



MINUTES

SPECIAL MEETING OF COUNCIL

20 OCTOBER 2025

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SHIRE OF NORTHAMPTON

Minutes of the Special Council Meeting held in the Council Chamber, Hampton Road, Northampton, Monday, 20 October 2025.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:

Mr Andrew Campbell, Chief Executive Officer assumed the role of Chair of the meeting and declared the meeting open at **3.00pm**.

SWEARING IN OF NEW COUNCILLORS

Cr Tim Hay, Cr Des Pike and Cr Chad Smith were sworn in.

2. ELECTION OF SHIRE PRESIDENT AND DEPUTY SHIRE PRESIDENT:

2.1 ELECTION OF SHIRE PRESIDENT:

2.1.1 Call for nominations for position of Shire President.

2.1.2 Written nominations for position of Shire President close.

Mr Andrew Campbell, Chief Executive Officer had received two written nominations, both were for Cr Liz Sudlow.

There being no other nominations Cr Liz Sudlow accepted the position of Shire President for a 2 year term to 2027 and made her declaration to Council.

2.2 ELECTION OF DEPUTY SHIRE PRESIDENT

2.2.1 Call for nominations for position of Deputy Shire President.

2.2.2 Written nominations for position of Deputy Shire President close.

Mr Andrew Campbell, Chief Executive Officer had received two written nominations for Cr Tim Hay.

There being no other nominations Cr Tim Hay accepted the position of Shire Deputy President for a 2 year term to 2027 and made his declaration to Council.

Cr Liz Sudlow took the chair at 3.12pm

2. ANNOUNCEMENTS BY THE PRESIDENT:

Acknowledgement of Country

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

3. ATTENDANCE:

PRESENT:

Councillors

Cr Liz Sudlow (Shire President)

Cr Tim Hay (Deputy Shire President)

Cr Des Pike

Cr Karl Suckling

Cr Roslyn Suckling

Cr Chad Smith

Staff

Mr Andrew Campbell (Chief Executive Officer)

Mr Brian Robinson (Executive Manager of Community, Development and Regulation)

Mrs Leanne Rowe (Manager Financial Services)

Mrs Michelle Allen (Manager Corporate Services)

Ms Sonya Hasleby (Executive Support Officer)

Gallery

3.1 Apologies: Nil.

3.2 Leave Of Absence:

Cr Richard Burges was granted an Approved Leave of Absence at the Ordinary Meeting of Council held on 16th October 2025.

4. DECLARATIONS OF INTEREST:

[Part 5, Division 6 of the Local Government Act 1995 requires that a member must disclose the interest of the member and the nature of the interest in writing before the meeting or immediately before the matter is discussed.]

Nil.

5. PUBLIC QUESTION TIME:

5.1 Response to public questions taken on notice: Nil.

5.2 Public Question Time: Nil.

6. PRESENTATIONS:

6.1 Petitions: Nil.

6.2 Presentations: Nil.

6.3 Deputations: Nil.

6.4 Councillor reports: Nil.

6.5 Conference reports: Nil.

7. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil.

8. OFFICERS' REPORTS:

8.1.1	Appointments to Shire of Northampton Committees 2025-2027
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ATTACHMENT APPENDIX

8.1.1 Appointments to Shire of Northampton Committees 2025-2027

PROPONENT	Shire of Northampton
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Office of CEO
FILE REFERENCE:	4.1.14
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Andrew Campbell
APPROVING OFFICER:	Andrew Campbell
DATE OF REPORT:	6 October 2025
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Following each Local Government election cycle, every two years membership of Council Committees must be reviewed. In addition to this, as of 1 July 2025 Council must also nominate a Presiding Member for each Committee. Two other statutory changes for 2025 are that the Audit and Risk Management Advisory Committee must have an Independent Person appointed as Presiding Member of that Committee and the name of the Committee must be changed to the Audit, Risk and Improvement Committee.

The purpose of this report is for Council to consider membership of the current Committees.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Audit and Risk Management Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (A)

The functions of the Committee are:

The Committee has a statutory function to provide guidance and assistance to the local government as to the carrying out of its functions in relation to audits carried out under the Local Government Act 1995.

In addition, the Audit Committee undertakes:

- a) Management of the audit process.
- b) Discussion of audit outcomes.

- | |
|---|
| <ul style="list-style-type: none"> c) Monitoring action taken on audit reports. d) Preparation of annual report on audit function. e) Review of the Statutory Compliance Return. f) Oversight of organisational risk. |
|---|

Current membership of the Committee includes:

Roslyn Suckling	Presiding Member
Liz Sudlow	Councillor
Richard Burges	Councillor
Tim Hay	Councillor

It is considered that the composition and functions of the Committee are fit for purpose, however the statutory requirement for an Independent Person to be appointed as Presiding Member of the Committee needs to be implemented.

As a short-term option to get through the Annual Financial Report as part of the next Audit and Risk Management Committee meeting the Chief Executive Officer (CEO) has had a discussion with the Shire of Chapman Valley about a pro-quo arrangement whereby each CEO would become the Independent Member of each other's Committee for a six month period at no cost to either organisation. This is permitted under the legislative changes (noting that Councillors are specifically excluded from doing this for reason unknown). Following this both Local Government's would be able to review to determine whether to continue or whether to seek an alternate arrangement. The alternate to this is that Council request the CEO attempt to source an Independent Person to be the Presiding Member.

It is recommended that Council update the Terms of Reference including the name of the Committee to the Audit, Risk and Improvement Committee as per the attachment to reflect this proposal.

ATTACHMENT: 8.1.1 (1)

Access and Inclusion Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (B)

The functions of the Committee are:

- | |
|---|
| <ol style="list-style-type: none"> 1. Develop and review the Shire of Northampton's Access and Inclusion Plan; 2. Promote the benefits of access and inclusion to the residents and businesses of the Shire of Northampton; 3. Be available to provide relevant advice on the development of proposals or plans for any activity, building or infrastructure within the Shire; 4. Support and encourage partnership networks of local organisations that are best placed to collectively plan and coordinate strategies to address the needs of the local disability communities; and |
|---|

5. Make recommendations to Council on matters arising not clearly dealt with by the Shire of Northampton's Access and Inclusion Plan.

Current membership of the Committee includes:

Roslyn Suckling	Presiding Member
Trevor Gibb	Councillor
Brian Robinson	Executive Manager Community, Development and Regulation

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member, Councillors and staff member. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (2)

Bush Fire Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (C)

The functions of the Committee are:

To represent Volunteer Bush Fire Brigades within the Shire of Northampton and to make recommendations to Council on the following:

1. Advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires;
2. Annual bushfire budget and relevant financial matters;
3. Annual review of the Shire's Annual Firebreak Notice;
4. Standards of equipment that should be provided and maintained under Brigade Control;
5. General maintenance and capital works on Bush Fire Brigade Stations;
6. Planning, setting standards and works program for fire prevention within the Shire;
7. Composition, formation, rationalisation or winding up of any Bush Fire Brigades within the Shire;
8. Preparation and periodical review of a Bush Fire Operational Procedure Manual to guide the management and co-ordination of bush fire fighting resources within the Shire; and
9. Ensuring co-operation and co-ordination of bush fire brigades in their efforts and activities including training of brigade members.

Current membership of the Committee includes:

Cr Karl Suckling	Councillor (Chair)
Mr Rob McKenzie	Chief Bush Fire Control Officer
Mr Kyle Carson	Ajana/Binnu - Captain
Mr Lindsay Rowe	Horrocks BFB - Captain

Mr Wes Teakle	Isseka BFB
Mr Joe Wood	Port Gregory/Yallabatharra - Captain
Mr Scott Bridgeman	Sandy Gully/Alama BFB - Captain

Proxies

Cr	Councillor (Proxy)
Mr Scott Bridgeman	Deputy CBFCE – South
Mr Damien Harris	Deputy CBFCE – North
Mr Matt Johnson	Ajana/Binnu – Deputy Captain
TBC	Horrocks BFB
TBC	Isseka BFB
Ms Tatiana Vafiedes	Port Gregory/Yallabatharra
Mr Tren Suckling	Sandy Gully/Alma BFB

Non-Voting Members

Executive Manager Community, Development and Regulation
Department of Biodiversity, Conservation and Attractions
Department of Fire and Emergency Services
Northampton Volunteer Fire and Rescue Service
Kalbarri Volunteer Fire and Rescue Service
Shire of Northampton Ranger

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member (Councillor), Councillor proxy and others. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (3)

Chief Executive Officer Review Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (D)

The functions of the Committee are:

<ol style="list-style-type: none"> 1. To review the progress and performance of the Chief Executive Officer against pre-determined performance criteria. 2. In collaboration with the Chief Executive Officer establish new performance criteria as agreed. 3. In agreement with the Chief Executive Officer establish goals related to target outcomes for future achievement in performance criteria. 4. Oversee the appointment process and recommendation to Council of a new Chief Executive Officer.
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Current membership of the Committee includes:

Cr Liz Sudlow	Presiding Member
Cr Des Pike	Councillor
Cr Roslyn Suckling	Councillor
Vacant	Councillor

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member and Councillors. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (4)

Community Grants Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (E)

The functions of the Committee are:

1. To develop and review the process for the receipt of community grants requests.
2. To develop and review the process for the determination of priority for awarding community grants.
3. To recommend to Council any additional committee membership.
4. To make recommendations to Council as to the distribution of community grants.

Current membership of the Committee includes:

Cr Liz Sudlow	Chairperson
Cr Trevor Gibb	Councillor
Cr Des Pike	Councillor
Cr Roslyn Suckling	Councillor
Cr Richard Burgess	Councillor
Vacant	Councillor
Mr Andrew Campbell	Chief Executive Officer

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member, Councillors and CEO. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (5)

Kalbarri Foreshore Redevelopment Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (F)

The functions of the Committee are:

1. To assist Shire Officers in the refinement and detailed designs for conceptual elements contained within the Kalbarri Foreshore Masterplan as prepared by the Mid-West Development Commission and Tourism Western Australia;
2. To assist in the identification of priorities in respect of the Foreshore Redevelopment;
3. Make recommendations to Council on potential developments and commercial opportunities not identified within the Kalbarri Foreshore Masterplan;
4. Assist co-ordination of community participation in public consultation processes; and
5. Communicate and inform the member organisations and local community about the proposed project, its elements and timeframes for work.

Current membership of the Committee includes:

Cr Liz Sudlow	Councillor (Chair)
Cr R Horstman	Councillor
Cr Richard Burges	Councillor
Cr Trevor Gibb	Councillor
Cr Des Pike	Councillor (Proxy)
TBC	Nanda Representative
TBC	Nanda Representative (Proxy)
Lauren Sweetman	Kalbarri Development Association
Merrilyn Eastland	Kalbarri Development Association (Proxy)
TBC	Kalbarri Visitors Centre
TBC	Kalbarri Visitors Centre (Proxy)
Cheryl Eley	Community Representative
Glen Bangay	Community Representative
Phil Crogan	Community Representative
Brian Robinson	Executive Manager of Community, Development & Regulation (Non-Voting)
As available	Other Shire Officers as required (Non-Voting)
Adam Murszewski	Mid West Development Commission (Non-Voting)
Nicole Nelson	Tourism Western Australia (Non-Voting)

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member, Councillors, Rachel Mallard who has been nominated as the Nanda representative, staff and other representatives already nominated. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (6)

Road Infrastructure and Plant Advisory Committee

The current Terms of Reference for the Committee are appended.

APPENDIX: 8.1.1 (G)

The functions of the Committee are:

1. To establish and review the Shire's ten year Road Infrastructure Plan;
2. To review the Shire's Road Infrastructure Plan budget consideration as part of the annual budget process;
3. To review any amendments to the Shire's Road Infrastructure Plan budget;
4. To raise and discuss Road Infrastructure Plan issues for feedback purposes;
5. To establish and review the ten year Plant Replacement Program including plant strategic planning, efficiencies (merits) and specifications; and
6. To meet on occasion to investigate and/or evaluate urgent road infrastructure or plant issues.

Current membership of the Committee includes:

Cr Karl Suckling	Chairperson
Cr Liz Sudlow	Councillor
Cr Roslyn Suckling	Councillor
Cr Richard Burges	Councillor
Mr Neil Broadhurst	Executive Manager Works and Technical Services
Mr Andrew Campbell	Chief Executive Officer
Mr Sean Boyce	Leading Hand - Construction

Ex Officio

Mrs Tina Souroup	Works and Technical Services Officer (Minute Secretary)
Mr Nolan Harris	Community Representative
Mr Joseph Wood	Community Representative

It is considered that the composition and functions of the Committee are fit for purpose with the only consideration being the need to specifically appoint the Presiding Member, Councillors, staff and other representatives. The updated Terms of Reference can be found in the attachment.

ATTACHMENT: 8.1.1 (7)

STATUTORY ENVIRONMENT:

The *Local Government Act 1995* and subsidiary legislation prescribe the statutory requirements of forming Committees of Council in a Local Government organisation in Western Australia.

POLICY / STRATEGIC IMPLICATIONS:

Committees assist Council by providing recommendations on specific matters relating to the affairs of the Local Government.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Level 3 – Moderate mainly based on non-compliance..

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

FINANCIAL IMPLICATIONS:

Nil unless Council wishes to source an Independent Person as Presiding Member for the Audit, Risk and Improvement Committee.

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council determine the Terms of Reference and Membership of Committees as per the following:

A. Audit and Risk Management Advisory Committee

- 1) Change the title of the Committee to the Audit, Risk and Improvement Committee;
- 2) Membership to comprise of:

Mr Jamie Criddle	Presiding Member until 30 April 2026
	Councillor
	Councillor
	Councillor
	Councillor

- 3) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (1).

B. Access and Inclusion Advisory Committee

- 1) Membership to comprise of:

	Presiding Member
	Councillor
Brian Robinson	Executive Manager Community, Development and Regulation

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (2).

C. Bush Fire Advisory Committee

- 1) Membership to comprise of:

	Presiding Member (Councillor)
Mr Rob McKenzie	Chief Bush Fire Control Officer
Mr Kyle Carson	Ajana/Binnu - Captain
Mr Lindsay Rowe	Horrocks BFB - Captain
Mr Wes Teakle	Isseka BFB
Mr Joe Wood	Port Gregory/Yallabatharra - Captain
Mr Scott Bridgeman	Sandy Gully/Alma BFB - Captain

Proxies

	Councillor (Proxy)
Mr Scott Bridgeman	Deputy CBFCO – South
Mr Damien Harris	Deputy CBFCO – North
Mr Matt Johnson	Ajana/Binnu – Deputy Captain
TBC	Horrocks BFB
TBC	Isseka BFB
Ms Tatiana Vafiades	Port Gregory/Yallabatharra
Mr Tren Suckling	Sandy Gully/Alma BFB

Non-Voting Members

Executive Manager Community, Development and Regulation
Department of Biodiversity, Conservation and Attractions
Department of Fire and Emergency Services
Northampton Volunteer Fire and Rescue Service
Kalbarri Volunteer Fire and Rescue Service
Shire of Northampton Ranger

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (3).

D. Chief Executive Officer Review Committee

- 1) Membership to comprise of:

	Presiding Member
	Councillor
	Councillor
	Councillor

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (4).

E. Community Grants Advisory Committee

- 1) Membership to comprise of:

	Presiding Member
	Councillor
	Councillor
	Councillor
	Councillor
	Councillor
Mr Andrew Campbell	Chief Executive Officer

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (5).

F. Kalbarri Foreshore Redevelopment Advisory Committee

- 1) Membership to comprise of:

	Presiding Member (Councillor)
	Councillor
	Councillor
	Councillor
	Councillor (Proxy)
Rachel Mallard	Nanda Representative

TBC	Nanda Representative (Proxy)
Lauren Sweetman	Kalbarri Development Association
Merrilyn Eastland	Kalbarri Development Association (Proxy)
TBC	Kalbarri Visitors Centre
TBC	Kalbarri Visitors Centre (Proxy)
Cheryl Eley	Community Representative
Glen Bangay	Community Representative
Phil Crogan	Community Representative
Brian Robinson	Executive Manager of Community, Development & Regulation (Non-Voting)
As available	Other Shire Officers as required (Non-Voting)
Adam Murszewski	Mid West Development Commission (Non-Voting)
Nicole Nelson	Tourism Western Australia (Non-Voting)

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (6).

G. Road Infrastructure and Plant Advisory Committee

- 1) Membership to comprise of:

	Presiding Member
	Councillor
	Councillor
	Councillor
Vacant	Executive Manager Works and Technical Services
Mr Andrew Campbell	Chief Executive Officer
Mr Sean Boyce	Leading Hand - Construction

Ex Officio

Mrs Tina Souroup	Works and Technical Services Officer (Minute Secretary)
Mr Nolan Harris	Community Representative
Mr Joseph Wood	Community Representative

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (7).

COUNCIL RESOLUTION:**MOVED: Suckling, R SECONDED: Pike, D****10/25-143****That Council determine the Terms of Reference and Membership of Committees as per the following:****A. Audit and Risk Management Advisory Committee**

- 1) Change the title of the Committee to the Audit, Risk and Improvement Committee;**
- 2) Membership to comprise of:**

Mr Jamie Criddle	Presiding Member until 30 April 2026
Cr Roslyn Suckling	Councillor
Cr Richard Burges	Councillor
Cr Tim Hay	Councillor
Cr Liz Sudlow	Councillor

- 3) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (1).**

B. Access and Inclusion Advisory Committee

- 1) Membership to comprise of:**

Cr Des Pike	Presiding Member
Cr Roslyn Suckling	Councillor
Cr Chad Smith	Councillor
Brian Robinson	Executive Manager Community, Development and Regulation

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (2).**

C. Bush Fire Advisory Committee

- 1) Membership to comprise of:**

Cr Karl Suckling	Presiding Member (Councillor)
Ms Tatiana Vafiades	Chief Bush Fire Control Officer
Mr Kyle Carson	Ajana/Binnu - Captain
Mr Lindsay Rowe	Horrocks BFB - Captain
Mr Rob McKenzie	Isseka BFB - Captain
Mr Joe Wood	Port Gregory/Yallabatharra - Captain
Mr Scott Bridgeman	Sandy Gully/Alma BFB - Captain

Proxies

Cr Chad Smith	Councillor (Proxy)
Mr Scott Bridgeman	Deputy CBFCO – South
Mr Damien Harris	Deputy CBFCO – North
Mr Matt Johnson	Ajana/Binnu – Deputy Captain
TBC	Horrocks BFB
Wes Teakle	Isseka BFB
TBC	Port Gregory/Yallabatharra
Mr Tren Suckling	Sandy Gully/Alma BFB

Non-Voting Members

Executive Manager Community, Development and Regulation
Department of Biodiversity, Conservation and Attractions
Department of Fire and Emergency Services
Northampton Volunteer Fire and Rescue Service
Kalbarri Volunteer Fire and Rescue Service
Shire of Northampton Ranger

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (3).

D. Chief Executive Officer Review Committee

- 1) Membership to comprise of:

Cr Liz Sudlow	Presiding Member
Cr Tim Hay	Councillor
Cr Des Pike	Councillor
Cr Karl Suckling	Councillor
Cr Roslyn Sucking	Councillor

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (4).

E. Community Grants Advisory Committee

- 1) Membership to comprise of:

Cr Liz Sudlow	Presiding Member
Cr Chad Smith	Councillor
Cr Des Pike	Councillor
Cr Richard Burges	Councillor
Cr Roslyn Suckling	Councillor
Mr Andrew Campbell	Chief Executive Officer

- 2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (5).

F. Kalbarri Foreshore Redevelopment Advisory Committee

1) Membership to comprise of:

Cr Liz Sudlow	Presiding Member (Councillor)
Cr Des Pike	Councillor
Cr Richard Burges	Councillor
Cr Tim Hay	Councillor
Cr Karl Suckling	Councillor (Proxy)
Rachel Mallard	Nanda Representative
TBC	Nanda Representative (Proxy)
Lauren Sweetman	Kalbarri Development Association
Merrilyn Eastland	Kalbarri Development Association (Proxy)
Natalie Moir	Kalbarri Visitors Centre
TBC	Kalbarri Visitors Centre (Proxy)
Cheryl Eley	Community Representative
Glen Bangay	Community Representative
Phil Crogan	Community Representative
Brian Robinson	Executive Manager of Community, Development & Regulation (Non-Voting)
As available	Other Shire Officers as required (Non-Voting)
Adam Murszewski	Mid West Development Commission (Non-Voting)
Nicole Nelson	Tourism Western Australia (Non-Voting)

2) Amend the Terms of Reference in accordance with ATTACHMENT: 8.1.1 (6).

G. Road Infrastructure and Plant Advisory Committee

1) Membership to comprise of:

Cr Karl Suckling	Presiding Member
Cr Richard Burges	Councillor
Cr Roslyn Suckling	Councillor
Cr Liz Sudlow	Councillor
Cr Chad Smith	Councillor
Vacant	Executive Manager Works and Technical Services
Mr Andrew Campbell	Chief Executive Officer
Mr Sean Boyce	Leading Hand - Construction

Ex Officio

Mrs Tina Souroup	Works and Technical Services Officer (Minute Secretary)
Mr Nolan Harris	Community Representative
Mr Joseph Wood	Community Representative

- 2) Amend the Terms of Reference in accordance with
ATTACHMENT: 8.1.1 (7).

MOTION CARRIED 6/0

FOR

Cr L Sudlow
Cr T Hay
Cr D Pike
Cr K Suckling
Cr R Suckling
Cr C Smith

AGAINST

9. LATE REPORTS:

ATTACHMENT

L.1 Proposed Health Advisory Committee

PROPONENT	Shire of Northampton
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Office of CEO
FILE REFERENCE:	4.1.14
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Andrew Campbell
APPROVING OFFICER:	Andrew Campbell
DATE OF REPORT:	17 October 2025
DECLARATION OF INTEREST:	Nil

BACKGROUND:

With increased involvement with Medical Services in the district, the Shire of Northampton (Shire) is now faced with increasing financial and reputational risk. In discussion with Councillors, the formation of a Health Advisory Committee was discussed to provide oversight and support to the Shire's involvement.

A copy of the proposed Terms of Reference for a Health Advisory Committee is attached.

ATTACHMENT: L.1 (1)

PUBLIC CONSULTATION UNDERTAKEN:

Nil

COMMENT (Includes Options):

The purpose of this report is for Council to consider forming the Health Advisory Committee with a general purpose of:

“To oversee the Shire of Northampton's involvement with medical services, health programs and health projects in the district.”

It is considered that in the first instance the Health Advisory Committee purpose should be very generalised in the first instance to allow flexibility which then can be refined further if required. The same applies to Committee membership.

The meeting timing has been recommended at every second month with more meetings to be scheduled if required.

STATUTORY ENVIRONMENT:

The *Local Government Act 1995* and subsidiary legislation prescribe the statutory requirements of forming Committees of Council in a Local Government organisation in Western Australia.

POLICY / STRATEGIC IMPLICATIONS:

Committees assist Council by providing recommendations on specific matters relating to the affairs of the Local Government.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Level 3 – Moderate mainly based on non-compliance.

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

FINANCIAL IMPLICATIONS:

Nil other than Officer time required to attend the meetings.

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1) Endorse the Health Advisory Committee in accordance with ATTACHMENT: L.1 (1); and
- 2) Appoint the following members to the Health Advisory Committee:

Presiding Member: _____

Councillor: _____

Councillor: _____

Mr Andrew Campbell: Chief Executive Officer

Mrs Leanne Rowe: Manager Financial Services

COUNCIL RESOLUTION:

MOVED: Pike, D

SECONDED: Suckling, K

10/25-144

That Council:

- 1) Endorse the Health Advisory Committee in accordance with ATTACHMENT: L.1 (1); and
- 2) Appoint the following members to the Health Advisory Committee:

Presiding Member: Cr Liz Sudlow

Councillor: Cr Roslyn Suckling

Councillor: Cr Tim Hay

Mr Andrew Campbell: Chief Executive Officer

Mrs Leanne Rowe: Manager Financial Services

MOTION CARRIED 6/0

FOR

Cr L Sudlow

Cr T Hay

Cr D Pike

Cr K Suckling

Cr R Suckling

Cr C Smith

AGAINST

ATTACHMENT

L.2 Proposed Councillor Appointments to External Bodies

PROPONENT	Shire of Northampton
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Office of CEO
FILE REFERENCE:	4.1.14
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Andrew Campbell
APPROVING OFFICER:	Andrew Campbell
DATE OF REPORT:	17 October 2025
DECLARATION OF INTEREST:	Nil

BACKGROUND:

After an ordinary election of Council, it is common practice for Council to nominate Councillors to represent the Shire of Northampton (Shire) at meetings not controlled by the Shire under the *Local Government Act 1995*. It is important to acknowledge that Councillors must be invited to join external bodies as no legal right to join exists.

The purpose of this report is for Council to consider appointing Councillor delegates to represent the Shire at meetings of external bodies.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Nil.

STATUTORY ENVIRONMENT:

Following the 2023 election, Council appointed delegates to the following external bodies:

EXTERNAL BODY	COUNCILLOR
NORTHERN COUNTRY ZONE OF WALGA	Cr L Sudlow Cr T Hay (Proxy)
NORTHAMPTON COMMUNITY CENTRE	Cr K Suckling
DROUGHT RESILIENCE PLANNING GROUP	Cr K Suckling
BUSH FIRE ADVISORY COMMITTEE	Cr K Suckling
KALBARRI VISITORS CENTRE	Cr T Gibb

KALBARRI ROADWISE COMMITTEE	Cr T Gibb
KALBARRI DEVELOPMENT ASSOCIATION	Cr D Pike
NORTHAMPTON VISITORS ASSOCIATION	Cr R Suckling
KALBARRI SPORT AND RECREATIONAL CLUB	Cr R Burges
COASTAL SUB GROUP OF THE REGIONAL ROAD GROUP	Cr L Sudlow
HORROCKS COMMUNITY CENTRE	Cr R Suckling
LOCAL EMERGENCY MANAGEMENT COMMITTEE	Cr T Hay

It is understood that since this time there may have been additions and changes both formally and informally to this list. Rather than prepare an exhaustive list of external bodies, it is considered that a more appropriate way to deal with this is for Councillors and staff to collectively determine which groups are relevant and then assign Councillors to those groups as part of Council's resolution. This approach is with the exception of the Northern Country Zone of WALGA, Coastal Sub-Group of the Regional Road Group and the Local Emergency Management Committee which have direct involvement of the Shire of Northampton.

POLICY / STRATEGIC IMPLICATIONS:

It is important that Council keep in touch with community groups and other groups that are relevant to the conduct of Shire business.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Level 2 – Minor mainly based on possible reputational damage.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non- compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non- performance > 1 month	Non- compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

FINANCIAL IMPLICATIONS:

Nil.

SUSTAINABILITY:Environmental: Nil.Economic: Nil.Social: Nil.**VOTING REQUIREMENTS:****SIMPLE MAJORITY****OFFICER RECOMMENDATION:**

That Council appoint the following Councillors to the external bodies listed:

EXTERNAL BODY	COUNCILLOR
Northern Country Zone of WALGA	Cr _____
	Cr _____ (Proxy)
Coastal Subgroup of the Regional Road Group	Cr _____
	Cr _____ (Proxy)
Local Emergency Management Committee	Cr _____
	Cr _____ (Proxy)

COUNCIL RESOLUTION:**MOVED: Suckling, K SECONDED: Smith, C****10/25-145****That Council appoint the following Councillors to the external bodies listed:**

EXTERNAL BODY	COUNCILLOR
Northern Country Zone of WALGA	Cr Liz Sudlow Cr Tim Hay (Deputy Member) Mr Andrew Campbell (Proxy)
Coastal Subgroup of the Regional Road Group	Cr Karl Suckling Cr Liz Sudlow (Proxy)
Local Emergency Management Committee	Cr Tim Hay Cr Chad Smith (Proxy)
Northampton Community Centre	Cr Karl Suckling
Drought Resilience Planning Group	Cr Chad Smith
Kalbarri Visitors Centre	Cr Richard Burges Cr Des Pike (Proxy)
Kalbarri Development Association	Cr Des Pike Cr Richard Burges (Proxy)
Northampton Visitors Association	Cr Roslyn Suckling Cr Liz Sudlow (Proxy)
Kalbarri Sport and Recreational Club	Cr Richard Burges Cr Des Pike (Proxy)
Horrocks Community Centre	Cr Roslyn Suckling

MOTION CARRIED 6/0**FOR**

Cr L Sudlow
 Cr T Hay
 Cr D Pike
 Cr K Suckling
 Cr R Suckling
 Cr C Smith

AGAINST

10. QUESTIONS FROM MEMBERS:

10.1 Response to questions from members taken on notice: Nil.

10.2 Questions from members: Nil.

11. MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil.

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF THE MEETING:**


Nil.

13. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil.

14. CLOSURE:

There being no further business to discuss the Shire President thanked those in attendance and closed the meeting at 3.49pm.

SIGNED: 
Cr Liz Sudlow
Shire President

DATE: 20 November 2025