations.

1.3 Interpretation

For the purposes of this policy, the following definitions are used:

'Social Impact Assessment' (SIA) – includes the processes of analysing, monitoring and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be made in respect of a particular development proposal and any social change process that results from that decision.

'Social Impact Statement' (SIS) – A SIS forms part of the SIA process and is a report that summarises findings of the SIA which includes the type and significance of

impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.

1.4 Application of Policy

This Policy applies to the following planning proposals made under the *Planning and Development Act 2005* and the Shire's Local Planning Scheme No 10 – Northampton District and No 11 – Kalbarri Townsite:

- 1.4.1 All Standard and Complex scheme amendment proposals (including amendment to the Local Planning Scheme) under Local Planning Scheme No. 10 and/or Local Planning Scheme No. 11 of State or regional significance that would have a substantial impact on the Shire of Northampton.
- 1.4.2 All proposals for Structure Plans and Local Development Plans.
- 1.4.3 All proposals subject to a community consultation/advertising public notice process where the land or development or land use is considered by the Shire to result in significant social impact.
- 1.4.4 All proposals that consist of one or more of the following use classes being on land that is zoned 'Rural';
 - Industry;
 - Mining Operations;
 - Renewable Energy Facility; and
 - Workforce Accommodation.
- 1.4.5 Applications for development approval that relate to existing development/land uses that fall within clause 3.2.4 and consist of one or more of the following:
 - An extension of time in excess of 12 months; and/or
 - An extension to the scale of the project in excess of 10%, as determined by either the capacity of the development or the development value (whichever is the greater).
- 1.4.6 Where the Shire is consulted on uses of proposals listed below, a Social Impact Assessment shall be recommended:
 - Proposals under the *Mining Act 1978*;
 - Proposals covered by a State Agreement; and
 - Proposed Development of State Significance under the *Planning and Development Act 2005*.

2.0 **Policy Provisions**

The local government shall have regard to the following provisions when assessing Social Impact Assessments:

- 2.1 A SIA is to be prepared by a suitably qualified and experienced person with specific demonstrated expertise in the completion of SIAs.

- 2.2 The level of detail, consultation and investigation should relate directly to the scale of the development proposed and the extent of issues inherent in the consideration of the proposal.
- 2.3 Proposals that have the potential for social impacts will be required to be accompanied by a comprehensive SIA prepared on the basis of pre-lodgment consultation and liaison with the local community and stakeholder consultation.
- 2.4 A SIS may form part of the SIA process and is a statement that provides strategies and monitoring mechanisms for impacts identified in the SIA process. Where a SIS is prepared as a stand-alone document, the replication of information may be required to ensure that the proposal, its context, and its potential impacts are fully described in the SIS.
- 2.5 The following matters shall be addressed in a SIA/SIS, to the satisfaction of the local government:

Economic Impact

- Employment opportunities and estimate of number of jobs that will be created directly and indirectly as a result of the proposal;
- Income generation (short and long term);
- Impact on the local economy; including the engagement of local labour, local goods and services in the proposal;
- Provision of capital infrastructure; and
- Provision of telecommunications and advanced technology.

Social Impact

- Benefits to existing community services;
- Impact on existing community facilities;
- Provision of affordable housing;
- Impact on quality of life;
- Provision of useable open space;
- Identify stakeholders, the consultation level required and possible strategies to engage community and maximise the informed debate on the proposal including an outline of the process for approval;
- Long term costs and benefits to the community;
- Requirements for additional facilities;
- Access to resources;
- Impact on community safety, security and social amenity;
- Noise and acoustic impacts (may require a separate technical report); and
- Visual Impact assessment impacts (may require a separate technical report).

Transport Issues

- Traffic Impact Statement.
- Examination of pedestrian and cycle trips.

Ecological Impact

- Environmental Impact Assessment where required to address potential

impacts on the environment.

- Sustainability principles to be used in development and ongoing operation of the proposal.

Cultural Impact

- Impact on local character, amenity and 'sense of place';
- Impact on historic built form and cultural landscapes;
- Form partnerships with community;
- Impact on attractions of the area; and
- Impact on places of heritage significance, both indigenous and post European settlement.

Other relevant considerations

- Construction impacts (short to medium term);
- Operational impacts (long term); and
- Likely flow on and cumulative impacts arising from the likely precedent a favourable planning decision may create.
- Identify management and monitoring measures for all potentially significant adverse impacts and demonstrate hierarchy of avoidance and mitigation options.
- Establish roles and responsibilities of the proponent, stakeholders and potential partnerships throughout the life of a proposal.

- 2.6 The local government recognises that a SIA may be incorporated into other project assessment processes (i.e. A State-level Infrastructure Assessment Framework). This policy is not intended to duplicate such processes but rather to assist in guiding, informing and streamlining them.

3.0 Approval Requirements

Where a SIA is to be completed for a development proposal or a Scheme Amendment in accordance with clause 3.3, the SIA shall be required to be lodged with, and form part of the formal application.

- 3.1 It is recommended that a SIA report is a standalone document that is appended to the balance of the development proposal. The SIA report shall include the following information:
- A brief description of the subject site and surrounds.
 - A description of the development project.
 - Likely direct and indirect impacts and the potential for cumulative impacts.
 - The significance of likely and potential impacts.
 - Completed SIA findings report (being the SIS) outlining the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.
- 3.2 The structure of a SIA should generally be in accordance with **Attachment 1** of this Policy.

- 3.3 In considering a SIA the local government will have regard to:
- The degree of change likely to arise from the proposed development, relative to existing circumstances and consideration of the alignment of the change with the long-term vision for the Shire.
 - The number and nature of people likely to be affected, both positively and negatively.
 - Whether the impact will be direct or indirect.
 - The potential for cumulative impacts as a result of the development.
- 3.4 In preparing a SIA, proponents may be required to undertake consultation with relevant stakeholders and/or the community as outlined in clause 3.5 of this Policy.
- 3.5 A SIA shall include a Social Impact Statement to provide strategies and monitoring mechanisms for impacts identified through the process generally set out under clause 3.4 of this Policy and in accordance with **Attachment 2** of this Policy. A Social Impact Statement is required to form part of the SIA to be provided as part of an application lodged with the Council and shall contain:
- Proposed measures to enhance positive impacts and mitigate negative impacts.
 - A monitoring program for assessing performance of the mitigation and enhancement measures.
 - Details of how the community will be involved in the monitoring and evaluation process, if appropriate.
 - Procedures for periodically reviewing and updating the SIS.

4.0 Advertising and Consultation Requirements

Consultation is required to meet the needs of the community based upon the principle that as the complexity and scale of a proposal increases so does the community's need for constructive engagement in the planning process. A SIA prepared in accordance with this policy shall address the following requirements:

- 4.1 Stakeholder and community consultation shall be the responsibility of the proponent in accordance with this policy, including the identification of key stakeholders and the expected methods of community consultation to be undertaken by the proponent.
- 4.2 The local government will be responsible for the statutory responsibility to advertise, inform and respond to submissions lodged during the formal advertising period. The local government acknowledges submissions and informs submitters of the relevant process in respect to a final decision on the proposal. The local government will make available a SIA prepared in support of a proposal and relevant associated documentation to whomever it is appropriate to consult in order to consider the proposal during the formal advertising.

- 4.3 Where warranted by wider implications of social impacts, the local government may refer a SIA to adjacent local governments and relevant agencies and community groups for comment.
- 4.4 Following the conclusion of the advertising period the local government may require further information or details to modify an SIA where any inconsistencies within the document have been highlighted, the accuracy of the original information is questionable or unclear or the statements made in the SIA are subjective and not verifiable based on acceptable technical or professional details. The local government may highlight issues of the proponent as a result of submissions received, to which the proponent may be invited to respond.
- 4.5 The local government strongly recommends that the proponent initiates constructive engagement between the applicant and the community/stakeholders before, during and after the formal advertising period for all levels of consultation.
- 4.6 In assessing the appropriateness of consultation methods for a proposal, due regard should be given to the likely social impacts and the methods to be adopted to reduce or resolve these social impacts including the level and type of consultation proposed by the applicant.
- 4.7 A record of consultation undertaken by the proponent is to be provided as part of any initial proposal and must form part of a SIA.







RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

	<p>Local Planning Policy No 6.1.17</p> <p>Telecommunications Infrastructure</p>
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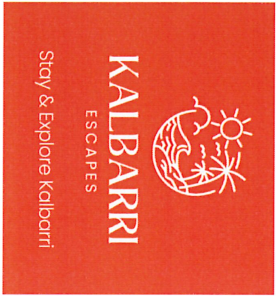





RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION		Advertising	
		Final Adoption	

DELEGATED PLANNING DECISIONS – SEPTEMBER 2024

2024-063	LAINIE BANCILHON & P ATKINSON	LOT 284 (4) ASH PLACE, KALBARRI	HOLIDAY HOUSE	3 September 2024	**
2024-064	N & C BARRETT	LOT 473 (10) PORTER STREET, KALBARRI	PROPOSED CARPORT	4 September 2024	\$5,000
2024-065	S GORMAN	LOT 13 (4) RANCH COURT KALBARRI	AMENDMENT TO SINGLE HOUSE (CARPORT TO GARAGE)	5 September 2024	**
2024-066	H OUNI	LOT 505 (2) SETTLERS LOOP NORTHAMPTON	SINGLE DWELLING AND OUTBUILDING	12 September 2024	\$350,000
2024-067	R CLARKE	LOT 666 (40) GANTHEAUME CRESCENT, KALBARRI	HOLIDAY HOUSE	12 September 2024	**
2024-068	RL ADAMS	LOT 33 (23) CLOTWORTHY STREET, KALBARRI	CHANGE OF USE – UNIT TO HOLIDAY HOUSE	24 September 2024	**
2024-069	BG ARNOLD	LOT 972 (18) MAINWARING DRIVE, KALBARRI	FRONT FENCE	16 September 2024	\$3,000
2024-70	WA COUNTRY BUILDERS	LOT 1 (2) FLORA BOULEVARD, KALBARRI	SINGLE DWELLING	17 September 2024	\$671,397
2024-071	HL McTAGGART	LOT 1 (2) FLORA BOULEVARD, KALBARRI	RETAINING WALL	17 September 2024	\$53,000
2024-072	S & C RUST	LOT 977 (33) RALPH STREET, KALBARRI	RETROSPECTIVE APPROVAL PATIO	19 September 2024 Council Decision	\$10,000
2024-073	LK BENDER	LOT 527 (38) MAGEE CRESCENT, KALBARRI	RETROSPECTIVE CARPORT AND VERANDAH	19 September 2024 Council Decision	\$19,775
2024-074	CL POWER (R KURDZINSKI)	LOT 120 (7) LAWRENCIA LOOP, KALBARRI	FRONT FENCE	26 September 2024	\$11,330

SIGN	SIZE	QUANTITY	OLD
	2640x370	1	 Fascia Veranda
	2400x750	1	 Veranda
	2400x750	1	 Veranda

	1100x85	1	<p><i>Vertical signage.</i></p>
	1100x85	1	

	1200x1095	2	 <p>15m</p>
	2700x370	1	 <p>Veranda Fascia Signage</p>
	4980 x 880	1	 <p>Veranda Fascia</p>

Form



ADDITIONAL INFORMATION FOR ADVERTISEMENTS

(PLEASE USE BLOCK LETTERS ONLY)

NOTE: To be completed in addition to the Application for Development Approval form.

- 1. Description of property upon which advertisement is to be displayed, including full details of its proposed position within that property:**

THE ADVERTISEMENT IS TO BE DISPLAYED ON THE OFFICE BUILDING OF CONTESSI KALBARRI & KALBARRI ESCAPES, FORMERLY KNOWN AS RAY WHITE KALBARRI & KALBARRI ACCOMMODATION SERVICE. THE NEW SIGNS WILL REPLACE THE EXISTING SIGNAGE IN THE SAME LOCATIONS. ADDITIONALLY, THERE WILL BE ONE NEW SIGN ON THE EXTERIOR WALL FEATURING THE KALBARRI ESCAPES LOGO. THE TOTAL SIGNAGE WILL INCLUDE 3 TRIANGULAR SIGNS UNDER THE ROOF, 2 LOGO SIGNS ON THE EXTERIOR WALL, 2 SQUARE SIGNS ON A WOODEN NOTICE BOARD OUTSIDE THE BUILDING, AND 2 LONG, THIN RECTANGULAR SIGNS ON THE SIDES OF THE SAME WOODEN STAND.

- 2. Details of proposed advertisement:**

- a) Type of structure on which advertisement is to be erected (ie. freestanding, wall mounted, other):

WALL MOUNTED & ATTACHED TO WOODEN STAND THAT IS IN FRONT OF THE OFFICE.

- b) Height: 370 mm Width: 2640 mm
Depth: _____

Height: 750 mm Width: 2400 mm
Depth: _____

Height: 750 mm Width: 2400 mm
Depth: _____

Height: 1100 mm Width: 85 mm
Depth: _____

Height: 1100 mm Width: 85 mm
Depth: _____

Height: 1200 mm Width: 1095 mm
 _____ Depth: _____

Height: 1200 mm Width: 1095 mm
 _____ Depth: _____

Height: 370 mm Width: 2700 mm
 _____ Depth: _____

Height: 880 mm Width: 4980 mm
 _____ Depth: _____

c) Height above ground level
 to top of advertisement: _____ to
 underside: _____

Height above ground level
 to top of advertisement: _____ to
 underside: _____

Height above ground level
 to top of advertisement: _____ to
 underside: _____

d) Colours to be used: LIGHT GREEN, BLACK, ORANGE & WHITE

e) Materials to be used: 3 MM ACP WITH PRINTED AND LAMINATED
5 - 7 YEAR VINYL

3. Period of time for which advertisement is required:

FRONT SHOP SIGNS - INDEFINITELY

4. Details of advertisement (if any) to be removed:

ALL OLD RAY WHITE SIGNS TO BE REMOVED.

Signature of Advertiser: _____

Date: _____

(if different from applicant/landowner)

NOTE: This application should be supported by a photograph(s) of the premises showing, superimposed thereon, the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above.









Proposed Location of Temporary Accommodation – Lot 830 (No 14) Bridgeman Road, Kalbarri





Western Australia

Caravan Parks and Camping Grounds Act 1995

Caravan Parks and Camping Grounds Amendment Regulations 2024

SL 2024/162

Official Version

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Western Australia

Caravan Parks and Camping Grounds Amendment Regulations 2024

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Caravan Parks and Camping Grounds Amendment Regulations 2024

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Caravan Parks and Camping Grounds Act 1995

Caravan Parks and Camping Grounds Amendment Regulations 2024

Made by the Governor in Executive Council.

1. Citation

These regulations are the *Caravan Parks and Camping Grounds Amendment Regulations 2024*.

2. Commencement

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published on the WA legislation website;
- (b) the rest of the regulations — on 1 September 2024.

3. Regulations amended

These regulations amend the *Caravan Parks and Camping Grounds Regulations 1997*.

4. Regulation 9 amended

In regulation 9 in the Penalty delete “\$3 000.” and insert:

\$5 000.

Caravan Parks and Camping Grounds Amendment Regulations 2024**r. 5**

5. Regulation 10 amended

In regulation 10 in the Penalty delete “\$1 000.” and insert:

\$2 000.

6. Regulation 11 amended

(1) Delete regulation 11(1)(a) and insert:

- (a) for up to 5 nights in any period of 28 consecutive days on land the person owns or has a legal right to occupy; or
 - (aa) for more than 5 nights in any period of 28 consecutive days on land the person owns or has a legal right to occupy, with the written approval of —
 - (i) a local government under regulation 11A; or
 - (ii) the Minister under regulation 11B;
- or

(2) Delete regulation 11(2).

(3) In regulation 11(3) delete the definition of *permit*.

7. Regulations 11A and 11B inserted

After regulation 11 insert:

11A. Camping on private land with local government approval

- (1) A person may apply in writing to a local government for approval to camp on land the person owns or has a

Caravan Parks and Camping Grounds Amendment Regulations 2024

r. 7

- legal right to occupy if the land is in the local government's district.
- (2) The local government may approve the person camping on the land for a period specified in the approval not exceeding 24 consecutive months.
 - (3) The approval is subject to the following conditions —
 - (a) that any caravan or camp in which the person is camping on the land is maintained in such a condition that it is not a hazard to safety or health;
 - (b) that the land is maintained in such a condition that it is suitable for camping, particularly in relation to —
 - (i) safety and health; and
 - (ii) access to services;
 - (c) any other conditions specified by the local government in the approval.
 - (4) The local government is taken to have refused the application if the local government does not give the approval within 63 days of the application.
 - (5) The local government may revoke an approval given by the local government, by written notice to the holder of the approval, if the local government is satisfied that a condition of the approval has been breached.
 - (6) Before revoking the approval, the local government must —
 - (a) give written notice to the holder of the local government's intention to revoke the approval unless, within 35 days after the notice is given, the holder shows cause why the approval should not be revoked; and

Caravan Parks and Camping Grounds Amendment Regulations 2024**r. 7**

- (b) consider any written response to the notice received from the holder during that period.

11B. Camping on private land with Ministerial approval

- (1) This regulation applies if a local government does any of the following under regulation 11A (each a **relevant decision**) —
 - (a) refuses to give an approval a person has applied for;
 - (b) gives a person an approval for a period or subject to conditions specified by the local government in the approval;
 - (c) revokes an approval given to a person by the local government.
- (2) The person may, within 35 days of the relevant decision, apply in writing to the Minister for approval to camp on the land the subject of the application or approval (as the case may be).
- (3) The Minister may approve the person camping on the land for a period specified in the approval not exceeding 24 consecutive months.
- (4) The approval is subject to the following conditions —
 - (a) that any caravan or camp in which the person is camping on the land is maintained in such a condition that it is not a hazard to safety or health;
 - (b) that the land is maintained in such a condition that it is suitable for camping, particularly in relation to —
 - (i) safety and health; and
 - (ii) access to services;

Caravan Parks and Camping Grounds Amendment Regulations 2024

r. 8

- (c) any other conditions specified by the Minister in the approval.
- (5) If a person makes an application in relation to a relevant decision referred to in subregulation (1)(b), the relevant decision continues in force until the sooner of —
 - (a) the day on which the Minister gives an approval on the application; or
 - (b) the day on which the relevant decision would otherwise cease to have effect.
- (6) The Minister may revoke an approval given by the Minister, by written notice to the holder of the approval, if the Minister is satisfied that a condition of the approval has been breached.
- (7) Before revoking the approval, the Minister must —
 - (a) give written notice to the holder of the Minister's intention to revoke the approval unless, within 35 days after the notice is given, the holder shows cause why the approval should not be revoked; and
 - (b) consider any written response to the notice received from the holder during that period.

8. Regulation 12 amended

In regulation 12(1) delete the Penalty and insert:

Penalty for this subregulation: a fine of \$2 000.

Caravan Parks and Camping Grounds Amendment Regulations 2024

r. 9

9. Regulation 13 amended

In regulation 13 delete “11(2)” and insert:

11A, 11B

Note: The heading to amended regulation 13 is to read:

Suitability of land for camping to be considered before approval under r. 11A, 11B or 12(2) given

10. Regulation 14 amended

In regulation 14 in the Penalty delete “\$2 000.” and insert:

\$5 000.

11. Regulation 15 amended

- (1) At the end of regulation 15(1) insert:

Penalty for this subregulation: a fine of \$5 000.

- (2) In regulation 15(2) delete the Penalty and insert:

Penalty for this subregulation: a fine of \$5 000.

12. Schedule 4 amended

- (1) Delete Schedule 4 Part 2 item 5 and insert:

5.	Regulation 15(1).....	500
5A.	Regulation 15(2).....	500

Caravan Parks and Camping Grounds Amendment Regulations 2024**r. 13**

- (2) In Schedule 4 amend the provisions listed in the Table as set out in the Table.

Table

Provision	Delete	Insert
Sch. 4 Pt. 2 it. 1	200	500
Sch. 4 Pt. 2 it. 2	100	200
Sch. 4 Pt. 2 it. 3	100	200
Sch. 4 Pt. 2 it. 4	100	500

13. Schedule 9 Division 1 heading inserted

At the beginning of Schedule 9 insert:

Division 1 — Transitional provisions for *Caravan Parks and Camping Grounds Regulations 1997*

14. Schedule 9 clause 1 amended

In Schedule 9 clause 1 delete “Schedule —” and insert:

Division —

15. Schedule 9 clause 2 amended

In Schedule 9 clause 2 delete “Schedule” and insert:

Division

Caravan Parks and Camping Grounds Amendment Regulations 2024**r. 16**

16. Schedule 9 clause 6 amended

In Schedule 9 clause 6 delete “Schedule,” and insert:

Division,

17. Schedule 9 clause 8 amended

In Schedule 9 clause 8(1) delete “Schedule” and insert:

Division

18. Schedule 9 Division 2 inserted

At the end of Schedule 9 insert:

Division 2 — Transitional provisions for *Caravan Parks and Camping Grounds Amendment Regulations 2024*

9. Definitions

In this Division —

amending regulations means the *Caravan Parks and Camping Grounds Amendment Regulations 2024*;

commencement day means the day on which regulation 6 of the amending regulations comes into operation;

existing local government application means an application for approval under regulation 11(2)(a) or (c) made, but not decided or withdrawn, before commencement day;

existing local government approval means —

- (a) an approval in force under regulation 11(2)(a) or (c) immediately before commencement day; or
- (b) an approval given on an existing local government application;

Caravan Parks and Camping Grounds Amendment Regulations 2024**r. 18**

existing Ministerial application means an application for approval under regulation 11(2)(b) made, but not decided or withdrawn, before commencement day;

existing Ministerial approval means —

- (a) an approval in force under regulation 11(2)(b) immediately before commencement day; or
- (b) an approval given on an existing Ministerial application.

10. Camping on private land: existing applications and approvals

- (1) An amendment made to these regulations by the amending regulations —
 - (a) does not apply to an existing local government application or existing Ministerial application; but
 - (b) applies to an existing local government approval and existing Ministerial approval.
- (2) Accordingly —
 - (a) an existing local government application and existing Ministerial application must be decided as if the amending regulations had not been made; but
 - (b) an existing local government approval is taken to be, and may be revoked as, an approval under regulation 11A; and
 - (c) an existing Ministerial approval is taken to be, and may be revoked as, an approval under regulation 11B.

N. HAGLEY, Clerk of the Executive Council

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Appendix B

Zone	Objective
Residential (LPS 10 & 11)	<ul style="list-style-type: none"> To provide for a range of housing and a choice of residential densities to meet the needs of the community. To facilitate and encourage high quality design, built form and streetscapes through residential areas. To provide for a range of non-residential uses, which are compatible with and complimentary to residential development.
Special Residential (LPS No 11)	<ul style="list-style-type: none"> To provide for lot sizes in the range of 2,000m² and 1ha. To ensure development is sited and designed to achieve an integrated and harmonious character. To set aside areas where the retention of vegetation and landform or other features which distinguish the land, warrant a larger residential lot size than expected in a standard residential zone.
Centre (LPS No 11)	<ul style="list-style-type: none"> To designate land for future development as a town centre or activity centre. To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.
Commercial (LPS No 10 & 11)	<ul style="list-style-type: none"> To provide for a range of shops, offices, restaurant and other commercial outlets in defined townsites or activity centres. To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades. To ensure that development is not detrimental to the amenity of the adjoining owners or residential properties in the locality.
General Industry (LPS No 10 & 11)	<ul style="list-style-type: none"> To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses. To accommodate industry that would not otherwise comply with the performance standards of light industry Seek to manage impacts such as noise, dust and odour within the zone.
Mixed Use (LPS No 11)	<ul style="list-style-type: none"> To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.

	<ul style="list-style-type: none"> • <i>To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</i>
Urban Development (LPS No 10 & 11)	<ul style="list-style-type: none"> • <i>To provide an intention for future land use and a basis for more detailed structure planning in accordance with the provisions of the Scheme.</i> • <i>To provide for a range of residential densities to encourage a variety of residential accommodation.</i> • <i>To provide for the progressive and planning development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.</i>
Tourism (LPS No 11)	<ul style="list-style-type: none"> • <i>To promote and provide for tourism opportunities.</i> • <i>To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.</i> • <i>To allow limited residential uses where appropriate.</i> • <i>To encourage the location of tourist facilities so that they may benefit from existing road services, physical infrastructure, other tourist attractions, natural features and urban facilities.</i>

ATTACHMENT 9.5.1(1)

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - SEPTEMBER 2024						
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Value
9/09/2024	24052	Kalbarri Park Investments Pty Ltd	Neville Barrett	Site 89, 10 (Lot 473) Porter Street, Kalbarri	Construct steel-framed carport	\$ 5,000.00
9/09/2024	24062	Martin and Caroline Burt	Joe Owen-McNeil	20/116 (Lot 20) Nanda Drive, Kalbarri	Full demolition of shed	\$ 4,000.00
4/09/2024	24066	Piet Diepeveen	Auspan Building Systems	615 Diepeveen Road, Binnu	Construct steel-framed storage shed	\$ 447,308.40
9/09/2024	24068	Shire of Northampton	MI Global Construction Pty Ltd	5 (Lot 24) Rake Place, Northampton	Construct steel-framed shed	\$ 32,537.75

Shire of Northampton



Medium & Large Event Application Form (more than 24 hrs duration)

Event Name or
Applicant's Name: USL Kalbarri Open Air Fest 2025

Application Date: 18-5-2024

DISCLAIMER

The information contained within this package has been provided as a guide only. Additional information or approvals may be required from other agencies and it shall be the sole responsibility of the Applicant, not the Shire of Northampton to ensure all relevant approvals and information is obtained in relation to each particular event.

EVENT APPLICATION

This form is designed to capture details relating to your proposed event, which will operate for more than 24 hours. You will be notified in writing when your event Application has been processed. Applications must be submitted at least 90 days prior to your event.

Organiser's Details

Applicant's Name: Kimberly Zehra

Organisation's Name (if applicable): Jamart Sound Lange

Organisation details: Not-for-profit ☒ Community Group ☐ Commercial ☐

Contact person (if different from above):

Postal address: 25/273 HAY ST, EAST PERTH WA

Telephone (hm): (wk): (mb): 0410048073

Email address: PERTH SOUND LANGE@GMAIL.COM

Event Details

Name of event: Kalbarri Open Air

Date of event: 4-4-2025 to 5-4-2025

Set up date & time: Approx Wed 2-4-2025 PM to Fri 4-4-25

Event start date & time: 4-4-25 2pm

Event finish date & time: 5-4-25 10pm

Completion date & time (following clean up): 6-4-2025 5pm

Proposed venue details: (eg. name of reserve, building or public open space)

Kalbarri Sport + Rec Centre + Oval, Portir St

Does the event require approval from other agencies? (eg DBCA, Main Roads, Private Landowner, etc)

Yes ☒ No ☐

If yes, who? Kalbarri Sport + Rec Committee

Have you ever conducted this event before and if so, when/where was it held?

Yes, same location - 15 & 16 March, 2024

Event description: (eg. Sporting, commercial, entertainment and in addition please state whether the event is a one-off or proposed as an annual event)

2-day mixed-genre music festival, showcasing home-grown WA talent. Family-friendly event. Propose annual event + given the success of 2024.

Is the event open to the general public? Yes ☒ No ☐

Is the event invitation only? Yes ☐ No ☒

Is there an entry fee? Yes ☒ No ☐

Anticipated total number of patrons expected for event: 500

Maximum number of patrons expected at any one time: 1000

Target audience: (eg. youth, adult, family etc.) All ages! Everyone.

Will crowd control or security be present? Yes ☒ No ☐

If yes, who is supplying this service? Likely Hi-lite Security - Frank

Primary purpose of event: (eg. fundraiser for community group) To bring an annual music event to Kalbarri to benefit the community socially & economically.

Will food be available? Yes ☒ No ☐

Detail of foods available or food vendors attending: Food trucks can apply.

(Note: Food providers or stall holders are to contact the Shire to obtain a Temporary Food Stall Licence to attend this event).

Will alcohol be available at the event via a Bar (for purchase) or Provided as part of cost or as BYO? (Please circle the appropriate one or state if there will be No Alcohol).
(Please attach copy of Liquor Licence issued by the Dept of Racing, Gaming & Liquor for this event).

Has an Application to Consume Alcohol on Shire Land been submitted? Yes ☐ No ☐

How will the event supply free drinking water? Water Corp refill stations

Details of any tents, marquees, stages etc. to be used for the event (include number of different stalls or vendors; and number of tents, marquees, stages, etc):
.....
.....
.....

Is live or recorded music used at any point during the event? Yes ☒ No ☐

If yes, provide details: Live music, plus streamed music during interchanges

Are speakers and/or amplified voices part of the event? Yes ☒ No ☐

If yes, provide details: Same as 2024 event - please see accompanying info.

Are animals permitted at or included in any part of the event? Yes ☐ No ☒

If yes, provide details: Except registered assistance animals

Are there any amusements at the event? Yes ☐ No ☒

If yes, provide details:

Will the event include fireworks?

Yes ☐

No ☒

If yes, provide details of the nominated pyrotechnic contractor:

Company, contact name and number:

Is the event relying on public toilets for the event?

Yes ☒

No ☐

If yes, where are they located?

Inside the Rec Centre

How many fixtures will be available?

Male:

Closets:

Hand Wash Basins:

Urinals:

Female:

Closets:

Hand Wash Basins:

Will additional temporary toilets be provided at the event?

Yes ☒

No ☐

If yes, how many?

Male: 2 Female: 2 Accessible:

How will toilets be maintained during, and cleaned after the event?

JSL Staff will clean & maintain as per previous event

How will waste be managed during the event?

JSL Staff to constantly maintain Shire's additional bins to be used

Do you require the use of Shire power at the outside event venue?

Yes ☒

No ☐

possibly

Do you require additional rubbish bins at the outside event venue?

Yes ☒

No ☐

Describe any temporary fences or barriers to be used for the event (include type, where they will be used, and how they will be supported against falling over if lent on or climbed over:

Temporary fencing erected and reinforced with star pickets & also covered with bannered banners so people can't see inside. See site plan

If large inflatable items such as arches are used at the event, describe them, their use, whether they are connected to a fan to keep them inflated, and how they will be anchored to prevent them toppling over or flying away:

N/A

Details of any road closures or use of roads, verges, or footpaths used for the event: (Note: separate approvals required through police services)

See Traffic Management Plan

Will the event have implications for local residents, (eg. Noise, traffic management, parking, crowds etc.) and if so how is it proposed to manage these implications?

Potentially. These will be managed as per 2024 event as we understand it was successfully executed

Please see additional info.

Site Plans are a requirement for all events and should be submitted with this form. It is recommended that satellite images are used, such as Google Maps, as a base for outdoor events so that you can indicate the location and perimeter of the event area. Please contact the Event Officer at the Shire if you need assistance. You can also use the graph sheet below to draw and mark out your event site plan.

Plan attached.

Event Promotion

- under construction - using Facebook + Instagram for now.

Event website address:

Social media & other advertising: *Facebook, Instagram, radio, newspapers (Kalbarri Town Talk, Geraldton Guardian, Triple M, ABC), posters + flyers.*

Public Liability Insurance

- TBA - We will use same insurer as per 2024

Council requires public liability insurance be provided for all events to a minimum value of \$10,000,000. This insurance is the responsibility of the event organiser.

Policy No: _____ Value of Cover: _____

Insurer: _____ Name of Insured: _____

Event Risk Rating

All events have risk. Event organisers need to assess the risk of their event to ensure it is safe for participants, attendees, and the organisers and staff/volunteers. To assess the risk of the event, please complete the following quiz by choosing the appropriate value from each category.

Risk Factor	Value
Event Nature*	
(*For events with multiple natures, please apply only the highest value)	
Politician / dignitary visit	1
Classical / folk / theatrical performance	1
Athletics / sport (spectator event)	1
Fetes / fundraisers	1
Parades / carnivals / circuses	2
Fireworks displays	2
Children's event – fair, playground, carnival, etc	2
Food and wine shows / expos	3
Concerts – unlicensed or family concert (alcohol not present)	3
Agricultural show / horse racing / greyhound racing	3
Marathons / triathlons / fun runs	5
Aviation displays	5
Motor sports and displays	5
Concerts – licensed, alcohol/drugs possible or likely, animated	7
Marine / waterway events	7
Music festivals, large celebrations, licensed parties / raves	7
Electronic dance music (EDM) festival	10
Obstacle course / extreme sporting event	12
Score	7
Venue	
Outdoor, defined boundaries	3
Indoor (including marquees)	5
Outdoor, widespread, street festival, cross country, etc	7
Score	3

Expected Numbers/ Attendees (at any one time)	
<500	1
500 – 1,000	2
1,000 – 3,000	3
3,000 – 5,000	5
5,000 – 10,000	8
10,000 – 20,000	12
20,000 +	17
Score	2
Attendee Profile	
All ages, family groups	1
Predominantly adults (18 – 70yrs) (calm, orderly, compliant)	2
Predominantly young people (15 - 30yrs) (animated, excitable)	5
Predominantly elderly	5
Conflict / rival factions / protesters / non-compliant crowd	10
Score	1
Time from Hospital or Medical Centre*	
*Does not include nursing post or first aid post	
<10 minutes	1
11 – 45 minutes	4
46 – 90 minutes	8
91 + minutes	14
Score	1
Alcohol Available	
No alcohol is part of the event	0
Yes, alcohol is provided in limited quantity per person	3
Yes, alcohol is provided (no limits), sold, or BYO	10
Score	10
Event Risk Score	Total Score 24

Risk Rating	Score	Action
Low Risk	0 – 20	Complete the Low Risk Event Management Plan on the next page.
Medium Risk	21 – 28	Do not complete Low Risk Event Management Plan, but complete an independent Risk Management Plan.
High Risk	29 +	Do not complete Low Risk Event Management Plan, but complete an independent Risk Management Plan.

Low Risk Event Management Plan

Only complete this section if the Event Risk Total Score from above is 20 or under.

Detail below how risk factors will be addressed.

Risk Area	Action Taken By Event Organisers
First Aid	(eg First Aid Kits have been checked and stocked. If applicable, people with first aid qualifications have been recruited to attend the event)
Weather	(eg Fire hazards have been identified, and reasonable steps have been taken to reduce the risk of fire and state what steps have been taken)
Food Safety	(eg Food handlers have demonstrated food safety knowledge, and their food businesses are registered with the relevant local government authority)

Hazards	(eg Potential slip, trip, and fall hazards have been identified and strategies implemented to minimise the risk and state the strategies implemented)
Emergency Management	(eg An evacuation plan and procedure are in place. The contact details of all relevant emergency services are available in case of an emergency)
Communications	(eg A contact list has been developed and will be circulated to all event staff/volunteers before the event commences)
Alcohol	(eg Responsible service of alcohol is followed at all times. Conditions stipulated by the Department of Racing, Gaming & Liquor are being followed at all times. Bar staff/volunteers hold relevant approvals)
Insurances	(eg Relevant insurance has been taken out and is in place for this event)

Submit Event Documents

Event applications should be submitted with as much supporting documentation as possible. Applications may not be able to be assessed on the application form alone. Please supply any of the applicable documents listed below with this application form.

- Comprehensive site plan (mandatory)
- Low Risk Event Management Plan or Risk Event Management Plan (as applicable) (mandatory)
- Emergency Management Plan
- Traffic and parking management plan
- Insurance certificate of currency
- List of all event vendors
- Occasional liquor licence
- Fireworks application
- Letter notifying emergency services about, and/or residents likely to be affected by the event
- Music reproduction licence

ACKNOWLEDGEMENT

I, Kimberly Zehra as the event organiser,

applying for approval to host an event in the **Shire of Northampton** acknowledge that the information and completed actions in my application are true and correct. I accept full responsibility of the facility and/or reserve during the specified hire period and will ensure compliance with the Shire of Northampton's conditions of hire and local laws.

I will indemnify the Shire of Northampton against any action, suit or proceeding caused by my failure to observe all statutory and other requirements or as a result of my negligence or wilful actions. I will ensure that appropriate liability and other insurances are in place for the activities to be conducted.

I understand that the Event Application Package is a guide and has been compiled according to a number of statutory requirements. There could be other requirements that exist outside of the package and that, as the event organiser, I am responsible for.

Signature: _____

Date: _____

Print Name: _____

Important Notes:

- You may not proceed with your event until written confirmation from the Shire advising that all Shire and other statutory requirements have been satisfied. This may take between 3 to 4 weeks depending on the scale and size of your event.
- Any special conditions (if applicable to your event) will be outlined in your confirmation letter. It is your responsibility to adhere to the conditions or to remain in regular contact with the relevant Shire departments until necessary approvals are obtained.
- Applications and approvals for an event are not transferable. Therefore the organiser cannot transfer Shire approval for an event to an alternative venue, date or time, without re-negotiating with the Shire.
- You must ensure that all arrangements you make, including emergency procedures, meet the needs of people with disabilities. Post event arrangements should be considered to transport patrons from the event (eg. availability of taxis, buses, etc.).

Site Plan*See attached detailed plan.*

A detailed layout of the event is to be included with your application. Please ensure the following is indicated on the map (if applicable). It is suggested that a copy of the finalised site plan be issued to police, fire services, SES, and other relevant emergency services, First Aid and security personnel, and participants.

Stage

Food stalls

Electricity cables

Parking areas

Site signage

Seating

First aid post(s)

Emergency exits

Fenced off areas

Lighting

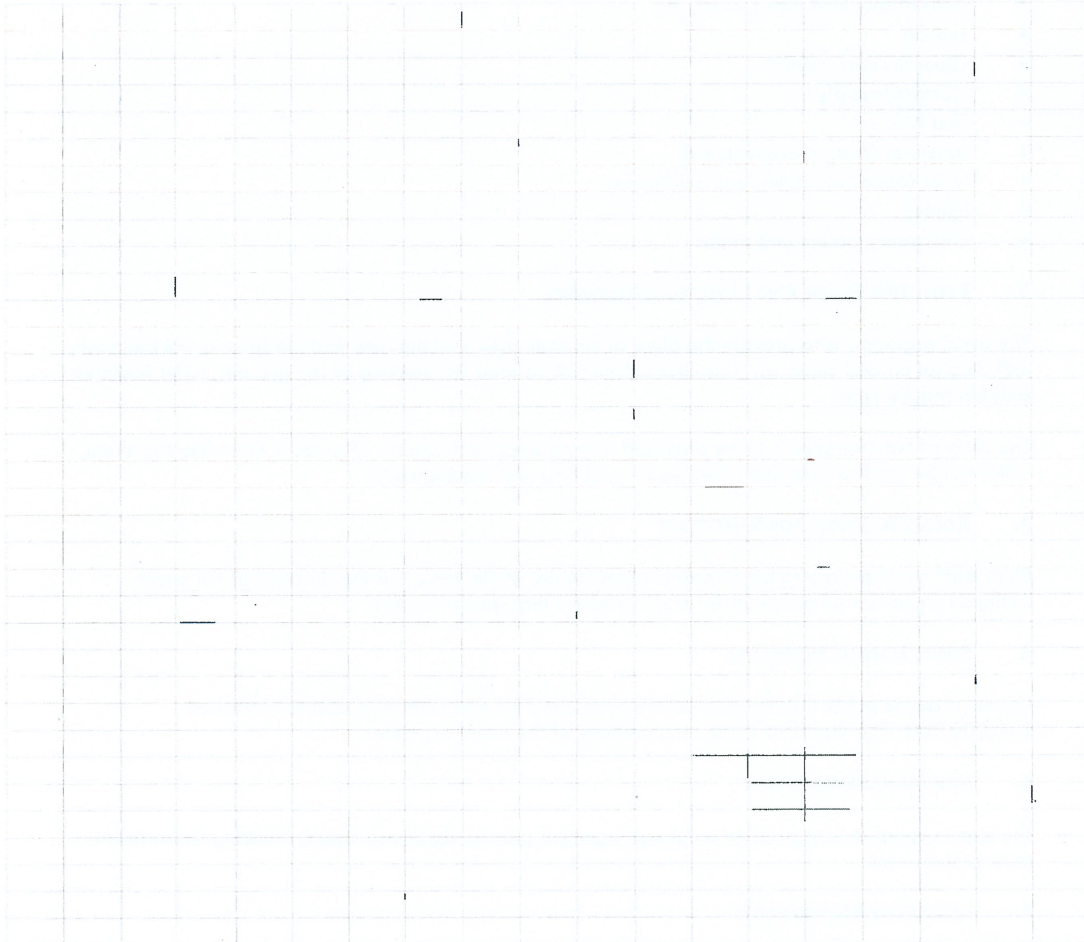
Vehicle access points (include street names)

Location of marquees, tents etc.

Sale or consumption of alcohol areas

Location and number of additional toilet facilities

Any other facilities relevant to your event

North

INFORMATION AND GUIDE FOR APPLICANTS

1. LOCATION OF EVENT

If you intend on holding your event on property owned or managed by the Shire of Northampton you will be required to apply for use of those grounds.

If event is to be held on privately owned land, you will be required to provide the written consent of the owner to hold the event on their property.

2. SITE PLAN AND EVENT LAYOUT

A site plan with the layout of the event is to be provided to the Shire of Northampton which includes:

- fencing
- stage and sound equipment
- stalls of any kind (food, craft, etc)
- seating
- liquor licensed area/s
- electrical supply
- First Aid
- structures (tents, marquees, etc)
- toilet facilities (existing and additional)
- lighting
- emergency access and routes

3. EVENT TIME FRAME AND EXPECTED ATTENDANCE

The event organiser is to provide the Shire of Northampton with the time that the ground will be in use, including set up and clean up. This information will be used for booking of the grounds, toilet facilities and bin requirements.

The Shire of Northampton is to be provided with an expected number of patrons attending the event, which will be used to calculate toilet, waste and First Aid requirements.

4. ACCESS TO VENUE FOR SHIRE STAFF

Shire staff members are to be afforded access to the whole venue for the duration of the event. Authority cards can be made up for staff members that require access.

5. PUBLIC LIABILITY INSURANCE

Council requires public liability insurance be provided for all events to a minimum value of \$10,000,000. This insurance is the responsibility of the event organiser.

6. RISK MANAGEMENT PLAN

The event organiser is to provide a risk management plan to the Shire's Health/Building Department prior to the event.

7. LEGISLATIVE REQUIREMENTS

Under the Health (Public Building) Regulations 1992, outdoor events are considered public buildings. The following are requirements under the above regulations:

- application to erect a public building (Form 1) to be completed 2 weeks prior to the event
- toilet facilities relevant to the expected attendance
- disabled access (for both the event grounds in general and toilet facilities)
- evacuation plan and emergency lighting
- general lighting for evening and night events
- all electrical equipment, switches, meters are to be protected from the public and a certificate of electrical compliance (Form 5) must be completed 2 weeks prior to the event
- exit signs are to be provided
- fire equipment and telephones are to be supplied

Event organisers are to provide sufficient waste disposal facilities relevant to the expected attendance.

Any stalls or premises preparing and/or selling food is to comply with the Health (Food Hygiene) Regulations 1993. Applications to sell food at the event should be lodged with the Health Department 4 weeks prior to the event.

Under the Environmental Protection (Noise) Regulations 1997, noise levels are to comply with the levels set out in those regulations. If the Shire of Northampton deems it necessary to have an Environmental Health Officer present to monitor the noise levels of the event, the event organiser may be required to pay for these services. Any officer present to ensure compliance with the above noise regulations is not under the control of the organiser.

8. ALCOHOL AND LIQUOR LICENSING

Event organisers are required to apply for a liquor licence through the Department of Liquor and Gaming, if alcohol is to be sold at the event. If the liquor licence is approved, details of the licence are to be provided to the Shire of Northampton at least 2 weeks prior to the event.

If alcohol is to be sold and/or consumed on Shire property, application should be made to the Shire for a permit to consume alcohol.

9. PROVISION OF FIRST AID

The event organiser should provide First Aid facilities relevant to the size of the event.

10. EMERGENCY SERVICES

Event organisers must notify the Police and Fire & Emergency Services of the event and the event time frame. A contact number for the event organiser should be given to these organisations in case of emergency.

Access must also be available to emergency vehicles.

11. NOTIFICATION OF ROAD CLOSURES

The event organiser is to notify and seek approval from the Engineering Department (and Main Roads if necessary) for any road closures for the event, prior to lodging an application with the Police. Please note partial road closures or suspension of the Traffic Act requires approval and these forms/approvals need to be sourced from police, at least 6 weeks prior to the event to allow for separate processing.

12. WATER & POWER

It is the responsibility of the event organiser to ensure that a water supply is made available for patrons at the event. Event organisers must organise independent power supplies for Shire grounds.

13. FIREWORKS

Approval is required from the Department of Mines, the Police and the Shire of Northampton if you intend to discharge fireworks at your event. Applications can be obtained from the Department of Mines.

If approved, the SES and Fire & Emergency Services are to be notified and any conditions are to be complied with. Fire fighting equipment is to be supplied to the event.

14. Parking

The event organiser is to ensure that sufficient parking is available for the expected number of patrons to the event.

15. FENCING

If the event is to be fenced off, or have areas within the event to be fenced (eg. licensed area), the fencing is to be inspected by the Building Department prior to the event.

16. CONSULTATION WITH OTHER GROUND USERS

Event organisers should ensure that all other ground users are contacted and informed of the event to ensure no clashes of ground use or parking.

17. CONSULTATION WITH NEIGHBOURING LANDOWNERS

All neighbouring landowners should be consulted to ensure their operations and your event will not be affected by the each other.

KALBARRI OPEN AIR

4th & 5th April 2025, 2PM – 10PM



SHIRE OF NORTHAMPTON EVENT
APPLICATION

SITE PLAN DETAILS



Jamart Sound Lounge

Site Plan & Information

Location: Kalbarri Open Air 2025 is proposed to be located at the Kalbarri Sport and Recreation Centre and Oval, as per 2024. Including the Recreation Centre building, patio and playground.

Entry & exits: The only entry, ticketing and bag check area will be on the oval, the same as 2024, with the first aid and Merch tent alongside the same fence. **Emergency exits** will be located to the Eastern side of the stage next to the mixing desk, the south-east side within the licenced area, and the accessible ramp and exit between the tennis courts and patio will be opened in the event of evacuation.

The ramp on the western side of the building will be blocked off, yet still accessible should people need to use the ramp for wheelchair access or mobility aids. This will be opened in the event of emergency if the event needs to be evacuated.

The entry between the patio and tennis court will be blocked at all times, unless there is an emergency and the evacuation procedure is engaged.

Temporary event fencing with cloth covering will be erected as per the diagram – from the corner of the playground extending approx. 30 metres, across the oval approximately 20 metres and then back towards the main rec centre at the corner of the tennis court. This will be a slightly truncated version of 2024, as patrons said the stage was too far away from the licensed area. We are merely bringing forward the stage by around 10 metres.

A rough estimate of this space is approx. just over 2000 square metres which is double the minimum space for a 1000-person event according to WA Health event guidelines. We expect around 500 patrons, up to a maximum of 1000.

First Aid: The First Aid post will be behind the ticket desk for easy access for an ambulance in the event one is needed.

At the northern end of the space will be the stage area (including backstage area) so that it can be viewed from all around and the rec centre above. Close to the stage on the eastern side is the mixing desk and lighting tent, tucked out of the way to avoid trip hazards and blocking the view.

Locating the stage and lighting tent here will allow the cords to run from the stage down the fence line on the eastern side to the tent, so we can avoid any risk of tripping or contact with electricity.

As you will see, the entire middle section of the event is clear to allow easy flow of patrons and a pleasurable viewing experience.

Licensed area: Inside the Rec centre is the proposed licenced area. The Kalbarri Sport and Recreation Committee are responsible for the set up and running of the licenced area, so they can be contacted to confirm further details. The patio area will also be part of the licenced space so patrons can sit and have a drink while watching the bands.

Additional toilets may be located near the entry gate, as per the location in 2024.



Jamart Sound Lounge

The playground is included in the event space so that kids can use it without parents having to take them outside the event to play. Parents were very happy with this arrangement in 2024.

Lighting:

At night, lighting will be provided by the flood lights on the Rec Centre and tennis court that face the oval.

The patio lights will also be used and of course lighting within the building.

Light will also come from the stage area at the opposite end of the event space.

Food vans: Can be located as per Shire rules outside the fenced event space, as they were in 2024.

Patrons will have wrist bands so they can exit and re-enter the event space to get food as they wish.

KALBARRI OPEN AIR

15 & 16 MARCH 2024, 2PM – 11PM



SHIRE OF NORTHAMPTON EVENT APPLICATION – ADDITIONAL INFORMATION



Jamart Sound Lounge

Kalbarri Open Air – Additional information

Organiser details

Jamart Sound Lounge (JSL)

Ersh On – 0405 114 999

Kimberly Zehra – 04100 48073

Set up dates and details

Date	Item to complete	Who is responsible
2 nd April 2025	Spray oval for ticks	Shire Northampton or Sport & Rec Committee
3 rd April 2025	Erect temporary festival fencing & covering	JSL
	Build & set up stage & lighting	JSL
3 rd April 2025	Sml tents/marquees for first aid, merchandise & ticketing	JSL
	Tables & chairs inside centre and patio area	Sport & Rec Committee
	Bar & drinks servery	Sport & Rec Committee
	Partitioning for licenced area	Sport & Rec Committee
	Clean toilets & accessible toilet, ensure door fixed on accessible toilet	JSL ensure cleaning done prior
	All signage & emergency exits	JSL
Friday 4 th April By 1pm	Food vendors; bar and licenced area set up and partitioning; Set up ticketing and bag check station, first aid & merchandise	Vendors; JSL; Sport & Rec Committee

Have you ever conducted this event before and if so, where was it held?

Jamart Sound Lounge conducted this event in 2024. Other events we have organised and managed include:

- Mosh in a Sanatorium (MiAS) All Ages – Vision Studios, East Victoria Park, WA (ongoing)
 - Monthly metal gigs for young people – many of our young patrons feel isolated and have been at risk of mental distress and self-harm
 - 40 monthly gigs run consecutively to date
 - MiAS provides a safe, welcoming and nurturing environment for young people to enjoy the music they love and connect with others who are like them
 - MiAS has sparked the creation of 5 new metal bands composed of the young people who attended MiAS regularly
- Metal United Down Under – Milk Bar, Perth, 20th April 2024
 - 6 bands on one night
- Stop the Violence 2021, Bunbury WA - metal festival to raise funds for domestic violence charities
 - 30 bands over 3 days

25/273 Hay St East Perth WA 6004

M: 04100 48073

perthsoundlounge@gmail.com



Jamart Sound Lounge

- The Burlington Hotel, Bunbury
- Metal for Turkiye, March 2023 – fundraiser for the 2023 Turkiye earthquake victims –
Lynnotts Lounge, Northbridge WA
 - 1 night, 4 bands

Event description

Kalbarri Open Air will be a two-day music festival of mixed genres including indi, soul, soft rock, hard rock, punk, acoustic, alternative and metal bands. All bands will be from Western Australia, mostly original but we will have some cover bands. We're expanding the genres this time, to cater for requests from the local community.

As a family-friendly event, we aim to provide the Kalbarri and wider WA community with a unique, feel-good experience, using music to connect people and bring benefit to the Kalbarri community at a time when the community is usually quiet.

Number of patrons expected: We expect around 500 patrons in 2025, up to 1000 max at any one time.

Security proposed to be provided by Hi-Lite Security, Geraldton, again as per 2024. Frank has provided security for multiple events in Kalbarri and is very experienced. Quote is pending.

Primary Purpose of event: to bring live music and local WA talent to the Kalbarri community, who usually miss out on such events due to geographical isolation. We want to entertain the community and draw tourists to the town so Kalbarri may benefit long after.

Food: Will be available through food vans and stalls. We will also be approaching a few vans and businesses in Geraldton to get a few more options, such as a kebab stall.

Drinking Water: The Water Corp will install their water dispensers again.

Alcohol: The Kalbarri Sport & Rec Committee may propose to run a licenced bar again. The licenced area will be inside the Rec Centre and underneath the adjacent patio. These areas will be fenced off and no alcohol will be permitted outside these spaces. Associated licences and costs to run the bar will be the Committee's responsibility.

Stages, marquees & tents – temporary structures

- 1 stage approx. 8mx6m, with small marquee (3x6m) behind for covering band equipment
- 3x3 market marquee for first aid
- 3x6 market marquee for merchandise sales
- 2 3x6 marquees for shade
- Any additional tents/marquees/vans that food vendors may need to bring, however these may not all be within the bounds of the event, they may be located outside the fenced event area or in the car park

Details of live or recorded music:

- 14 artists will play original music
- Two non-original bands will play covers
- We will play recorded streamed music between sets

Noise: As per sound management plan – will be the same as 2024

25/273 Hay St East Perth WA 6004

M: 04100 48073

perthsoundlounge@gmail.com



Jamart Sound Lounge

Amusements: We may do some games between sets, but these will be very minimal use of props (for example we may do a free raffle, or game of statues/freeze to keep kids amused). There will be no rides or show-like amusements. It is possible that if it is forecast to be very hot (i.e. over 32 degrees), we may put down long sprinkler hoses for kids to play in and cool off.

Public Liability Insurance: Quote pending from AON Risk Services – AON Entertainment and Events Division.

Toilets: The event will make use of toilets within the Rec Centre, the two toilets located outside the Rec Centre near the half court, and potentially supply 4 further portable toilets for patrons (these will be ordered pending ticket sales)

The WA Department of Health Guideline states a minimum ratio of 1:85 for a licenced event serving alcohol, so we will work off this number.

Cleaning and Waste Management: JSL will be responsible for cleaning and maintenance, as we did in 2024. We require the support of the Shire of Northampton for waste removal from site, and also to loan the Shire's additional bins.

We will need to arrange the delivery and pick up of bins and collection of waste with the Shire please.

Temporary Fencing: Fencing will be procured as per 2024, reinforced and tied down – we needed to do this in 2024 due to wind.

Parking management: Please see traffic & Sound management plan

Event Promotion:

- Promotion needs to begin November 2024
- JSL will handle much of the promotion
 - Social media posts
 - New website being constructed
 - Radio and possibly podcasts
 - Local news media (ie Geraldton Guardian) doing newspaper features
- JSL and the bands will share and promote via their social media and other channels
- The Shire of Northampton may promote the event if they wish
- JSL will promote right across WA to attract the broader community who may wish to make a weekend out of it
- Tickets sold by Oztix, who often send out email list of events and post on social media

Included with this application:

- Shire Northampton Event Application form
- Site plan
- Risk Management Plan

Documentation pending:

- Liquor licence (responsibility of Sport & Rec Committee)
- Insurance certificate
- Music reproduction licence (consulting with APRA regarding this)

Parking/Traffic & Sound Management Kalbarri Open Air Festival 2025

4th & 5th April, 2025

Jamart Sound Lounge - perthsoundlounge@gmail.com

1. Parking/traffic Management

- Patrons will be advised to avoid driving as there is limited parking
- Available car parks will be advertised, including:
 - Behind the Visitor Centre
 - At the foreshore car parks
 - Along the road verge just off Walker Street from near the Porter Street intersection heading south
 - Limited bays in front of tennis courts near the oval
 - At nearby shops, taverns
- Oval will be blocked off from Thursday 3rd April 8am until Sunday 6th April 2pm, so patrons cannot park on the grass
 - It is possible that patrons might park around the perimeter of the oval, as they did in 2024
 - The Event space will be fenced, including fence wrapping so people cannot see into the event and watch without purchasing a ticket.
 - Anyone will be able to hear the event from outside this space, within a certain perimeter. We accept this and it cannot be avoided.
 - We require support from the Shire with traffic cones, or other blockades and signage that is available please.
 - These blockades will not be manned. We do not have enough volunteers to do that, but anyone seen or reported to be driving onto the oval without authorisation will be stopped and asked to leave. Police may be called if we cannot manage them.
 - Only the organisers vehicle, food vans, bands loading in or out, and the sound engineer's vehicle with all his equipment will be authorised to enter the oval space.
- Disabled car spaces will be available in currently marked spaces at the Sport and Rec Centre
- The most traffic anticipated would be from locals who decide to drive. We have promoted for people to stay at the accommodation across from the oval with the intention that there will be less traffic and parking issues from those visiting Kalbarri for the event.

2. Sound (noise) management

- Sound will be managed exactly the same way as 2024. We understand this was very successful, and that no noise complaints were made by accommodation providers nearby, nor locals.
- Sound engineer advises that db level will be managed via a db meter and will be the engineer's responsibility to monitor.
- Level for this outdoor event will be kept at the lower end, up to ~110db up close to the stage, and around 90db at ~80m away.
 - Noting that normal average traffic noise can be up to 80db, this is considered as low as an outdoor event could be before the sound is impacted negatively (ie by a loud truck, car or motorbike)
- WA Government Guidelines state *"Outdoor music concerts and festivals need to operate at sound levels of at least 95 dB(A) at the mixing desk to achieve an acceptable atmosphere."* - If the sound drops below this level at the desk and becomes too quiet at 80M away, crowds will not be happy.
- If bands are "stage loud" the levels are difficult to adjust down, but bands will be briefed on stage volumes and these will be checked by stage & sound staff during each bands' sound check
 - Please be mindful that stage loudness is very difficult to change, however it is less impactful further away from the stage
 - Speakers side of stage will be adjusted to compensate for stage loudness if it occurs
- Influencing factors on how loud the music may be include:
 - Wind - cannot be controlled - if it is windy and the sound carries too much, we may need to increase the volume to compensate
 - "Stage loudness" - as advised above
 - Any other outside ambient noise that overtakes the sound (ie construction site noise) which we may need to compensate for

JSL EVENT RISK ASSESSMENT JUNE 2024

NAME OF THE EVENT:	KALBARRI OPEN AIR 2025	LOCATION(S):	KALBARRI OVAL AND REC CENTRE
RESPONSIBLE OFFICER(S):	ERSH ON AND KIMBERLY ZEHRA	DATE: 25/6/2024	EVENT DATE 4 & 5 APRIL 2025

EVENT RISK REGISTER

	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
1	Adverse weather effects the event including: <ul style="list-style-type: none"> • Extreme Heat • Wind • Rain • Electrical Storm • Heat • Smoke / Haze 	<ul style="list-style-type: none"> • Adverse weather causes injury or illness to staff, contractors or attendees • Event forced to stop due to weather such as extreme heat, rain, lightning 	<ul style="list-style-type: none"> • Cancel event if extreme weather event predicted • Cancel event if location is in proximity to a bushfire or is affected by a natural disaster • Plenty of shade and water will be available in event of excess heat • Temporary structures will be inspected to ensure secure tiedown 	High	Inspections of temp structures – Ersh On (EO) & Tim Morawski (TM) Water and Shade – EO, TM and KZ	Review prior to event beginning both days; review again hourly if wind increases
2	Electrical cords or other obstacles not secured appropriately creating trip hazards	<ul style="list-style-type: none"> • Staff or contractors' trip on hazard causing injury • Members of the public trip on hazard causing injury 	<ul style="list-style-type: none"> • All cords to be taped down or covered 	Low	EO, TM & KZ	Prior to event beginning both days; during setup
3	Live electrical wires or faulty electrical equipment	<ul style="list-style-type: none"> • Electrocutation to patrons, performers and members of the public 	<ul style="list-style-type: none"> • No faulty cords will be allowed on stage or connected to equipment • No electrical equipment will be within proximity of patrons with the potential exception of speakers 	Low-medium	EO, TM & KZ	Prior to event start both days

JSL EVENT RISK ASSESSMENT JUNE 2024

HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW	
4	LPG Cylinders, heaters and appliances	<ul style="list-style-type: none">Injury to public, staff and contractorsExplosion danger and potential burn	<ul style="list-style-type: none">No LPG cylinders, heaters or appliances are being used by JSLLPG may be used by food vendors – they will be required to ensure cylinders are within date and not damaged	Low	KZ	Prior to event beginning both days
5	Broken glass, litter etc	<ul style="list-style-type: none">Potential cuts and lacerations to hands & feet of staff, contractors and members of public	<ul style="list-style-type: none">No glass will be allowed outside of the licenced areaCleaners will be on site	Min- low	Security, cleaners and JSL crew to monitor and report to EO & KZ	
6	Food Poisoning	<ul style="list-style-type: none">Illness or injury to staff, contractors and members of the public.	<ul style="list-style-type: none">JSL are not providing food – food vendors will need to ensure their own checksFood vendors have to apply to Shire – checks in place here as well	Min	KZ to check with food vendors re: food safety protocols	Upon vendor arrival
7	Infrastructure eg jumping castle, marquees	<ul style="list-style-type: none">Injury to public, staff and contractorsDropping, falling, collapsing and blowing away	<ul style="list-style-type: none">As per (1) all structures will be tied down securely and inspected prior to event beginningChecks to be completed regularly during event	low	EO, TM	EO, TM
8	Vehicle accident onsite and motor vehicles within event space	<ul style="list-style-type: none">Injury to public, staff and contractorsDamage to vehicle and assets	<ul style="list-style-type: none">No vehicles are allowed within event space except for emergency vehicles.Food vans, if set up within events space, will be ushered by JSL crew during set up	low	EO, TM	EO, TM

JSL EVENT RISK ASSESSMENT JUNE 2024

HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
9 Excessive noise	<ul style="list-style-type: none"> Noise induced hearing loss to staff, contractors and members of the public Unpleasant business owners, residents and community members 	<ul style="list-style-type: none"> Ear plugs provided to all staff and available to patrons Speakers will be kept to a reasonable level acceptable for an outdoor event Adjacent businesses have been notified Event closes at 10pm so noise will not go on too late 	Medium	EO, TM, KZ, sound engineer	Prior to every band (sound check)
10 Armed or dangerous intruder	<ul style="list-style-type: none"> Bodily injury and trauma to staff, contractors and members of the public 	<ul style="list-style-type: none"> Security present Police to be called 	Low	JSL crew & Security to monitor	
11 Bomb Threat	<ul style="list-style-type: none"> Trauma and injury to staff, contractors and members of the public 	<ul style="list-style-type: none"> Evacuation procedure commence Police to be called 	Low	JSL crew & Security to monitor	
12 Staff and contractors do not maintain adequate personal hygiene.	<ul style="list-style-type: none"> Increased risk of community transmission of COVID-19 Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> Staff & contractors, food vendors will be briefed Hand sanitiser will be available Patrons encouraged to take precautions they desire (ie wear mask) Staff & crew will not be allowed to work if they are unwell 	Medium	KZ	Before, during event
13 Regular cleaning of facilities and equipment not completed during event.	<ul style="list-style-type: none"> Increased risk of community transmission of COVID-19 Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> Cleaners are contracted to clean throughout the event KZ & EO monitor throughout event, do spot cleans 	Low	KZ, cleaning contractor	At half-way point each day
14 Individuals don't wear a mask when required to do so.	<ul style="list-style-type: none"> Increased risk of community transmission of COVID-19 	<ul style="list-style-type: none"> Masks only mandatory if WA Dept Health issues a directive 	low	KZ	

JSL EVENT RISK ASSESSMENT JUNE 2024

HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
	<ul style="list-style-type: none"> Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> If a directive is issued and a patron or staff member does not wear a mask, they will be escorted from the event unless they hold a valid exemption 			
15 Active COVID-19 case attends event site.	<ul style="list-style-type: none"> Increased risk of community transmission of COVID-19 Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> Precautions as listed above Patrons encouraged to stay home if unwell Patrons encouraged to take precautions Anyone found to be unwell during event will be encouraged to attend first aid tent to test for Covid-19 Anyone testing positive as per above will be required to put on mask and escorted from event 	Med-high	All staff, JSL crew & contractors to monitor patrons and staff	
16 COVID-19 risks and controls not communicated prior or during to event.	<ul style="list-style-type: none"> Attendees don't comply with COVID-19 requirements Increased risk of community transmission of COVID-19 Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> All ticketholders will receive the information when they purchase tickets JSL crew will make announcements Signage will be in place at entry gates 	Med	KZ, EO to ensure communication re: Covid protocols carried out	
17 Violent behaviour by patrons, potentially alcohol involved	<ul style="list-style-type: none"> Possible injury to patrons & staff and the person themselves 	<ul style="list-style-type: none"> Security on site to deal Police to be called Bar staff to ensure RSL rules adhered to Anyone engaging in aggressive moshing will be removed and reminded not to 	medium	Sport & Rec Committee; Security contractor, JSL crew monitor	Constant monitoring

JSL EVENT RISK ASSESSMENT JUNE 2024

HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
		<ul style="list-style-type: none"> If they continue, they will be ejected from the event 			
18 Playground	<ul style="list-style-type: none"> Child injures themselves 	<ul style="list-style-type: none"> Parents must be responsible for supervision First aid onsite Ambulance available if needed Parents will accept liability waiver and be notified children are at their own risk 	Low-medium	EO, KZ to ensure communication to patrons	
19 General accidents, falls	<ul style="list-style-type: none"> Injury to patron or staff 	<ul style="list-style-type: none"> First aid onsite Ambulance available JSL crew, security & staff to continuously monitor for hazards & report to EO, KZ or TM 	medium	EO, KZ & TM, JSL crew	Review hazard risk prior to event start each day

ACTION REGISTER

USE: Based on the controls listed above, or when additional information is needed before determining a control, list this in the actions register.

ACTION	ACTION TO ALLOW RETURN	PERSON RESPONSIBLE	DUE DATE
	<Insert action statement that is specific and measurable so that it is clear what is required>		
1.	•		
2.	•		
3.	•		
4.	•		

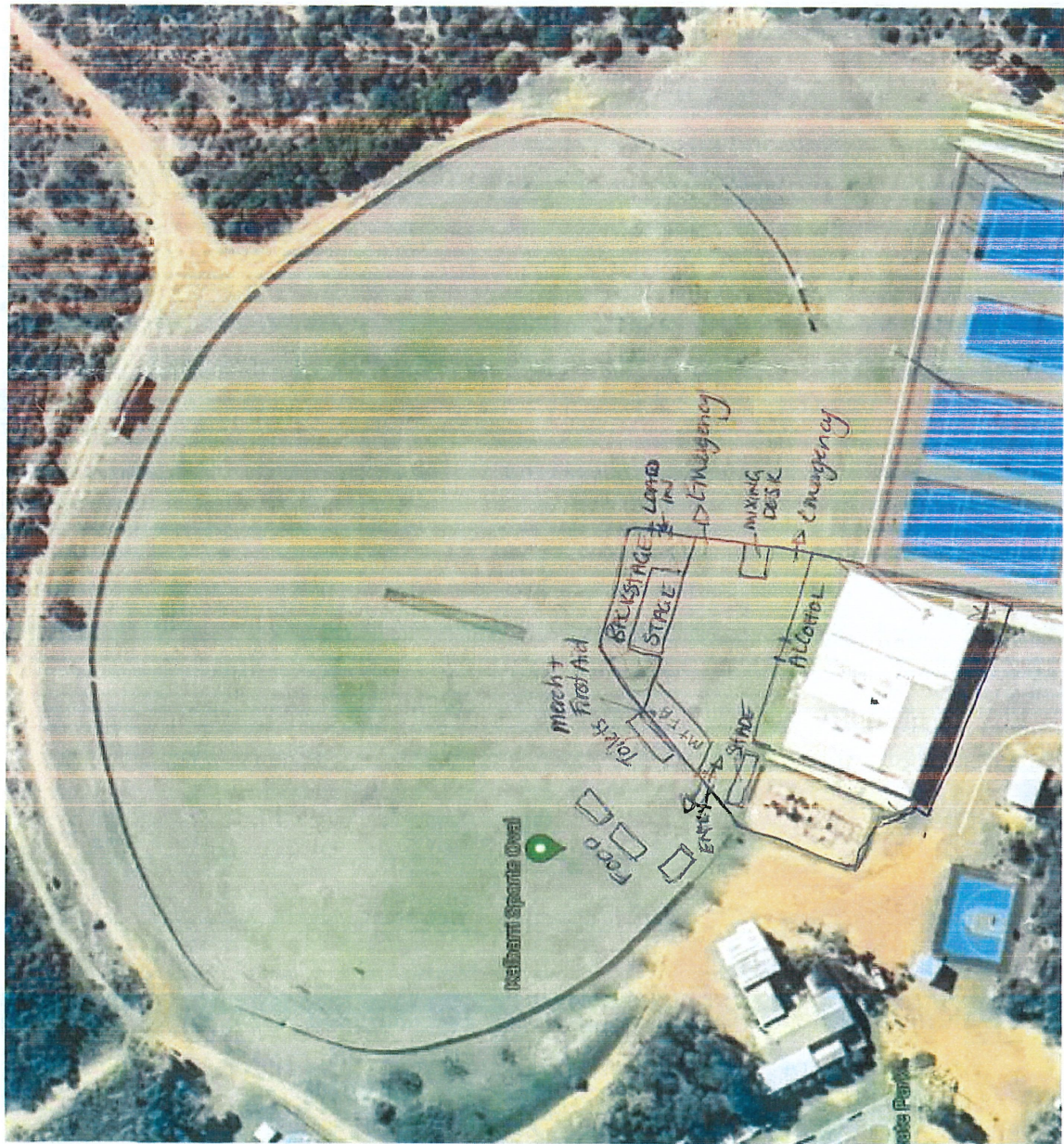
JSL EVENT RISK ASSESSMENT JUNE 2024

RISK POLICY / APPETITE REFERENCE

LIKELIHOOD TABLE				CONSEQUENCE TABLE				
LIKELIHOOD				Minimal	Minor	Moderate	Major	Severe
LIKELY	Probable occurs in most circumstances	Major	Injury or illness that results in hospitalisation or temporary disability. Halt of event requiring investigation and outside assistance (eg Worksafe, Police, ambulance). Major financial loss.	Low	Medium	High	High	Extreme
POSSIBLE	Could occur at some time	Moderate	Injury or illness that results in medical treatment. Temporary halt of event requiring outside assistance (eg, ambulance, police, fire) High financial loss.	Minimal	Low	Medium	High	High
UNLIKELY	Not expected to occur	Minor	Injury or illness that requires first aid treatment only. Temporary halt of event. Medium financial loss.	Minimal	Low	Low	Medium	Medium
RARE	Exceptional circumstances only	Minimal	No injury or an injury that does not require treatment. No financial loss.	Minimal	Minimal	Minimal	Low	Low

JSL EVENT RISK ASSESSMENT JUNE 2024

RATING	DESCRIPTION
MINIMAL	rated risks are accepted by the Event Organiser and require no action, monitor.
LOW	rated risks are tolerated by the Event Organiser and managed by routine procedures.
MEDIUM	rated risks are managed by event management team.
HIGH	rated risks are monitored by senior event management team/organising committee
EXTREME	Immediate action required



JSL
KDA 2025
SITE PLAN

	<p>Ranger Policy 11.1.1</p> <p>Applications to Keep Additional Dogs or Cats</p>
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1.0 Introduction

1.1 Purpose

The purpose of this policy is to:

- i) outline the circumstances under which the Shire of Northampton may be prepared to conditionally approve the keeping of more than the maximum number of Dogs and Cats permitted under Shire of Northampton Local Laws; and
- ii) To outline the procedure to be followed by Shire employees in assessing such applications.

1.2 Background

The Shire of Northampton Local Laws prescribe the following numbers for dogs and cats that may be registered at a property without further approval:

- i) The Shire of Northampton's *Dog Local Law 2017* permits:
 - a) *2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated in a town-site; or*
 - b) *4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside of a townsite; and*
- ii) The Shire of Northampton's Health Local Laws specifies the maximum number of cats without an exemption in writing is 3 cats over the age of 3 months.

1.3 Interpretation

For the purpose of this policy, all terms shall have the same meaning as defined by the Dog Act 1976 and Cat Act 2011, the associated regulations and relevant Shire of Northampton Local Laws.

1.4 Policy Application

The provisions of this Policy do not apply to the following premises:

- a) Premises where an exemption has been granted pursuant to Section 26(3) of the Dog Act 1976.
- b) under the relevant Shire of Northampton Local Law;
- c) licensed Kennel or Veterinarian;
- d) premises approved as an "Animal Establishment" under the provisions of the Shire of Northampton's Local Planning Scheme No 10 – Northampton District and No 11 – Kalbarri Townsite. The Policy applies to all other land within the Shire of Northampton.

2.0 Policy Provisions

2.1 Dogs

In accordance with Section 26(1) of the *Dog Act 1976* up to two dogs may be kept on any premises, 'as of right'. As detailed in balance of section 26, local government may through the making of a local law, limit the maximum number of dogs that may be permitted. Pursuant to this, Part 3.2 of the Shire of Northampton's *Dogs Local Law 2017* states:

- (2) *The limit on the number of dogs which may be kept on any premises ism for the purpose of section 26(4) of the Act –*
- (a) *2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situation within a townsite; or*
 - (b) *4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated out of a Townsite.*

An exemption to permit the keeping of up to six dogs may be granted under Section 26(3) of the Dog Act, which states:

- (3) *Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified are but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption –*
- (a) *may be made subject to conditions, including a condition that it applies only to the dogs specified therein;*
 - (b) *shall not operate to authorise the keeping of more than 6 dogs on those premises; and*
 - (c) *may be revoked or varied at any time.*

Applications for an exemption are to be assessed against the criteria specified in clause XX of this policy.

2.2 Cats

Part 5, Division 2 of the *Cat Act 2011* details that the local government may make and enforce a local law that regulates aspects of cat ownership, including the number of cats that may be kept at a property. While are no Cat Local Laws applicable to the Shire of Northampton clause 5.2.4 of the Shire's *Health Local Law 2007* states that without an exemption in writing the maximum number of cats to be kept at a premises is 3 cats over the age of 3 months.

Applications for an exemption under clause 5.2.4 of the *Health Local Law 2007* shall be assessed against the requirements set out in the Local Law and provisions of this policy. Where a conflict exists between provisions of this policy and the Health Local Law, provisions of the *Health Local Law 2007* shall prevail.

2.3 Application Process

Where an application is to be made to keep more dogs/cats than permitted by Shire of Northampton Local Laws, the submitted details should include:

- A completed Application for Permit to Keep Additional Dogs/Cats;
- The submission of supporting correspondence detailing the background to the situation and the reasoning for the keeping of more dogs/cats;

- In the case of a tenanted property, correspondence from either the landowner or their appointed real estate agent authorising the application; and
- Payment of the required fee in accordance with the Shire of Northampton's Schedule of Fees and Charges adopted as part of the annual budget.

2.4 Assessment of Proposals

All applications seeking approval to the keeping of more than the maximum number of dogs/cats prescribed by the relevant Shire of Northampton Local Laws shall be determined by Council. Agenda Items prepared for Council consideration, shall address the following matters to the satisfaction of the Chief Executive Officer:

1. Applications to keep more than the number of dogs/cats prescribed by the Shire of Northampton Local Laws shall only be supported in the following circumstances:
 - a) A maximum of three (3) dogs being approved on a single premises within a townsite;
 - b) A maximum of five dogs (5) dogs being approved on a single premises outside of a townsite;
 - c) The reason for requesting more than the number of dogs/cats prescribed by the local laws is as a result of:
 - i. To replace an elderly or sick dog in the family that it is not expected to live;
 - ii. Sudden family emergency and dog inherited;
 - iii. Merging of two households;
 - iv. Where the applicants have had approved to keep more than prescribed number in another local authority.
 - d) The existing dogs/cats on the premises are registered.
 - e) The application does not relate to a restricted or declared breed.
 - ff) The property has been inspected and deemed suitable by Shire Officer's authorised under the Dog Act 1976 and/or Cat Act 2011.
2. Applications for approval to keep more than the prescribed number of dogs/cats on the following grounds shall not be supported:
 - a) Just wanting another dog/cat;
 - b) Rescued a stray and would like to keep it;
 - c) Family member moves home and brings dog/cat;
 - d) A third party moving into a property (i.e. a boarder) and bringing a dog/cat with them;
 - f) Wanting to keep puppies/kittens from litters that have not been disposed of within three months of being born.
 - g) For breeding purposes, unless the owner is a registered breeder and the premises is already licensed as a Kennel, or approved as an Animal Establishment in accordance with the provisions of the Shire of Northampton's Local Planning Scheme No 10 – Northampton District or No 11 – Kalbarri Townsite;
 - h) Applications seeking to keep declared or restricted breeds.

2.5 Consultation

Neighbouring property owners shall be advised of the application for an exemption and provided a minimum of 14 days to comment on the proposal.

2.6 Conditions of Approval

Conditions of approval shall be recommended to Council as deemed necessary by the Chief Executive Officer. Without limiting the generality of the foregoing, recommendations for approval are contain to conditions addressing the following:

1. This approval relates the keeping of the following dogs/cats only:
 - Shire Officer to list each dog/cat by, age, colour/description, breed, microchip number and registration number.
2. The owner ensuring that the registration and registration details relating to each dog/cat are kept up to date at all times.
3. The animals hereby approved shall be managed so as not to create a nuisance as defined by the Dog Act 1976 in the case of Dogs or the clause 5.2.4 of the Shire of Northampton Health Local Laws 2007 in the case of cats;
4. Within a townsite, not more than two of the animals hereby approved shall be unsterilized unless the premises have been approved as an "Animal Establishment" in accordance with the provisions of Local Planning Scheme No 10 – Northampton District or No 11 – Kalbarri Townsite as may be applicable; and
5. Outside of a townsite, not more than four of the animals hereby approved shall be unsterilized unless the premises have been approved as an "Animal Establishment" in accordance with the provisions of Local Planning Scheme No 10 – Northampton District or No 11 – Kalbarri Townsite as may be applicable.

Advice to Applicant:

1. The applicant is advised that the Shire of Manjimup reserves the right to revoke this approval should any of the above conditions be met, or any complaints and/or nuisance results from the keeping of the additional dogs/cats on the premises.
2. The applicant is advised that this approval is not transferrable to another property.
3. The applicant is advised that in accordance with the provisions of the Shire of Manjimup's Local Planning Scheme No 4, the keeping of more than two dogs or cats for the purposes of breeding is classified as an "Animal Establishment". Council's prior planning approval is required for the use of land as a "Animal Establishment".

SHIRE OF NORTHAMPTON

ATTACHMENT 9.8.1 (1)

WORKS CREW BUDGET - PROGRAM AND PROGRESS REPORT (2024/2025)
(October 2024)

2024/2025 Budget Works	Job No	Status	Comments
<u>REGIONAL ROAD GROUP PROJECTS - 150300</u>			
Binnu East Road Floodways SLK 1	RRG		plus RRG Funding \$301,692 for both floodways
Binnu East Road Floodways SLK 3	RRG		plus RRG Funding \$301,692 for both floodways
<u>ROADS TO RECOVERY - 152100</u>			
Balla Whellarra Road	RTR		Reseal
Northampton - Fifth Street Install Stormwater	R345		Survey and Design with Consultants
<u>LR GRANT - 152140</u>			
Little Bay Road Construct Road to Little Bay	R440		c/f \$743,100 LCRI funded reduced due to shortening project Clearing Permit request submitted Land Tenure, cadastral survey and native title study included as part of clearing permit application.
Binnu East Road reseal	R442		LCRI funded - funding source change to offset deficit Front of new Elders Building
Northampton- Hampton Road			
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
Carried Over from 2023/2024			
Kalbarri			
Karina Mews Reseal and replace concrete kerbing	R982		Reseal and replace kerbing
<u>Northampton</u>			
Gwalla & Brooks Street Install of drainage c/f 21/22	R326		c/f \$63,995 install drainage, works not completed 21/22 22/23
Cont.			

2024/2025 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FUND CONSTRUCTION - 150600</u>			
New Projects			
<u>Northampton</u>			
Robinson Street Surface Correction - 2 sections and kerbing	R338		c/f \$10,880 Surface correction & kerb replacement
Fifth Street (Council Contribution) Install Stormwater	R345		Survey and Design with Consultants c/f \$187,191. Plus R2R funding \$133,983 So flags can be flown 24 hours per day.
Northampton Uplighting of flag poles			
<u>Kalbarri</u>			
Anchorage Lane Engineering Works - Investigate and Design	R348		Engineering Works - investigate and design (drainage)
Maver Street			Install Kerb
Glass Street			CBP Full Service 2200m2
<u>Rural</u>			
Coolacalaya Road Survey Road Reserve	R335		c/f \$35,000
Binnu East Road Floodways SLK 1			Shire Contribution
Binnu East Road Floodways SLK 3			Shire Contribution
Cont.			

2024/2025 Budget Works	Job No	Status	Comments
<u>MUNICIPAL FOOTPATHS - 150900</u>			
Carried Over from 2023/2024			
Northampton - Stephen Street Replace DUP from NWCH to West Street	F702		
Kalbarri - Grey Street Replace DUP at front of Allen Centre	F707		Works Commenced
Kalbarri - Red Bluff entrance to ECO Flora	F716		c/f \$127,810 (MRD funding \$95,599 Sire \$95,599) Additional funding required \$31,694 Shire and MRD each.
<u>MUNICIPAL FOOTPATHS - 150900</u>			
New Projects			
Kalbarri - Malaluca Pathway Maintenance of existing	08 T379		
OTHER WORKS - MISC.			
Establish Drainage easements Essex to John Street Northampton			
Line Marking			
Porter St South maintain vegetation			
Stephan Street Depot Tree and Plant Nursery			Strategic Asset Reserve as per Council decision
Kalbarri Airport Tidedowns			Current \$7,500
Kalbarri Airport Extra Runways Sweeping/ Slashing			Review is suggested, instead of fire hydrants - utilise c/f
Port Gregory Water Supply Review			
Cont.			

2024/2025 Budget Works		Job No	Status	Comments
<u>OTHER WORKS - Depots/Foreshores/Ovals/Parks/Gardens/Cemeteries etc</u>				
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 - Cemetery Install new niche wall under existing shelter		H001		Works Commenced
Northampton - Lions Park Install 3 x stone wall seating		F012		Works Commenced
Northampton - Main Street Heritage bin surrounds Supply heritage style bin surrounds				
Northampton Entry Statement Plants				
Northampton Entry Statement Solar Lighting				
Northampton Entry Signage Replacement				
Poppet Head re-oil, bolt tighten				
Bore 83 Pipeline redirect from private property				
New Plants				
				New request (CEO) - Existing signage in very poor condition on NWCH/ Hampton Road (Shire Boundries)
				Caravan park verge
				Behind John Street Northampton (Casley property)
				Northampton Office, Lions, Hampton gardens, NCC, Gen Gardens, Northampton Cemetery, Edna Bandy Centre
Cont.				

2024/2025 Budget Works	Job No	Status	Comments
Kalbarri - Foreshore grass removal Cut down grass height along DUP area/s			
Kalbarri - Foreshore shelter Install Foreshore shelter.			
Kalbarri Oval Vermin Fencing			
Kalbarri/ Verticut/topdress/fertiliser			
Horrocks - Foreshore grass removal Cut down grass height along DUP area/s			LCCI funded - Funding Source change to offset deficit
Horrocks - Foreshore water supply holding tank Remove existing and place new			LCCI funded - Funding Source change to offset deficit
Horrocks water tank monitoring system Water system upgrade	3664		
Horrocks - Install shower Install shower at top of Jetty boardwalk			
Port Gregory - Carpark Construction/Renovations Foreshore carpark area	3714		
Port Gregory - New Community Storage Shed New shed	99 5414		Deferred to 2024/25
Port Gregory - Non Potable water supply holding tank Install new water supply holding tank	99 5414		
Port Gregory Water Monitoring System			Water System upgrade
Port Gregory Tip Site Install cover over 'Oil Reciprical'			
Cont.			

2024/2025 Budget Works		Job No	Status	Comments
<u>PLANT ITEMS - Major</u>				
Northampton - New Truck (Construction) Purchase new - trade/sell existing P217 Mitsi		4214/99		Pending Plant Review
Northampton - New Truck Trailer (Construction) Purchase new - trade/sell existing P218 Trailer		4214/99		Pending Plant Review
Tip Truck (Rubbish Truck Kalb)				New \$130,000 less sell P273 \$20,000 (net figure)
Mower Front Deck (ride on mower Kalb)				Net Figure
Ute (Manager Parks & Gardens) (Ex EMCS)			Ordered	New \$55,000 less sell P306 \$30,000
2wd Ute Northampton			Ordered	New \$45,000 less sell P294 \$5,000
4WD Ute (Northampton Ranger) replacement			Ordered	Existing vehicle repurposed to Horrocks
Cont.				
2024/2025 Budget Works		Job No	Status	Comments
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>				
Northampton Depot 30 KVA Genset/ electrical Fit out				Portable generator to service multiple locations if required.
Multi-use Trailer				Multi-use Trailer - Generator mobility and other uses
CAT Backhoe mesh guards (front & rear)			Ordered	Safety measure
Confined Space Equipment Blackwoods Quote			COMPLETE	c/f \$9,200
Northampton Maint Truck - Small fridge		7362/02		New Trailer - name change
Trailer 8x5 Northampton Depot				New request (CEO)
Alcohol and Drug Test Equipment			Ordered	
131NR - EMWTS Ranger - Dual Battery Installation			Ordered	Supported for storm water damage events
131NR - EMWTS Ranger Dashcam				
Whipsnips (Niton & Hks)				
Cont.				

2024/2025 Budget Works	Job No	Status	Comments
Stihl Mower (elect) (Nton Garden) Small Plate Compactor (depot) Extendable Chainsaw (depot) Post hole Auger bit Receiptrical Saw Milwalki combo (Mtce truck) Laser Level (depot) Back Pack Sprayer Portable Toilet and Transport Trailer for Portable Toilet GPS Terra Trip LH Mtce Vehicle P322 <u>Kalbarri</u> Whip snip Chain Saw Hedger Backpack Sprayer Milwalki Combo Depot 2bundd Pallet/ Cupboard High Pressure Cleaner Bin Truck			

		<h1>Consultation for Planning Proposals</h1> <h2>Local Planning Policy</h2>	
Version 4			
<p>Scheme Provisions:</p> <p>LPS #10</p> <p>Clause 4.3 of Local Planning Scheme No.10 requires applications for development approval classed as 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause.</p> <p>LPS # 11</p> <p>Clause 3.2 of Local Planning Scheme No.11 requires applications for development approval classed as 'A' be subject to formal advertising pursuant to the Cl. 64 of the "Deemed Provisions" of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, and if classed 'D' may be advertised at the Council's discretion, also pursuant to the same clause..</p>	<p>Other References:</p> <p>Shire of Northampton Local Planning Scheme No. 10</p> <p>Shire of Northampton Local Planning Scheme No. 11</p> <p>Planning and Development Act 2005</p> <p>Planning and Development (Local Planning Schemes) Regulations 2015</p>	<p>Special procedural considerations:</p> <p>In any event all applications requiring vehicular access to roads under the control of Main Roads WA (North West Coastal Highway, part Port Gregory Road/George Grey Drive) shall be forwarded to the Main Roads WA seeking comment, prior to the Council determining the proposal.</p>	

RESPONSIBILITY	Authority is delegated to the Chief Executive Officer for the following: <ul style="list-style-type: none"> a. Accept submissions received shortly after the formal comment period. b. Determine the consultation level. 		
ADOPTION	20 February 2009	Advertising	(Minutes 1.6.2)
	17 April 2009	Final Adoption	(Minutes 3.6.3)
	V2 16 June 2014	Advertising / Final Adoption	(Minutes 6.8.1)
	V3 15 June 2018	Advertising / Final Adoption	(Minutes 6.9.1)
	V4 18 February 2022	Advertising / Final Adoption	(Minutes 2.8.2)

1.0 CITATION

This is a local planning policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Consultation for Planning Proposals local planning policy.

2.0 INTRODUCTION

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.

In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

3.0 OBJECTIVES

- 3.1 To develop a method by which proposals can be classified according to their likely impact.
- 3.2 To clearly define the different levels of consultation that will be undertaken and advice that will be provided in respect of a range of land use and development proposals, to provide the community with adequate and appropriate opportunities to be kept informed and comment on and respond to issues and proposals.
- 3.3 To detail the requirements for consultation based on the level of impact of the proposal.
- 3.4 To outline the process the local government will use when undertaking consultation and considering submissions.

4.0 APPLICATIONS SUBJECT OF THIS POLICY

- 4.1 The over-arching principle of this policy is that the Local Government (where appropriate or required) will advise and consult with the community about initiatives involving proposed new or extended land uses and developments, in an endeavour to ensure openness and accountability in the decision-making processes and to gauge public opinion.
- 4.2 The need to engage the community will be based firstly on any legislative requirement and then the degree to which the proposal impacts upon the site itself, the land immediately surrounding the site, the locality within which the site is situated or, in some cases, the whole Local Government. In relation to complex issues, the Local Government will exercise flexibility in determining the level of consultation that is required and the best means by which maximum public feedback may be obtained.
- 4.3 The Local Government will predominantly consult with owners of land and, where appropriate, will also consult with occupiers of the land.

5.0 APPLICATION REQUIREMENTS

Applications for development are expected to demonstrate due regard for the accompanying information requirements as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015* and the R-Codes and the relevant design principles as outlined in the R-Codes.

5.0 POLICY STATEMENT

The method of consultation used will relate to the legislative requirements and (in the opinion of the Local Government) the likely extent of the impact on the community or the interest likely to be generated by the community with respect to the proposed land use or development. In any event the Local Government has the discretion to publicly advertise any town planning proposal.

6.1 Consultation level requirement by Development Proposal Type

The below matrix is the basis upon which the appropriate level of consultation with affected persons and the community will generally be determined for land use and development proposals. Where proposals occur that do not clearly fall within the matrix, or where circumstances indicate that the standard level would not be appropriate, the Local Government shall use its discretion to establish the consultation process required. Notwithstanding compliance, proposals that are considered to have a substantial impact due to their scale, size or nature may require consultation

Development Proposal Type	Consultation Level
Design Guidelines	D
Local Planning Policies	D
Management Plans (local)	C
Development Applications (permitted uses)	A
Development Applications (discretionary)	
• likely to impact on surrounding owners/occupiers; or	B
• not likely to impact on surrounding owners/occupiers	A
Development Applications (discretionary after advertising)	
• impacts are confined to adjoining properties and the immediate vicinity of the proposal; or	C
• impacts affect the broader locality in addition to adjoining properties	D
Residential Design Codes Design Principle Assessment	B
Structure Plans	D
Strategic Plans / Documents:	
• impacting on specific sectors / areas of the community	D
• impacting on the Shire in general	E
Subdivision Referrals	A
Local Planning Scheme Amendments	D
Townsite Plans / Local Planning Strategies	D
Local Planning Scheme Review	E

6.2 Level A – NO CONSULTATION

No consultation will occur where the proposal:

- 6.2.1. is determined by the Chief Executive Officer as having no predictable detrimental impact on the character or amenity of the immediate or general locality;

- 6.2.2. is determined by the local government as not being required or is precluded under relevant legislation; or
- 6.2.3. has previously occurred, and only minor modifications or modifications that address concerns previously raised are proposed.

6.3 Level B – CONSULTATION WITH OWNERS OF ADJOINING LAND

- 6.3.1. Where, in respect of any proposal, the 'Deemed-to-Comply' Provisions of the Residential Design Codes are not complied with, the owners of land adjoining the application site affected by the non-compliance will be consulted unless the proponent has already undertaken the necessary consultation and secured agreement or obtained comment.
- 6.3.2. Where (in respect of other proposals) a proposed development will be visible from any road or other public place and/or will be likely to have an impact on the streetscape, visual amenity and ambience of properties in immediate proximity to the site, the owners of properties adjoining, and those on the other side of any street immediately opposite the application site, will be consulted.
- 6.3.3. The local government may undertake one or more of the following:
 - i. Consult with the owners of properties determined as being potentially affected by a development proposal in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.
 - ii. Where an affected land owner is consulted by the proponent of a development proposal, evidence of the acceptability of the proposal should be provided by way of a signed letter of no-objection and endorsement by way of no-objection comment, signature, printed name and full address on a copy of the plan(s) submitted for approval.

6.4 Level C – CONSULTATION WITH OWNERS OF NEARBY LAND

- 6.4.1 Where a proposed land use or development is determined by the local government as having the potential to impact on not only the use or enjoyment of land adjoining the application site but also other neighbouring land, the owners of those neighbouring properties will be consulted.
- 6.4.2 The local government may undertake one or more of the following:
 - i. The owners of properties determined as being potentially affected by a development proposal (generally owners of all land within a radius of 60m of the boundary of the application site for land within an urban area or within an existing settlement) will be consulted in writing providing a minimum of 14 days (or such other period as may be prescribed by the relevant legislation) for the lodgement of any submissions.
 - ii. Dependent upon the level of impact in the area, the local government may also publish a notice of the development proposal in a newspaper circulating in the area inviting comment within a specified period, with an additional fee to be levied on the applicant pursuant to the local government's schedule of fees and charges.

6.5 Level D – CONSULTATION WITH OWNERS/OCCUPIERS OF LAND IN THE LOCALITY

- 6.5.1 Where a proposed land use or development is determined by the local government as having the potential to impact upon the use or enjoyment of land within an area or a settlement but not extending to the whole of the municipality or specific interest groups within that area, the community within that area will be consulted.

6.5.2 The local government may undertake one or more of the following:

- i. publish a notice of the development proposal in a newspaper circulating in the area;
- ii. arrange for a sign or signs to be placed in a prominent position(s) on the site;
- iii. consult the owners of all land within a radius of 100m of the boundary of the application site for land within an urban area or within an existing settlement, or 500m radius for land within a rural area, except where it is determined by the local government that the proposal will not have any significant impact on certain portions of the area;
- iv. consult with the owners of land beyond the foregoing areas where, in the opinion of the local government, there will be an impact along key transportation facilities, tourist routes or view-sheds; and/or
- v. consult as necessary with other affected government agencies or statutory authorities as the case requires,

6.5.3 Drawing attention to the form of the development proposal and inviting comment within a period not being less than 14 days or, where appropriate, such longer period as may be necessary to comply with relevant legislation (Schedule 2 Part 2 Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a minimum of 21 days in the case of Local Planning Policies).

6.6 Level E – CONSULTATION WITH ENTIRE SHIRE

6.6.1 Where proposals or projects are of State, regional or shire wide significance the community will be consulted in a manner as determined by the local government. In relation to complex applications, the local government may exercise flexibility to determine the level of consultation that is required and the best means by which maximum public feedback may be obtained.

6.7 Submissions

6.7.1 The local government will only accept submissions where:

- i. it has been signed by the respondent and contact details, including address for correspondence, is provided.
- ii. comments on the development are provided in legible written English.

6.7.2 A petition will only be considered where it:

- is addressed to the Chief Executive Officer;
- is made entirely by electors of the local government;
- states the request/reason(s) on each and every page of the petition;
- contains the names, addresses and signatures of the electors making the request, and the date each elector signed; and
- states the name of a single person upon whom, and an address at which, notice to the all the petitioners can be given.

6.7.3 All submissions received will be summarised for reporting to Council with:

- i. submissions treated in confidentiality (unless otherwise prescribed by the relevant legislation), although Councillors may request a copy of any/all submissions.
- ii. matters taken into account from submissions being based on valid planning grounds, including, but not limited to:
 - considerations outlined in the relevant Local Planning Scheme, Local Government policy and/or strategy.
 - potential for detrimental impact on the enjoyment of nearby properties from such causes as the effect on views to and from the development site, overshadowing,

privacy, noise impact, or the scale, height, external appearance and bulk of proposed new developments.

- impact of the proposal on streetscape and the amenity of the locality.
- heritage values or significance.
- adequacy of access, egress, parking and manoeuvring including disabled access.
- traffic generation and probable effect on safety and traffic movement.
- removal of, or increased threat to, natural vegetation.
- the assessed fire hazard appropriate to the land and the proposed new land use and development.
- any other environmental consideration including but not limited to potential for soil erosion or land degradation, water quality degradation, or increased environmental risk.
- potential loss of any community service or benefit.
- adequacy of community and public utility services.
- any other matter relevant to orderly and proper planning

6.7.4 The local government upon determining the application may either:

- i. send to each respondent a letter.
 - acknowledging receipt of the submission.
 - advising of the determination of the development proposal concerned, providing reasons for that determination; and
 - advising the name and position of the officer of the local government from whom further information can be obtained.
- ii. place an advertisement in the local paper providing public advice as to the outcome of the matter.

6.8 Delegation

6.8.1 Authority is delegated to the Chief Executive Officer for the following:

- i. to determine submissions received shortly after the formal comment period.
- ii. determine the level of consultation required for each application.

7.0 DEFINITION

For the purposes of this policy the following definitions are provided:

“Adjoining” means any land (or owner of land) which abuts an application site or is separated from the site only by a pathway, driveway, right-of-way or similar thoroughfare (excluding a public road reserve).

“Affected Person” means a person who owns (or occupies) land that adjoins an application site or the enjoyment of which, may be detrimentally affected by the use or development on an application site.

“Nearby Land” means any land (other than adjoining land) which may be adversely affected by a development proposal and, where appropriate, may include owners (or occupiers) within a neighbouring local government.

“Notify” means written communication by the local government or the proponent of a development proposal containing relevant information about the development proposal for the purpose of advice or seeking comment.

“Relevant Information” means the principal details of a development proposal as determined by the author of any notification to be sufficient to describe the proposal and its potential impacts. Each notification is to provide further information as to where and when full particulars of the development proposal can be inspected during the period during which comments are sought.

“Respondent” means those affected persons who have provided written comment on a proposal within the formal comment period, or shortly thereafter at the discretion of the local government.

		Heritage Conservation & Development	
		Local Planning Policy	
Version 4			
Scheme Provisions: Special Control Area 4 – Town Centre Conservation Schedule 14 – Detailed Design & Streetscape Policy Guidelines for the Town Centre Conservation Precinct Cl. 8, Part 3 Deemed Provisions of LPS No. 10 and 11		Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Northampton Local Heritage Survey (2015)	
		Special procedural considerations: Referral to Heritage Advisor	

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	V1 15 April 2016	Advertising	
	V1 24 May 2016	Final Adoption	
	V2 15 May 2020	Advertising/Final Adoption	
	V3 15 May 2020	Advertising / Final Approval	
	V4 20 Oct 2023	Advertising/ Final Approval	

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Heritage, Conservation and Development local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

2.0 BACKGROUND

The Shire of Northampton is home to a rich and diverse range of heritage places which it seeks to document, conserve and protect through existing mechanisms such as the Local Planning Scheme, the Town Centre Conservation Precinct, the Heritage List and the Shire of Northampton Local Government Heritage Survey, previously known as the Municipal Heritage Inventory (MHI).

Places considered worthy of protection are identified on the Heritage List established under Local Planning Scheme Nos. 10 and 11. A copy of the Heritage List is attached as Appendix 1.

3.0 OBJECTIVES

The objectives of the policy are:

- 3.1 To document, conserve and protect places of cultural heritage significance within the Shire of Northampton.
- 3.2 To ensure development does not adversely affect the significance of heritage places.
- 3.3 To ensure that sufficient information is provided to enable the local government to make informed decisions.
- 3.4 To ensure that heritage significance is given due weight in local planning decision making.
- 3.5 To guarantee that where a development is approved which involves the demolition of a heritage building within the Town Centre Precinct, that the development is actually constructed and within a specified timeframe.
- 3.6 To provide development and design guidance for development of places in the Heritage List and within the Town Centre Conservation Precinct (SCA 4) established pursuant to the Shire of Northampton Local Planning Schemes No. 10 and 11; and
- 3.7 To provide improved certainty to landowners and the community about the planning processes for heritage identification and protection in the Shire of Northampton.

4.0 POLICY STATEMENT

4.1 Definitions

For the purposes of this Planning Policy, the following terms shall have the same meaning as in Schedule 2, Part 1 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Heritage Act of Western Australia 2018*:

4.2 Application of Policy

4.2.1 Levels of Significance & Management Recommendations

The Local Heritage Survey assigns a management category for each place dependent upon its level of heritage significance.

Category	Level of Significance	Description	Management Recommendation
1	Exceptional Significance	Essential to the heritage of the locality	Conservation of the place is considered essential. Any proposed change should not unduly impact on the significance of the place and be in accordance with either a Conservation Plan or Heritage Impact Statement.
2	Considerable Significance	Very important to the heritage of the locality	Conservation of the place is highly recommended. Any proposed change should not unduly impact on the heritage values of the place and should retain significant fabric wherever feasible
3	Moderate Significance	Important to the heritage of the locality	Conservation of the place is recommended. Any proposed change to the place should not unduly impact on the heritage values of the place and should retain significant fabric where feasible.
4	Some Significance	Contributes to the heritage and/ or historical development of the locality	Conservation of the place is desirable. Any proposed change to the place should be in sympathy with the heritage values of the place
5	Historic Site	The site has historic significance for its previous use and its role in the historical development of the locality.	Proposed development may need to have regard to possible archaeological evidence remaining on the site. Recognise and interpret the site if feasible. This may be achieved through a variety of methods including, but not limited to, signage, public art, paving treatment and landscaping as well as design treatment of any new development, which reflects the former use of the site.
6	Municipal Inventory Archive	Place was previously included in the Municipal Inventory but has been removed due to demolition or diminished heritage significance	The place does not form part of the relevant local Town Planning Scheme Heritage List. This category is for record keeping purposes only

4.2.2 Heritage List

All places given a Management Category of 1 and 2 under the Local Heritage Survey are included in the Heritage List. Lesser categories are also included where they have streetscape or landscape significance.

A Development Application is required for all places listed in the Shire of Northampton Heritage List as per cl. 61(b)(i) of the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

4.2.2.1 Threshold for inclusion in the Heritage List

Establishment and maintenance of the Heritage List is a requirement of Clause 8(1) of the Deemed Provisions. Inclusion of a place in the Heritage List will be based on an assessment of cultural heritage significance and the designation of this – assigned level of significance as detailed in the Shire's local government inventory – Local Heritage Survey as indicated in Table 1.

Table 1: Cultural Heritage Significance and inclusion in the Heritage List

Level of Significance	Category	Description	Heritage List
Exceptional Significance	1 (State Register of Heritage Places)	Essential to the heritage of the locality. Rare or outstanding example.	All places with this category are included in the statutory <i>Heritage List</i> .
Considerable significance	2	Very Important to the heritage of the locality. Shows a high degree of integrity/authenticity.	All places with this category are included in the statutory <i>Heritage List</i> .
Moderate significance	3	Important to the heritage of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the <i>Heritage List</i> .
Some significance	4	Contributes to the heritage and/or historical development of the locality.	In certain cases where a place has streetscape or landscape significance it may be considered for inclusion in the <i>Heritage List</i> .

4.2.3 Relevant Considerations for Development Approval

In considering any development applications in relation to a place entered in the Heritage List or land within a designated heritage area under the Scheme, the local government will apply and have regard to:-

- the conservation and protection of any place or area that has been registered in the Register (State Register of Heritage Places) under the Heritage Act 2018, or is the subject of a Conservation Order under the Act;
- the conservation and protection of any place which is included in the Heritage List under Clause 8 of the deemed provisions of the Shire of Northampton Local Planning Schemes No. 10 and No. 11;
- whether the proposed development will adversely affect the significance of any heritage place, including adverse effect resulting from the location, bulk, form or appearance of the proposed development;
- the level of heritage significance of the place, based on a relevant heritage assessment;

- e) measures proposed to conserve the heritage significance of the place and its setting;
- f) the structural condition of the place, and whether the place is reasonably capable of conservation;
- g) whether the place is capable of adaptation to a new use which will enable its retention and conservation;
- h) the advice received from the Shire's Heritage Advisor; and
- i) the development control principles set out in *State Planning Policy 3.5 - Historic Heritage Conservation*.

4.2.4 Development Control Principles

The following 'development control principles' must be applied in considering applications for Development Approval in relation to a place entered in the Heritage List or land within a designated heritage area under the Scheme. The weight given to heritage as a consideration will vary, depending on the degree of significance of a place or area, and relevant economic, social or environmental factors that may apply.

4.2.4.1 Alterations, extensions or change of use affecting a heritage place

- a) Development should conserve and protect the cultural heritage significance of a heritage place based on respect for the existing building or structure, and the least possible change to the significant fabric.
- b) Alterations and additions to a heritage place should not detract from its significance and should be compatible with the siting, scale, architectural style and form, materials and external finishes of the place. Compatibility requires additions or alterations to work with the original fabric rather than simply copying or mimicking it.
- c) In some cases, the conservation and protection of a heritage place may require a change of use to ensure a reasonable beneficial use or return. Sympathetic adaptation and change of use should be supported in such cases.
- d) Development should be in accordance with any Planning Policies relating to heritage.
- e) Where a Conservation Plan has been prepared for a place, development must be in accordance with the conservation policies under the Conservation Plan.

4.2.4.2 Demolition of a heritage place (including a place within a heritage area)

- a) Demolition of a heritage place with exceptional or considerable significance is rarely appropriate and should require the strongest justification. Demolition of a heritage place with moderate or low significance should be avoided wherever possible, although there may be circumstances where demolition is justified. The onus rests with the applicant to provide a clear justification.
- b) Demolition approval should not be expected simply because redevelopment is a more attractive economic proposition, or because a building has been neglected. Consideration of a demolition proposal should be based upon the significance of the building or place; the feasibility of restoring or adapting it, or incorporating it into new development; and the extent to which the community would benefit from the proposed redevelopment.

Any person or organisation who is considering or proposing to develop or alter a heritage place should seek advice from a qualified heritage architect or heritage consultant prior to progressing any application.

4.2.5 Application Requirements

The local government may require an applicant to provide one or more of the following to assist the local government in determining the application. This is additional to the information required under the relevant Local Planning Scheme.

4.2.5.1 Heritage Impact Statement (HIS)

If a proposal will have a substantial impact on the significant fabric of a place in the Heritage List or land within a designated heritage area under the Scheme, the local government may require a 'Heritage Impact Statement' (HIS) to be submitted addressing three main questions:

- a. How will the proposed works affect the significance of the place or area?
- b. What measures (if any) are proposed to ameliorate any adverse impacts?
- c. Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

(Refer to Appendix 2: Heritage Council of WA, "Heritage Impact Statement – a guide")

4.2.5.2 Conservation Plan

If a proposal affects a place that is entered in the State Register of Heritage Places, or a large or complex place of exceptional significance, the Shire may require a Conservation Plan to be prepared. Such cases will be rare.

A Conservation Plan is a guiding document for the conservation and future use of a place, and is prepared in accordance with the Heritage Council's "Conservation Plan Study Brief: Introduction to Conservation Plans".

4.2.5.3 Structural Condition Assessment (in the case of demolition)

If structural failure is cited as a justification for the demolition of a place in the Heritage List evidence should be provided from a registered structural engineer that the structural integrity of the building has failed, to the point where it cannot be rectified without removal of a majority of its significant fabric and/or prohibitive costs.

4.2.5.4 Archival Recording (in the case of demolition or substantial redevelopment)

If a proposal is for the demolition or the substantial redevelopment of a place in the Heritage List, the local government may require, as a condition of approval, the preparation of an archival record of the place, prior to demolition or commencement of development.

4.2.5.5 Redevelopment Plans within the Town Centre Conservation Precinct (in the case of demolition)

- a) If a proposal is for the demolition of a place located within the Town Centre Conservation Precinct, the local government may require details of the proposed future development/use of the site to be submitted. Information required may include a redevelopment site plan, floor plan(s), elevations and accompanying details on the proposed development/use together with reference to suggested interpretive outcomes which reflect the history of the site.
- b) Additionally, the local government may require that, prior to granting approval for the demolition of a place, the proponent must have obtained a development approval for the future development/use of the site.
- c) Depending on the nature of the proposal and the significance of the place, the approval for the demolition of may be subject to the following condition:

"The development approved (the "New Development") must be constructed by no later than 2 years following the date of approval of the demolition licence. Prior to the issue of a demolition licence, the owner is to obtain a building licence

for the New Development and shall enter into a deed with the local government (prepared by the local government at the owner's cost) which shall include provisions:

- a. prohibiting any other development on the land until the New Development is completed;*
- b. confirming that the owner shall carry out the New Development as required by this condition;*
- c. requiring the owner to provide a signed building construction contract for the New Development to the local government within a stipulated time; and*
- d. charging the land in favour of the local government and authorising the local government to lodge an absolute caveat against the certificate of title to the land in order to secure the owner's obligations and to ensure any purchaser of the land enters into a similar deed."*

4.2.5.6 Incentives

The Shire's Local Planning Scheme contains clauses that allow the variation of any provision of the Scheme where its objective is to ensure the conservation of a heritage place. This provision gives the Shire considerable freedom to negotiate a suitable heritage outcome with property owners. It not only benefits the property owner but also the community as a heritage place can be conserved and the development potential realised through collaborative and creative planning.

4.2.6 Fees

The Shire of Northampton is supportive of property owners conserving and enhancing heritage places included in the Heritage List. Therefore it is not considered appropriate for minor works to attract application fees (Note: a development application is still required.) In many instances, if the property was not included on the Heritage List the minor works would be exempt from development approval. Accordingly the local government agrees to waive Planning Service fees for development applications where the estimated cost of development is \$50,000 or less for properties included in the Heritage List.

4.2.7 Consultation

The Shire of Northampton engages the services of a Heritage Advisor to assist with a diverse range of heritage issues. The role of the Heritage Advisor is to provide information and advice on heritage assessment, conservation, interpretation, funding applications and development applications. Applications for Development Approval for places in the Heritage List will be referred to the Heritage Advisor.

APPENDIX 1 - HERITAGE LIST**Shire of Northampton - Heritage List**

Pursuant to Clause 8 (1) of the Deemed Provisions in Local Planning Schemes 10 and 11

Places within Northampton Townsite				
No.	Place No.	Place Name	Address	Description
NT 1	MI 42, Man Cat 1, RHP	Wannerenooka Settlement & Mine Site	Lot 470 (Reserve 23472 & Reserve 40684) Hampton Road	Archaeological ruins of mining settlement and the second oldest copper mine in Western Australia
NT 2	MI 43, Man Cat 2	Town Cemetery	Lot 197 & 285 (No. 14), Reserve 9637, Stone Street	Current cemetery which contains graves of early settlers, including headstones and grave surrounds
NT 3	MI 45, Man Cat 3	Cottage	Lot 12 (No. 9) Howe Street	Rendered stone cottage with CGI hipped roof
NT 4	MI 69, Man Cat 2	Shops	Lot 13 (No. 219) Corner Hampton Road and Mary Street	Corner rendered stone shop(s) with surrounding verandahs to street elevations
NT 5	MI 70, Man Cat 3	Newsagency & Residence	Lot 100 (No. 217) Corner Hampton Road and Mary Street	Corner rendered masonry building with cantilevered box awning to street frontages and adjoining residence
NT 6	MI 71, Man Cat 2	Northampton Motor Hotel	Lot 9 (No. 220) Corner Hampton Road and Mary Street	Corner large two storey stone and brick hotel with CGI hipped roof and balconies
NT 7	MI 77, Man Cat 1, RHP	Northampton Railway Station Former	Lot 452 (No. 67) Mary Street	Small stone building with CGI roof and adjacent weatherboard/CGI building alongside stone rail platform
NT 8	MI 81, Man Cat 1, RHP	Church of Our Lady in Ara Coeli	Lot 200 (No. 215) Hampton Road	Mons Hawes designed Gothic style stone church with tiled roof
NT 9	MI 82, Man Cat 1, RHP	Sacred Heart Convent Former	Lot 28 & 29 (No. 209-13) Hampton Road	Mons Hawes designed two storey stone building with CGI hipped roof and surrounding verandahs
NT 10	MI 85, Man Cat 1, RHP	Northampton Roads Board Office Former	Lot 31 (No. 201) Hampton Road	Small stone building with CGI gable roof
NT 11	MI 91, Man Cat 1, RHP	Northampton Police Station, Quarters & Courthouse Former	Lot 121 (No. 202) Corner Hampton Road and Stephen Street	Stone building with CGI hipped roof and surrounding verandahs
NT 12	MI 96, Man Cat 2	Capri (House)	Lot 229 (No. 143) Stephen Street	Large Federation style brick house with CGI roof and verandahs

NT 13	MI 84, Man Cat 2	Old Roman Catholic Cemetery	Lot 50 (No. 48) Corner West Street and Stephen Street	Original cemetery for Roman Catholic burials which contains graves of early settlers, including headstones and grave surrounds
NT 14	MI 101, Man Cat 1, RHP	Holy Trinity Anglican Church	Lot 41 (No. 193) Hampton Road	Gothic style stone church with CGI gable roof
NT 15	MI 103, Man Cat 2	Hampton Lodge	Lot 42 (No. 189) Hampton Road	Large stone and brick building with CGI roof
NT 16	MI 92, Man Cat 2	Northampton Uniting Church	Lot 151 (No. 96) Reserve 7930 Stephen Street	Stone building with CGI roof
NT 17	MI 104, Man Cat 1	Railway Tavern	Lots 43, 44 & 45 (No 181) Hampton Road, Northampton	Large rendered stone building with CGI hipped roof and courtyard
NT 18	MI 106, Man Cat 3	Cottage & Former Store	Lot 11 (No. 174) Hampton Road, Northampton	Small stone cottage with CGI roof and adjacent stone outbuilding (barn)
NT 19	MI 107, Man Cat 1, RHP	Chiverton House Complex	Lot 130 (No. 166) Hampton Road, Northampton	Large rendered stone house (now museum), with associated stone outbuildings in walled courtyard
NT 20	MI 110, Man Cat 3	House (Long Cottage)	Lot 6 (No. 150) Hampton Road, Northampton	Stone cottage with tiled hipped roof
NT 21	MI 111, Man Cat 3	House	Lot 68 (No. 149) Hampton Road, Northampton	Stone house with brick quoining and CGI roof
NT 22	MI 113, Man Cat 3	Cottage	Pt Lot 600 (No. 25) Gwalla Street Northampton	Small stone cottage with CGI hipped roof (and verandah)
NT 23	MI 129, Man Cat 2	Old Manse	Lot 315 (No. 67) Corner Gwalla Street and Brook Street, Northampton	Rendered stone house with CGI hipped roof (& verandah)
NT 24	MI 131 & 132, Man Cat 1, RHP	Gwalla Church Ruins & Cemetery	Reserve 31064 Second Avenue	Stone ruins of first church in Northampton and adjacent walled cemetery which contains graves of first settlers
NT 25	MI 78, Man Cat 1 RHP	Station Master's House Former	Lot 442 (No. 69) Mary Street, Northampton	Timber framed weatherboard clad house with CGI gable roof
NT 26	MI 80, Man Cat 1 RHP	Weighbridges, Turntable and site of Wheat Bin	Lot 449 (No. 103) Robinson Street, Northampton	Site contains two weighbridges, the remains of the turntable and the site of the wheat bins

NT 27	MI 56, Man Cat 2	RSL Hall and War Memorial	Lot 123 (No. 239) Corner Hampton Road and Essex Street, Northampton	Brick building with colorbond gable roof and adjacent stone needle memorial atop tiered base
NT 28	MI 57, Man Cat 2	Balline Town Residence	Lot 36 (No. 33) Bateman Street, Northampton	Large stone house with hipped CGI roof and surrounding verandah
NT 29	MI 60, Man Cat 2	Miner's Arms Hotel	Lot 7 (No. 238) Hampton Road, Northampton	Rendered stone and brick building with tiled hipped roof
NT 30	MI 67, Man Cat 2	Butcher and Chemist	Lot 20 (No. 223) Hampton Road, Northampton	Two storey stucco rendered stone/brick building with CGI hipped roof and verandah, first floor balcony to street elevation
NT 31	MI 87, Man Cat 2	Northampton Post Office	Lot 33 (No. 210) Hampton Road, Northampton	Single storey brick building with CGI roof
NT 32	MI 93, Man Cat 2	Northampton State School Former	Lot 31 (No. 31) Robinson Street, Northampton	Small two roomed, red brick school building with CGI gable roof located within a complex of other later school buildings and grounds
NT 33	MI 97, Man Cat 2	The Grange	Lot 10 (No. 155) Stephen Street, Northampton	Large brick (homestead style) house with CGI roof and surrounding verandahs
NT 34	MI 98, Man Cat 2	Residence	Lot 234 (No. 152) Stephen Street, Northampton	Large(single storey) brick house with CGI hipped roof and verandahs
NT 35	MI 133, Man Cat 1	Gwalla Mine Site	Lot 2 (No. 58) Seventh Avenue, Northampton	Archaeological remains of historic copper mine site, mostly removed
NT 36	MI 134, Man Cat 1	Gwalla Railway Station Former	Reserve 29209, Lot 503 Third Avenue, Northampton	Archaeological remains of the first railway station and associated buildings and structures
NT 37	MI 137, Man Cat 2	Horrocks Walls	Lots 2 and 3 Seventh Avenue, Northampton	Intact and ruinous sections of original stone walls


Places outside Northampton Townsite				
No.	Place No.	Place Name	Address	Description
ND 1		Kalbarri National Park	Reserve 27004	Reserve containing natural landscape Park, flora, fauna and the river course and the rock formation
ND 2	MI 1, Man Cat 1 RHP	Murchison House	Murchison Location 13, No. 5618 Ajana-Kalbarri Road, Kalbarri	Large stone homestead with CGI roof, outbuildings and small graveyard
ND 3	MI7, Man Cat 1, RHP	Geraldine Mine Site	Murchison Location 1, Ajana	Archaeological remains of the first lead mine in WA, including ore knapping floor and Engine House Ruins (stone outbuildings and graveyard)
ND 4	MI 9, Man Cat 1, RHP	Warribanno Smelter Complex	Murchison Loc. 3 Reserve 48271, Warribanno Chimney Road, Ajana	Ruins of the oldest surviving lead smelter in Western Australia, including chimney, shaft, vents and associated stone ruins
ND 5	MI 10, Man Cat 3	Mount View	Victoria Location 54 1201 Ajana-Kalbarri Road, Ajana	Ruins of stone homestead and associated outbuildings
ND 6	MI 36, Man Cat 1, RHP	Alma School Former	Lot 58, Reserve 24961 Rob Road, Alma	Small timber framed weatherboard clad single classroom building with CGI gable roof
ND 7	MI 160, Man Cat 3	Hutt Lagoon	Lot 7028, 12148 & 12149 George Grey Drive	Extensive salt water lagoon
ND 8	MI 24, Man Cat 5	Port Gregory and Pakington Townsite	Port Gregory	Historic port and archaeological remnants of associated townsite (Pakington townsite surveyed 1853)
ND 9	MI 25 & 26, Man Cat 1, RHP	Lynton Convict Hiring Depot & Sanford House	Reserve 43137 and Reserve 44181, Henderson Terrace (off Port Gregory Road) Lynton	Archaeological ruins of convict hiring depot, two storey stone house with CGI hipped roof, stone barn, flour mill and small graveyard
ND 10	MI 31, Man Cat 1, RHP	Willow Gully	Lot 24 (No. 1512) Horrocks Road, Sandy Gully	Large stone homestead with walled gardens, stone outbuildings and walled yards
ND 11	MI 35, Man Cat 1	Wheal Fortune Mine	Victoria Location 334	Archaeological remains of historic lead and copper

			and 436, (No. 456) Rifle Range Road, Northampton	mine (ruins) over an extensive area including stone ruins, shafts, knapping floor and 21 gun salute rock
ND 12	MI 162, Man Cat 5	Bowes River and Nokanena Brook		Watercourse and Natural landscape
ND 13	MI 141, Man Cat 1, RHP	The Bowes	Part Lot 6 (No. 1950) Nabawa-Northampton Road, East Bowes	Large stone homestead with associated outbuildings, nearby shearing shed and small fenced graveyard
ND 14	MI 147, Man Cat 1, RHP	Oakabella	Lot 7 No. 423 Starling Road, Bowes	Large stone homestead with walled garden, stone outbuildings including barn and shearing shed
ND 15	MI 163, Man Cat 5	Oakabella Creek		Watercourse and natural landscape
ND 16	MHI 32, Man Cat 1, RHP	Brookside	Lot 2072 Ivans Road (Port Gregory Road), Sandy Gully	Ruins of a stone farmhouse and outbuildings
ND 17	MHI 88, Man Cat 1, RHP	Northampton State Battery Site	Lot 12271 Reserve 24975 Horrocks Road, Sandy Gully	1953 State Battery Site now cleared
ND 18	MHI 6, Man Cat 1	Galena Mine - Surprise & South Surprise, Galena and Two Boys	Lot 504 North West Coastal Highway, Galena	Dismantled Mine
ND 19	MHI 8, Man Cat 1, RHP	Kilally and Cemetery	Murchison Location 1 Warribanno Chimney Road, Ajana	Ruins of stone house and outbuildings with nearby cemetery
ND 20	MHI 11, Man Cat 2	Emu Barrier Fence	Ajana-Kalbarri Road	Remnants of barrier fence
ND 21	MHI 12, Man Cat 2	Barrel Well	Lot 11991, Reserve 1475 Ajana Back Road (east side of road), Ajana	Stone lined circular wells (2)
ND 22	MHI 19, Man Cat 2	Railway Tank and Dam	Victoria Location 6115, Reserve 16064 (dam) and opposite road reserve (tank) Ajana Back Road, Ajana	CGI water tank on timber stand and nearby large dam covered with CGI roof supported on timber framing

ND 23	MHI 23, Man Cat 2	Trevenson Outbuildings	Lot 303 (No. 130) Trevenson Road, Ogilvie	Barn and stables, stone and mud walls with CGI roofing
ND 24	MHI 33, Man Cat 1, RHP	Hillview	South-eastern corner of Lot 1 (No. 152) Ivans Road, Sandy Gully	Ruins of stone farmhouse
ND 25	MHI 37, Man Cat 1, RHP	Baddera Mines	Victoria Location 1472, Baddera Road, Northampton	Dismantled Mine
ND 26	MHI 117, Man Cat 2	Wheal Ellen Mine Site	Victoria Location 1146, Reserve 52194 Drage Street Northampton	Dismantled Mine and Lead Containment Cell
ND 27	MHI 142, Man Cat 1	Railway Bridge	Part of UCL within Lot 6483 Isseka East Road, Bowes	Railway bridge over Bowes River, including stone abutments and timber superstructure
ND 28	MHI 143, Man Cat 1	Railway Bridges	Victoria Location 10515 Rose Street, Bowes	Stone abutments remain of first bridge, nearby second reinforced concrete bridge has timber superstructure
ND 29	MHI 146, Man Cat 2	Lindesferne	Lot 1 (No. 228) Teakle Road, Bowes	Cement block farmhouse with surrounding bull nosed verandahs
ND 30	MHI 148, Man Cat 2	Yarra Homestead and Outbuildings	Lot 5 Yarra Road, Bowes	Ruins of a stone homestead and outbuildings
ND 31	MHI 152, Man Cat 2	Stradbroke	Lot 57 (No. 4251) Northwest Coastal Highway, Bowes	Single storey homestead with rendered stone walls and CGI roof
ND 32	MHI 158, Man Cat 2	200 Mile Tank	Lot 287 North West Coastal Highway, Eurardy (approx 115km north of Northampton)	Two concrete tanks on a concrete base covered by a roof structure
ND 33	MHI 165, Man Cat 2	Gurkha Mine	Rob Road, Alma	Dismantled Mine
ND 34	MHI 166, Man Cat 2	Mary Springs Lead Mine	North West Coastal Highway, Galena	Dismantled Mine

ND 35	MHI 169, Man Cat 2	Block Seven	Warribanno Chimney Road, Galena	Dismantled Mine
ND 36	MHI 173, Man Cat 2	Kirtons Group Mines	Off Port Gregory Road via Ivans Road	Dismantled Mine
ND 37	MHI 176, Man Cat 2	Ethel Maud (Lady Shenton) Mine	off Geraldine - Coolcalalaya Road	Dismantled Mine
ND 38	MHI 182, Man Cat 2	Geraldine South Mine	Lot 105 off Warribanno Chimney Road	Dismantled Mine

ND – Properties Located within Northampton District (outside townsite)

		Renewable Energy Facility Local Planning Policy	
Version 1			
Scheme Provisions: LPS #11 3.2 Zoning Table LPS #10 4.1 Zoning and Development Table	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Position Statement: Renewable energy facilities(WAPC 2020)	Special considerations:	procedural

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	V1 15 September 2023	Advertising	
	V1 17 November 2023	Final Adoption	

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District*, and *No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Renewable Energy Facility local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

2.0 OBJECTIVE

- 2.1 Provide guidance around what forms part of the land use definition "Renewable Energy Facility" in regard to resource processing and/or chemical manufacturing developments;
- 2.2 Provide guidance for the development of renewable energy facilities on land controlled under Local Planning Scheme No. 10 and Local Planning Scheme No. 11;
- 2.3 Provide for the protection of the quality of the surrounding landscape and amenity (particularly visual and acoustic amenity) of nearby properties and surrounding areas in the Shire of Northampton, including those areas afforded protection under Special Control Area provisions.
- 2.4 Ensure adequate protection of the region's built and cultural heritage features, including Aboriginal heritage;
- 2.5 Ensure the environmental, landscape, visual and amenity impacts of renewable energy facilities are adequately addressed by minimising disturbance to the environment (including landscape) and loss of public amenity in the establishment, operation, maintenance and decommissioning of the facility;
- 2.6 Ensure consideration of the wider environmental, economic and social impacts and benefits of the proposal for renewable energy.

3.0 POLICY STATEMENT

3.1 Definitions

'Renewable Energy Facility' means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or in connection with, the generation of energy by a renewable resource. It does not include solar panels or a wind turbine located on a lot with a single house where the energy produced only supplies that house or private rural use or anemometers.

'Total height' means the vertical distance from natural ground level to the highest point of a wind turbine system.

'Industry' means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes -

- (a) the storage of goods;
- (b) the work of administration or accounting;
- (c) the selling of goods by wholesale or retail;
- (d) the provision of amenities for employees;
- (e) incidental purposes.

Social Impact Assessment' '(SIA)' – includes the processes of analysing, monitoring and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be made in respect of a particular development proposal and any social change process that results from that decision.

‘Social Impact Statement’ ‘(SIS)’ – A statement prepared pursuant to the requirements of the provisions of the SIA Local Planning Policy that provides specific information relevant to the SIA of a proposal and consequential planning decision.

3.2 Application of Policy

- 3.2.1 This Policy applies to the ‘Rural’ zone of Local Planning Schemes 10 and 11, where ‘Renewable Energy Facility’ is listed as an ‘A’ use.
- 3.2.2 This policy does not apply to additional industrial land uses that may be associated with a ‘Renewable Energy Facility’ such as resource processing, chemical manufacture and/or transportation of the end product.

3.3 Policy Measures

The local government shall have regard to the following provisions when assessing proposals or renewable energy facilities.

- 3.3.1 Renewable energy facilities shall be designed in a manner that minimises adverse impacts upon flora and fauna, environmentally sensitive areas, or landscape character and amenity and encourages the use of existing cleared land.
- 3.3.2 Renewable energy facilities should be positioned so as not to significantly impact adjacent properties or the surrounding area in terms of noise, visual or traffic impacts. They should be located at, or as close as possible to, the land use requiring that particular technology.
- 3.3.3 Height restrictions in the LPS10 and LPS11 may be varied where wind energy systems are proposed to allow for these systems to function properly. The height and location of these systems will be determined through preparation of a detailed visual impact assessment, consultation with community and key stakeholders and compliance with relevant planning documents, including Local Planning Schemes No. 10 or 11 where relevant, the objectives of the Zone and the provision of this policy when considering any such height variation.
- 3.3.4 Some locations may have Aboriginal heritage, natural or built heritage significance which may impact site suitability and will require compliance with the relevant statutes.
- 3.3.5 Some locations may have biodiversity and conservation values, such as threatened ecological communities, environmentally sensitive areas and National Parks and will require compliance with the relevant statutes.
- 3.3.6 Setbacks and separation distances should be in keeping with existing Scheme requirements, and also be performance based such that the amenity of the neighbouring properties is maintained, and that development rights are not unduly affected.
- 3.3.7 Applications for wind energy development shall demonstrate the following:
- Wind turbines are to be constructed of non-reflective materials so as to blend the structure with the surrounding environment;
 - Wind turbines shall be separated from any residential or other sensitive premises so as not to result in detrimental visual or amenity impacts;
 - There will be no unacceptable electromagnetic interference to communications installations, radar or air traffic control systems, emergency service communications or other telecommunication systems so as to comply with the relevant statutes.

- Wind turbines in bushfire prone areas shall be assessed in accordance with State Planning Policy 3.7 *Planning in Bushfire Prone Areas*;
- A management plan for visitors may be required if the wind farm is to be accessible or visible to the public detailing additional services for visitor facilities;
- That above-ground redundant plant (including turbines), buildings and associated infrastructure shall be removed, and the site restored to an agreed standard appropriate to its location within twelve months of the plant being decommissioned.

3.3.8 A Social Impact Statement is to be prepared for all development proposals which are subject to this policy. Refer to Local Planning Policy *Social Impact Assessment*.

Table 1: Wind energy systems – Design and locational criteria

Large Renewable Energy Systems	
Zone	Rural Zone
Planning Approval	Required for all proposals.
Development Standards	
Blade Diameter	Unrestricted.
Number of Systems	Unrestricted.
Total Height	Determined on a case-by-case basis.
Noise	Compliance with an approved noise impact study and any applicable statutory noise requirements
Setback	<p>a) Proposals involving development greater than 9 metres will be assessed having regard to the potential impact on the amenity of adjacent land and the locality in general.</p> <p>b) Notwithstanding compliance with minimum setback requirements, all applications will be considered having regard to the requirements of clause 67(20) of the Deemed to Apply provisions, including the compatibility of the development with its settings.</p>

Table 2: Solar energy systems – Design and locational criteria

Large Renewable Energy Systems	
Permitted zones	Rural zone
Planning Approval	Required for all proposals.
Setback	In accordance with the Local Planning Scheme setback requirements.

3.5 Application Requirements


3.5.1 In addition to standard application requirements as set out in the LPS 10 and LPS11, approval for a Renewable Energy Facility is required to include:

- a) Detailed specifications of the renewable energy system to be installed, including site plans detailing setbacks, access, floor plans and elevation plans for any building structures;
- b) A visual and landscape management assessment that includes but is not limited to photomontages and artist perspectives in accordance with *Visual Landscape Planning in Western Australia* (WAPC, 2007) that addresses:
 - Landscape significance and sensitivity to change, site earthworks, topography, extent of cut and fill, the extent and type of vegetation, clearing and rehabilitation areas, land use patterns, built form character, public amenity and community values;
 - Likely impact on views including visibility of the facility using view shed analysis and simulations of views from significant viewing locations including residential areas, major scenic drives and lookouts;
 - Layout of the facility including the number, height, scale, spacing, colour, surface reflectivity and design of components, including any ancillary buildings, signage, access roads, power lines, substations and incidental facilities;
 - Details of the likely effects, if any, on the surrounding area including noise spills, light spill, shadow flicker or glare; and
 - Measures proposed to minimise unwanted, unacceptable or adverse visual and noise impacts.
- c) A Construction Management Plan;
- d) Preparation of specific environmental assessments, particularly where the proposal may result in potential impacts upon flora and fauna;
- e) Where the Renewable Energy Facility is located in an area at risk of being affected by coastal hazards, a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) may be required.
- f) A Noise impact assessment to be submitted, demonstrating compliance with applicable statutory noise requirements;
- g) If the facility is to be connected to the electric utility supply, a copy of the commercial agreement between the proponent/applicant and the Agency will be provided to the local government;

- h) A decommissioning and rehabilitation plan should be developed in relation to removal of the facility and include the following:
 - a detailed and costed closure plan with demonstration of funds required to enact the closure to be held in trust;
 - any rehabilitation requirements to be identified and include all above-ground redundant plant (including turbines);
 - buildings and associated infrastructure shall be removed and the site restored to an agreed standard appropriate to its location;
 - include reference to waste management over the operating life of the project.
- i) A detailed Traffic Assessment should be developed in accordance with the Western Australian Planning Commission's *Transport Assessment Guidelines*.

3.6 Advertising and Consultation Requirements

- 3.6.1 In accordance with the Scheme, where a "Renewable Energy Facility" is an 'A' use, applications are required to be advertised for public comment in accordance with cl. 64 of Schedule 2, Part 8 of the 'Deemed Provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) prior to being determined.
- 3.6.2 In accordance with the relevant provisions of the LPS Regulations, as a minimum all 'A' applications will be referred to the adjoining/nearby landowners located within buffer distance identified within the Noise Management Plan-
- 3.6.3 Where warranted by wider implications that a large renewable energy facility may have, the local government may refer a development application to adjacent local governments and relevant agencies and community groups for comment.
- 3.6.4 Some locations in the vicinity of airfields and flight paths shall require consultation with relevant government authorities and airport operators to minimise potential impact upon the safety of aircraft and the operation of airfields.

 Shire of Northampton <i>Simply Remarkable</i>		Social Impact Assessment Local Planning Policy	
Version 1			
Scheme Provisions: LPS #11 3.2 Zoning Table LPS #10 4.1 Zoning and Development Table	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 State Planning Policy 1 - State Planning Framework (Nov 2017) Shire of Northampton Local Planning Policy <i>Renewable Energy Facility</i> Shire of Northampton Local Planning Policy <i>Workforce Accommodation</i>	Special considerations:	procedural

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	V1 15 September 2023	Advertising	
	V1 17 November 2023	Final Adoption	

1.0 CITATION

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The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

2.0 OBJECTIVE

- 2.1 Facilitate a consistent and transparent approach to the consideration of local social impacts, both positive and negative, in land use planning decision-making.
- 2.2 Minimise adverse impacts and maximise beneficial impacts of proposed developments.
- 2.3 Provide clear guidance as to the specific development types and circumstances where a social impact assessment is required.
- 2.4 Encourage upfront and ongoing engagement with the community and other key stakeholders regarding potential impacts of a proposed development.
- 2.5 Assist agencies and proponents to minimise the amount of time taken to prepare social impact assessment plans for major projects.
- 2.6 Consider a wide range of issues that have social implications, including infrastructure, resource issues (and access to those resources), heritage impacts, landform impacts, economic and fiscal impacts, community impacts, indigenous rights impacts, demographic impacts, transport impacts and other relevant considerations.

3.0 POLICY STATEMENT

3.1 Definitions

Social Impact Assessment' '(SIA)' – includes the processes of analysing, monitoring and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be made in respect of a particular development proposal and any social change process that results from that decision.

'Social Impact Statement' '(SIS)' – A SIS forms part of the SIA process and is a report that summarises findings of the SIA which includes the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.

3.2 Application of Policy

This Policy applies to the following:

- 3.2.1 All Standard and Complex scheme amendment proposals (including amendment to the Local Planning Scheme) under Local Planning Scheme No. 10 and/or Local Planning Scheme No. 11 of State or regional significance that would have a substantial impact on the Shire of Northampton.
- 3.2.2 All proposals for Structure Plans and Local Development Plans.

- 3.2.3 All proposals subject to a community consultation/advertising public notice process where the land or development or land use is considered by the Shire to result in significant social impact.
- 3.2.4 All proposals that consist of one or more of the following use classes being on land that is zoned 'Rural';
- Industry;
 - Mining Operations;
 - Renewable Energy Facility; and
 - Workforce Accommodation.
- 3.2.5 Applications for development approval that relate to existing development/land uses that fall within clause 3.2.4 and consist of one or more of the following:
- An extension of time in excess of 12 months; and/or
 - An extension to the scale of the project in excess of 10%, as determined by either the capacity of the development or the development value (whichever is the greater).
- 3.2.6 Where the Shire is consulted on uses of proposals listed below, a Social Impact Assessment shall be recommended:
- Proposals under the *Mining Act 1978*;
 - Proposals covered by a State Agreement; and
 - Proposed Development of State Significance under the *Planning and Development Act 2005*.

3.3 Policy Measures

The local government shall have regard to the following provisions when assessing Social Impact Assessments:

- 3.3.1 A SIA is to be prepared by a suitably qualified and experienced person with specific demonstrated expertise in the completion of SIAs.
- 3.3.2 The level of detail, consultation and investigation should relate directly to the scale of the development proposed and the extent of issues inherent in the consideration of the proposal.
- 3.3.3 Proposals that have the potential for social impacts will be required to be accompanied by a comprehensive SIA prepared on the basis of pre-lodgment consultation and liaison with the local community and stakeholder consultation.
- 3.3.4 A SIS may form part of the SIA process and is a statement that provides strategies and monitoring mechanisms for impacts identified in the SIA process. Where a SIS is prepared as a stand-alone document, the replication of information may be required to ensure that the proposal, its context, and its potential impacts are fully described in the SIS.
- 3.3.5 The following matters shall be addressed in a SIA/SIS, to the satisfaction of the local government:
- Economic Impact
 - Employment opportunities and estimate of number of jobs that will be created directly and indirectly as a result of the proposal;
 - Income generation (short and long term);

- Impact on the local economy; including the engagement of local labour, local goods and services in the proposal;
 - Provision of capital infrastructure; and
 - Provision of telecommunications and advanced technology.
 - Social Impact
 - Benefits to existing community services;
 - Impact on existing community facilities;
 - Provision of affordable housing;
 - Impact on quality of life;
 - Provision of useable open space;
 - Identify stakeholders, the consultation level required and possible strategies to engage community and maximise the informed debate on the proposal including an outline of the process for approval;
 - Long term costs and benefits to the community;
 - Requirements for additional facilities;
 - Access to resources;
 - Impact on community safety, security and social amenity;
 - Noise and acoustic impacts (may require a separate technical report); and
 - Visual Impact assessment impacts (may require a separate technical report).
 - Transport Issues
 - Traffic Impact Statement.
 - Examination of pedestrian and cycle trips.
 - Ecological Impact
 - Environmental Impact Assessment where required to address potential impacts on the environment.
 - Sustainability principles to be used in development and ongoing operation of the proposal.
 - Cultural Impact
 - Impact on local character, amenity and 'sense of place';
 - Impact on historic built form and cultural landscapes;
 - Form partnerships with community;
 - Impact on attractions of the area; and
 - Impact on places of heritage significance, both indigenous and post European settlement.
 - Other relevant considerations
 - Construction impacts (short to medium term);
 - Operational impacts (long term); and
 - Likely flow on and cumulative impacts arising from the likely precedent a favourable planning decision may create.
 - Identify management and monitoring measures for all potentially significant adverse impacts and demonstrate hierarchy of avoidance and mitigation options.
 - Establish roles and responsibilities of the proponent, stakeholders and potential partnerships throughout life of a proposal.
- 3.3.7 The local government recognises that a SIA may be incorporated into other project assessment processes (ie. A State-level Infrastructure Assessment Framework). This policy is not intended to duplicate such processes but rather to assist in guiding, informing and streamlining them.

3.4 Approval Requirements

Where a SIA is to be completed for a development proposal or a Scheme Amendment in accordance with clause 3.3, the SIA shall be required to be lodged with, and form part of the formal application.

- 3.4.1 It is recommended that a SIA report is a standalone document that is appended to the balance of the development proposal. The SIA report shall include the following information:
- A brief description of the subject site and surrounds.
 - A description of the development project.
 - Likely direct and indirect impacts and the potential for cumulative impacts.
 - The significance of likely and potential impacts.
 - Completed SIA findings report (being the SIS) outlining the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.
- 3.4.2 The structure of a SIA should generally be in accordance with **Attachment 1** of this Policy.
- 3.4.3 In considering a SIA the local government will have regard to:
- The degree of change likely to arise from the proposed development, relative to existing circumstances and consideration of the alignment of the change with the long-term vision for the Shire.
 - The number and nature of people likely to be affected, both positively and negatively.
 - Whether the impact will be direct or indirect.
 - The potential for cumulative impacts as a result of the development.
- 3.4.4 In preparing a SIA, proponents may be required to undertake consultation with relevant stakeholders and/or the community as outlined in clause 3.5 of this Policy.
- 3.4.5 A SIA shall include a Social Impact Statement to provide strategies and monitoring mechanisms for impacts identified through the process generally set out under clause 3.4 of this Policy and in accordance with **Attachment 2** of this Policy. A Social Impact Statement is required to form part of the SIA to be provided as part of an application lodged with the Council and shall contain:
- Proposed measures to enhance positive impacts and mitigate negative impacts.
 - A monitoring program for assessing performance of the mitigation and enhancement measures.
 - Details of how the community will be involved in the monitoring and evaluation process, if appropriate.
 - Procedures for periodically reviewing and updating the SIS.

3.5 Advertising and Consultation Requirements

Consultation is required to meet the needs of the community based upon the principle that as the complexity and scale of a proposal increases so does the community's need for constructive engagement in the planning process. A SIA prepared in accordance with this policy shall address the following requirements:

- 3.5.1 Stakeholder and community consultation shall be the responsibility of the proponent in accordance with this policy, including the identification of key stakeholders and the expected methods of community consultation to be undertaken by the proponent.


- 3.5.2 The local government will be responsible for the statutory responsibility to advertise, inform and respond to submissions lodged during the formal advertising period. The local government acknowledges submissions and informs submitters of the relevant process in respect to a final decision on the proposal. The local government will make available a SIA prepared in support of a proposal and relevant associated documentation to whomever it is appropriate to consult in order to consider the proposal during the formal advertising.
- 3.5.3 Where warranted by wider implications of social impacts, the local government may refer a SIA to adjacent local governments and relevant agencies and community groups for comment.
- 3.5.4 Following the conclusion of the advertising period the local government may require further information or details to modify an SIA where any inconsistencies within the document have been highlighted, the accuracy of the original information is questionable or unclear or the statements made in the SIA are subjective and not verifiable based on acceptable technical or professional details. The local government may highlight issues of the proponent as a result of submissions received, to which the proponent may be invited to respond.
- 3.5.5 The local government strongly recommends that the proponent initiates constructive engagement between the applicant and the community/stakeholders before, during and after the formal advertising period for all levels of consultation.
- 3.5.6 In assessing the appropriateness of consultation methods for a proposal, due regard should be given to the likely social impacts and the methods to be adopted to reduce or resolve these social impacts including the level and type of consultation proposed by the applicant.
- 3.5.7 A record of consultation undertaken by the proponent is to be provided as part of any initial proposal and must form part of a SIA.

Attachment 1 – Potential Social Impacts and scoping questions

Impact	Baseline Information/Scoping Questions
Demographic and Population Change	<ul style="list-style-type: none"> - Would the development result in a change to the age structure, household structure or permanence of the resident population in the immediate/broader locality? - To what degree will the development increase the permanent and temporary population of the Shire of Northampton? - Would the development result in the displacement of current residents, visitors and/or workers? - Would the development increase the size of the population significantly in a short period of time?
Accommodation and Housing	<ul style="list-style-type: none"> - Would the development result in a mix of housing types and sizes? - Is the development targeted at specific groups in the community? - Would the development alter the availability of affordable housing in the community (either net increase or net loss)? - Would the development have a significant effect on the local housing market?
Accessibility to Community Services and Facilities	<ul style="list-style-type: none"> - Is the development appropriately located to maximise accessibility to existing towns/settlements, pedestrian/cycle networks? - Will the proposed development increase demand for community services and facilities? - Where an increased demand for services and facilities has been identified, how does this relate to existing capacity?
Social Infrastructure	<ul style="list-style-type: none"> - Will the development have implications on community and social infrastructure and services, either positively or negatively?
Cultural Values and Beliefs	<ul style="list-style-type: none"> - Will the development significantly affect cultural or community values and beliefs (positively or negatively)?
Community Values, Identity and Cohesion	<ul style="list-style-type: none"> - Would the development impact on an area/place/site/item of value or significance to the community? - Will the development promote integration with adjacent communities (eg. through design, facilities etc.). - Would the development affect the capacity for people to participate in community affairs or other social interactions?
Health and Wellbeing	<ul style="list-style-type: none"> - Will the development affect local health and wellbeing (either positively or negatively)? - Will the development contribute to the location's walkability (in terms of connectivity, density and land use mix)?
Crime and Public Safety	<ul style="list-style-type: none"> - Will the development and associated operations provide opportunities for criminal or anti-social behaviour? - Will the development significantly impact on perceived or actual public safety?
Economic Considerations	<ul style="list-style-type: none"> - Will the development have an impact on local businesses (positively or negatively)?
Employment and Local Benefits	<ul style="list-style-type: none"> - How will the community benefit from this project? - What benefits can be offered to offset any adverse effect of the development on increasing the permanent population of the Shire of Northampton. - Will the development provide diverse local employment opportunities?

Attachment 2 – Outline of Social Impact Assessment Process

Heading	Process/Scope
1. Context, Scoping and Profiling	<ul style="list-style-type: none"> - Define the study area. - Prepare a baseline demographic profile of the community. - Identification of key stakeholders (neighbours, stakeholder groups, community groups and organisations, Government stakeholders, industry). - Identify existing data relating to social conditions in the locality, existing community facilities and services etc. - Preparation of a community/stakeholder engagement plan.
2. Prediction	<ul style="list-style-type: none"> - Utilising the baseline data prepared in the section above, consider general community trends in the locality. - Facilitate a community/stakeholder engagement process. - Identify ways in which stakeholders are likely to be affected by the development. - Predict how the development will alter or influence existing trends, either positively or negatively.
3. Assessment and Evaluation	<ul style="list-style-type: none"> - Assess the significance of each predicted impact and the potential for cumulative impacts. - Identify possible alternatives and their advantages and disadvantages for different stakeholders. - Assess the alternatives. - Document outcomes of stakeholder and community consultation.
4. Recommendations	<ul style="list-style-type: none"> - Identify strategies that may enhance positive impacts and mitigate negative impacts. - Evaluate alternative enhancement and mitigation strategies, the likelihood of implementation and ongoing management, costs and benefits and effects on project viability. - Make recommendations about: <ul style="list-style-type: none"> - Whether positive social impacts outweigh negative social impacts. - Whether negative impacts and risks can be satisfactorily mitigated to acceptable levels. - The likely effectiveness of strategies to enhance positive impacts.
5. Social Impact Statement	<ul style="list-style-type: none"> - Develop a SIS which: <ul style="list-style-type: none"> - Detail strategies required to enhance positive impacts and mitigate negative impacts. - Develop contingency plans to identify and respond to future problems. - Develop monitoring and response plans. - Outline community/stakeholder consultation programs relevant to the proposed strategies. - Identify procedures for periodically reviewing and updating the SIS (if necessary).

		<h1>Development Performance Bonds and Bank Guarantees</h1> <h2>Local Planning Policy</h2>	
Version 1			
Scheme Provisions:	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005	Special procedural considerations:	

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	16 November 2018	Advertising/Final Approval	

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite ('the Scheme')*. It may be cited as the Development Performance Bonds and Bank Guarantees local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.


2.0 OBJECTIVE

- 2.1 To outline circumstances whereby development performance bonds or bank guarantees may be accepted to secure compliance with development approvals, in order to ensure a satisfactory standard of development.

3.0 POLICY STATEMENT

- 3.1 Where a development approval is issued and that approval is acted upon, the developer is under a legal obligation to comply with the approved application, including any conditions of approval.
- 3.2 As a general rule, the Shire of Northampton will utilise powers available to it under relevant legislation to enforce compliance with the terms of any development approval. However, notwithstanding these powers, consideration may be given to accepting a development performance bond or bank guarantee to ensure compliance. The circumstances warranting a possible requirement for a development performance bond or bank guarantee will be considered on their individual merits, however they may include (but are not limited to) the following:
- a) where failure to complete a development, or part of a development, in accordance with approved plans and conditions could adversely affect an adjoining property or the public in general;
 - b) where a condition of approval requires ancillary works associated with a development to be completed within a specified timescale; and
 - c) where failure to complete development satisfactorily could adversely affect adjacent Council infrastructure.
- 3.3 The amount of a bank guarantee or bond will be as per the following:
- a) Assessed based on the estimated cost to undertake and manage the works required by the conditions of Development Approval, plus a 20% contingency fee;
 - b) A bond amount equivalent to 20% of the estimated value of the approved works (as per 3.3(a) above) shall be required by the Shire of Northampton to ensure the completed building presentation is of an acceptable standard, with a minimum bond amount of \$5,000.00 (unless 3.3(c) below applies);
 - c) A \$10,000 bond shall be required for any outbuilding to be constructed prior to a dwelling (and which has an approved building permit for the dwelling's construction) on any residential, rural residential or rural smallholding zoned land.

- 3.4 A bank guarantee or bond is to be received by the Shire prior to a Building Permit being issued and no part of the bank guarantee shall be reduced, or no part of the bond shall be returned, until the development complies with all the conditions of the Development Approval.
- 3.5 Payment of bond monies must be accompanied by a Statutory Declaration, stating the Owner/Applicant's commitment to completing the development in accordance with any conditions of Development Approval and within the timeframes specified by the local government.
- 3.6 In the event of a developer failing to complete approved works in accordance with conditions of a development approval or as otherwise advised or agreed to by Council in writing, the Shire of Northampton may complete the outstanding works and deduct the cost including administrative or other overhead costs from the performance bond or guarantee.
- 3.7 Nothing in this Local Planning Policy shall constrain Council from taking legal action as prescribed under the Local Planning Scheme and/or the *Planning and Development Act 2005* and associated Regulations.

		<h1>Disaster and Emergency Recovery</h1> <h2>Local Planning Policy</h2>	
Version 1			
Scheme Provisions:	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005	Special procedural considerations:	

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	21 May 2021	Final Approval	

1. CITATION

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations). This Policy may be cited as Disaster and Emergency Recovery Local Planning Policy.

2. INTRODUCTION

The Shire of Northampton is primarily responsible for implementing its local planning framework post disaster to ensure that the community recovers as quickly as possible.

This policy aims to build on day-to-day exemptions in the local planning framework to ensure that development can occur quickly and adapt to the needs of the community. This includes the flexibility to provide emergency accommodation for people and workers directly affected or engaged during the recovery process.

3. INTENT

The intent of this policy is to:

- 3.1 To facilitate development and/or works which builds community resilience and minimises economic impacts; and
- 3.2 To provide the community with the ability to easily reconstruct damaged buildings and/or structures.

4. OBJECTIVES

The objectives of this policy are to:

- 4.1 Facilitate development in appropriate locations which is required as a direct result of a disaster or emergency.
- 4.2 Ensure development in appropriate locations that minimise land use conflict and is not detrimental to the amenity of adjoining owners and occupiers.
- 4.3 Support development that is capable of being serviced to an appropriate standard, relevant to the permanent or temporary nature of the proposal.

5. POLICY STATEMENT

5.1 Definitions

"Disaster" – An occurrence which disrupts the normal conditions of existence and exceeds the capacity of the affected community to deal with it.

"Emergency" – A situation in which extraordinary measures need to be taken in order to avoid or address a disaster.

"Emergency Accommodation" – A temporary structure used to accommodate people who are impacted and have homes made uninhabitable or people who are engaged to assist during an emergency or disaster in the community. The structures may include outbuildings, caravans, modular and transportable houses, dongas or other structures as determined by the local government.

“Emergency Works” – Works that are urgently necessary for any of the following: public safety, the maintenance of essential services or the protection of the environment.

“Heritage-Protected Place” – As defined in the *Planning and Development (Local Planning Schemes) Regulations 2015*, typically a place on the State or Local Heritage List or in a heritage area defined by the Scheme maps.

“Incidental Domestic Structures” – A structure that is associated with but incidental to a Single House or Grouped Dwelling and includes outbuildings, external fixtures, boundary walls, fences, patios, pergolas, verandahs, decks, garages, carports, swimming pools and shade sails.

“Single House” – A dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.

“Incidental Emergency Works and Uses” – A land use and associated structures that are temporarily erected to assist with or in response to a disaster or emergency. An Incidental Emergency Land Use may include shelters, food trucks, pop-shops, temporary offices and medical tents or any other land uses considered appropriate by the local government but does not include Emergency Accommodation.

6. General Application of the Policy

- 6.1 This policy applies to all land within the Shire of Northampton affected by an emergency disaster.
- 6.2 This policy is effective from 21 May 2021 and may be amended or revoked at the discretion of the local government.
- 6.3 For the life of this policy, the Chief Executive will have delegation to issue exemption notices in accordance with Delegation Register TP01 Town Planning.

7 Policy Provisions

7.1 Exemptions

- 7.1.1 Development Approval is not required in all zones and reserves for development listed in Table 1 subject to compliance with the relevant conditions, procedure and clauses 7.2 below. These are to be read in conjunction with clause 61 of the deemed provisions of the Regulations.
- 7.1.2 The exemptions in Table 1 do not apply to lots within Special Control Areas, Heritage-Protected Places or Bushfire Prone Areas with ratings of BAL-40 or BAL-FZ.

7.2 Emergency Accommodation

- 7.2.1 The local government will consider granting an exemption letter for no more than one Emergency Accommodation structure on one lot (such as outbuildings, repurposed or second-hand dwellings, caravans/motorhomes and granny flats) that meet the following criteria:

- Will be removed within 12 months, or a time otherwise agreed by the local government;
- Is not obstructing an access way;
- Will have minimal impact on the amenity of adjoining properties;
- Is setback a minimum of 1.0m from the rear and side boundaries and setback from the front boundary in accordance with either the standard requirement in the Local Planning Scheme or Residential Design Codes, where it is possible to do so; and
- Will have potable water, effluent disposal system and electricity provided.

7.2.2 Where a proposal does not comply with clause 7.3 or a proposal under 7.5, the Shire will consider a proposal for Emergency Accommodation, as a Use Not Listed under Clause 18(4) of the Scheme and require development approval.

7.2.3 The local government may consider granting temporary Development Approval for more than one temporary Emergency Accommodation structure across one or more lots (such as transportable/demountable buildings and dongas) that meets the following criteria:

- Will be removed within twelve (12) months, or a time otherwise approved by the local government;
- Is located on land that has been identified as suitable by the Shire;
- Is setback a minimum of 1.0m from the rear and side boundaries and setback from the front boundary in accordance with either the standard requirement in the Local Planning Scheme or Residential Design Codes, where it is possible to do so;
- Will have minimal impact on the amenity of adjoining properties; and
- Will have potable water, effluent disposal system and electricity provided.

7.3 Other/General

7.3.1 Land owner permission must be obtained prior to use or development of land.

7.3.2 There are no application fees associated with applying for a temporary Development Approval or an exemption letter.

7.3.3 Incidental Emergency Works and Uses and associated structures, Emergency Accommodation and Temporary Signage must cease and be removed before the expiry date specified in the exemption letter or Temporary Development Approval. If approval is sought for a longer period, then development approval is required under clause 7.4 of this policy.


7.3.4 Any structures or land uses specified in clause 7.6 which are not removed after the expiry date or do not obtain Development Approval following expiry of the policy, is considered to be illegal development under clause 214 of the *Planning and Development Act 2005*.

7.3.5 Exemption notices and temporary development approvals under this policy does not constitute approval under any other legislation, including building, health and heritage.

Table 1 – Exempt Development During Disasters and Emergencies

Type of development	Conditions	Procedure
Demolition or removal of any building or structure	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> The proponent is to notify the local government in writing within 7 days of commencing works, including details of proposed works, location and estimated timeframe.
Incidental Emergency Land Uses	<ul style="list-style-type: none"> No permanent buildings or structures permitted; and Cannot exist for longer than 12 months. Subject to clauses 7 of this policy 	<ul style="list-style-type: none"> The proponent is to obtain an exemption letter from the local government, see Planning Exemption Letter.
Emergency Accommodation	<ul style="list-style-type: none"> Subject to clauses 7.2 of this policy. 	<ul style="list-style-type: none"> For one or less Emergency Accommodation structure, the proponent is to obtain a Planning Exemption Letter from the local government. For more than one Emergency Accommodation, the proponent is to obtain temporary Development Approval from the local government.
Emergency Works	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> The proponent is to notify the local government in writing prior to the commencement of works.
Partial or full reconstruction of an existing Single House on Residential/Special Residential zoned land	<ul style="list-style-type: none"> If compliant with a previous development approval; or If compliant with the deemed-to-comply provisions of the Residential Design Codes. 	<ul style="list-style-type: none"> None, proceed to building permit stage.
Incidental Domestic Structures	<ul style="list-style-type: none"> If compliant with a previous development approval; or If compliant with the deemed-to-comply provisions of the Residential Design Codes; 	<ul style="list-style-type: none"> None, proceed to building permit stage.
Partial or full reconstruction of an existing Single House on Rural, Rural Residential/	<ul style="list-style-type: none"> If compliant with a previous development approval; or 	<ul style="list-style-type: none"> None, proceed to building permit stage.

Special Rural/Rural Smallholdings zoned land	<ul style="list-style-type: none"> If site and development requirements in the Scheme are met. 	
Partial or full reconstruction of: <ul style="list-style-type: none"> Grouped dwellings; Short stay accommodation; Tourist accommodation; Workforce accommodation; or Commercial buildings. 	<ul style="list-style-type: none"> If compliant with a previous development approval. 	<ul style="list-style-type: none"> None, proceed to building permit stage.
Solar panels on the roof of a building	<ul style="list-style-type: none"> If located on the roof. 	<ul style="list-style-type: none"> None.
Temporary Signage	<ul style="list-style-type: none"> Is in place for less than 12 months; and The sign is not erected or installed within 1.5m of any part of a crossover or street truncation. 	<ul style="list-style-type: none"> The proponent is to obtain an exemption letter from the local government, see Planning Exemption Letter.

		<h2>Mobile Food Vehicles</h2> <h3>Local Planning Policy</h3>
Version 1		
Scheme Provisions: LPS #11 3.2 Zoning Table 4.8.19 Outbuildings LPS #10 4.1 Zoning and Development Table	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Shire of Northampton Itinerant Food Vendors Policy Shire of Northampton Trading in Public Places Policy Shire of Northampton Activities in Thoroughfares and Public Places and Trading Local Law 2017	Special procedural considerations:

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	15 March 2019		

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Mobile Food Vehicles local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

2.0 OBJECTIVE

- 2.1 Provide guidance on the requirements for the operation of mobile food vehicles within the Shire of Northampton;
- 2.2 Allow mobile food vehicles to operate in locations which support the activation of underutilised public spaces;
- 2.3 Ensure mobile food vehicles operate in a way which complements existing food businesses within town sites;
- 2.4 Ensure mobile food vehicles are of a temporary nature;
- 2.5 Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and
- 2.6 Ensure mobile food vehicle operators practise safe food handling in accordance with the Food Act 2008.

3.0 POLICY STATEMENT

3.1 Definitions

'Itinerant food vehicle'	means any vehicle selling food or drink from the roadway that travels from place to place to engage in trade, not staying in one location other than while executing a sale.
'Mobile food vehicle'	includes any: <ol style="list-style-type: none"> a) Registered vehicle, caravan, trailer or any other method of transport from which food is sold; and b) Non-road registered vehicles such as, but not limited to, coffee carts, hotdog carts or similar vehicles.
'Permit holder'	means the person(s) whose name is written on the mobile food vehicle permit issued by the Shire of Northampton.

3.2 Application of Policy

- 3.2.1 This Policy applies only to mobile food vehicles operating in the Shire of Northampton.

3.3 Permits

- 3.3.1 Mobile food vehicles operating in the Shire of Northampton are required to:
 - a) Hold a valid Shire of Northampton Mobile Food Vehicle Permit (granted under the Shire's Activities in Thoroughfares and Public Places and Trading Local Law 2017);
 - b) Hold a current Food Registration Certificate from a Western Australian Local Government; and

- c) To obtain any other relevant approvals.

3.3.2 As a condition of being granted approval for a mobile food vehicle permit, permit holders must:

- a) Display the permit on the dash or another prominent visible location of the approved vehicle at all operating times;
- b) Comply with the conditions stipulated on the mobile food vehicle permit issued by the Shire of Northampton; and
- c) Comply with the requirements set out within this policy, unless approved otherwise by the Shire of Northampton.

3.3.3 A mobile food vehicle permit is not required for the following:

- a) Trading at a Shire of Northampton approved community event (e.g. the Kalbarri Canoe and Cray Festival and Northampton District Agricultural Show);
- b) Trading as an itinerant food vehicle; and
- c) Catering for a private event on public land.

Trading as detailed above may be subject to separate permits/approvals.

3.3.4 Trading on privately owned land

The trading of a mobile food vehicle may be considered upon privately owned land (e.g. within caravan parks) on a case by case basis and will be subject to the requirements set out within the provisions of this Policy.

3.4 Location and Siting

3.4.1 The Shire of Northampton may consider approving up to two (2) applications upon each of the following locations for mobile food vehicles to operate at any one time:

Northampton:

- Hampton Gardens carparking area (Site A)

Horrocks:

- Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

- Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf (Site C)
- Red Bluff Beach Road (Site D)

The above locations are shown on a map in **Appendix 1** of this Policy.

3.4.2 Alternative locations may be considered if they meet the purpose of this policy.

3.4.3 The following location requirements apply to all applications for a mobile food vehicle permit:

- a) Mobile food vehicle permit holders are only permitted to trade in an approved location, which is to be at least 50m from an established food or beverage business and 500m from a business selling the same, or similar, food product during that business' trading hours;
- b) Mobile food vehicles are only permitted to trade at the locations detailed on their permits; and
- c) Mobile food vehicles will be located so as not to obstruct pedestrian flow or vehicular traffic.

3.4.4 Payment of the application fee allows mobile food vans to operate at multiple locations within the Shire of Northampton in accordance with the following:

- a) Each location must be approved by the Shire prior to the commencement of trade; and
- b) Each location a mobile food vehicle is permitted to operate is detailed on the permit.

3.4.5 The Shire of Northampton reserves the right to make any approved location unavailable for a set period of time, for works to be undertaken at or near the location or for any other reason the Shire deems necessary.

3.5 Management

3.5.1 The permit holder is responsible for ensuring all conditions of the permit are met.

3.5.2 A change of vehicle or food business ownership is subject to assessment by the Shire of Northampton and will require that the vehicle and food business owner comply with all conditions of the permit and the relevant legislation under the Food Act 2008 in order to facilitate a change in permit (holder).

3.5.3 Should a transfer of permit be requested, the request is subject to updated food business registration and insurance requirements.

3.6 Waste Management

3.6.1 The mobile food vehicle operator is required to maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:

- a) When trading at an approved location the trade area must be cleaned frequently;
- b) No waste or litter from the vehicle may be disposed of into Shire of Northampton's rubbish bins. Mobile food vehicle operators must provide adequately sized bins for patrons use and remove all rubbish from the approved location at the end of trade;
- c) A holding tank for wastewater must be located beneath the vehicle; and
- d) Waste water, solid waste, litter or any other pollutant must not be placed on the site or allowed to enter the stormwater system, and must be disposed of appropriately and in compliance with relevant legislation and local government requirements.

3.7 Fixtures

3.7.1 A mobile food vehicle may only be permitted to have temporary fixtures (subject to attaining the approval of the local government) such as tables, chairs, signs and umbrellas and be in accordance with the following:

- a) The fixtures are to be of a temporary nature and removed from the site at the end of trade each day;
- b) The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;
- c) All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm; and
- d) Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic.

3.8 Noise

3.8.1 The use of amplified noise is prohibited.

3.8.2 Generators must not have a manufacturer specified operational volume greater than 75dB. Noise emissions will be required to be monitored on an ongoing basis to ensure ageing equipment remains below this threshold, or compliance procedures may apply.

3.8.3 Notwithstanding the above provision (clause 3.8.2) all mobile food vehicle noise (including the generator) must comply with the assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.

3.9 Advertising

3.9.1 All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign and one tear drop banner and:

- a) Shall be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle, with this location being subject to the approval of the Shire of Northampton;
- b) A-frame signs shall not exceed any dimension of 1m or an area of 1m² on any side;
- c) Shall be secured in accordance with any requirements of the Shire of Northampton; and

A-frame signs and tear drop banners will be considered to be temporary fixtures and must comply with the requirements detail in cl. 3.7 of this policy.

3.10 Power

3.10.1 Mobile food vehicles need to be provided with their own power supply unless otherwise approved by Council. The use of generators upon Reserve 52436 will not be permitted except in emergency situations (e.g. power outages).

3.11 Public Risk Management

3.11.1 The permit holder assumes responsibility for any acts of negligence arising from their activity.

3.11.2 The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location.

3.12 Approval Process

3.12.1 Applications for a mobile food vehicle permit can be submitted year round. The following information is required:

- a) A completed Shire of Northampton mobile food vehicle permit application form as attached at **Appendix 2**;
- b) A site plan detailing the proposed location(s) and the internal layout of the mobile food vehicle;
- c) A list of nominated locations to operate from;
- d) A current Certificate of Currency (Public and Product Liability Insurance) for a minimum of \$20,000,000;
- e) A copy of the manufacturer's specifications for any generators to be used; and
- f) A copy of a current Food Registration Certificate issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.

3.13 Fees

3.13.1 The permit holder will be required to pay the fees and charges as prescribed in the Shire of Northampton adopted Fees and Charges.

3.13.2 Only a single payment of the permit holder fee is required per permit period, regardless of the number of approved locations within the Shire of Northampton.

3.13.3 Permits will not be issued until the required fee has been paid.

3.14 Permit Renewal and Cancellation

3.14.1 A mobile food vehicle permit may be cancelled or amended at the discretion of the Shire of Northampton or if the permit holder fails to comply with the permit conditions. Where a mobile food vehicle permit holder seeks to renew the permit, an application must be submitted at least one month prior to the expiry of the existing permit.

3.14.2 A renewal application is to include:

- a) A complete Shire of Northampton mobile food vehicle permit renewal form;
- b) A list of nominated locations to operate from;
- c) Details of any proposed changes to the mobile food vehicle or how it is operated;
- d) A copy of a current public liability insurance 'Certificate of Currency' for the amount of \$20,000,000; and
- e) A copy of a current Food Registration Certificate issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.

3.14.3 Renewal applications will be assessed on a case by case basis by the Shire of Northampton.

Appendix 1. Possible mobile food vehicle trading locations (subject to final siting approval by the Shire of Northampton)

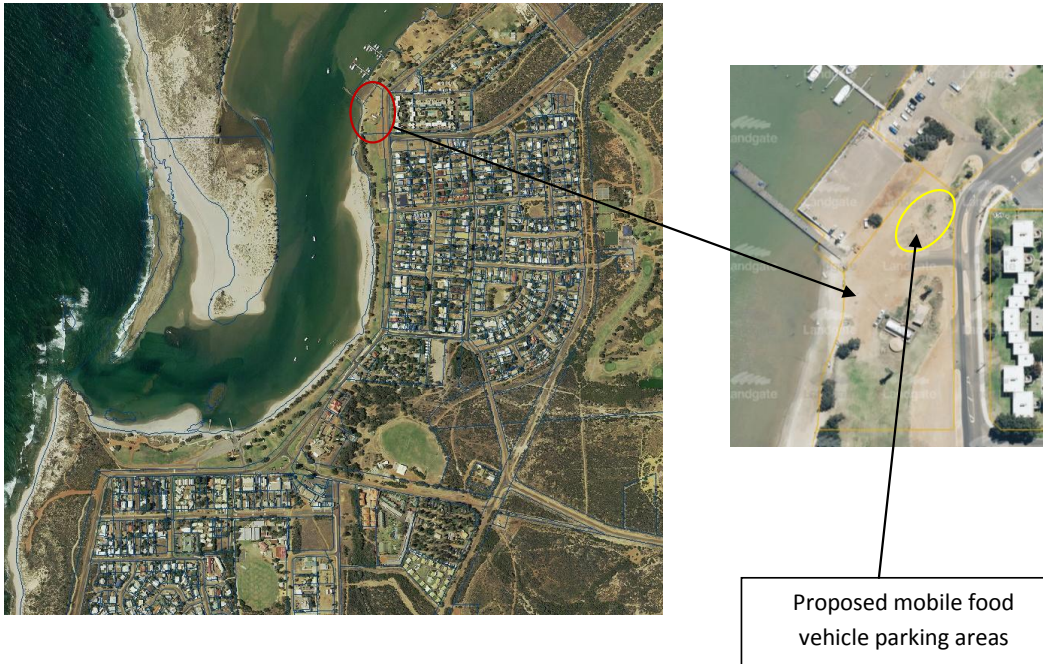
Site A – Carparking area Hampton Gardens, Northampton



Site B – Carparking area upon Lot 202, Horrocks.



Site C - Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf, Kalbarri



Site D - Red Bluff Beach Road, Kalbarri



Appendix 2. Mobile food vehicle permit application form**Application Form - Permit to Operate a Mobile Food Vehicle****Applicant Details**

First Name:	Surname:
Business Name:	
Trading Name	
ABN or ACN: [][]-[][][]-[][][]-[][][]	
Postal Address:	
Contact Telephone:	
E-mail:	

Vehicle Details

Vehicle Registration:	Vehicle Colour:
Vehicle Make/Model:	

Proposed Trading Days/Dates**Proposed Trading Times**

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Proposed Trading Location(s) (no additional fee for applying for multiple locations)Northampton:

☐ Hampton Gardens carparking area (Site A)

Horrocks:

☐ Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

☐ Reserve 52436, adjacent to the Land-Backed Wharf (Site C)

☐ Red Bluff Beach Road (Site D)

☐ Other proposed location/s (please specify below):

Please state the address where the mobile food vehicle is proposed to be stored outside of trading hours (NB. You may require additional approval for the storage of the vehicle, which may require you to apply and renew annually):

Property Address:

Proposed Goods to be Sold:**Power and use of Generators**

Do you intend to use a generator to supply power to your mobile food vehicle?

☐ No

☐ Yes – please specify sites where generator is proposed to be used:

Permit Type/Fees

Please select the preferred permit type.

- ☐ Three month permit = \$250
- ☐ Six month permit = \$500
- ☐ 12 month permit = \$1,000
- ☐ Temporary Permit (less than three months) = \$100

Successful applicants will be required to pay the fee(s) before start of operation.

The following non-refundable application fees will also be payable upon application:

- For applications upon Sites A, B, C or D: an application fee of \$50 (or renewal fee of \$30)
- For applications to use sites other than Sites A – D: an application fee of \$297, plus advertising expenses (for new applications and application renewals)

Attachments

A current Certificate of Currency for your public liability insurance, minimum \$20 million.

A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.

Photographs of the external façades of the mobile food vehicle.

A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries. (NB. This is not required for Sites A – D, as specified above)

A site plan showing the location of the stored vehicle, outside of trading hours, detailing the distance from lot boundaries and other site features and buildings etc.

A current copy of the Applicant's Food Registration Certificate.

A copy of the manufacturer's specifications for any generators proposed to be used.

Starting Date of Permit


If your application is successful, what date would you prefer the permit to commence? (Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

Declaration

If applicant is not the owner: I/ we have notified the owner about this application.

I / we are authorised to sign on behalf of the applicant organisation.

Name (please print):	
Signature:	
Position / authority:	Date:

		<h1>Caravans for Temporary Accommodation</h1> <h2>Local Planning Policy</h2>	
Version 3			
Scheme Provisions: LPS #11 3.2 Zoning and Development Table 4.8.18 Use of Caravans or Outbuildings for Temporary Accommodation LPS #10 4.1 Zoning and Development Table	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Caravan Parks and Camping Grounds Regulations 1997	Special procedural considerations:	
<h3>1.0 CITATION</h3> <p>This is a local planning policy prepared under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the <i>Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite ('the Scheme')</i>. It may be cited as the Caravans for Temporary Accommodation local planning policy.</p> <p>The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.</p> <h3>2.0 OBJECTIVE</h3> <p>2.1 To provide for and regulate the use of caravans for temporary accommodation purposes whilst building a residence.</p> <p>2.2 To ensure that outbuildings are not used for habitable purposes.</p> <p>2.3 To ensure that this type of temporary accommodation does not compromise the amenity of the area.</p> <p>2.4 To ensure an acceptable standard of development (by way of building and health compliance) is achieved.</p> <h3>3.0 POLICY STATEMENT</h3> <h4>3.1 Background</h4> <p>Historically, local governments within regional Western Australia have (as a general practice) supported residential habitation of outbuildings (or sheds) in certain areas through a development approval. Such approvals are usually for periods of between 12 to 18 months to afford landowners the opportunity to temporarily reside on their property whilst constructing a permanent residence, subject to the minimum health and building standards being met.</p>			

With increasing concern over a level of non-compliance (i.e. people simply residing in sheds on a permanent basis and not building a residence) legal advice was sought on the legitimacy of using sheds for temporary accommodation purposes.

The advice detailed the status of an outbuilding (or shed) under the National Construction Code series (NCC) as a non-habitable (Class 10) structure and emphasised that even where minimum health and building standards were met these measures are still not adequate to achieve compliance with the standards prescribed by the NCC for a habitable (Class 1) building, such as a house. The advice concluded that a development approval for temporary residential use of a Class 10 building such as a shed would, in effect, amount to an authorisation by the local government for a proponent to breach building legislation.

3.2 Definition

An “Outbuilding” (or shed) is defined in the Residential Design Codes as “an enclosed non-habitable structure that is detached from any dwelling.”

“Non-habitable” means a Class 10 building as defined under the NCC.

3.3 Policy

3.3.1 Based on legal advice, it is not possible for a development approval to be granted for a Class 10 building (such as a shed) to be used for habitable purposes, even on a temporary basis, as it contradicts the NCC.

3.3.2 It is considered that the use of caravans for temporary accommodation purposes in residential areas (even located within an outbuilding) could have a detrimental impact on the amenity of the area and would be contrary to resident’s expectations for development in the locality.

Therefore the use of caravans for temporary accommodation purposes in residential areas should not be approved.

3.3.3 Within Rural Residential and Rural Smallholdings areas the local government may approve the occupation of 1 caravan on-site for up to 12 months pursuant to regulation 11(2)(c) of the *Caravan Parks and Camping Grounds Regulations 1997*, subject to:

- a. A building permit having been issued for the construction of the residence on the property with written evidence of a signed building contract with a registered builder for the construction of the residence, and a commitment date that is within 6 months by that builder for the commencement of construction of the residence; or

In the case of an owner builder, a building permit for a residence has been issued by the local government and the applicant shall lodge a bond of \$10,000.00 with the local government and a Statutory Declaration providing a commitment to construct a residence and an accompanying commencement date that is within 6 months;

- b. A Statutory Declaration acknowledging the use of a caravan on-site is for temporary accommodation purposes only in accordance with regulation 11(2)(c) of the *Caravan Parks and Camping Grounds Regulations 1997*;
- c. Provision of adequate ablution and washing facilities connected to an approved water supply and effluent disposal system to the satisfaction of the local government; and
- d. The caravan being located within an outbuilding.

3.3.4	Within Rural areas the local government may approve the occupation of 1 caravan on-site for up to 12 months pursuant to regulation 11(2)(c) of <i>the Caravan Parks and Camping Grounds Regulations 1997</i> , subject to the above requirements (Clause 4.3.3) with the exception that the caravan need not be located within an outbuilding but is to be located in an inconspicuous position (generally to the side or rear of the property).		
4.0 RESPONSIBILITY	The Chief Executive Officer as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer to determine the location of a caravan (Clause 4.3.4).		
5.0 ADOPTION	22 February 2013	Final Adoption	
	V2 16 June 2014	Advertising / Adoption	Final (Minutes 6.8.1)
	V3 15 June 2018	Advertising / Adoption	Final

	<p style="text-align: center;">EXTRACT FROM THE CARAVAN PARKS AND CAMPING GROUNDS REGULATIONS 1997</p>
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Part 2 — Caravanning and camping generally


Regulation 11. Camping other than at a caravan park or camping ground

(1) A person may camp —

- (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval;
- (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;
- (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
- (d) on any land which is —
 - (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality,
 in accordance with the permission of that instrumentality; or
- (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph.

(2) Written approval may be given for a person to camp on land referred to in sub-regulation (1)(a) for a period specified in the approval which is longer than 3 nights —

- (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
- (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or
- (c) despite paragraph (b), by the local government of the district where the land is situated:
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.

		<h2>Mobile Food Vehicles</h2> <h3>Local Planning Policy</h3>
Version 1		
Scheme Provisions: LPS #11 3.2 Zoning Table 4.8.19 Outbuildings LPS #10 4.1 Zoning and Development Table	Other References: Shire of Northampton Local Planning Scheme No. 10 Shire of Northampton Local Planning Scheme No. 11 Planning and Development Act 2005 Shire of Northampton Itinerant Food Vendors Policy Shire of Northampton Trading in Public Places Policy Shire of Northampton Activities in Thoroughfares and Public Places and Trading Local Law 2017	Special procedural considerations:

RESPONSIBILITY	Chief Executive Officer as per the Delegations Policy and Register.		
ADOPTION	15 March 2019		

1.0 CITATION

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the *Shire of Northampton Local Planning Schemes: No. 10 - Northampton District; and No. 11 - Kalbarri Townsite* ('the Scheme'). It may be cited as the Mobile Food Vehicles local planning policy.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

2.0 OBJECTIVE

- 2.1 Provide guidance on the requirements for the operation of mobile food vehicles within the Shire of Northampton;
- 2.2 Allow mobile food vehicles to operate in locations which support the activation of underutilised public spaces;
- 2.3 Ensure mobile food vehicles operate in a way which complements existing food businesses within town sites;
- 2.4 Ensure mobile food vehicles are of a temporary nature;
- 2.5 Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and
- 2.6 Ensure mobile food vehicle operators practise safe food handling in accordance with the Food Act 2008.

3.0 POLICY STATEMENT

3.1 Definitions

'Itinerant food vehicle'	means any vehicle selling food or drink from the roadway that travels from place to place to engage in trade, not staying in one location other than while executing a sale.
'Mobile food vehicle'	includes any: <ul style="list-style-type: none"> a) Registered vehicle, caravan, trailer or any other method of transport from which food is sold; and b) Non-road registered vehicles such as, but not limited to, coffee carts, hotdog carts or similar vehicles.
'Permit holder'	means the person(s) whose name is written on the mobile food vehicle permit issued by the Shire of Northampton.

3.2 Application of Policy

- 3.2.1 This Policy applies only to mobile food vehicles operating in the Shire of Northampton.

3.3 Permits

- 3.3.1 Mobile food vehicles operating in the Shire of Northampton are required to:
 - a) Hold a valid Shire of Northampton Mobile Food Vehicle Permit (granted under the Shire's Activities in Thoroughfares and Public Places and Trading Local Law 2017);
 - b) Hold a current Food Registration Certificate from a Western Australian Local Government; and

- c) To obtain any other relevant approvals.

3.3.2 As a condition of being granted approval for a mobile food vehicle permit, permit holders must:

- a) Display the permit on the dash or another prominent visible location of the approved vehicle at all operating times;
- b) Comply with the conditions stipulated on the mobile food vehicle permit issued by the Shire of Northampton; and
- c) Comply with the requirements set out within this policy, unless approved otherwise by the Shire of Northampton.

3.3.3 A mobile food vehicle permit is not required for the following:

- a) Trading at a Shire of Northampton approved community event (e.g. the Kalbarri Canoe and Cray Festival and Northampton District Agricultural Show);
- b) Trading as an itinerant food vehicle; and
- c) Catering for a private event on public land.

Trading as detailed above may be subject to separate permits/approvals.

3.3.4 Trading on privately owned land

The trading of a mobile food vehicle may be considered upon privately owned land (e.g. within caravan parks) on a case by case basis and will be subject to the requirements set out within the provisions of this Policy.

3.4 Location and Siting

3.4.1 The Shire of Northampton may consider approving up to two (2) applications upon each of the following locations for mobile food vehicles to operate at any one time:

Northampton:

- Hampton Gardens carparking area (Site A)

Horrocks:

- Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

- Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf (Site C)
- Red Bluff Beach Road (Site D)

The above locations are shown on a map in **Appendix 1** of this Policy.

3.4.2 Alternative locations may be considered if they meet the purpose of this policy.

3.4.3 The following location requirements apply to all applications for a mobile food vehicle permit:

- a) Mobile food vehicle permit holders are only permitted to trade in an approved location, which is to be at least 50m from an established food or beverage business and 500m from a business selling the same, or similar, food product during that business' trading hours;
- b) Mobile food vehicles are only permitted to trade at the locations detailed on their permits; and
- c) Mobile food vehicles will be located so as not to obstruct pedestrian flow or vehicular traffic.

3.4.4 Payment of the application fee allows mobile food vans to operate at multiple locations within the Shire of Northampton in accordance with the following:

- a) Each location must be approved by the Shire prior to the commencement of trade; and
- b) Each location a mobile food vehicle is permitted to operate is detailed on the permit.

3.4.5 The Shire of Northampton reserves the right to make any approved location unavailable for a set period of time, for works to be undertaken at or near the location or for any other reason the Shire deems necessary.

3.5 Management

3.5.1 The permit holder is responsible for ensuring all conditions of the permit are met.

3.5.2 A change of vehicle or food business ownership is subject to assessment by the Shire of Northampton and will require that the vehicle and food business owner comply with all conditions of the permit and the relevant legislation under the Food Act 2008 in order to facilitate a change in permit (holder).

3.5.3 Should a transfer of permit be requested, the request is subject to updated food business registration and insurance requirements.

3.6 Waste Management

3.6.1 The mobile food vehicle operator is required to maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:

- a) When trading at an approved location the trade area must be cleaned frequently;
- b) No waste or litter from the vehicle may be disposed of into Shire of Northampton's rubbish bins. Mobile food vehicle operators must provide adequately sized bins for patrons use and remove all rubbish from the approved location at the end of trade;
- c) A holding tank for wastewater must be located beneath the vehicle; and
- d) Waste water, solid waste, litter or any other pollutant must not be placed on the site or allowed to enter the stormwater system, and must be disposed of appropriately and in compliance with relevant legislation and local government requirements.

3.7 Fixtures

3.7.1 A mobile food vehicle may only be permitted to have temporary fixtures (subject to attaining the approval of the local government) such as tables, chairs, signs and umbrellas and be in accordance with the following:

- a) The fixtures are to be of a temporary nature and removed from the site at the end of trade each day;
- b) The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;
- c) All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm; and
- d) Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic.

3.8 Noise

3.8.1 The use of amplified noise is prohibited.

3.8.2 Generators must not have a manufacturer specified operational volume greater than 75dB. Noise emissions will be required to be monitored on an ongoing basis to ensure ageing equipment remains below this threshold, or compliance procedures may apply.

3.8.3 Notwithstanding the above provision (clause 3.8.2) all mobile food vehicle noise (including the generator) must comply with the assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.

3.9 Advertising

3.9.1 All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign and one tear drop banner and:

- a) Shall be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle, with this location being subject to the approval of the Shire of Northampton;
- b) A-frame signs shall not exceed any dimension of 1m or an area of 1m² on any side;
- c) Shall be secured in accordance with any requirements of the Shire of Northampton; and

A-frame signs and tear drop banners will be considered to be temporary fixtures and must comply with the requirements detail in cl. 3.7 of this policy.

3.10 Power

3.10.1 Mobile food vehicles need to be provided with their own power supply unless otherwise approved by Council. The use of generators upon Reserve 52436 will not be permitted except in emergency situations (e.g. power outages).

3.11 Public Risk Management

3.11.1 The permit holder assumes responsibility for any acts of negligence arising from their activity.

3.11.2 The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location.

3.12 Approval Process

3.12.1 Applications for a mobile food vehicle permit can be submitted year round. The following information is required:

- a) A completed Shire of Northampton mobile food vehicle permit application form as attached at **Appendix 2**;
- b) A site plan detailing the proposed location(s) and the internal layout of the mobile food vehicle;
- c) A list of nominated locations to operate from;
- d) A current Certificate of Currency (Public and Product Liability Insurance) for a minimum of \$20,000,000;
- e) A copy of the manufacturer's specifications for any generators to be used; and
- f) A copy of a current Food Registration Certificate issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.

3.13 Fees

3.13.1 The permit holder will be required to pay the fees and charges as prescribed in the Shire of Northampton adopted Fees and Charges.

3.13.2 Only a single payment of the permit holder fee is required per permit period, regardless of the number of approved locations within the Shire of Northampton.

3.13.3 Permits will not be issued until the required fee has been paid.

3.14 Permit Renewal and Cancellation

3.14.1 A mobile food vehicle permit may be cancelled or amended at the discretion of the Shire of Northampton or if the permit holder fails to comply with the permit conditions. Where a mobile food vehicle permit holder seeks to renew the permit, an application must be submitted at least one month prior to the expiry of the existing permit.

3.14.2 A renewal application is to include:

- a) A complete Shire of Northampton mobile food vehicle permit renewal form;
- b) A list of nominated locations to operate from;
- c) Details of any proposed changes to the mobile food vehicle or how it is operated;
- d) A copy of a current public liability insurance 'Certificate of Currency' for the amount of \$20,000,000; and
- e) A copy of a current Food Registration Certificate issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.

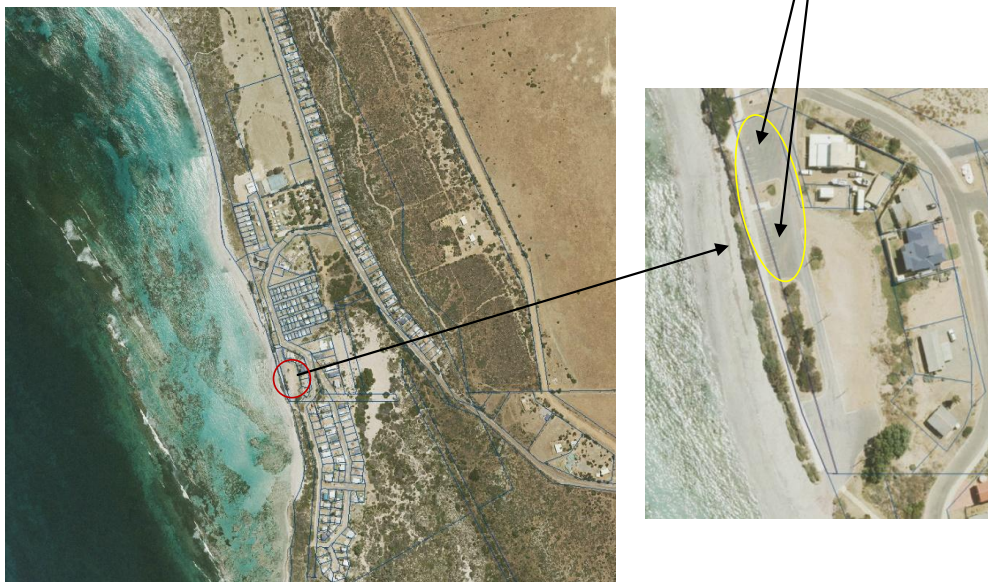
3.14.3 Renewal applications will be assessed on a case by case basis by the Shire of Northampton.

Appendix 1. Possible mobile food vehicle trading locations (subject to final siting approval by the Shire of Northampton)

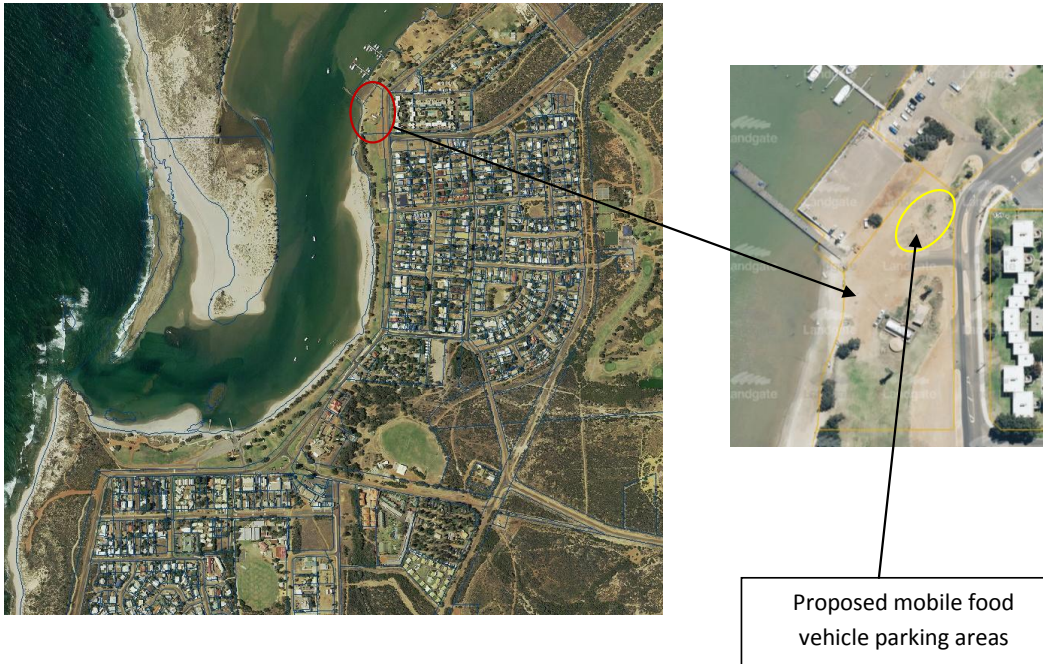
Site A – Carparking area Hampton Gardens, Northampton



Site B – Carparking area upon Lot 202, Horrocks.



Site C - Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf, Kalbarri



Site D - Red Bluff Beach Road, Kalbarri



Appendix 2. Mobile food vehicle permit application form

Application Form - Permit to Operate a Mobile Food Vehicle

Applicant Details

First Name:	Surname:
Business Name:	
Trading Name	
ABN or ACN: [][]-[][][]-[][][]-[][][]	
Postal Address:	
Contact Telephone:	
E-mail:	

Vehicle Details

Vehicle Registration:	Vehicle Colour:
Vehicle Make/Model:	

Proposed Trading Days/Dates

Proposed Trading Times

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Proposed Trading Location(s) (no additional fee for applying for multiple locations)Northampton:

☐ Hampton Gardens carparking area (Site A)

Horrocks:

☐ Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

☐ Reserve 52436, adjacent to the Land-Backed Wharf (Site C)

☐ Red Bluff Beach Road (Site D)

☐ Other proposed location/s (please specify below):

Please state the address where the mobile food vehicle is proposed to be stored outside of trading hours (NB. You may require additional approval for the storage of the vehicle, which may require you to apply and renew annually):

Property Address:

Proposed Goods to be Sold:**Power and use of Generators**

Do you intend to use a generator to supply power to your mobile food vehicle?

☐ No

☐ Yes – please specify sites where generator is proposed to be used:

Permit Type/Fees

Please select the preferred permit type.

- ☐ Three month permit = \$250
- ☐ Six month permit = \$500
- ☐ 12 month permit = \$1,000
- ☐ Temporary Permit (less than three months) = \$100

Successful applicants will be required to pay the fee(s) before start of operation.

The following non-refundable application fees will also be payable upon application:

- For applications upon Sites A, B, C or D: an application fee of \$50 (or renewal fee of \$30)
- For applications to use sites other than Sites A – D: an application fee of \$297, plus advertising expenses (for new applications and application renewals)

Attachments

A current Certificate of Currency for your public liability insurance, minimum \$20 million.

A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.

Photographs of the external façades of the mobile food vehicle.

A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries. (NB. This is not required for Sites A – D, as specified above)

A site plan showing the location of the stored vehicle, outside of trading hours, detailing the distance from lot boundaries and other site features and buildings etc.

A current copy of the Applicant's Food Registration Certificate.

A copy of the manufacturer's specifications for any generators proposed to be used.

Starting Date of Permit

If your application is successful, what date would you prefer the permit to commence? (Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

Declaration

If applicant is not the owner: I/ we have notified the owner about this application.

I / we are authorised to sign on behalf of the applicant organisation.

Name (please print):	
Signature:	
Position / authority:	Date: