



# ATTACHMENTS

COUNCIL MEETING

19 February 2026

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# **CHIEF EXECUTIVE OFFICER ACTIVITY REPORT**

**October 2025 to December 2025**

## **Activity for the period**

- **Attended multiple legal briefings regarding the Kalbarri-Ajana Road contract dispute.**
- **Provided administration for the 2025 Council election.**
- **Prepared the agenda for the Special Council Meeting held following the 2025 Councillor Election.**
- **Presided over the swearing in of Councillors and the election of the Shire President and Deputy Shire President following the 2025 Councillor Election.**
- **Undertook a successful recruitment process for the Executive Manager Works and Technical Services.**
- **Prepared recruitment documentation in conjunction with DFES and the Shire of Chapman Valley for the Community Emergency Safety Manager position.**
- **Attend the open day at the Old Northampton School.**
- **Attended multiple meetings to resolve defects arising from the coastal infrastructure repair works arising from TC Seroja.**
- **Met with Mid West Ports to share information on renewable energy proposals.**
- **Finalised arrangements for the Northampton Doctors Surgery commencement.**
- **Attended multiple meetings seeking approval for the DRFAWA Rainfall event funding.**
- **Participated in the Community Grants Advisory Committee to determine Round 1 Community Grants.**
- **Met with the Shire's insurers, LGIS.**
- **Met three times with the new Chief Bush Fire Control Officer to provide support in transitioning to the role.**
- **Completed Code of Conduct refresher training for employees in Kalbarri.**
- **Finalised the Kalbarri Affordable Workers Accommodation strategy with the consultant.**
- **Participated in the Annual Financial audit by AMD.**

- CEO and Shire President met with the member for Geraldton, Kirrilee Warr.
- Attended the Local Government Professionals conference.
- Attended the CEO Connections Forum to discuss sector based issues with the State Government.
- Participated in the Corporate Business Plan workshop with Councillors.
- Participated in the Corporate Business Plan workshop with employees.
- CEO and Councillors met with Powering WA and Murchison Green Hydrogen to discuss potential Community Benefit Fund arrangements.
- Undertook final defects inspection of the coastal infrastructure repairs arising from TC Seroja.
- CEO and Shire President attended the Northern Country Zone meeting of WALGA in Three Springs.
- CEO, Shire President and Deputy Shire President attended a Port Gregory jetty meeting with the Department of Transport.
- CEO and Shire President met with the Western Australian Country Health Service board at the Northampton hospital.
- Prepared information for the consultant as part of the 2025 CEO Performance Review.
- Attended multiple Incident Support Group (ISG) meetings as a result of bushfires in Geraldton.
- Opened an Evacuation Centre in Northampton to support the Geraldton bushfires.
- Chaired the Shire of Chapman Valley's Audit, Risk and Improvement Committee as the Independent Member.
- Attended the Kalbarri Foreshore Revitalisation Project Oversight Group meeting.
- Attended the Audit, Risk and Improvement Committee and provided the administration for the meeting.
- Produced the 2024/25 Annual Report.
- Attended the Health Advisory Committee and provided the administration for the meeting.

- Met with the Panaceum Group to finalise financial reporting arrangements for the Northampton Doctors Surgery.
- Attended multiple Operational Area Support Group (OASG) meetings as a result of the major power outages experienced across the region in December.
- During the period the CEO produced 21 agenda items for Council's consideration.
- The CEO was on annual leave for 3 days during the period.

### **Focus for the upcoming period**

- CEO Performance 2026 KPI's.
- Finalisation of the Corporate Business Plan.
- 2025/26 budget control.
- Delivery of the 2025/26 budget by 30 July 2025 and immediate progression of projects.
- Onboarding of the Executive Manager Works and Technical Services and ensuring a strategic focus is maintained.
- Continuing to make governance and system improvements in the organisation.
- Providing coordination and oversight to the road infrastructure grant funding repair work following the June 2024 rainfall events.
- Finalising the recruitment process for the CESM.
- FMSR and Reg 17 Audits.

### **Key WHS indicators**

- Recorded injuries (Oct–Dec 2025): 5
- Training status (snapshot): 335 completed (71.0%), 123 required (26.1%), 14 expired (3.0%)
- Inspections completed (last 3 months): 396 total

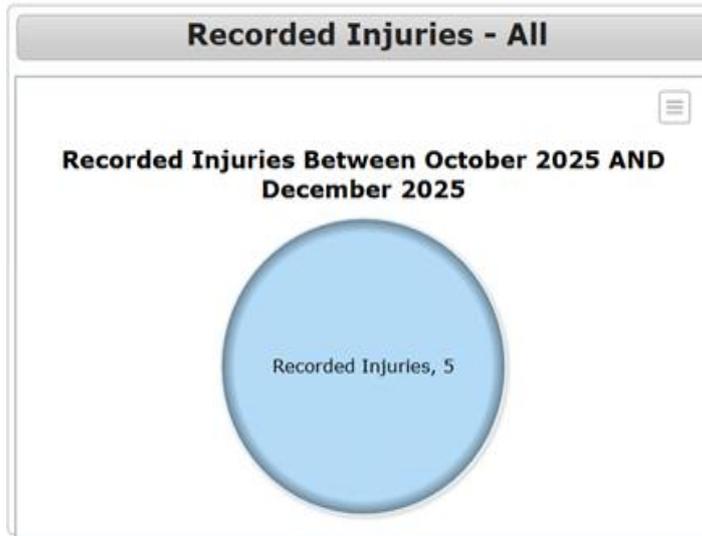
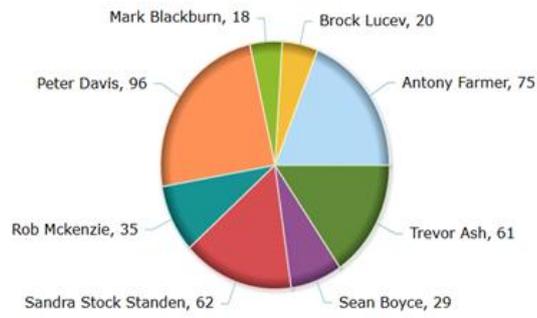


Figure 1: Recorded injuries (Oct–Dec 2025)



Figure 2: Employee training status (snapshot)



*Figure 3: Inspections completed (last 3 months)*



**SHIRE OF NORTHAMPTON  
MINUTES**

**2024/25 Annual Electors Meeting held in the Allen Centre, Kalbarri  
5:00pm 29 January 2026**

---

**1. OPENING**

The Shire President declared the meeting open at 5.00pm.

**2. ACKNOWLEDGEMENT OF COUNTRY**

The Shire President read the "Acknowledgement of Country"

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

**3. PRESENT**

Shire

|                    |                         |
|--------------------|-------------------------|
| Cr Liz Sudlow      | Shire President         |
| Cr Tim Hay         | Deputy Shire President  |
| Cr Roslyn Suckling |                         |
| Cr Richard Burges  |                         |
| Cr Des Pike        |                         |
| Mr Andrew Campbell | Chief Executive Officer |

Public

Nil.

**4. APOLOGIES**

Cr Chad Smith  
Cr Karl Suckling.

**5. CONFIRMATION OF PREVIOUS MINUTES – 8 February 2024**

**MOVED: Cr R. SUCKLING      SECONDED: Cr T. HAY**

**"The minutes of the 2023/24 Annual Electors Meeting held on 6 February 2025 be confirmed as true and correct record."**

**CARRIED**

**6. BUSINESS ARISING FROM MINUTES OF MEETING HELD 6 FEBRUARY 2025**

Nil.

**7. RECEIVAL OF ANNUAL REPORT FOR 2024/25**

**MOVED: Cr D. PIKE      SECONDED: Cr R. BURGES**

**"That the Annual Report for the year ended 30th June 2025 be received."**

**CARRIED**

Minutes of the 2024/25 Annual Electors Meeting  
Page 1 of 2

**8. QUESTIONS WITH PRIOR NOTICE**

Nil.

**9. OTHER BUSINESS WITH APPROVAL OF SHIRE PRESIDENT**

Nil.

**10. CLOSURE**

There being no further business, the Shire President thanked all present for their attendance and declared the meeting closed at 5.04pm

THESE MINUTES WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 19<sup>th</sup> FEBRUARY 2026.

PRESIDING MEMBER: \_\_\_\_\_

DATE: \_\_\_\_\_



# Electoral Reform Discussion Paper

## 1. Background

### 1.1. Purpose

The purpose of this discussion paper is to request Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), it is appropriate to seek feedback to refine and/or confirm the sector's position to enable effective engagement with the anticipated State Government reform proposals.

### 1.2. WALGA existing advocacy positions

#### 1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.



### 1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

## 2. Election Frequency

### Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

### Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements

### Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.



#### Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

#### Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. Any other comments?

### 3. Compulsory or Voluntary Voting

#### Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

#### Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

#### Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

#### Costs

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

It is likely that the cost impact would be moderated if elections also transition to a 4 yearly cycle.

**Questions**

4. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
5. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
6. What are the key considerations informing this view?
7. Any other comments?

DRAFT



# Appendix 1- WALGA Elections Advocacy Positions

## 2.5.15 Participation in Local Government Elections

|                          |  |
|--------------------------|--|
| Position Statement       | <p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p> |
| Background               | <p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>  |
| State Council Resolution | <p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>   |
| Supporting Documents     | <p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>   |

## 2.5.16 Elections

|                    |   |
|--------------------|---|
| Position Statement | <p>The Local Government sector supports:</p> <ol style="list-style-type: none"> <li>1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.</li> <li>2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.</li> </ol> |
|--------------------|---|



3. First-Past-The-Post (FPTP) voting system for internal Council elections.
4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

#### Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

#### State Council Resolution

December 2024 - 091.5/2024  
 February 2022 – 312.1/2022  
 December 2020 – 142.6/2020  
 March 2019 – 06.3/2019  
 December 2017 – 121.6/2017  
 October 2008 – 427.5/2008

## 2.5.18 Local Government Elections Analysis 2015-2023

#### Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
  - a. transparency of costing methodology,
  - b. direct engagement with Local Governments pre and post elections, and
  - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.



3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

#### Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

State Council Resolution

September 2024 - 065.4/2024



## Appendix 2 - Election Statistics

*The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.*

**Table 1: Comparative overview**

| Jurisdiction       | Compulsory/optional voting | Frequency                 | Postal/In Person     |
|--------------------|----------------------------|---------------------------|----------------------|
| Western Australia  | Optional                   | Half spill every 2 years  | Postal or in person  |
| South Australia    | Optional                   | Full spill every 4 years. | Postal.              |
| Northern Territory | Compulsory                 | Full spill every 4 years  | In person.           |
| Queensland         | Compulsory                 | Full spill every 4 years. | Postal or in person. |
| New South Wales    | Compulsory                 | Full spill every 4 years. | In person.           |
| Victoria           | Compulsory                 | Full spill every 4 years. | Postal               |
| Tasmania           | Compulsory                 | Full spill every 4 years. | Postal               |

**Table 2: Average percentage of returning Council Members (at individual Council level)**

*States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.*

| State           | Most recent election year<br>Average % of Council Members who were Council Members the previous term | Previous election year<br>Average % of Council Members who were Council Members the previous term |
|-----------------|--|---|
| Queensland      | <b>2024</b><br>47%   | <b>2021</b><br>49%  |
| New South Wales | <b>2024</b><br>54%   | <b>2021</b><br>49%  |
| Victoria        | <b>2024</b><br>46%   | <b>2020</b><br>47%  |
| South Australia | <b>2022</b><br>57%   | <b>2018</b><br>48%  |
| Tasmania        | <b>2022</b><br>53%   | <b>2018</b><br>54%  |



**Table 3: Percentage of all elected candidates who were returning Council Members (at State level)**

*States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.*

| State           | Most recent election year<br>% of returning Council Members | Previous election year<br>% of returning Council Members |
|-----------------|---|--|
| Queensland      | <b>2024</b><br>43.2%  | <b>2021</b><br>46.0%                                     |
| New South Wales | <b>2021</b><br>56.8%  | <b>2016/17 (amalgamations)</b><br>60.6%                  |
| Victoria        | <b>2024</b><br>43.0%  | <b>2020</b><br>51.9%                                     |
| South Australia | <b>2022</b><br>50.0%  | <b>2018</b><br>55.3%                                     |
| Tasmania        | <b>2022</b><br>46.0%  | <b>2018</b><br>48.0%                                     |

**Table 4: Election participation rates**

| State | Election Year   | Election Year                          | Election Year  |
|-------|---|--|--|
| WA    | <b>2023</b><br>31.2%  | <b>2021</b><br>30.2%                   | <b>2019</b><br>29.1%   |
| NSW   | <b>2024</b><br>84.54%   | <b>2021 (2020 postponed)</b><br>83.56% | <b>2016/2017 (amalgamations)</b><br><b>2017:</b> 79.58%<br><b>2016:</b> 79.27% |
| NT    | <b>2025</b><br><i>Official report not yet available.</i>      | <b>2021</b><br>61.3%                   | <b>2017</b><br>58.5%   |
| QLD   | <b>2024</b><br>82.31%   | <b>2020 (COVID impacted)</b><br>77.71% | <b>2016</b><br>83.04%  |
| SA    | <b>2022</b><br>32.9%  | <b>2018</b><br>31.6%                   | <b>2014</b><br>31.99%  |
| TAS   | <b>2022 (First election with compulsory voting)</b><br>84.79% | <b>2018</b><br>58.72%                  | <b>2014</b><br>54.58%  |
| VIC   | <b>2024</b><br>81.46%   | <b>2020</b><br>81.47%                  | <b>2016</b><br>72.15%  |



Table 5: Election costs

*Election costs invoiced to Local Governments.*

| State | Election Year  | Election Year   | Election Year   |
|-------|--|---|---|
| WA    | <b>2023</b><br><i>postal elections only</i><br>\$5.17 per elector<br>1,763,392 electors<br>(115 districts) | <b>2021</b><br><i>postal elections only</i><br>\$4.06 per elector<br>1,727,712 electors<br>(92 districts) | <b>2019</b><br><i>postal elections only</i><br>\$3.70 per elector<br>1,619,431 electors<br>(86 districts)   |
| NSW   | <b>2024</b><br>\$55.67million<br>5,242,086 electors<br>(125 councils)                                      | <b>2021</b><br>\$46million ( <i>budgeted</i> )<br>4,838,137 electors<br>(122 councils)                    | <b>2016/2017</b><br><b>2017</b><br>\$19.17 million<br>2.73 million electors<br>(45 councils)<br><b>2016</b><br>\$14.11 million<br>1.97million electors<br>(76 councils) |
| NT    | <b>2025</b><br>NA  | <b>2021</b><br>\$1,864,193<br>142,546 electors  | <b>2017</b><br>\$1,593,775<br>133,927 electors  |
| SA    | <b>2022</b><br>\$8.93million (ex GST)<br>\$6.93 per elector (ex GST)                                       | <b>2018</b><br>\$6.57million (ex GST)<br>\$5.41 per elector (ex GST)                                      | <b>2014</b><br>\$4.36million (ex GST)<br>\$3.77 per elector (ex GST)  |
| TAS   | <b>2022</b><br><i>voting became compulsory</i><br>\$9.32 per elector<br>410,975 electors                   | <b>2018</b><br>\$6.92 per elector<br>356,810 electors   | <b>2014</b><br><i>first all-in all-out</i><br>\$5.59 per elector<br>375,355 electors  |

*Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.*

## MEMORANDUM OF UNDERSTANDING

**Between**

**The Shire of Northampton**

and

**Yamatji Southern Regional Corporation**

### 1. Parties

This Memorandum of Understanding (MoU) is made between:

**The Shire of Northampton**

ABN: 13 596 797 267

Address: 199 Hampton Road, Northampton WA 6535

and

**Yamatji Southern Regional Corporation**

ABN: 93 638 346 684

Address: 7 Wiebbe Hayes Lane, Geraldton WA 6530

Together referred to as *the Parties*.

### 2. Purpose

The purpose of this MoU is to establish a framework for collaboration between the Shire of Northampton (the Shire) and Yamatji Southern Regional Corporation (YSRC) to support coordinated precinct planning, land activation, tourism development, and future funding opportunities within the Shire area, with a particular focus on Port Gregory, Pink Lake, Lucky Bay, and surrounding coastal environments.

This MoU reflects a shared intention to work collaboratively and does not create legally binding obligations.

### 3. Guiding Principles

The Parties agree to work together in accordance with the following principles:

- Respect for Yamatji cultural authority, local community values, and the Shire's statutory responsibilities.
- Early, transparent, and constructive engagement on matters of shared interest.

- A place-based approach that balances cultural, environmental, community, and economic outcomes.
- A practical and proportionate approach, recognising the Shire's limited resources and capacity; and
- Good governance, with each Party retaining its own decision-making authority.

#### **4. Areas of Collaboration**

##### **4.1 Precinct Planning – Port Gregory (YSRC-led)**

The Parties acknowledge that the Shire of Northampton is undertaking precinct planning across multiple towns and locations within the local government area, including through the Regional Precincts and Partnerships Program (RPPP) Stream 1.

Within that broader context, and subject to an agreed scope, the Parties agree that YSRC intends to take a lead role in precinct planning for Port Gregory, including:

- Leading and coordinating precinct planning and land activation work specific to Port Gregory.
- Funding the Port Gregory non-statutory precinct planning work, including consultant engagement and technical studies; and
- Ensuring planning supports place-based outcomes aligned with tourism development, cultural protection, community use, and future land tenure considerations.

The Parties acknowledge that YSRC is already undertaking land activation planning for Port Gregory and Pink Lake, noting that Pink Lake is adjacent to the Port Gregory townsite. This includes strategic planning to support the future development of viewing infrastructure and associated visitor facilities around Pink Lake and within Port Gregory.

All precinct planning work led or funded by YSRC will:

- Be undertaken in close collaboration with the Shire of Northampton.
- Be informed by the Shire's technical input.
- Align with the local planning policy; and
- Sit alongside, and not replace, the Shire's statutory planning and approval processes.

Precinct planning will include:

- Appropriate engagement with Traditional Owners and relevant cultural committees; and
- Ongoing, transparent engagement with the local Port Gregory community.

#### **4.2 Yamatji Land Estate (ILUA) Transfers**

YSRC will keep the Shire informed of anticipated timing for land transfers under the Yamatji Nation Indigenous Land Use Agreement (ILUA), as progressed by the Department of Planning, Lands and Heritage.

The Parties agree to engage early where ILUA land transfer timing may affect planning, infrastructure, or service delivery considerations.

#### **4.3 Lucky Bay, Pink Lake & Port Gregory Opportunities and Constraints Assessment**

YSRC has prepared a Lucky Bay, Pink Lake and Port Gregory Opportunities and Constraints Assessment to inform future precinct planning, land activation, and tourism development.

YSRC intends to provide a draft version of the Assessment to the Shire of Northampton in December 2025 and welcomes feedback from the Shire to inform finalisation.

YSRC would be pleased to present the final Assessment to a Shire of Northampton Council briefing in Q1 2026, subject to Council availability.

#### **4.4 Halfway Bay Shacks**

The Parties acknowledge that a number of the Halfway Bay shacks are located on land subject to a management order in favour of the Shire of Northampton, and that two of the shacks currently sit outside the boundary of that management order on land identified for inclusion in the Yamatji Land Estate.

The Parties agree to work collaboratively to:

- Share information regarding cultural considerations, tenure arrangements, and community concerns relating to the Halfway Bay shacks; and
- Explore the potential expansion of the existing management order boundary, so that all the Halfway Bay shacks are located within a single, consistent management order area administered by the Shire of Northampton.

Any change to the management order boundary would be subject to:

- Consideration and endorsement by the Shire of Northampton; and
- Approval by the YSRC Group Boards, where relevant.

#### **4.5 Port Gregory – Potential Land Swap**

The Parties acknowledge that precinct planning may identify opportunities within Port Gregory to improve land-use efficiency, community outcomes, and economic development.

In particular, the Parties note that some land currently zoned for commercial purposes is being utilised as public open space, which may be limiting the ability to realise economic and tourism opportunities within the townsite.

The Parties agree to explore the potential for a land swap that could:

- Enable commercially zoned land to be used for appropriate economic and tourism purposes.
- Explore opportunities for rezoning to maximise the commercial potential and highest and best use of the land.
- Relocate public open space to a more suitable location within the townsite; and
- Support the relocation of the existing community hall into the relocated public open space, where this would improve accessibility and functionality.

Any land swap, rezoning, or relocation would be subject to:

- Endorsement by the Shire of Northampton Council.
- Approval by the YSRC Group Boards, where relevant; and
- Support and tenure processing by the Department of Planning, Lands and Heritage (DPLH).

#### **4.6 RPPP Stream 2 – Precinct Delivery (Future Collaboration)**

Subject to precinct planning outcomes and Council support for any land swap, the Parties agree to explore partnering on a future RPPP Stream 2 funding application.

Potential projects may include:

- Relocation and enhancement of public open space.
- Relocation of the existing community hall, together with associated public realm improvements; and
- Potential improvements to the Port Gregory jetty, subject to completion of the coastal engineering options analysis, confirmation of a preferred option, and program timing.

YSRC may take a lead role in preparing funding submissions and supporting technical work, subject to agreement and approvals.

#### **4.7 Port Gregory Jetty**

The Parties acknowledge ongoing community concern regarding the condition and usability of the Port Gregory jetty, which is currently operated by the Department of Transport (DoT).

The Parties note that, in the absence of intervention, the jetty may continue to deteriorate over time, potentially requiring removal at considerable cost. The Parties further recognise that the jetty holds significant community value, and that any restriction of access or eventual removal is likely to attract continued negative sentiment from the local community.

In this context, the Parties acknowledge that there may be circumstances in which DoT could be willing to contribute funding toward an alternative solution, particularly where:

- The cost of intervention is comparable to or lower than the cost of removal; and
- Responsibility for the ongoing management of the jetty could transition to the Shire of Northampton.

Accordingly, the Parties agree to explore the engagement of a suitably qualified coastal engineer to:

- Undertake an options analysis in relation to the jetty; and
- Prepare high-level cost estimates to inform future discussions with DoT.

Subject to agreement on scope and procurement approach, YSRC may be prepared to engage the coastal engineer on a cost-sharing basis with the Shire of Northampton.

Any consultant engagement or funding contribution would be subject to:

- Agreement between the Parties; and
- Approval by the YSRC Group Boards, where relevant.

#### **5. Governance**

- This MoU does not replace statutory planning processes or Council decision-making.
- The Shire of Northampton retains all statutory planning and approval powers.
- Any funding commitments, project delivery arrangements, or financial obligations will be documented separately.

**6. Confidentiality**

Information shared under this MoU will be managed in good faith and in accordance with applicable legislation.

**7. Term and Review**

This MoU will commence on the date of signing and remain in effect for two (2) years, unless ended earlier by written notice from either Party.

The MoU may be reviewed or varied by mutual written agreement.

**8. Non-Binding Nature**

This MoU records an intention to collaborate and does not create legal or financial obligations for either Party.

**9. Signatures****For the Shire of Northampton**

Name:

Title:

Signature:

Date:

**For Yamaji Southern Regional Corporation**

Name:

Title:

Signature:

Date:

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
 (Containing the required statement of financial activity and statement of financial position)  
**For the period ended 31 December 2025**

*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 DECEMBER 2025**

|  | Supplementary | Adopted<br>Budget<br>Estimates | YTD<br>Budget<br>Estimates | YTD<br>Actual      | Variance*<br>\$ | Variance*<br>% | Var. |
|--|---------------|--------------------------------|----------------------------|--------------------|-----------------|----------------|------|
| Information  | (a)           | (b)                            | (c)                        | (c) - (b)          | ((c) - (b))/(b) |                |      |
|  | \$            | \$                             | \$                         | \$                 | %               |                |      |
| <b>OPERATING ACTIVITIES</b>  |               |                                |                            |                    |                 |                |      |
| <b>Revenue from operating activities</b>                                 |               |                                |                            |                    |                 |                |      |
| General rates  | 10            | 5,678,686                      | 5,663,686                  | <b>5,660,265</b>   | (3,421)         | (0.06%)        |      |
| Grants, subsidies and contributions                                      | 13            | 3,463,809                      | 1,809,673                  | <b>1,442,274</b>   | (367,399)       | (20.30%)       | ▼    |
| Fees and charges   |               | 1,426,402                      | 1,225,898                  | <b>1,202,600</b>   | (23,298)        | (1.90%)        | ▼    |
| Interest revenue   |               | 236,000                        | 127,994                    | <b>136,877</b>     | 8,883           | 6.94%          |      |
| Other revenue  |               | 62,000                         | 30,996                     | <b>0</b>           | (30,996)        | (100.00%)      | ▼    |
| Profit on asset disposals  | 6             | 553,917                        | 522,291                    | <b>(1,332)</b>     | (523,623)       | (100.26%)      | ▼    |
|  |               | <b>11,420,814</b>              | <b>9,380,538</b>           | <b>8,440,684</b>   | (939,854)       | (10.02%)       | ▼    |
| <b>Expenditure from operating activities</b>                             |               |                                |                            |                    |                 |                |      |
| Employee costs   |               | (5,487,325)                    | (2,838,412)                | <b>(2,951,734)</b> | (113,322)       | (3.99%)        | ▼    |
| Materials and contracts  |               | (3,424,308)                    | (1,672,252)                | <b>(1,635,172)</b> | 37,080          | 2.22%          | ▲    |
| Utility charges  |               | (328,760)                      | (164,256)                  | <b>(132,009)</b>   | 32,247          | 19.63%         | ▲    |
| Depreciation   |               | (2,901,300)                    | (1,450,602)                | <b>(1,440,356)</b> | 10,246          | 0.71%          | ▲    |
| Finance costs  |               | (71,483)                       | (35,724)                   | <b>1,187</b>       | 36,911          | 103.32%        | ▲    |
| Insurance  |               | (242,942)                      | (242,018)                  | <b>(258,066)</b>   | (16,048)        | (6.63%)        | ▼    |
| Other expenditure  |               | (1,277,669)                    | (776,898)                  | <b>(690,233)</b>   | 86,665          | 11.16%         | ▲    |
| Loss on asset disposals  | 6             | (15,308)                       | (15,308)                   | <b>0</b>           | 15,308          | 100.00%        | ▲    |
|  |               | <b>(13,749,095)</b>            | <b>(7,195,470)</b>         | <b>(7,106,383)</b> | 89,087          | 1.24%          | ▲    |
| Non-cash amounts excluded from operating activities                      | Note 2(b)     | 2,362,691                      | 1,988,201                  | <b>1,447,330</b>   | (540,871)       | (27.20%)       | ▼    |
| <b>Amount attributable to operating activities</b>                       |               | <b>34,410</b>                  | <b>4,173,269</b>           | <b>2,781,631</b>   | (1,391,638)     | (33.35%)       |      |
| <b>INVESTING ACTIVITIES</b>  |               |                                |                            |                    |                 |                |      |
| <b>Inflows from investing activities</b>                                 |               |                                |                            |                    |                 |                |      |
| Proceeds from capital grants, subsidies and contributions                | 14            | 13,655,043                     | 6,827,502                  | <b>299,000</b>     | (6,528,502)     | (95.62%)       | ▼    |
| Proceeds from disposal of assets   | 6             | 898,700                        | 48,000                     | <b>49,818</b>      | 1,818           | 3.79%          |      |
| Proceeds from financial assets at amortised cost - self supporting loans |               | 18,389                         | 9,105                      | <b>9,105</b>       | 0               | 0.00%          |      |
|  |               | <b>14,572,132</b>              | <b>6,884,607</b>           | <b>357,923</b>     | (6,526,684)     | (94.80%)       |      |
| <b>Outflows from investing activities</b>                                |               |                                |                            |                    |                 |                |      |
| Payments for property, plant and equipment                               | 5             | (2,375,464)                    | (1,238,550)                | <b>(307,550)</b>   | 931,000         | 75.17%         | ▲    |
| Payments for construction of infrastructure                              | 5             | (15,642,785)                   | (7,821,330)                | <b>(453,385)</b>   | 7,367,945       | 94.20%         | ▲    |
|  |               | <b>(18,018,249)</b>            | <b>(9,059,880)</b>         | <b>(760,935)</b>   | 8,298,945       | 91.60%         |      |
| <b>Amount attributable to investing activities</b>                       |               | <b>(3,446,117)</b>             | <b>(2,175,273)</b>         | <b>(403,012)</b>   | 1,772,261       | 81.47%         |      |
| <b>FINANCING ACTIVITIES</b>  |               |                                |                            |                    |                 |                |      |
| <b>Inflows from financing activities</b>                                 |               |                                |                            |                    |                 |                |      |
| Proceeds from new debentures   | 11            | 450,000                        | 0                          | <b>0</b>           | 0               | 0.00%          |      |
| Transfer from reserves   | 4             | 119,850                        | 21,617                     | <b>21,617</b>      | 0               | 0.00%          |      |
|  |               | <b>569,850</b>                 | <b>21,617</b>              | <b>21,617</b>      | 0               | 0.00%          |      |
| <b>Outflows from financing activities</b>                                |               |                                |                            |                    |                 |                |      |
| Repayment of borrowings  | 11            | (131,157)                      | (51,759)                   | <b>(51,759)</b>    | 0               | 0.00%          |      |
| Transfer to reserves   | 4             | (146,191)                      | 0                          | <b>(145,884)</b>   | (145,884)       | 0.00%          | ▼    |
|  |               | <b>(277,348)</b>               | <b>(51,759)</b>            | <b>(197,643)</b>   | (145,884)       | (281.85%)      |      |
| <b>Amount attributable to financing activities</b>                       |               | <b>292,502</b>                 | <b>(30,142)</b>            | <b>(176,026)</b>   | (145,884)       | (483.99%)      |      |
| <b>MOVEMENT IN SURPLUS OR DEFICIT</b>                                    |               |                                |                            |                    |                 |                |      |
| <b>Surplus or deficit at the start of the financial year</b>             |               | 3,119,126                      | 3,119,126                  | <b>1,758,715</b>   | (1,360,411)     | (43.62%)       | ▼    |
| Amount attributable to operating activities                              |               | 34,410                         | 4,173,269                  | <b>2,781,631</b>   | (1,391,638)     | (33.35%)       | ▼    |
| Amount attributable to investing activities                              |               | (3,446,117)                    | (2,175,273)                | <b>(403,012)</b>   | 1,772,261       | 81.47%         | ▲    |
| Amount attributable to financing activities                              |               | 292,502                        | (30,142)                   | <b>(176,026)</b>   | (145,884)       | (483.99%)      | ▼    |
| <b>Surplus or deficit after imposition of general rates</b>              |               | <b>(79)</b>                    | <b>5,086,980</b>           | <b>3,961,309</b>   | (1,125,671)     | (22.13%)       | ▼    |

**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 DECEMBER 2025**

|                                      | Supplementary<br>Information | 30-Jun-25<br>\$    | 31 December 2025<br>\$ |
|--------------------------------------|------------------------------|--------------------|------------------------|
| <b>CURRENT ASSETS</b>                |                              |                    |                        |
| Cash and cash equivalents            | 3                            | 5,849,265          | 7,202,989              |
| Trade and other receivables          |                              | 2,022,785          | 1,424,762              |
| Other financial assets               |                              | 18,389             | 9,284                  |
| Inventories                          | 8                            | 144,210            | 247,569                |
| <b>TOTAL CURRENT ASSETS</b>          |                              | <b>8,034,649</b>   | <b>8,884,604</b>       |
| <b>NON-CURRENT ASSETS</b>            |                              |                    |                        |
| Trade and other receivables          |                              | 84,959             | 84,959                 |
| Other financial assets               |                              | 337,366            | 337,366                |
| Property, plant and equipment        |                              | 37,834,114         | 37,551,556             |
| Infrastructure                       |                              | 145,416,433        | 144,968,420            |
| <b>TOTAL NON-CURRENT ASSETS</b>      |                              | <b>183,672,872</b> | <b>182,942,301</b>     |
| <b>TOTAL ASSETS</b>                  |                              | <b>191,707,521</b> | <b>191,826,905</b>     |
| <b>CURRENT LIABILITIES</b>           |                              |                    |                        |
| Trade and other payables             | 9                            | 1,830,253          | 505,853                |
| Other liabilities                    | 12                           | 2,440,317          | 2,440,317              |
| Borrowings                           | 11                           | 128,130            | 76,371                 |
| Employee related provisions          | 12                           | 922,932            | 922,932                |
| Other provisions                     | 12                           | 137,762            | 0                      |
| <b>TOTAL CURRENT LIABILITIES</b>     |                              | <b>5,459,394</b>   | <b>3,945,473</b>       |
| <b>NON-CURRENT LIABILITIES</b>       |                              |                    |                        |
| Borrowings                           | 11                           | 1,355,133          | 1,355,133              |
| Employee related provisions          |                              | 67,263             | 67,263                 |
| Other provisions                     |                              | 1,603,226          | 1,603,226              |
| <b>TOTAL NON-CURRENT LIABILITIES</b> |                              | <b>3,025,622</b>   | <b>3,025,622</b>       |
| <b>TOTAL LIABILITIES</b>             |                              | <b>8,485,016</b>   | <b>6,971,095</b>       |
| <b>NET ASSETS</b>                    |                              | <b>183,222,505</b> | <b>184,855,810</b>     |
| <b>EQUITY</b>                        |                              |                    |                        |
| Retained surplus                     |                              | 100,103,469        | 101,612,506            |
| Reserve accounts                     | 4                            | 1,457,281          | 1,581,549              |
| Revaluation surplus                  |                              | 81,661,755         | 81,661,755             |
| <b>TOTAL EQUITY</b>                  |                              | <b>183,222,505</b> | <b>184,855,810</b>     |

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**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 POLICIES**

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 28 January 2026

**SHIRE OF NORTHAMPTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 DECEMBER 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

| (a) Net current assets used in the Statement of Financial Activity | Supplementary Information | Adopted Budget      | Actual             | Year to Date       |
|--|---------------------------|---------------------|--------------------|--------------------|
|  |                           | Opening 1 July 2025 | as at 30 June 2025 | 31 December 2025   |
| <b>Current assets</b>  |                           | \$                  | \$                 | \$                 |
| Cash and cash equivalents  | 3                         | 5,849,265           | 5,849,265          | 7,202,989          |
| Trade and other receivables  |                           | 1,638,025           | 2,022,785          | 1,424,762          |
| Other financial assets   |                           | 18,389              | 18,389             | 9,284              |
| Inventories  | 8                         | 144,210             | 144,210            | 247,569            |
|  |                           | <u>7,649,889</u>    | <u>8,034,649</u>   | <u>8,884,604</u>   |
| <b>Less: current liabilities</b>                                   |                           |                     |                    |                    |
| Trade and other payables   | 9                         | (1,806,682)         | (1,830,253)        | (505,853)          |
| Other liabilities  | 12                        | (449,416)           | (2,440,317)        | (2,440,317)        |
| Borrowings   | 11                        | (131,157)           | (128,130)          | (76,371)           |
| Employee related provisions  | 12                        | (918,120)           | (922,932)          | (922,932)          |
| Other provisions   | 12                        | (148,031)           | (137,762)          | 0                  |
|  |                           | <u>(3,453,406)</u>  | <u>(5,459,394)</u> | <u>(3,945,473)</u> |
| <b>Net current assets</b>  |                           | <b>4,196,483</b>    | <b>2,575,255</b>   | <b>4,939,131</b>   |
| <b>Less: Total adjustments to net current assets</b>               | Note 2(c)                 | <u>(1,077,357)</u>  | <u>(816,540)</u>   | <u>(977,822)</u>   |
| <b>Closing funding surplus / (deficit)</b>                         |                           | <b>3,119,126</b>    | <b>1,758,715</b>   | <b>3,961,309</b>   |

**(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*.

| Non-cash amounts excluded from operating activities              | Adopted Budget | YTD Budget (a)   | YTD Actual (b)   |
|--|----------------|------------------|------------------|
|  | \$             | \$               | \$               |
| <b>Adjustments to operating activities</b>                       |                |                  |                  |
| Less: Profit on asset disposals                                  | 6              | (553,917)        | 522,291          |
| Less: Movement in liabilities associated with restricted cash    |                | 0                | 0                |
| Add: Loss on asset disposals                                     | 6              | 15,308           | 15,308           |
| Add: Depreciation  |                | 2,901,300        | 1,450,602        |
| <b>Total non-cash amounts excluded from operating activities</b> |                | <b>2,362,691</b> | <b>1,988,201</b> |

**(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 1/07/2025 | Last Year Closing 30 June 2025 | Year to Date 31 December 2025 |
|---|----------------------------------|--------------------------------|-------------------------------|
|   | \$                               | \$                             | \$                            |
| <b>Adjustments to net current assets</b>                                    |                                  |                                |                               |
| Less: Reserve accounts  | 4                                | (1,457,282)                    | (1,457,282)                   |
| Less: Financial assets at amortised cost - self supp                        | 8                                | (18,389)                       | (18,389)                      |
| - Land held for resale  |                                  | (130,000)                      | (130,000)                     |
| - Other liabilities - Adjustment to current non current liabilities         |                                  | 263,844                        | 263,841                       |
| Add: Current liabilities not expected to be cleared at the end of the year: |                                  |                                |                               |
| - Current portion of borrowings   | 11                               | 131,157                        | 128,130                       |
| - Current portion of employee benefit provisions he                         | 4                                | 397,157                        | 397,157                       |
| <b>Total adjustments to net current assets</b>                              | Note 2(a)                        | <b>(1,077,357)</b>             | <b>(816,540)</b>              |

**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 DECEMBER 2025**

**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 2025-26 year is \$10,000 or 10.00% whichever is the greater.

| Description  | Var. \$     | Var. %    |   |
|--|-------------|-----------|---|
|  | \$          | %         |   |
| <b>Revenue from operating activities</b>                         |             |           |   |
| <b>Grants, subsidies and contributions</b>                       | (367,399)   | (20.30%)  | ▼ |
| Timing, as funds a received and revenue recognised.              |             |           |   |
| <b>Fees and charges</b>  | (23,298)    | (1.90%)   | ▼ |
| Timing; annual invoicing being prepared.                         |             |           |   |
| <b>Other revenue</b>   | (30,996)    | (100.00%) | ▼ |
| Timing in receiving DFES revenue (road repairs)                  |             |           |   |
| <b>Profit on asset disposals</b>                                 | (523,623)   | (100.26%) | ▼ |
| Timing as assets are disposed.                                   |             |           |   |
| <b>Expenditure from operating activities</b>                     |             |           |   |
| <b>Employee costs</b>  | (113,322)   | (3.99%)   | ▼ |
| Over YTD budget, terminations.                                   |             |           |   |
| <b>Materials and contracts</b>                                   | 37,080      | 2.22%     | ▲ |
| Timing on expenditure as projects progress.                      |             |           |   |
| <b>Utility charges</b>   | 32,247      | 19.63%    | ▲ |
| Timing.  |             |           |   |
| <b>Depreciation</b>  | 10,246      | 0.71%     | ▲ |
| Depreciation run to December 2025.                               |             |           |   |
| <b>Finance costs</b>   | 36,911      | 103.32%   | ▲ |
| Timing, impact of accrued interest from 2024/25                  |             |           |   |
| <b>Insurance</b>   | (16,048)    | (6.63%)   | ▼ |
| Over YTD budget, Insurance adjustments.                          |             |           |   |
| <b>Other expenditure</b>   | 86,665      | 11.16%    | ▲ |
| Timing, as projects progress.                                    |             |           |   |
| <b>Loss on asset disposals</b>                                   | 15,308      | 100.00%   | ▲ |
| Timing, as assets are disposed of.                               |             |           |   |
| <b>Non-cash amounts excluded from operating activities</b>       | (540,871)   | (27.20%)  | ▼ |
| Timing, no depreciation or profit processed at this stage.       |             |           |   |
| <b>Inflows from investing activities</b>                         |             |           |   |
| <b>Proceeds from capital grants, subsidies and contributions</b> | (6,528,502) | (95.62%)  | ▼ |
| Timing, as capital grants are received.                          |             |           |   |
| <b>Outflows from investing activities</b>                        |             |           |   |
| <b>Payments for property, plant and equipment</b>                | 931,000     | 75.17%    | ▲ |
| Timing as capital works increase                                 |             |           |   |
| <b>Payments for construction of infrastructure</b>               | 7,367,945   | 94.20%    | ▲ |
| Timing as capital works increase                                 |             |           |   |
| <b>Outflows from financing activities</b>                        |             |           |   |
| <b>Transfer to reserves</b>                                      | (145,884)   | 0.00%     | ▼ |
| Interest received and budgetted transfers to/from reserves.      |             |           |   |
| <b>Surplus or deficit at the start of the financial year</b>     | (1,360,411) | (43.62%)  | ▼ |
| AFR recognition Cap Grant Liabilities, Contingent Liability,     |             |           |   |
| <b>Surplus or deficit after imposition of general rates</b>      | (1,125,671) | (22.13%)  | ▼ |
| Timing, as a result of the above variances                       |             |           |   |

**SHIRE OF NORTHAMPTON**  
**SUPPLEMENTARY INFORMATION**  
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SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

## 1 KEY INFORMATION

## Funding Surplus or Deficit Components

| Funding surplus / (deficit) |                |                |                |                 |
|-----------------------------|----------------|----------------|----------------|-----------------|
|                             | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening                     | \$3.12 M       | \$3.12 M       | \$1.76 M       | (\$1.36 M)      |
| Closing                     | (\$0.00 M)     | \$5.09 M       | \$3.96 M       | (\$1.13 M)      |

Refer to Statement of Financial Activity

| Cash and cash equivalents |          |            | Payables       |          |               | Receivables      |          |               |
|---------------------------|----------|------------|----------------|----------|---------------|------------------|----------|---------------|
|                           | \$7.20 M | % of total |                | \$0.51 M | % Outstanding |                  | \$0.29 M | % Collected   |
| Unrestricted Cash         | \$5.62 M | 78.0%      | Trade Payables | \$0.00 M |               | Rates Receivable | \$1.13 M | 80.9%         |
| Restricted Cash           | \$1.58 M | 22.0%      | 0 to 30 Days   |          | 133.3%        | Trade Receivable | \$0.29 M | % Outstanding |
|                           |          |            | Over 30 Days   |          | (33.3%)       | Over 30 Days     |          | 85.2%         |
|                           |          |            | Over 90 Days   |          | (33.3%)       | Over 90 Days     |          | 58.1%         |

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

## Key Operating Activities

| Amount attributable to operating activities |                |                |                 |
|---|----------------|----------------|-----------------|
| Adopted Budget                              | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.03 M                                    | \$4.17 M       | \$2.78 M       | (\$1.39 M)      |

Refer to Statement of Financial Activity

| Rates Revenue |          |            | Grants and Contributions |          |            | Fees and Charges |          |            |
|---------------|----------|------------|--------------------------|----------|------------|------------------|----------|------------|
| YTD Actual    | \$5.66 M | % Variance | YTD Actual               | \$1.44 M | % Variance | YTD Actual       | \$1.20 M | % Variance |
| YTD Budget    | \$5.66 M | (0.1%)     | YTD Budget               | \$1.85 M | (22.1%)    | YTD Budget       | \$1.23 M | (1.9%)     |

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

## Key Investing Activities

| Amount attributable to investing activities |                |                |                 |
|---|----------------|----------------|-----------------|
| Adopted Budget                              | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$3.45 M)                                  | (\$2.18 M)     | (\$0.40 M)     | \$1.77 M        |

Refer to Statement of Financial Activity

| Proceeds on sale |          |         | Asset Acquisition |           |         | Capital Grants |           |            |
|------------------|----------|---------|-------------------|-----------|---------|----------------|-----------|------------|
| YTD Actual       | \$0.05 M | %       | YTD Actual        | \$0.45 M  | % Spent | YTD Actual     | \$0.30 M  | % Received |
| Adopted Budget   | \$0.90 M | (94.5%) | Adopted Budget    | \$15.64 M | (97.1%) | Adopted Budget | \$13.66 M | (97.8%)    |

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

## Key Financing Activities

| Amount attributable to financing activities |                |                |                 |
|---|----------------|----------------|-----------------|
| Adopted Budget                              | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.29 M                                    | (\$0.03 M)     | (\$0.18 M)     | (\$0.15 M)      |

Refer to Statement of Financial Activity

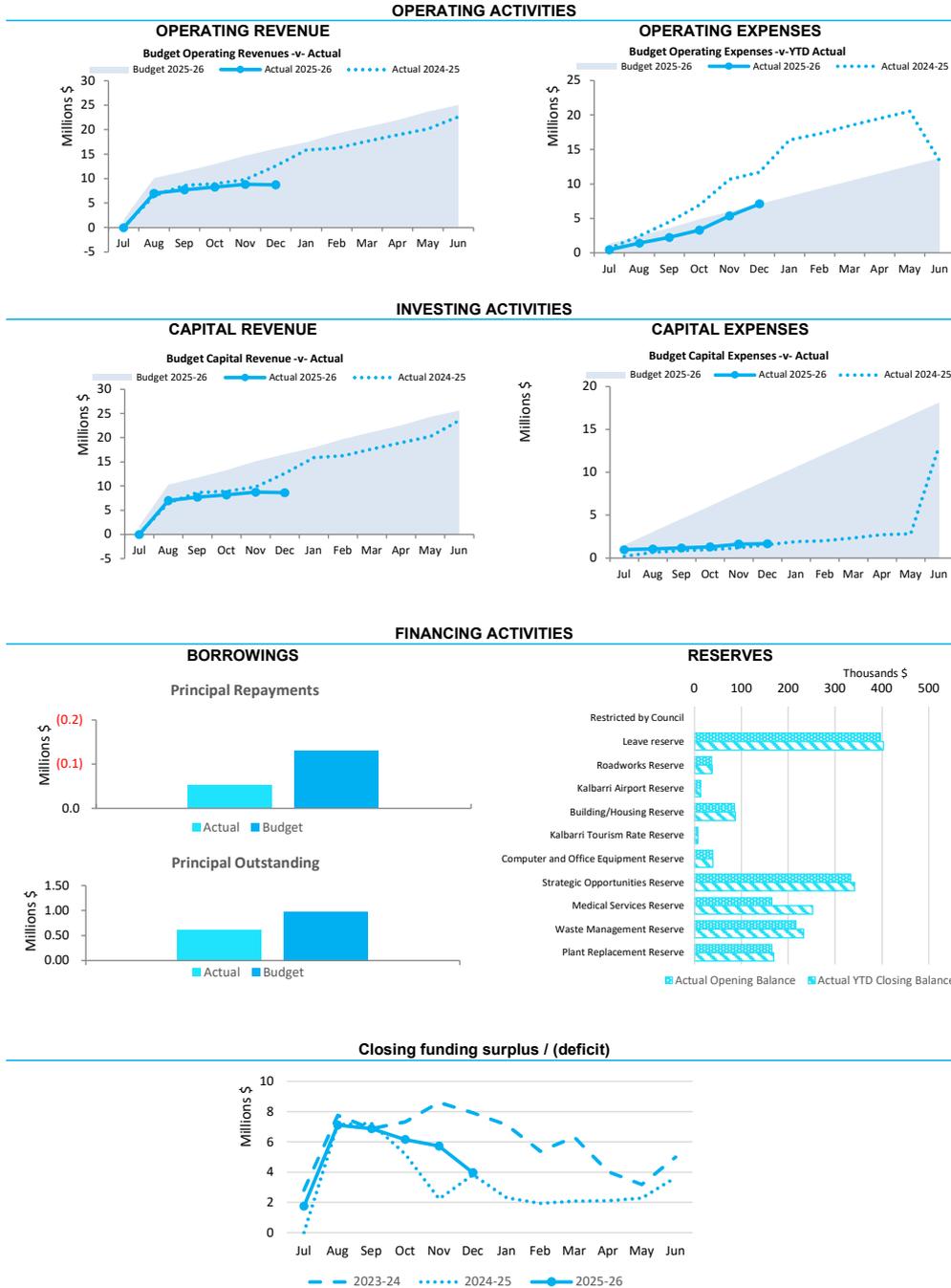
| Borrowings           |            | Reserves         |          |
|----------------------|------------|------------------|----------|
| Principal repayments | (\$0.05 M) | Reserves balance | \$1.58 M |
| Interest expense     | \$0.00 M   | Interest earned  | \$0.03 M |
| Principal due        | \$0.61 M   |                  |          |

Refer to 11 - Borrowings      Refer to 4 - Cash Reserves

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

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

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 DECEMBER 2025**

**3 CASH AND FINANCIAL ASSETS**

| Description               | Classification | Unrestricted<br>\$ | Restricted<br>\$ | Total<br>Cash<br>\$ | Trust<br>\$ | Institution | Interest<br>Rate | Maturity<br>Date |
|---------------------------|----------------|--------------------|------------------|---------------------|-------------|-------------|------------------|------------------|
| Cash Deposits             | Municipal      | 2,120,390          | 0.00             | 2,120,390           | 0           | NAB         |                  | At call          |
| Petty Cash                | Cash on Hand   | 1,050              | 0.00             | 1,050               | 0           |             |                  |                  |
| Investment                | Reserves       | 0                  | 1,581,549        | 1,581,549           | 0           | NAB         | 4.10%            | 24/03/2026       |
| Investment                | Term Deposit   | 1,500,000          | 0.00             | 1,500,000           | 0           | NAB         | 4.08%            | 19/02/2026       |
| Investment                | Term Deposit   | 2,000,000          | 0.00             | 2,000,000           | 0           | NAB         | 4.08%            | 19/02/2026       |
| <b>Total</b>              |                | <b>5,621,440</b>   | <b>1,581,549</b> | <b>7,202,989</b>    | <b>0</b>    |             |                  |                  |
| <b>Comprising</b>         |                |                    |                  |                     |             |             |                  |                  |
| Cash and cash equivalents |                | 5,621,440          | 1,581,549        | 7,202,989           | 0           |             |                  |                  |
|                           |                | <b>5,621,440</b>   | <b>1,581,549</b> | <b>7,202,989</b>    | <b>0</b>    |             |                  |                  |

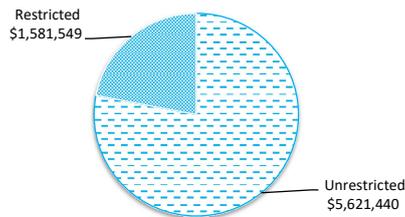
**KEY INFORMATION**

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

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

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

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



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

4 RESERVE ACCOUNTS

| Reserve name                    | Budget Opening Balance | Budget Interest Earned | Budget Transfers In (+) | Budget Transfers Out (-) | Budget Closing Balance | Actual Opening Balance | Actual Interest Earned | Actual Transfers In (+) | Actual Transfers Out (-) | Actual YTD Closing Balance |
|---------------------------------|------------------------|------------------------|-------------------------|--------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------|----------------------------|
|                                 | \$                     | \$                     | \$                      | \$                       | \$                     | \$                     | \$                     | \$                      | \$                       | \$                         |
| <b>Restricted by Council</b>    |                        |                        |                         |                          |                        |                        |                        |                         |                          |                            |
| Leave reserve                   | 397,157                | 5,700                  | 0                       | 0                        | 402,857                | 397,157                | 5,642                  | -                       | -                        | 402,799                    |
| Roadworks Reserve               | 36,921                 | 530                    | 0                       | 0                        | 37,451                 | 36,921                 | 525                    | -                       | -                        | 37,446                     |
| Kalbarri Airport Reserve        | 12,701                 | 200                    | 10,000                  | 0                        | 22,901                 | 12,701                 | 198                    | -                       | -                        | 12,899                     |
| Building/Housing Reserve        | 85,983                 | 1,000                  | 0                       | (38,000)                 | 48,983                 | 85,983                 | 990                    | -                       | -                        | 86,973                     |
| Kalbarri Tourism Rate Reserve   | 6,975                  | 0                      | 0                       | 0                        | 6,975                  | 6,975                  | -                      | -                       | -                        | 6,975                      |
| Computer and Office Equipment   | 38,947                 | 560                    | 0                       | 0                        | 39,507                 | 38,947                 | 554                    | -                       | -                        | 39,501                     |
| Strategic Opportunities Reserve | 332,451                | 9,000                  | 0                       | (25,000)                 | 316,451                | 332,451                | 8,909                  | -                       | -                        | 341,359                    |
| Medical Services Reserve        | 170,502                | 2,000                  | 105,901                 | (25,000)                 | 253,403                | 164,208                | 3,486                  | 105,901                 | (21,617)                 | 251,978                    |
| Waste Management Reserve        | 216,450                | 6,300                  | 0                       | 0                        | 222,750                | 216,450                | 6,236                  | 10,000                  | -                        | 232,686                    |
| Plant Replacement Reserve       | 159,196                | 5,000                  | 0                       | (31,850)                 | 132,346                | 165,489                | 3,443                  | -                       | -                        | 168,933                    |
|                                 | <b>1,457,282</b>       | <b>30,290</b>          | <b>115,901</b>          | <b>(119,850)</b>         | <b>1,483,623</b>       | <b>1,457,282</b>       | <b>29,983</b>          | <b>115,901</b>          | <b>(21,617)</b>          | <b>1,581,549</b>           |

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

| Capital acquisitions                                | Adopted           |                  | YTD Actual     | YTD Actual Variance |
|---|-------------------|------------------|----------------|---------------------|
|   | Budget            | YTD Budget       |                |                     |
|   | \$                | \$               | \$             | \$                  |
| Land  | 300,000           | 150,000          | 0              | (150,000)           |
| Buildings   | 1,187,214         | 593,592          | 994,336        | 400,744             |
| Furniture and Equipment                             | 84,500            | 42,246           | 13,797         | (28,449)            |
| Plant and equipment                                 | 803,750           | 452,712          | 245,087        | (207,625)           |
| Work in Progress                                    | 0                 | 0                | (945,670)      | (945,670)           |
| <b>Acquisition of property, plant and equipment</b> | <b>2,375,464</b>  | <b>1,238,550</b> | <b>307,550</b> | <b>(931,000)</b>    |
| Infrastructure - Roads                              | 7,357,852         | 3,678,888        | 358,792        | (3,320,096)         |
| Infrastructure - Footpaths & Carparks               | 82,350            | 41,160           | 11,894         | (29,266)            |
| Infrastructure - Parks & Ovals                      | 8,193,583         | 4,096,782        | 82,698         | (4,014,084)         |
| Infrastructure - Airport                            | 9,000             | 4,500            | 0              | (4,500)             |
| <b>Acquisition of infrastructure</b>                | <b>15,642,785</b> | <b>7,821,330</b> | <b>453,385</b> | <b>(7,367,945)</b>  |
| <b>Total capital acquisitions</b>                   | <b>18,018,249</b> | <b>9,059,880</b> | <b>760,935</b> | <b>(8,298,945)</b>  |
| <b>Capital Acquisitions Funded By:</b>              |                   |                  |                |                     |
| Capital grants and contributions                    | 13,655,043        | 6,827,502        | 299,000        | (6,528,502)         |
| Borrowings  | 450,000           | 0                | 0              | 0                   |
| Other (disposals & C/Fwd)                           | 898,700           | 48,000           | 49,818         | 1,818               |
| Reserve accounts                                    |                   |                  |                |                     |
| Building/Housing Reserve                            | 38,000            |                  | 0              | 0                   |
| Strategic Opportunities Reserve                     | 25,000            |                  | 0              | 0                   |
| Medical Services Reserve                            | 25,000            |                  | 21,617         | 21,617              |
| Plant Replacement Reserve                           | 31,850            |                  | 0              | 0                   |
| Contribution - operations                           | 2,894,656         | 2,184,378        | 390,499        | (1,793,879)         |
| <b>Capital funding total</b>                        | <b>18,018,249</b> | <b>9,059,880</b> | <b>760,935</b> | <b>(8,298,945)</b>  |

**SIGNIFICANT ACCOUNTING POLICIES**

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

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

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

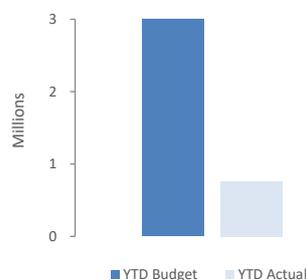
**Initial recognition and measurement for assets held at cost**

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

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

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

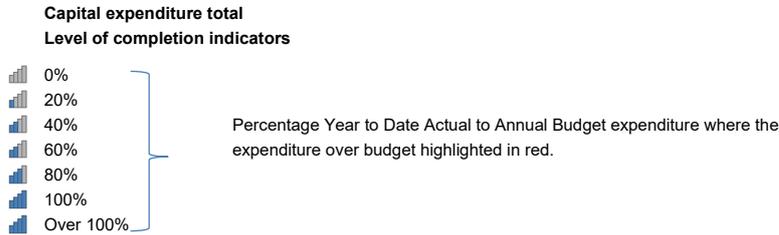
Payments for Capital Acquisitions



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED



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

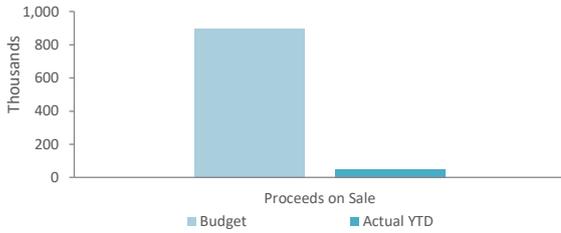
| Account Description                             | Adopted           |                  |                | Variance<br>(Under)/Over |
|---|-------------------|------------------|----------------|--------------------------|
|   | Budget            | YTD Budget       | YTD Actual     |                          |
|   | \$                | \$               | \$             | \$                       |
| LAND - NORTHAMPTON LIA EXPANSION                | 300,000           | 150,000          | 0              | 150,000                  |
| PLANT & EQUIPMENT                               | 156,700           | 78,348           | 64,770         | 13,578                   |
| PLANT AND EQUIPMENT - HLT                       | 40,000            | 39,996           | 0              | 39,996                   |
| ROAD PLANT/MACHINERY                            | 545,350           | 272,670          | 134,804        | 137,866                  |
| UTILITIES (VEHICLES)                            | 61,700            | 61,698           | 45,513         | 16,185                   |
| FURNITURE AND EQUIPMENT                         | 84,500            | 42,246           | 13,797         | 28,449                   |
| STAFF HOUSING - BUILDINGS                       | 87,214            | 43,602           | 48,666         | -5,064                   |
| PUBLIC AMENITIES - BUILDINGS                    | 0                 | 0                | 0              | 0                        |
| BUILDING INFRASTRUCTURE (LOT 514 WOODS ST KALB) | 500,000           | 249,996          | 0              | 249,996                  |
| KALBARRI MULTI-USE CENTRE                       | 250,000           | 124,998          | 0              | 124,998                  |
| OTHER CULTURE - BUILDINGS                       | 350,000           | 174,996          | 0              | 174,996                  |
| REGIONAL ROAD GROUP                             | 513,988           | 256,992          | 0              | 256,992                  |
| - MUNICIPAL FUND                                | 709,598           | 354,780          | 82,598         | 272,182                  |
| BLACKSPOT PROJECTS                              | 5,137,799         | 2,568,894        | 275,566        | 2,293,328                |
| ROADS TO RECOVERY                               | 796,467           | 398,226          | 0              | 398,226                  |
| ROADS DRFAWA AGRN1143 JUNE 24 RAINFALL EVENT    | 200,000           | 99,996           | 0              | 99,996                   |
| FOOTPATH CONSTRUCTION                           | 82,350            | 41,160           | 6,058          | 35,102                   |
| HAMPTON ROAD FOOTPATH (LRCl4)                   | 0                 | 0                | 5,836          | -5,836                   |
| AIRPORT INFRASTRUCTURE                          | 9,000             | 4,500            | 0              | 4,500                    |
| FORESHORE INFRASTRUCTURE                        | 24,000            | 12,000           | 0              | 12,000                   |
| KALBARRI FORESHORE - OTHER INFRASTRUCTURE       | 8,100,000         | 4,050,000        | 693            | 4,049,307                |
| OTHER INFRASTRUCTURE - SPORT & REC              | 37,700            | 18,846           | 82,005         | -63,159                  |
| PARKS AND OVALS - OTHER CULTURE                 | 31,883            | 15,936           | 0              | 15,936                   |
| LITTLE BAY ROAD                                 | 0                 | 0                | 628            | -628                     |
|   | <b>18,018,249</b> | <b>9,059,880</b> | <b>760,935</b> | <b>8,298,945</b>         |

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**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)         |
|                            |                         | \$             | \$             | \$             | \$              | \$             | \$            | \$           | \$             |
| <b>Land</b>                |                         |                |                |                |                 |                |               |              |                |
|                            | Lots 80 & 81 Kitson     | 64,000         | 300,000        | 236,000        | 0               |                |               | 0            | 0              |
|                            | Lots 22 & 29 Rake Place | 0              | 120,000        | 120,000        | 0               |                |               | 0            | 0              |
|                            |                         |                |                | 0              | 0               |                |               | 0            | 0              |
|                            |                         |                |                | 0              | 0               |                |               | 0            | 0              |
| <b>Building</b>            |                         |                |                |                |                 |                |               |              |                |
|                            | Robinson St House       | 159,576        | 300,000        | 140,424        | 0               |                |               | 0            | 0              |
| <b>Plant and equipment</b> |                         |                |                |                |                 |                |               |              |                |
| 41817                      | CEO Vehicle (P32)       | 64,831         | 70,700         | 5,869          | 0               |                |               | 0            | 0              |
| 41806                      | EMDCR Vehicle (P320)    | 48,562         | 40,000         | 0              | (8,562)         | 49,824         | 41,818        | 0            | (8,006)        |
| 41794                      | EHO Vehicle (P308)      | 0              | 20,000         | 20,000         | 0               |                |               | 0            | 0              |
| 41760                      | Tip Truck Kal (P273)    | 8,376          | 30,000         | 21,624         | 0               |                |               | 0            | 0              |
| 41771                      | Mower Front Deck (P285) | 14,746         | 8,000          | 0              | (6,746)         | 1,326          | 8,000         | 6,674        | 0              |
| 41774                      | Vehicle Ranger (P290)   | 0              | 10,000         | 10,000         | 0               |                |               | 0            | 0              |
|                            |                         | <b>360,091</b> | <b>898,700</b> | <b>553,917</b> | <b>(15,308)</b> | <b>51,150</b>  | <b>49,818</b> | <b>6,674</b> | <b>(8,006)</b> |

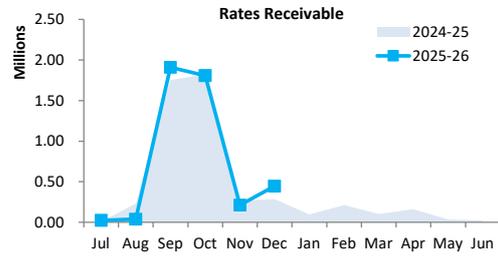


**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**OPERATING ACTIVITIES**

**7 RECEIVABLES**

| Rates receivable               | 30 Jun 2025    | 31 Dec 2025      |
|--------------------------------|----------------|------------------|
|                                | \$             | \$               |
| Opening arrears previous years | 260,288        | 269,112          |
| Levied this year               | 5,150,141      | 5,660,265        |
| Less - collections to date     | (5,141,317)    | (4,797,040)      |
| <b>Gross rates collectable</b> | <b>269,112</b> | <b>1,132,337</b> |
| <b>Net rates collectable</b>   | <b>269,112</b> | <b>1,132,337</b> |
| % Collected                    | 95.0%          | 80.9%            |



| Receivables - general                        | Credit  | Current | 30 Days | 60 Days | 90+ Days | Total          |
|--|---------|---------|---------|---------|----------|----------------|
|  | \$      | \$      | \$      | \$      | \$       | \$             |
| Receivables - general                        | (3,840) | 12,619  | 15,137  | 891     | 34,415   | 59,222         |
| Percentage                                   | (6.5%)  | 21.3%   | 25.6%   | 1.5%    | 58.1%    |                |
| <b>Balance per trial balance</b>             |         |         |         |         |          |                |
| Trade receivables                            |         |         |         |         |          | 59,222         |
| Rubbish receivables                          |         |         |         |         |          | 89,423         |
| Receivables for employee related provisions  |         |         |         |         |          | 15,556         |
| Emergency Services Levy                      |         |         |         |         |          | 128,224        |
| <b>Total receivables general outstanding</b> |         |         |         |         |          | <b>292,425</b> |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

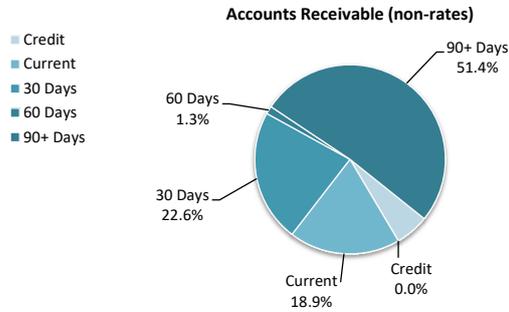
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 DECEMBER 2025**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

|  | Opening<br>Balance<br>1 July 2025 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>31 December 2025 |
|--|-----------------------------------|-------------------|--------------------|--|
|  | \$                                | \$                | \$                 | \$                                     |
| <b>Other current assets</b>                                |                                   |                   |                    |  |
| <b>Other financial assets at amortised cost</b>            |                                   |                   |                    |  |
| Financial assets at amortised cost - self supporting loans | 18,389                            | 0                 | (9,105)            | 9,284                                  |
| <b>Inventory</b>   |                                   |                   |                    |  |
| Fuel   | 14,210                            | 103,359           | 0                  | 117,569                                |
| <b>Land held for resale</b>                                |                                   |                   |                    |  |
| Cost of acquisition  | 130,000                           | 0                 | 0                  | 130,000                                |
| <b>Total other current assets</b>                          | <b>162,599</b>                    | <b>103,359</b>    | <b>(9,105)</b>     | <b>256,853</b>                         |
| <b>Amounts shown above include GST (where applicable)</b>  |                                   |                   |                    |  |

**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 DECEMBER 2025**

**OPERATING ACTIVITIES**

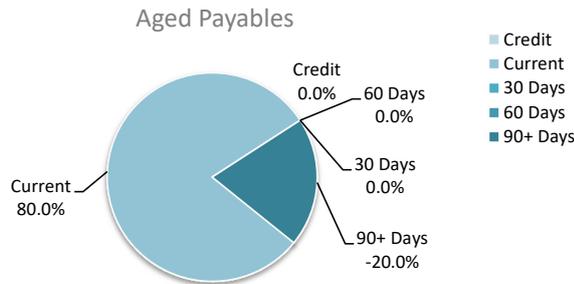
**9 PAYABLES**

| <b>Payables - general</b>                 | <b>Credit</b> | <b>Current</b> | <b>30 Days</b> | <b>60 Days</b> | <b>90+ Days</b> | <b>Total</b>   |
|---|---------------|----------------|----------------|----------------|-----------------|----------------|
|   | \$            | \$             | \$             | \$             | \$              | \$             |
| Payables - general                        | 0             | 248            | 0              | 0              | (62)            | 186            |
| Percentage                                | 0.0%          | 133.3%         | 0.0%           | 0.0%           | -33.3%          |                |
| <b>Balance per trial balance</b>          |               |                |                |                |                 |                |
| Sundry creditors                          |               |                |                |                |                 | 186            |
| Accrued salaries and wages                |               |                |                |                |                 | 3,916          |
| ATO liabilities                           |               |                |                |                |                 | 100,436        |
| Payroll Deductions Rates                  |               |                |                |                |                 | (40)           |
| Prepaid Rates                             |               |                |                |                |                 | 69,172         |
| Bonds and Deposits                        |               |                |                |                |                 | 350,219        |
| Accrued Expenditure                       |               |                |                |                |                 | (18,036)       |
| <b>Total payables general outstanding</b> |               |                |                |                |                 | <b>505,853</b> |

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.



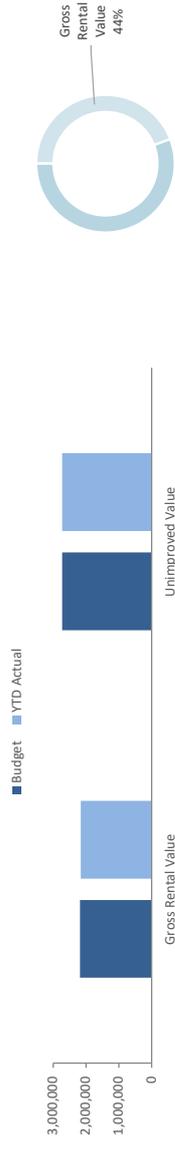
OPERATING ACTIVITIES

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

10 RATE REVENUE

| RATE TYPE                         | Rate in \$ (cents) | Number of Properties | Rateable Value     | Rate Revenue     | Budget               |                  | YTD Actual           |               |                  |
|-----------------------------------|--------------------|----------------------|--------------------|------------------|----------------------|------------------|----------------------|---------------|------------------|
|                                   |                    |                      |                    |                  | Interim Rate Revenue | Total Revenue    | Interim Rate Revenue | Total Revenue |                  |
| <b>General rate revenue</b>       |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Gross rental value                | 0.078507           | 1,632                | 27,377,584         | 2,149,332        | 30,000               | 2,179,332        | 2,149,332            | 7,639         | 2,156,971        |
| Gross Rental Value                |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Unimproved value                  | 0.006010           | 409                  | 452,937,438        | 2,722,154        | 0                    | 2,722,154        | 2,722,155            | 3,741         | 2,725,896        |
| Unimproved Value                  |                    |                      |                    |                  |                      |                  |                      |               |                  |
| <b>Sub-Total</b>                  |                    | <b>2,041</b>         | <b>480,315,022</b> | <b>4,871,486</b> | <b>30,000</b>        | <b>4,901,486</b> | <b>4,871,487</b>     | <b>11,380</b> | <b>4,882,867</b> |
| <b>Minimum payment</b>            |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Minimum payment \$                |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Gross rental value                | 665                | 988                  | 5,576,346          | 657,020          | 0                    | 657,020          | 663,670              | 0             | 663,670          |
| Gross Rental Value                |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Unimproved value                  | 665                | 92                   | 3,514,135          | 61,180           | 0                    | 61,180           | 54,530               | 0             | 54,530           |
| Unimproved Value                  |                    |                      |                    |                  |                      |                  |                      |               |                  |
| <b>Sub-total</b>                  |                    | <b>1,080</b>         | <b>9,090,481</b>   | <b>718,200</b>   | <b>0</b>             | <b>718,200</b>   | <b>718,200</b>       | <b>0</b>      | <b>718,200</b>   |
| <b>Total general rates</b>        |                    |                      |                    |                  |                      | <b>5,619,686</b> |                      |               | <b>5,601,067</b> |
| <b>Specified area rates</b>       |                    |                      |                    |                  |                      |                  |                      |               |                  |
| Port Gregory Water Supply         | 0.039352           | 55                   | 736,944            | 29,000           | 0                    | 29,000           | 30,056               | 0             | 30,056           |
| Kalbarri Tourism Rate             | 0.001291           | 1,792                | 23,225,317         | 30,000           | 0                    | 30,000           | 29,000               | 0             | 29,000           |
| Interim Rates                     |                    |                      |                    |                  |                      |                  |                      | 142           | 142              |
| <b>Total specified area rates</b> |                    |                      |                    | <b>59,000</b>    | <b>0</b>             | <b>59,000</b>    | <b>59,056</b>        | <b>142</b>    | <b>59,198</b>    |
| <b>Total</b>                      |                    |                      |                    |                  |                      | <b>5,678,686</b> |                      |               | <b>5,660,265</b> |

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



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

## FINANCING ACTIVITIES

## 11 BORROWINGS

## Repayments - borrowings

| Information on borrowings    | Loan No. | New Loans        |          | Principal Repayments |                 | Principal Outstanding |                  | Interest Repayments |              |                 |
|------------------------------|----------|------------------|----------|----------------------|-----------------|-----------------------|------------------|---------------------|--------------|-----------------|
|                              |          | 1 July 2025      | Actual   | Budget               | Actual          | Budget                | Actual           | Budget              | Actual       | Budget          |
| Particulars                  |          | \$               | \$       | \$                   | \$              | \$                    | \$               | \$                  | \$           |                 |
| RSL Hall Extensions          | 156      | 212,370          | 0        | 0                    | (25,604)        | (51,472)              | 186,766          | 160,898             | (1,144)      | (5,490)         |
| Plant Purchases              | 157      | 176,769          | 0        | 0                    | (17,050)        | (34,236)              | 159,719          | 142,533             | (179)        | (3,820)         |
| Woods St Site Dev            | 158      | 0                | 0        | 250,000              | 0               | (1,682)               | 0                | 248,318             | 0            | (914)           |
| Staff Housing                | 159      | 0                | 0        | 0                    | 0               | (24,032)              | 0                | -24,032             | 2,900        | (47,947)        |
| Nton Mens Shed Dev           | 160      | 0                | 0        | 200,000              | 0               | (1,346)               | 0                | 198,654             | 0            | (731)           |
|                              |          | 389,139          | 0        | 450,000              | (42,654)        | (112,768)             | 346,485          | 726,371             | 1,577        | (58,902)        |
| <b>Self supporting loans</b> |          |                  |          |                      |                 |                       |                  |                     |              |                 |
| Pioneer Lodge                |          | 276,135          | 0        | 0                    | (9,105)         | (18,389)              | 267,030          | 257,746             | (389)        | (12,581)        |
|                              |          | 276,135          | 0        | 0                    | (9,105)         | (18,389)              | 267,030          | 257,746             | (389)        | (12,581)        |
| <b>Total</b>                 |          | <b>665,274</b>   | <b>0</b> | <b>450,000</b>       | <b>(51,759)</b> | <b>(131,157)</b>      | <b>613,515</b>   | <b>984,117</b>      | <b>1,188</b> | <b>(71,483)</b> |
| Current borrowings           |          | 128,130          |          |                      |                 |                       | 76,371           |                     |              |                 |
| Non-current borrowings       |          | 1,355,133        |          |                      |                 |                       | 1,355,133        |                     |              |                 |
|                              |          | <b>1,483,263</b> |          |                      |                 |                       | <b>1,431,504</b> |                     |              |                 |

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

## New borrowings 2025-26

| Particulars        | Amount Borrowed | Amount Borrowed | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) |                | Balance Unspent |
|--------------------|-----------------|-----------------|-------------|-----------|------------|--------------------------|---------------|---------------|----------------|-----------------|
|                    | Actual          | Budget          |             |           |            |                          |               | Actual        | Budget         |                 |
|                    | \$              | \$              |             |           |            | \$                       | %             | \$            | \$             | \$              |
| Woods St Site Dev  | 0               | 250,000         | WATC        | Fixed     | 20         | 0                        | 4.4           | 0             | 250,000        | 0               |
| Nton Mens Shed Dev | 0               | 200,000         | WATC        | Fixed     | 20         | 0                        | 4.4           | 0             | 200,000        | 0               |
|                    | <b>0</b>        | <b>450,000</b>  |             |           |            | <b>0</b>                 |               | <b>0</b>      | <b>450,000</b> | <b>0</b>        |

## 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 DECEMBER 2025

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

|   | Note | Opening<br>Balance 1<br>July 2025 | Liability<br>transferred<br>from/(to) non<br>current | Liability<br>Increase | Liability<br>Reduction | Closing<br>Balance 31<br>December 2025 |
|---|------|-----------------------------------|--|-----------------------|------------------------|--|
|   |      | \$                                | \$   | \$                    | \$                     | \$                                     |
| <b>Other current liabilities</b>        |      |                                   |  |                       |                        |  |
| <b>Other liabilities</b>                |      |                                   |  |                       |                        |  |
| Contract liabilities                    |      | 315,433                           | 0  |                       |                        | 315,433                                |
| Capital grant/contributions liabilities |      | 2,124,884                         | 0  | 0                     | 0                      | 2,124,884                              |
| <b>Total other liabilities</b>          |      | <b>2,440,317</b>                  | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>2,440,317</b>                       |
| <b>Employee Related Provisions</b>      |      |                                   |  |                       |                        |  |
| Provision for annual leave              |      | 413,858                           | 0  | 0                     | 0                      | 413,858                                |
| Provision for long service leave        |      | 373,961                           | 0  | 0                     | 0                      | 373,961                                |
| Annual leave oncosts                    |      | 70,356                            | 0  | 0                     | 0                      | 70,356                                 |
| LSL oncosts                             |      | 64,757                            | 0  | 0                     | 0                      | 64,757                                 |
| <b>Total Provisions</b>                 |      | <b>922,932</b>                    | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>922,932</b>                         |
| <b>Total other current liabilities</b>  |      | <b>3,363,249</b>                  | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>3,363,249</b>                       |

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 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 DECEMBER 2025

## 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 2025  | Liability   | Liability    | 31 Dec 2025    | Liability | Revenue                                     | Budget         | Actual         |
|  | \$   | \$          | (As revenue) | \$             | \$        | \$  | \$             | \$             |
| <b>Grants and subsidies</b>                                  |  |             |              |                |           |   |                |                |
| GRANTS COMMISSION - GENERAL                                  |  |             |              | 0              |           | 960,130                                     | 480,064        | 504,991        |
| GRANTS COMMISSION - ROADS                                    |  |             |              | 0              |           | 528,580                                     | 264,290        | 238,550        |
| EMERGENCY SERVICES LEVY                                      |  |             |              | 0              |           | 96,000                                      | 48,000         | 57,959         |
| GRANT BUSHFIRE RISK PLANNING COORDINATOR (DFES)              |  |             |              | 0              |           | 165,895                                     | 82,944         | 165,895        |
| GRANT REVENUE  |  |             |              | 0              |           | -   | 42,498         | 0              |
| - MRD MAINTENANCE  |  |             |              | 0              |           | 264,283                                     | 264,283        | 264,283        |
| GRANT REVENUE (GST F)  |  |             |              | 0              |           | -   | -              | 10,000         |
| REIMBURSEMENTS   |  |             |              | 0              |           | -   | -              | 8,952          |
|  |  | 0           | 0            | 0              | 0         | 2,014,888                                   | 1,182,079      | 1,250,630      |
| <b>Contributions</b>   |  |             |              |                |           |   |                |                |
| CONTRIBUTIONS  |  |             |              | 0              |           | 8,000                                       | 3,996          | 9,388          |
| OTHER SHIRE LSL CONTRIBUTION                                 |  |             |              | 0              |           | -   | -              | 12,292         |
| OTHER SHIRE LSL CONTRIB.                                     |  |             |              | 0              |           | -   | -              | 0              |
| REBATES AND COMMISSIONS                                      |  |             |              | 0              |           | 24,400                                      | 12,198         | 14,547         |
| LEGAL CHARGES RATES (NO GST)                                 |  |             |              | 0              |           | 5,000                                       | 2,496          | 3,759          |
| RATE EQUIVALENT PAYMENTS                                     |  |             |              | 0              |           | 23,600                                      | -              | 0              |
| REIMBURSEMENTS   |  |             |              | 0              |           | 5,000                                       | 2,496          | 1,690          |
| SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE |  |             |              | 0              |           | 12,581                                      | 6,288          | 7,434          |
| REIMBURSEMENTS - OTHER                                       |  |             |              | 0              |           | 3,800                                       | 1,896          | 179            |
| RESIDENTIAL RENTAL   |  |             |              | 0              |           | -   | -              | 532            |
| CONTRIBUTIONS  |  |             |              | 0              |           | -   | -              | 27             |
| REIMBURSEMENTS - HOUSING OTHER                               |  |             |              | 0              |           | 7,500                                       | 3,750          | 2,393          |
| CONTRIBUTIONS  |  |             |              | 0              |           | 70,000                                      | 34,998         | 0              |
| REIMBURSE (ADVERTISING/PLANNING COMMISSION)                  |  |             |              | 0              |           | 5,000                                       | 2,496          | 0              |
| BUS HIRE   |  |             |              | 0              |           | -   | -              | 0              |
| GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT |  |             |              | 0              |           | -   | -              | 0              |
| REIMBURSEMENTS   |  |             |              | 0              |           | 6,000                                       | 3,000          | 3,350          |
| REIMBURSEMENTS   |  |             |              | 0              |           | 2,000                                       | 996            | 1,456          |
| REIMBURSEMENTS- REC. CTRE/GOLF CLUB                          |  |             |              | 0              |           | 5,000                                       | 2,496          | 4,163          |
| REIMBURSEMENTS   |  |             |              | 0              |           | -   | -              | 889            |
| PT GREGORY SPEC AREA RATE                                    |  |             |              | 0              |           | 1,000                                       | 498            | 1,000          |
| CONTRIBUTIONS/REIMBURSEMENTS                                 |  |             |              | 0              |           | 181,883                                     | 90,936         | 9              |
| CONTRIBUTION (INC STREET LIGHTING)                           |  |             |              | 0              |           | 3,750                                       | 1,872          | 0              |
| TOURISM AND AREA PROMOTION FUNDING                           | 119,892  |             |              | 119,892        |           | 119,892                                     | 59,946         | 0              |
| LEASE FEES - HALF WAY BAY COTTAGES                           |  |             |              | 0              |           | 16,000                                      | 7,998          | 16,000         |
| BUILDING REIMBURSEMENTS                                      |  |             |              | 0              |           | 900   | 450            | 347            |
| REIMBURSEMENTS   |  |             |              | 0              |           | 10,000                                      | 4,998          | 1,134          |
| LIA (KITSON CIRCUIT) UNITS ANNUAL RENT                       |  |             |              | 0              |           | -   | -              | 0              |
| REIMB. - WORKERS COMPENS.                                    |  |             |              | 0              |           | 20,000                                      | 9,996          | 3,359          |
| DFES/DFRAWA INCOME   | 195,541  |             |              | 195,541        |           | 729,719                                     | 364,854        | 79,347         |
| INSURANCE CLAIMS - VEHICLES                                  |  |             |              | 0              |           | 2,000                                       | 996            | 0              |
| DIESEL FUEL REBATE   |  |             |              | 0              |           | 50,000                                      | 24,996         | 28,223         |
| WHS COORDINATOR INCOME RECOUP                                |  |             |              | 0              |           | 50,896                                      | 25,446         | 0              |
| <b>TOTALS</b>  | <b>315,433</b>                                       | <b>0</b>    | <b>0</b>     | <b>315,433</b> | <b>0</b>  | <b>1,363,921</b>                            | <b>670,092</b> | <b>191,643</b> |

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider   | Capital grant/contribution liabilities |                          |  |                          |                                     | Capital grants, subsidies and contributions revenue |                  |                       |
|--|--|--------------------------|--|--------------------------|-------------------------------------|---|------------------|-----------------------|
|  | Liability<br>1 July 2025               | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>31 Dec 2025 | Current<br>Liability<br>31 Dec 2025 | Adopted Budget<br>Revenue                           | YTD<br>Budget    | YTD Revenue<br>Actual |
|  | \$                                     | \$                       | \$                                       | \$                       | \$                                  | \$  | \$               | \$                    |
| <b>Capital grants and subsidies</b>                          |  |                          |  |                          |                                     |   |                  |                       |
| GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT |  |                          |  | 0                        |                                     | 8,112,000   | 4,056,000        | 0                     |
| GRANTS   |  |                          |  | 0                        |                                     | 250,000   | 124,998          | 164,000               |
| ROADS TO RECOVERY FUNDING                                    | 133,983                                |                          |  | 133,983                  |                                     | 718,467   | 359,232          | 0                     |
| BLACKSPOT & MASSACTION FUNDING                               | 1,957,799                              |                          |  | 1,957,799                |                                     | 3,442,622   | 1,721,310        | 0                     |
| LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT                 |  |                          |  | 0                        |                                     | 265,938   | 132,966          | 0                     |
| WA BIKE NETWORK GRANT  |  |                          |  | 0                        |                                     | 35,000  | 17,496           | 15,000                |
| REGIONAL ROAD GROUP FUNDING                                  | 33,102                                 |                          |  | 33,102                   |                                     | 481,016   | 240,504          | 120,000               |
| GRANTS   |  |                          |  | 0                        |                                     | 100,000   | 49,998           | 0                     |
| GRANT - ECONOMIC DEVELOPMENT                                 |  |                          |  | 0                        |                                     | 250,000   | 124,998          | 0                     |
|  | <b>2,124,884</b>                       | <b>0</b>                 | <b>0</b>                                 | <b>2,124,884</b>         | <b>0</b>                            | <b>13,655,043</b>                                   | <b>6,827,502</b> | <b>299,000</b>        |

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**15 BONDS & DEPOSITS**

| Description                        | Opening        | Amount         | Amount           | Closing        |
|------------------------------------|----------------|----------------|------------------|----------------|
|                                    | Balance        |                |                  | Balance        |
|                                    | 1 July 2025    | Received       | Paid             | 31 Dec 2025    |
|                                    | \$             | \$             | \$               | \$             |
| Transportable House Bonds          | 7,000          | 0              | (10,000)         | (3,000)        |
| Footpath Bonds                     | 20,007         | 8,895          | (3,000)          | 25,902         |
| Nomination Deposits                | 0              | 300            | (300)            | 0              |
| Building Levies (BCITF & BRB)      | 2,050          | 24,373         | (13,056)         | 13,367         |
| Community Bus Bond                 | 5,850          | 400            | 0                | 6,250          |
| Unclaimed Monies - Rates           | 7,453          | 0              | 0                | 7,453          |
| RSL Hall Key Bond                  | 680            | 1,250          | (1,000)          | 930            |
| Special Series Plates              | 6,930          | 3,685          | (2,250)          | 8,365          |
| Northampton Child Care Association | 23,902         | 11             | 0                | 23,913         |
| Horrocks Memorial Wall             | 1,483          | 500            | (315)            | 1,668          |
| One Life                           | 940            | 0              | 0                | 940            |
| Rubbish Tip Key Bond               | 1,834          | 0              | 0                | 1,834          |
| Horrocks - Skate/Pump Park         | 2,000          | 0              | (2,000)          | 0              |
| RSL - Kalbarri Memorial            | 31,883         | 0              | 0                | 31,883         |
| DOT - Department of Transport      | (0)            | 149,812        | (149,812)        | (0)            |
| Rates - Overpaid                   | 30,761         | 0              | 0                | 30,761         |
| Horrocks Lookout                   | 1,353          | 0              | 0                | 1,353          |
| Miscellaneous Deposits             | 240            | 0              | 0                | 240            |
| Retentions                         | 196,943        | 0              | 0                | 196,943        |
| Nton Friends of the Cemetery       | 1,466          |                | (50)             | 1,416          |
|                                    | <b>342,776</b> | <b>189,225</b> | <b>(181,783)</b> | <b>350,218</b> |

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 DECEMBER 2025**

**16 BUDGET AMENDMENTS**

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

| Description   | Council Resolution | Classification     | Non Cash   | Increase in    | Decrease in      | Amended Budget  |
|---|--------------------|--------------------|------------|----------------|------------------|-----------------|
|   |                    |                    | Adjustment | Available      | Available        | Running Balance |
|   |                    |                    | \$         | \$             | \$               | \$              |
| <b>Budget adoption</b>                              |                    |                    |            |                |                  |                 |
| DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT | 10/25-92           | Operating revenue  |            | 85,000         |                  | 85,000          |
| DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT | 10/25-92           | Operating expenses |            |                | (85,000)         | 0               |
| COOLCALAYA ROAD - MUNICIPAL                         | 11/25-147          | Operating expenses |            | 35,000         |                  | 35,000          |
| PORT GREGORY TOILET BLOCK                           | 11/25-147          | Capital expenses   |            |                | (35,000)         | 0               |
| VOLUNTEER CBFCO HONORARIUM                          | 11/25-165          | Operating expenses |            | 3,000          |                  | 3,000           |
| CEO VEHICLE   | 11/25-165          | Capital expenses   |            |                | (3,000)          | 0               |
| ANNUAL FIREBREAK INSP FLIGHT                        | 11/25-166          | Operating expenses |            | 3,300          |                  | 3,300           |
| RANGER VEHICLE REPLACEMENT                          | 11/25-166          | Capital expenses   |            |                | (3,300)          | 0               |
| PLANT REPLACEMENT RESERVE                           | 12/25-175          | Capital revenue    |            | 110,000        |                  | 110,000         |
| P263 GRADER MOTOR & TRANSMISSION                    | 12/25-175          | Capital expenses   |            |                | (110,000)        | 0               |
|   |                    |                    |            | <b>236,300</b> | <b>(236,300)</b> | <b>0</b>        |

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
 (Containing the required statement of financial activity and statement of financial position)  
**For the period ended 31 January 2026**

*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 JANUARY 2026**

|  | Supplementary | Adopted<br>Budget<br>Estimates | YTD<br>Budget<br>Estimates | YTD<br>Actual      | Variance*<br>\$ | Variance*<br>%       | Var. |
|--|---------------|--------------------------------|----------------------------|--------------------|-----------------|----------------------|------|
|  | Information   | (a)<br>\$                      | (b)<br>\$                  | (c)<br>\$          | (c) - (b)<br>\$ | ((c) - (b))/(b)<br>% |      |
| <b>OPERATING ACTIVITIES</b>  |               |                                |                            |                    |                 |                      |      |
| <b>Revenue from operating activities</b>                                 |               |                                |                            |                    |                 |                      |      |
| General rates  | 10            | 5,678,686                      | 5,666,186                  | <b>5,660,264</b>   | (5,922)         | (0.10%)              |      |
| Grants, subsidies and contributions                                      | 13            | 3,463,809                      | 1,943,179                  | <b>1,498,189</b>   | (444,990)       | (22.90%)             | ▼    |
| Fees and charges   |               | 1,426,402                      | 1,259,290                  | <b>1,245,787</b>   | (13,503)        | (1.07%)              | ▼    |
| Interest revenue   |               | 236,000                        | 145,993                    | <b>147,413</b>     | 1,420           | 0.97%                |      |
| Other revenue  |               | 62,000                         | 36,162                     | <b>0</b>           | (36,162)        | (100.00%)            | ▼    |
| Profit on asset disposals  | 6             | 553,917                        | 522,291                    | <b>(1,332)</b>     | (523,623)       | (100.26%)            | ▼    |
|  |               | <b>11,420,814</b>              | <b>9,573,101</b>           | <b>8,550,321</b>   | (1,022,780)     | (10.68%)             | ▼    |
| <b>Expenditure from operating activities</b>                             |               |                                |                            |                    |                 |                      |      |
| Employee costs   |               | (5,487,325)                    | (3,279,814)                | <b>(3,349,133)</b> | (69,319)        | (2.11%)              | ▼    |
| Materials and contracts  |               | (3,424,308)                    | (1,948,849)                | <b>(1,798,109)</b> | 150,740         | 7.73%                | ▲    |
| Utility charges  |               | (328,760)                      | (191,632)                  | <b>(150,958)</b>   | 40,674          | 21.23%               | ▲    |
| Depreciation   |               | (2,901,300)                    | (1,692,369)                | <b>(1,684,762)</b> | 7,607           | 0.45%                |      |
| Finance costs  |               | (71,483)                       | (41,678)                   | <b>(20,103)</b>    | 21,575          | 51.77%               | ▲    |
| Insurance  |               | (242,942)                      | (242,163)                  | <b>(258,066)</b>   | (15,903)        | (6.57%)              | ▼    |
| Other expenditure  |               | (1,277,669)                    | (867,279)                  | <b>(751,636)</b>   | 115,643         | 13.33%               | ▲    |
| Loss on asset disposals  | 6             | (15,308)                       | (15,308)                   | <b>0</b>           | 15,308          | 100.00%              | ▲    |
|  |               | <b>(13,749,095)</b>            | <b>(8,279,092)</b>         | <b>(8,012,767)</b> | 266,325         | 3.22%                | ▲    |
| Non-cash amounts excluded from operating activities                      | Note 2(b)     | 2,362,691                      | 2,229,968                  | <b>1,691,840</b>   | (538,128)       | (24.13%)             | ▼    |
| <b>Amount attributable to operating activities</b>                       |               | <b>34,410</b>                  | <b>3,523,977</b>           | <b>2,229,394</b>   | (1,294,583)     | (36.74%)             |      |
| <b>INVESTING ACTIVITIES</b>  |               |                                |                            |                    |                 |                      |      |
| <b>Inflows from investing activities</b>                                 |               |                                |                            |                    |                 |                      |      |
| Proceeds from capital grants, subsidies and contributions                | 14            | 13,655,043                     | 7,965,419                  | <b>299,000</b>     | (7,666,419)     | (96.25%)             | ▼    |
| Proceeds from disposal of assets   | 6             | 898,700                        | 48,000                     | <b>49,818</b>      | 1,818           | 3.79%                |      |
| Proceeds from financial assets at amortised cost - self supporting loans |               | 18,389                         | 9,105                      | <b>9,105</b>       | 0               | 0.00%                |      |
|  |               | <b>14,572,132</b>              | <b>8,022,524</b>           | <b>357,923</b>     | (7,664,601)     | (95.54%)             |      |
| <b>Outflows from investing activities</b>                                |               |                                |                            |                    |                 |                      |      |
| Payments for property, plant and equipment                               | 5             | (2,375,464)                    | (1,428,026)                | <b>(316,948)</b>   | 1,111,078       | 77.81%               | ▲    |
| Payments for construction of infrastructure                              | 5             | (15,642,785)                   | (9,124,885)                | <b>(530,727)</b>   | 8,594,158       | 94.18%               | ▲    |
|  |               | <b>(18,018,249)</b>            | <b>(10,552,911)</b>        | <b>(847,675)</b>   | 9,705,236       | 91.97%               |      |
| <b>Amount attributable to investing activities</b>                       |               | <b>(3,446,117)</b>             | <b>(2,530,387)</b>         | <b>(489,752)</b>   | 2,040,635       | 80.65%               |      |
| <b>FINANCING ACTIVITIES</b>  |               |                                |                            |                    |                 |                      |      |
| <b>Inflows from financing activities</b>                                 |               |                                |                            |                    |                 |                      |      |
| Proceeds from new debentures   | 11            | 450,000                        | 0                          | <b>0</b>           | 0               | 0.00%                |      |
| Transfer from reserves   | 4             | 119,850                        | 21,617                     | <b>21,617</b>      | 0               | 0.00%                |      |
|  |               | <b>569,850</b>                 | <b>21,617</b>              | <b>21,617</b>      | 0               | 0.00%                |      |
| <b>Outflows from financing activities</b>                                |               |                                |                            |                    |                 |                      |      |
| Repayment of borrowings  | 11            | (131,157)                      | (63,620)                   | <b>(63,620)</b>    | 0               | 0.00%                |      |
| Transfer to reserves   | 4             | (146,191)                      | 0                          | <b>(146,433)</b>   | (146,433)       | 0.00%                | ▼    |
|  |               | <b>(277,348)</b>               | <b>(63,620)</b>            | <b>(210,053)</b>   | (146,433)       | (230.17%)            |      |
| <b>Amount attributable to financing activities</b>                       |               | <b>292,502</b>                 | <b>(42,003)</b>            | <b>(188,436)</b>   | (146,433)       | (348.63%)            |      |
| <b>MOVEMENT IN SURPLUS OR DEFICIT</b>                                    |               |                                |                            |                    |                 |                      |      |
| <b>Surplus or deficit at the start of the financial year</b>             |               | 3,119,126                      | 3,119,126                  | <b>1,758,715</b>   | (1,360,411)     | (43.62%)             | ▼    |
| Amount attributable to operating activities                              |               | 34,410                         | 3,523,977                  | <b>2,229,394</b>   | (1,294,583)     | (36.74%)             | ▼    |
| Amount attributable to investing activities                              |               | (3,446,117)                    | (2,530,387)                | <b>(489,752)</b>   | 2,040,635       | 80.65%               | ▲    |
| Amount attributable to financing activities                              |               | 292,502                        | (42,003)                   | <b>(188,436)</b>   | (146,433)       | (348.63%)            | ▼    |
| <b>Surplus or deficit after imposition of general rates</b>              |               | <b>(79)</b>                    | <b>4,070,713</b>           | <b>3,309,920</b>   | (760,793)       | (18.69%)             | ▼    |

**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 JANUARY 2026**

|                                      | Supplementary<br>Information | 30-Jun-25<br>\$    | 31 January 2026<br>\$ |
|--------------------------------------|------------------------------|--------------------|-----------------------|
| <b>CURRENT ASSETS</b>                |                              |                    |                       |
| Cash and cash equivalents            | 3                            | 5,849,265          | 6,653,040             |
| Trade and other receivables          |                              | 2,022,785          | 1,297,947             |
| Other financial assets               |                              | 18,389             | 9,284                 |
| Inventories                          | 8                            | 144,210            | 274,094               |
| <b>TOTAL CURRENT ASSETS</b>          |                              | <b>8,034,649</b>   | <b>8,234,365</b>      |
| <b>NON-CURRENT ASSETS</b>            |                              |                    |                       |
| Trade and other receivables          |                              | 84,959             | 84,959                |
| Other financial assets               |                              | 337,366            | 337,366               |
| Property, plant and equipment        |                              | 37,834,114         | 37,468,825            |
| Infrastructure                       |                              | 145,416,433        | 144,893,485           |
| <b>TOTAL NON-CURRENT ASSETS</b>      |                              | <b>183,672,872</b> | <b>182,784,635</b>    |
| <b>TOTAL ASSETS</b>                  |                              | <b>191,707,521</b> | <b>191,019,000</b>    |
| <b>CURRENT LIABILITIES</b>           |                              |                    |                       |
| Trade and other payables             | 9                            | 1,830,253          | 506,561               |
| Other liabilities                    | 12                           | 2,440,317          | 2,440,317             |
| Borrowings                           | 11                           | 128,130            | 64,510                |
| Employee related provisions          | 12                           | 922,932            | 922,932               |
| Other provisions                     | 12                           | 137,762            | 0                     |
| <b>TOTAL CURRENT LIABILITIES</b>     |                              | <b>5,459,394</b>   | <b>3,934,320</b>      |
| <b>NON-CURRENT LIABILITIES</b>       |                              |                    |                       |
| Borrowings                           | 11                           | 1,355,133          | 1,355,133             |
| Employee related provisions          |                              | 67,263             | 67,263                |
| Other provisions                     |                              | 1,603,226          | 1,603,226             |
| <b>TOTAL NON-CURRENT LIABILITIES</b> |                              | <b>3,025,622</b>   | <b>3,025,622</b>      |
| <b>TOTAL LIABILITIES</b>             |                              | <b>8,485,016</b>   | <b>6,959,942</b>      |
| <b>NET ASSETS</b>                    |                              | <b>183,222,505</b> | <b>184,059,058</b>    |
| <b>EQUITY</b>                        |                              |                    |                       |
| Retained surplus                     |                              | 100,103,469        | 100,815,205           |
| Reserve accounts                     | 4                            | 1,457,281          | 1,582,098             |
| Revaluation surplus                  |                              | 81,661,755         | 81,661,755            |
| <b>TOTAL EQUITY</b>                  |                              | <b>183,222,505</b> | <b>184,059,058</b>    |

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

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2026

### 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 POLICIES**

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 03 February 2026

**SHIRE OF NORTHAMPTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

| (a) Net current assets used in the Statement of Financial Activity | Supplementary Information | Adopted Budget      | Actual             | Year to Date       |
|--|---------------------------|---------------------|--------------------|--------------------|
|  |                           | Opening 1 July 2025 | as at 30 June 2025 | 31 January 2026    |
| <b>Current assets</b>  |                           | \$                  | \$                 | \$                 |
| Cash and cash equivalents  | 3                         | 5,849,265           | 5,849,265          | 6,653,040          |
| Trade and other receivables  |                           | 1,638,025           | 2,022,785          | 1,297,947          |
| Other financial assets   |                           | 18,389              | 18,389             | 9,284              |
| Inventories  | 8                         | 144,210             | 144,210            | 274,094            |
|  |                           | <u>7,649,889</u>    | <u>8,034,649</u>   | <u>8,234,365</u>   |
| <b>Less: current liabilities</b>                                   |                           |                     |                    |                    |
| Trade and other payables   | 9                         | (1,806,682)         | (1,830,253)        | (506,561)          |
| Other liabilities  | 12                        | (449,416)           | (2,440,317)        | (2,440,317)        |
| Borrowings   | 11                        | (131,157)           | (128,130)          | (64,510)           |
| Employee related provisions  | 12                        | (918,120)           | (922,932)          | (922,932)          |
| Other provisions   | 12                        | (148,031)           | (137,762)          | 0                  |
|  |                           | <u>(3,453,406)</u>  | <u>(5,459,394)</u> | <u>(3,934,320)</u> |
| <b>Net current assets</b>  |                           | <b>4,196,483</b>    | <b>2,575,255</b>   | <b>4,300,045</b>   |
| <b>Less: Total adjustments to net current assets</b>               | Note 2(c)                 | <u>(1,077,357)</u>  | <u>(816,540)</u>   | <u>(990,125)</u>   |
| <b>Closing funding surplus / (deficit)</b>                         |                           | <b>3,119,126</b>    | <b>1,758,715</b>   | <b>3,309,920</b>   |

**(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*.

| Non-cash amounts excluded from operating activities              | Adopted Budget | YTD Budget (a)   | YTD Actual (b)   |
|--|----------------|------------------|------------------|
|  | \$             | \$               | \$               |
| <b>Adjustments to operating activities</b>                       |                |                  |                  |
| Less: Profit on asset disposals                                  | 6              | (553,917)        | 522,291          |
| Less: Movement in liabilities associated with restricted cash    |                | 0                | 0                |
| Add: Loss on asset disposals                                     | 6              | 15,308           | 15,308           |
| Add: Depreciation  |                | 2,901,300        | 1,692,369        |
| <b>Total non-cash amounts excluded from operating activities</b> |                | <b>2,362,691</b> | <b>2,229,968</b> |

**(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 1/07/2025 | Last Year Closing 30 June 2025 | Year to Date 31 January 2026 |
|---|----------------------------------|--------------------------------|------------------------------|
|   | \$                               | \$                             | \$                           |
| <b>Adjustments to net current assets</b>                                    |                                  |                                |                              |
| Less: Reserve accounts  | 4                                | (1,457,282)                    | (1,457,282)                  |
| Less: Financial assets at amortised cost - self supp                        | 8                                | (18,389)                       | (18,389)                     |
| - Land held for resale  |                                  | (130,000)                      | (130,000)                    |
| - Other liabilities - Adjustment to current non current liabilities         |                                  | 263,844                        | 263,845                      |
| Add: Current liabilities not expected to be cleared at the end of the year: |                                  |                                |                              |
| - Current portion of borrowings   | 11                               | 131,157                        | 128,130                      |
| - Current portion of employee benefit provisions he                         | 4                                | 397,157                        | 397,157                      |
| <b>Total adjustments to net current assets</b>                              | Note 2(a)                        | <b>(1,077,357)</b>             | <b>(816,540)</b>             |

**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 JANUARY 2026**

**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 2025-26 year is \$10,000 or 10.00% whichever is the greater.

| Description  | Var. \$     | Var. %    |   |
|--|-------------|-----------|---|
|  | \$          | %         |   |
| <b>Revenue from operating activities</b>                         |             |           |   |
| <b>Grants, subsidies and contributions</b>                       | (444,990)   | (22.90%)  | ▼ |
| Timing, as funds a received and revenue recognised.              |             |           |   |
| <b>Fees and charges</b>  | (13,503)    | (1.07%)   | ▼ |
| Timing; annual invoicing being prepared.                         |             |           |   |
| <b>Other revenue</b>   | (36,162)    | (100.00%) | ▼ |
| Timing in receiving DFES revenue (road repairs)                  |             |           |   |
| <b>Profit on asset disposals</b>                                 | (523,623)   | (100.26%) | ▼ |
| Timing as assets are disposed.                                   |             |           |   |
| <b>Expenditure from operating activities</b>                     |             |           |   |
| <b>Employee costs</b>  | (69,319)    | (2.11%)   | ▼ |
| Over YTD budget, terminations.                                   |             |           |   |
| <b>Materials and contracts</b>                                   | 150,740     | 7.73%     | ▲ |
| Timing on expenditure as projects progress.                      |             |           |   |
| <b>Utility charges</b>   | 40,674      | 21.23%    | ▲ |
| Timing.  |             |           |   |
| <b>Finance costs</b>   | 21,575      | 51.77%    | ▲ |
| Timing, impact of accrued interest from 2024/25                  |             |           |   |
| <b>Insurance</b>   | (15,903)    | (6.57%)   | ▼ |
| Over YTD budget, Insurance adjustments                           |             |           |   |
| <b>Other expenditure</b>   | 115,643     | 13.33%    | ▲ |
| Timing, as projects progress.                                    |             |           |   |
| <b>Loss on asset disposals</b>                                   | 15,308      | 100.00%   | ▲ |
| Timing, as assets are disposed of.                               |             |           |   |
| <b>Non-cash amounts excluded from operating activities</b>       | (538,128)   | (24.13%)  | ▼ |
| Timing, Asset disposals.   |             |           |   |
| <b>Inflows from investing activities</b>                         |             |           |   |
| <b>Proceeds from capital grants, subsidies and contributions</b> | (7,666,419) | (96.25%)  | ▼ |
| Timing, as capital grants are received.                          |             |           |   |
| <b>Outflows from investing activities</b>                        |             |           |   |
| <b>Payments for property, plant and equipment</b>                | 1,111,078   | 77.81%    | ▲ |
| Timing as capital works increase                                 |             |           |   |
| <b>Payments for construction of infrastructure</b>               | 8,594,158   | 94.18%    | ▲ |
| Timing as capital works increase                                 |             |           |   |
| <b>Outflows from financing activities</b>                        |             |           |   |
| <b>Transfer to reserves</b>                                      | (146,433)   | 0.00%     | ▼ |
| YTD Budget Figure incomplete. Budgetted transfers complete.      |             |           |   |
| <b>Surplus or deficit at the start of the financial year</b>     | (1,360,411) | (43.62%)  | ▼ |
| AFR recognition Cap Grant Liabilities, Contingent Liability,     |             |           |   |
| <b>Surplus or deficit after imposition of general rates</b>      | (760,793)   | (18.69%)  | ▼ |
| Timing, as a result of the above variances                       |             |           |   |

**SHIRE OF NORTHAMPTON**  
**SUPPLEMENTARY INFORMATION**  
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SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

| Funding surplus / (deficit) |                |                |                |                 |
|-----------------------------|----------------|----------------|----------------|-----------------|
|                             | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening                     | \$3.12 M       | \$3.12 M       | \$1.76 M       | (\$1.36 M)      |
| Closing                     | (\$0.00 M)     | \$4.07 M       | \$3.31 M       | (\$0.76 M)      |

Refer to Statement of Financial Activity

| Cash and cash equivalents |          |            | Payables       |          |               | Receivables      |          |               |
|---------------------------|----------|------------|----------------|----------|---------------|------------------|----------|---------------|
|                           | \$6.65 M | % of total |                | \$0.51 M | % Outstanding |                  | \$0.31 M | % Collected   |
| Unrestricted Cash         | \$5.07 M | 76.2%      | Trade Payables | \$0.00 M |               | Rates Receivable | \$0.99 M | 83.3%         |
| Restricted Cash           | \$1.58 M | 23.8%      | 0 to 30 Days   |          | 282.4%        | Trade Receivable | \$0.31 M | % Outstanding |
|                           |          |            | Over 30 Days   |          | (182.4%)      | Over 30 Days     |          | 70.1%         |
|                           |          |            | Over 90 Days   |          | (182.4%)      | Over 90 Days     |          | 54.0%         |

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

Key Operating Activities

| Amount attributable to operating activities |                |                |                 |
|---|----------------|----------------|-----------------|
| Adopted Budget                              | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.03 M                                    | \$3.52 M       | \$2.23 M       | (\$1.29 M)      |

Refer to Statement of Financial Activity

| Rates Revenue |          |            |
|---------------|----------|------------|
| YTD Actual    | \$5.66 M | % Variance |
| YTD Budget    | \$5.67 M | (0.1%)     |

Refer to 10 - Rate Revenue

| Grants and Contributions |          |            |
|--------------------------|----------|------------|
| YTD Actual               | \$1.50 M | % Variance |
| YTD Budget               | \$1.99 M | (24.8%)    |

Refer to 13 - Grants and Contributions

| Fees and Charges |          |            |
|------------------|----------|------------|
| YTD Actual       | \$1.25 M | % Variance |
| YTD Budget       | \$1.26 M | (1.1%)     |

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) |
| (\$3.45 M)                                  | (\$2.53 M)     | (\$0.49 M)     | \$2.04 M        |

Refer to Statement of Financial Activity

| Proceeds on sale |          |         |
|------------------|----------|---------|
| YTD Actual       | \$0.05 M | %       |
| Adopted Budget   | \$0.90 M | (94.5%) |

Refer to 6 - Disposal of Assets

| Asset Acquisition |           |         |
|-------------------|-----------|---------|
| YTD Actual        | \$0.53 M  | % Spent |
| Adopted Budget    | \$15.64 M | (96.6%) |

Refer to 5 - Capital Acquisitions

| Capital Grants |           |            |
|----------------|-----------|------------|
| YTD Actual     | \$0.30 M  | % Received |
| Adopted Budget | \$13.66 M | (97.8%)    |

Refer to 5 - Capital Acquisitions

Key Financing Activities

| Amount attributable to financing activities |                |                |                 |
|---|----------------|----------------|-----------------|
| Adopted Budget                              | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.29 M                                    | (\$0.04 M)     | (\$0.19 M)     | (\$0.15 M)      |

Refer to Statement of Financial Activity

| Borrowings           |            |
|----------------------|------------|
| Principal repayments | (\$0.06 M) |
| Interest expense     | (\$0.02 M) |
| Principal due        | \$0.60 M   |

Refer to 11 - Borrowings

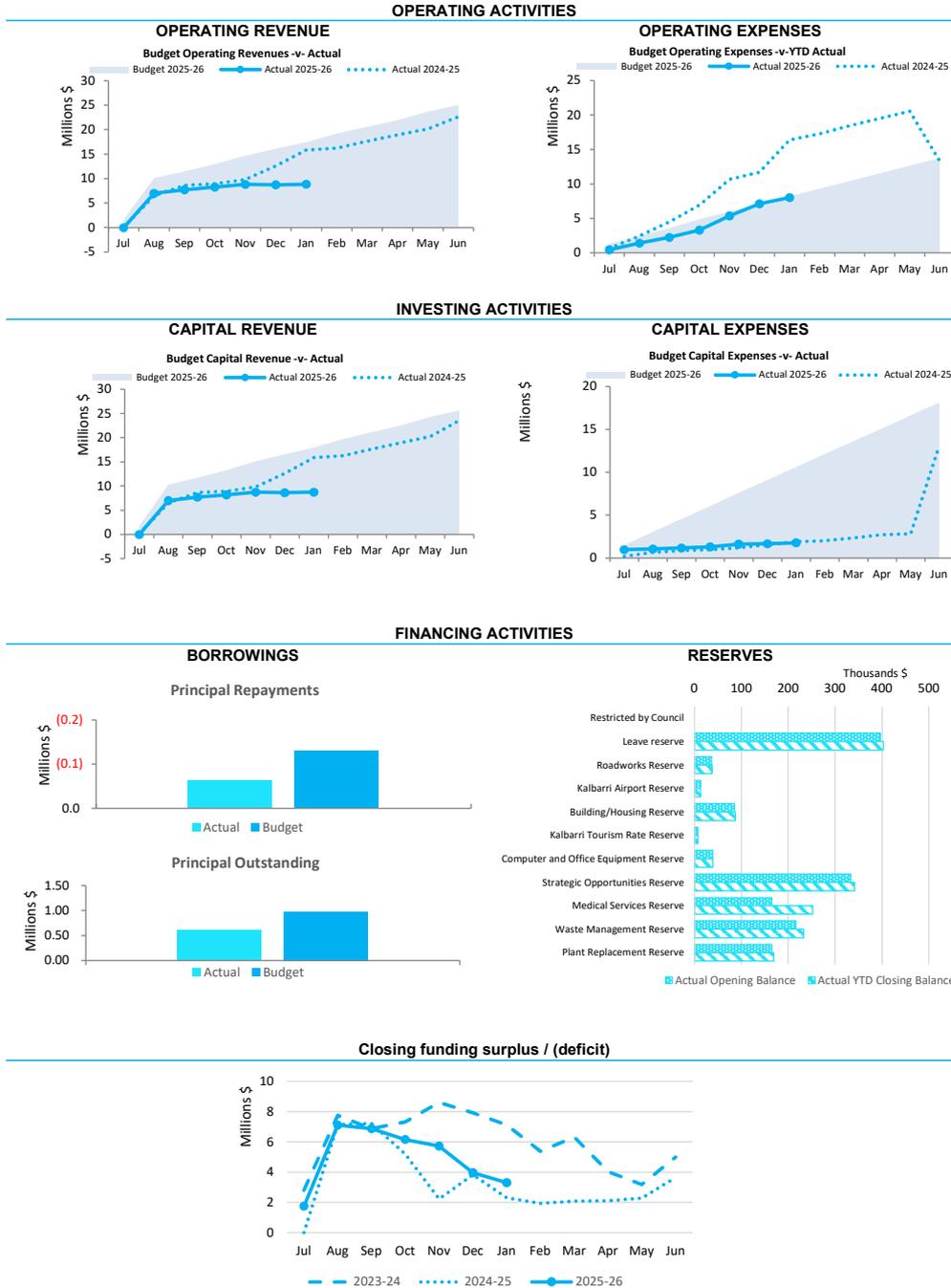
| Reserves         |          |
|------------------|----------|
| Reserves balance | \$1.58 M |
| Interest earned  | \$0.03 M |

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 JANUARY 2026

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 JANUARY 2026

3 CASH AND FINANCIAL ASSETS

| Description               | Classification | Unrestricted<br>\$ | Restricted<br>\$ | Total<br>Cash<br>\$ | Trust<br>\$ | Institution | Interest<br>Rate | Maturity<br>Date |
|---------------------------|----------------|--------------------|------------------|---------------------|-------------|-------------|------------------|------------------|
| Cash Deposits             | Municipal      | 1,569,892          | 0.00             | 1,569,892           | 0           | NAB         |                  | At call          |
| Petty Cash                | Cash on Hand   | 1,050              | 0.00             | 1,050               | 0           |             |                  |                  |
| Investment                | Reserves       | 0                  | 1,582,098        | 1,582,098           | 0           | NAB         | 4.10%            | 24/03/2026       |
| Investment                | Term Deposit   | 1,500,000          | 0.00             | 1,500,000           | 0           | NAB         | 4.08%            | 19/02/2026       |
| Investment                | Term Deposit   | 2,000,000          | 0.00             | 2,000,000           | 0           | NAB         | 4.08%            | 19/02/2026       |
| <b>Total</b>              |                | <b>5,070,942</b>   | <b>1,582,098</b> | <b>6,653,040</b>    | <b>0</b>    |             |                  |                  |
| <b>Comprising</b>         |                |                    |                  |                     |             |             |                  |                  |
| Cash and cash equivalents |                | 5,070,942          | 1,582,098        | 6,653,040           | 0           |             |                  |                  |
|                           |                | <b>5,070,942</b>   | <b>1,582,098</b> | <b>6,653,040</b>    | <b>0</b>    |             |                  |                  |

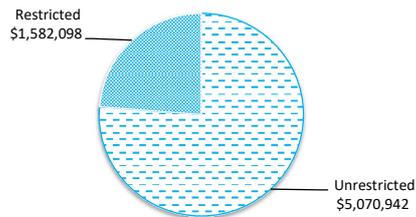
**KEY INFORMATION**

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

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

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

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



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

4 RESERVE ACCOUNTS

| Reserve name                    | Budget Opening Balance | Budget Interest Earned | Budget Transfers In (+) | Budget Transfers Out (-) | Budget Closing Balance | Actual Opening Balance | Actual Interest Earned | Actual Transfers In (+) | Actual Transfers Out (-) | Actual YTD Closing Balance |
|---------------------------------|------------------------|------------------------|-------------------------|--------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------|----------------------------|
|                                 | \$                     | \$                     | \$                      | \$                       | \$                     | \$                     | \$                     | \$                      | \$                       | \$                         |
| <b>Restricted by Council</b>    |                        |                        |                         |                          |                        |                        |                        |                         |                          |                            |
| Leave reserve                   | 397,157                | 5,700                  | 0                       | 0                        | 402,857                | 397,157                | 5,746                  | -                       | -                        | 402,902                    |
| Roadworks Reserve               | 36,921                 | 530                    | 0                       | 0                        | 37,451                 | 36,921                 | 534                    | -                       | -                        | 37,455                     |
| Kalbarri Airport Reserve        | 12,701                 | 200                    | 10,000                  | 0                        | 22,901                 | 12,701                 | 202                    | -                       | -                        | 12,903                     |
| Building/Housing Reserve        | 85,983                 | 1,000                  | 0                       | (38,000)                 | 48,983                 | 85,983                 | 1,008                  | -                       | -                        | 86,991                     |
| Kalbarri Tourism Rate Reserve   | 6,975                  | 0                      | 0                       | 0                        | 6,975                  | 6,975                  | -                      | -                       | -                        | 6,975                      |
| Computer and Office Equipment   | 38,947                 | 560                    | 0                       | 0                        | 39,507                 | 38,947                 | 564                    | -                       | -                        | 39,512                     |
| Strategic Opportunities Reserve | 332,451                | 9,000                  | 0                       | (25,000)                 | 316,451                | 332,451                | 9,072                  | -                       | -                        | 341,523                    |
| Medical Services Reserve        | 170,502                | 2,000                  | 105,901                 | (25,000)                 | 253,403                | 164,208                | 3,522                  | 105,901                 | (21,617)                 | 252,014                    |
| Waste Management Reserve        | 216,450                | 6,300                  | 0                       | 0                        | 222,750                | 216,450                | 6,350                  | 10,000                  | -                        | 232,800                    |
| Plant Replacement Reserve       | 159,196                | 5,000                  | 0                       | (31,850)                 | 132,346                | 165,489                | 3,534                  | -                       | -                        | 169,023                    |
|                                 | <b>1,457,282</b>       | <b>30,290</b>          | <b>115,901</b>          | <b>(119,850)</b>         | <b>1,483,623</b>       | <b>1,457,282</b>       | <b>30,532</b>          | <b>115,901</b>          | <b>(21,617)</b>          | <b>1,582,098</b>           |

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

| Capital acquisitions                                | Adopted           |                   | YTD Actual     | YTD Actual Variance |
|---|-------------------|-------------------|----------------|---------------------|
|   | Budget            | YTD Budget        |                |                     |
|   | \$                | \$                | \$             | \$                  |
| Land  | 300,000           | 175,000           | 0              | (175,000)           |
| Buildings   | 1,187,214         | 692,524           | 1,003,734      | 311,210             |
| Furniture and Equipment                             | 84,500            | 49,287            | 13,797         | (35,490)            |
| Plant and equipment                                 | 803,750           | 511,215           | 245,087        | (266,128)           |
| Work in Progress                                    | 0                 | 0                 | (945,670)      | (945,670)           |
| <b>Acquisition of property, plant and equipment</b> | <b>2,375,464</b>  | <b>1,428,026</b>  | <b>316,948</b> | <b>(1,111,078)</b>  |
| Infrastructure - Roads                              | 7,357,852         | 4,292,036         | 358,792        | (3,933,244)         |
| Infrastructure - Footpaths & Carparks               | 82,350            | 48,020            | 11,894         | (36,126)            |
| Infrastructure - Parks & Ovals                      | 8,193,583         | 4,779,579         | 160,040        | (4,619,539)         |
| Infrastructure - Airport                            | 9,000             | 5,250             | 0              | (5,250)             |
| <b>Acquisition of infrastructure</b>                | <b>15,642,785</b> | <b>9,124,885</b>  | <b>530,727</b> | <b>(8,594,158)</b>  |
| <b>Total capital acquisitions</b>                   | <b>18,018,249</b> | <b>10,552,911</b> | <b>847,675</b> | <b>(9,705,236)</b>  |
| <b>Capital Acquisitions Funded By:</b>              |                   |                   |                |                     |
| Capital grants and contributions                    | 13,655,043        | 7,965,419         | 299,000        | (7,666,419)         |
| Borrowings  | 450,000           | 0                 | 0              | 0                   |
| Other (disposals & C/Fwd)                           | 898,700           | 48,000            | 49,818         | 1,818               |
| Reserve accounts                                    |                   |                   |                |                     |
| Building/Housing Reserve                            | 38,000            |                   | 0              | 0                   |
| Strategic Opportunities Reserve                     | 25,000            |                   | 0              | 0                   |
| Medical Services Reserve                            | 25,000            |                   | 21,617         | 21,617              |
| Plant Replacement Reserve                           | 31,850            |                   | 0              | 0                   |
| Contribution - operations                           | 2,894,656         | 2,539,492         | 477,240        | (2,062,252)         |
| <b>Capital funding total</b>                        | <b>18,018,249</b> | <b>10,552,911</b> | <b>847,675</b> | <b>(9,705,236)</b>  |

**SIGNIFICANT ACCOUNTING POLICIES**

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

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

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

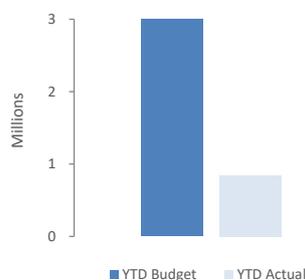
**Initial recognition and measurement for assets held at cost**

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

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

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

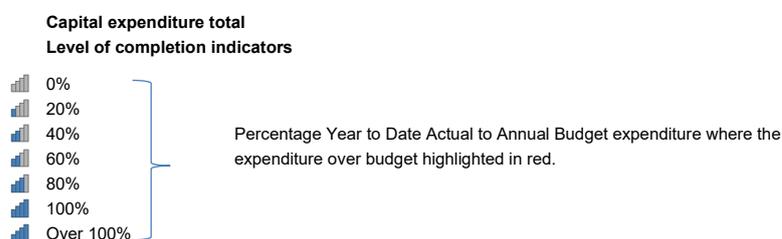
Payments for Capital Acquisitions



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED



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

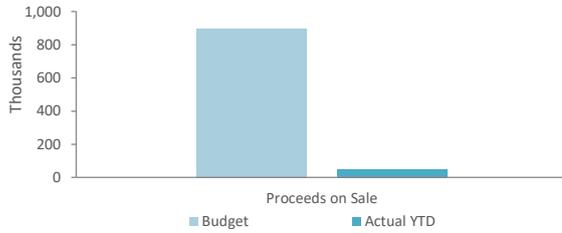
| Account Description                             | Adopted           |                   |                | Variance<br>(Under)/Over |
|---|-------------------|-------------------|----------------|--------------------------|
|   | Budget            | YTD Budget        | YTD Actual     |                          |
|   | \$                | \$                | \$             | \$                       |
| LAND - NORTHAMPTON LIA EXPANSION                | 300,000           | 175,000           | 0              | 175,000                  |
| PLANT & EQUIPMENT                               | 156,700           | 91,406            | 64,770         | 26,636                   |
| PLANT AND EQUIPMENT - HLT                       | 40,000            | 39,996            | 0              | 39,996                   |
| ROAD PLANT/MACHINERY                            | 545,350           | 318,115           | 134,804        | 183,311                  |
| UTILITIES (VEHICLES)                            | 61,700            | 61,698            | 45,513         | 16,185                   |
| FURNITURE AND EQUIPMENT                         | 84,500            | 49,287            | 13,797         | 35,490                   |
| STAFF HOUSING - BUILDINGS                       | 87,214            | 50,869            | 58,064         | -7,195                   |
| PUBLIC AMENITIES - BUILDINGS                    | 0                 | 0                 | 0              | 0                        |
| BUILDING INFRASTRUCTURE (LOT 514 WOODS ST KALB) | 500,000           | 291,662           | 0              | 291,662                  |
| KALBARRI MULTI-USE CENTRE                       | 250,000           | 145,831           | 0              | 145,831                  |
| OTHER CULTURE - BUILDINGS                       | 350,000           | 204,162           | 0              | 204,162                  |
| REGIONAL ROAD GROUP                             | 513,988           | 299,824           | 0              | 299,824                  |
| - MUNICIPAL FUND                                | 709,598           | 413,910           | 82,598         | 331,312                  |
| BLACKSPOT PROJECTS                              | 5,137,799         | 2,997,043         | 275,566        | 2,721,477                |
| ROADS TO RECOVERY                               | 796,467           | 464,597           | 0              | 464,597                  |
| ROADS DRFAWA AGRN1143 JUNE 24 RAINFALL EVENT    | 200,000           | 116,662           | 0              | 116,662                  |
| FOOTPATH CONSTRUCTION                           | 82,350            | 48,020            | 6,058          | 41,962                   |
| HAMPTON ROAD FOOTPATH (LRCl4)                   | 0                 | 0                 | 5,836          | -5,836                   |
| AIRPORT INFRASTRUCTURE                          | 9,000             | 5,250             | 0              | 5,250                    |
| FORESHORE INFRASTRUCTURE                        | 24,000            | 14,000            | 0              | 14,000                   |
| KALBARRI FORESHORE - OTHER INFRASTRUCTURE       | 8,100,000         | 4,725,000         | 77,656         | 4,647,344                |
| OTHER INFRASTRUCTURE - SPORT & REC              | 37,700            | 21,987            | 82,384         | -60,397                  |
| PARKS AND OVALS - OTHER CULTURE                 | 31,883            | 18,592            | 0              | 18,592                   |
| LITTLE BAY ROAD                                 | 0                 | 0                 | 628            | -628                     |
|   | <b>18,018,249</b> | <b>10,552,911</b> | <b>847,675</b> | <b>9,705,236</b>         |

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

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)         |  |
|                            |                         | \$             | \$             | \$             | \$              | \$             | \$            | \$           | \$             |  |
| <b>Land</b>                |                         |                |                |                |                 |                |               |              |                |  |
|                            | Lots 80 & 81 Kitson     | 64,000         | 300,000        | 236,000        | 0               |                |               | 0            | 0              |  |
|                            | Lots 22 & 29 Rake Place | 0              | 120,000        | 120,000        | 0               |                |               | 0            | 0              |  |
|                            |                         |                |                | 0              | 0               |                |               | 0            | 0              |  |
|                            |                         |                |                | 0              | 0               |                |               | 0            | 0              |  |
| <b>Building</b>            |                         |                |                |                |                 |                |               |              |                |  |
|                            | Robinson St House       | 159,576        | 300,000        | 140,424        | 0               |                |               | 0            | 0              |  |
| <b>Plant and equipment</b> |                         |                |                |                |                 |                |               |              |                |  |
| 41817                      | CEO Vehicle (P32)       | 64,831         | 70,700         | 5,869          | 0               |                |               | 0            | 0              |  |
| 41806                      | EMDCR Vehicle (P320)    | 48,562         | 40,000         | 0              | (8,562)         | 49,824         | 41,818        | 0            | (8,006)        |  |
| 41794                      | EHO Vehicle (P308)      | 0              | 20,000         | 20,000         | 0               |                |               | 0            | 0              |  |
| 41760                      | Tip Truck Kal (P273)    | 8,376          | 30,000         | 21,624         | 0               |                |               | 0            | 0              |  |
| 41771                      | Mower Front Deck (P285) | 14,746         | 8,000          | 0              | (6,746)         | 1,326          | 8,000         | 6,674        | 0              |  |
| 41774                      | Vehicle Ranger (P290)   | 0              | 10,000         | 10,000         | 0               |                |               | 0            | 0              |  |
|                            |                         | <b>360,091</b> | <b>898,700</b> | <b>553,917</b> | <b>(15,308)</b> | <b>51,150</b>  | <b>49,818</b> | <b>6,674</b> | <b>(8,006)</b> |  |

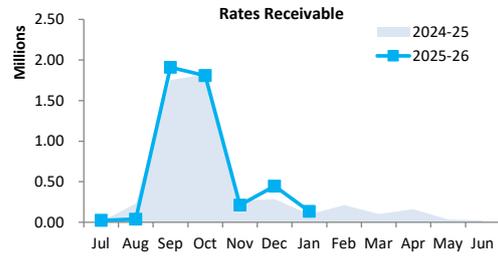


**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**OPERATING ACTIVITIES**

**7 RECEIVABLES**

| Rates receivable               | 30 June 2025   | 31 Jan 2026    |
|--------------------------------|----------------|----------------|
|                                | \$             | \$             |
| Opening arrears previous years | 260,288        | 269,112        |
| Levied this year               | 5,150,141      | 5,660,264      |
| Less - collections to date     | (5,141,317)    | (4,939,713)    |
| Gross rates collectable        | <b>269,112</b> | <b>989,663</b> |
| <b>Net rates collectable</b>   | <b>269,112</b> | <b>989,663</b> |
| % Collected                    | 95.0%          | 83.3%          |



| Receivables - general                        | Credit  | Current | 30 Days | 60 Days | 90+ Days | Total          |
|--|---------|---------|---------|---------|----------|----------------|
|  | \$      | \$      | \$      | \$      | \$       | \$             |
| Receivables - general                        | (2,079) | 20,705  | 6,628   | 3,430   | 33,632   | 62,316         |
| Percentage                                   | (3.3%)  | 33.2%   | 10.6%   | 5.5%    | 54.0%    |                |
| <b>Balance per trial balance</b>             |         |         |         |         |          |                |
| Trade receivables                            |         |         |         |         |          | 62,316         |
| Rubbish receivables                          |         |         |         |         |          | 75,569         |
| GST receivable                               |         |         |         |         |          | 35,889         |
| Receivables for employee related provisions  |         |         |         |         |          | 15,556         |
| Emergency Services Levy                      |         |         |         |         |          | 118,954        |
| <b>Total receivables general outstanding</b> |         |         |         |         |          | <b>308,284</b> |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

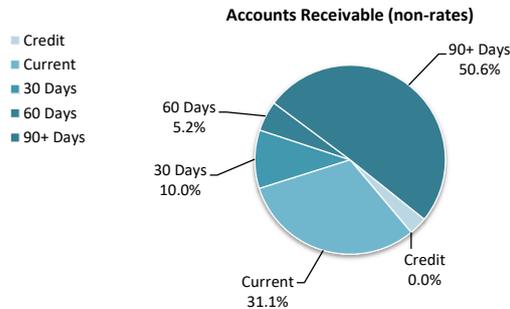
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 JANUARY 2026**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

|  | Opening<br>Balance<br>1 July 2025 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>31 January 2026 |
|--|-----------------------------------|-------------------|--------------------|---------------------------------------|
|  | \$                                | \$                | \$                 | \$                                    |
| <b>Other current assets</b>                                |                                   |                   |                    |                                       |
| <b>Other financial assets at amortised cost</b>            |                                   |                   |                    |                                       |
| Financial assets at amortised cost - self supporting loans | 18,389                            | 0                 | (9,105)            | 9,284                                 |
| <b>Inventory</b>   |                                   |                   |                    |                                       |
| Fuel   | 14,210                            | 129,884           | 0                  | 144,094                               |
| <b>Land held for resale</b>                                |                                   |                   |                    |                                       |
| Cost of acquisition  | 130,000                           | 0                 | 0                  | 130,000                               |
| <b>Total other current assets</b>                          | <b>162,599</b>                    | <b>129,884</b>    | <b>(9,105)</b>     | <b>283,378</b>                        |
| <b>Amounts shown above include GST (where applicable)</b>  |                                   |                   |                    |                                       |

**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 JANUARY 2026**

**OPERATING ACTIVITIES**

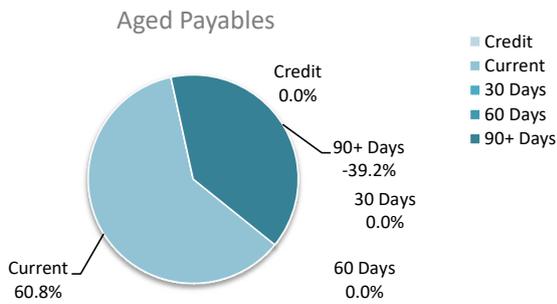
**9 PAYABLES**

| <b>Payables - general</b>                 | <b>Credit</b> | <b>Current</b> | <b>30 Days</b> | <b>60 Days</b> | <b>90+ Days</b> | <b>Total</b>   |
|---|---------------|----------------|----------------|----------------|-----------------|----------------|
|   | \$            | \$             | \$             | \$             | \$              | \$             |
| Payables - general                        | 0             | 96             | 0              | 0              | (62)            | 34             |
| Percentage                                | 0.0%          | 282.4%         | 0.0%           | 0.0%           | -182.4%         |                |
| <b>Balance per trial balance</b>          |               |                |                |                |                 |                |
| Sundry creditors                          |               |                |                |                |                 | 34             |
| Accrued salaries and wages                |               |                |                |                |                 | 4,952          |
| ATO liabilities                           |               |                |                |                |                 | 87,549         |
| Payroll Deductions Rates                  |               |                |                |                |                 | (40)           |
| Prepaid Rates                             |               |                |                |                |                 | 77,616         |
| Bonds and Deposits                        |               |                |                |                |                 | 354,486        |
| Accrued Expenditure                       |               |                |                |                |                 | (18,036)       |
| <b>Total payables general outstanding</b> |               |                |                |                |                 | <b>506,561</b> |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

OPERATING ACTIVITIES

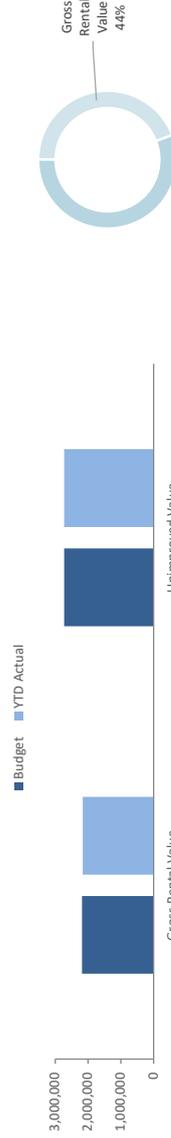
10 RATE REVENUE

General rate revenue

| RATE TYPE                         | Rate in<br>\$ (cents) | Number of<br>Properties | Rateable<br>Value  | Rate<br>Revenue  | Budget                  |                  | YTD Actual              |                  |  |
|-----------------------------------|-----------------------|-------------------------|--------------------|------------------|-------------------------|------------------|-------------------------|------------------|--|
|                                   |                       |                         |                    |                  | Interim<br>Rate Revenue | Total<br>Revenue | Interim<br>Rate Revenue | Total<br>Revenue |  |
|                                   |                       |                         | \$                 | \$               | \$                      | \$               | \$                      | \$               |  |
| Gross rental value                | 0.078507              | 1,632                   | 27,377,584         | 2,149,332        | 30,000                  | 2,179,332        | 2,149,332               | 2,156,971        |  |
| Gross Rental Value                |                       |                         |                    |                  |                         |                  |                         |                  |  |
| Unimproved value                  | 0.006010              | 409                     | 452,937,438        | 2,722,154        | 0                       | 2,722,154        | 2,722,155               | 2,725,896        |  |
| Unimproved Value                  |                       |                         |                    |                  |                         |                  |                         |                  |  |
| <b>Sub-Total</b>                  |                       | <b>2,041</b>            | <b>480,315,022</b> | <b>4,871,486</b> | <b>30,000</b>           | <b>4,901,486</b> | <b>4,871,487</b>        | <b>4,882,867</b> |  |
| <b>Minimum payment</b>            |                       |                         |                    |                  |                         |                  |                         |                  |  |
| <b>Minimum payment</b>            | <b>\$</b>             |                         |                    |                  |                         |                  |                         |                  |  |
| Gross rental value                | 665                   | 988                     | 5,576,346          | 657,020          | 0                       | 657,020          | 663,670                 | 663,670          |  |
| Gross Rental Value                |                       |                         |                    |                  |                         |                  |                         |                  |  |
| Unimproved value                  | 665                   | 92                      | 3,514,135          | 61,180           | 0                       | 61,180           | 54,530                  | 54,530           |  |
| Unimproved Value                  |                       |                         |                    |                  |                         |                  |                         |                  |  |
| <b>Sub-total</b>                  |                       | <b>1,080</b>            | <b>9,090,481</b>   | <b>718,200</b>   | <b>0</b>                | <b>718,200</b>   | <b>718,200</b>          | <b>718,200</b>   |  |
| <b>Total general rates</b>        |                       |                         |                    |                  |                         | <b>5,619,686</b> |                         | <b>5,601,067</b> |  |
| <b>Specified area rates</b>       |                       |                         |                    |                  |                         |                  |                         |                  |  |
| <b>Specified area rates</b>       | <b>Rate in</b>        |                         |                    |                  |                         |                  |                         |                  |  |
|                                   | <b>\$ (cents)</b>     |                         |                    |                  |                         |                  |                         |                  |  |
| Port Gregory Water Supply         | 0.039352              | 55                      | 736,944            | 29,000           | 0                       | 29,000           | 30,056                  | 30,056           |  |
| Kalbarri Tourism Rate             | 0.001291              | 1,792                   | 23,225,317         | 30,000           | 0                       | 30,000           | 29,000                  | 29,000           |  |
| Interim Rates                     |                       |                         |                    |                  |                         |                  |                         |                  |  |
| <b>Total specified area rates</b> |                       |                         | <b>23,962,261</b>  | <b>59,000</b>    | <b>0</b>                | <b>59,000</b>    | <b>59,056</b>           | <b>59,197</b>    |  |
| <b>Total</b>                      |                       |                         |                    |                  |                         | <b>5,678,886</b> |                         | <b>5,660,264</b> |  |

KEY INFORMATION

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



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

## FINANCING ACTIVITIES

## 11 BORROWINGS

## Repayments - borrowings

| Information on borrowings    | Loan No. | New Loans        |          | Principal Repayments |                 | Principal Outstanding |                  | Interest Repayments |                 |                 |
|------------------------------|----------|------------------|----------|----------------------|-----------------|-----------------------|------------------|---------------------|-----------------|-----------------|
|                              |          | 1 July 2025      | Actual   | Budget               | Actual          | Budget                | Actual           | Budget              | Actual          | Budget          |
| Particulars                  |          | \$               | \$       | \$                   | \$              | \$                    | \$               | \$                  | \$              |                 |
| RSL Hall Extensions          | 156      | 212,370          | 0        | 0                    | (25,604)        | (51,472)              | 186,766          | 160,898             | (1,144)         | (5,490)         |
| Plant Purchases              | 157      | 176,769          | 0        | 0                    | (17,050)        | (34,236)              | 159,719          | 142,533             | (179)           | (3,820)         |
| Woods St Site Dev            | 158      | 0                | 0        | 250,000              | 0               | (1,682)               | 0                | 248,318             | 0               | (914)           |
| Staff Housing                | 159      | 0                | 0        | 0                    | (11,862)        | (24,032)              | -11,862          | -24,032             | (18,390)        | (47,947)        |
| Nton Mens Shed Dev           | 160      | 0                | 0        | 200,000              | 0               | (1,346)               | 0                | 198,654             | 0               | (731)           |
|                              |          | 389,139          | 0        | 450,000              | (54,515)        | (112,768)             | 334,624          | 726,371             | (19,714)        | (58,902)        |
| <b>Self supporting loans</b> |          |                  |          |                      |                 |                       |                  |                     |                 |                 |
| Pioneer Lodge                |          | 276,135          | 0        | 0                    | (9,105)         | (18,389)              | 267,030          | 257,746             | (389)           | (12,581)        |
|                              |          | 276,135          | 0        | 0                    | (9,105)         | (18,389)              | 267,030          | 257,746             | (389)           | (12,581)        |
| <b>Total</b>                 |          | <b>665,274</b>   | <b>0</b> | <b>450,000</b>       | <b>(63,620)</b> | <b>(131,157)</b>      | <b>601,654</b>   | <b>984,117</b>      | <b>(20,103)</b> | <b>(71,483)</b> |
| Current borrowings           |          | 128,130          |          |                      |                 |                       | 64,510           |                     |                 |                 |
| Non-current borrowings       |          | 1,355,133        |          |                      |                 |                       | 1,355,133        |                     |                 |                 |
|                              |          | <b>1,483,263</b> |          |                      |                 |                       | <b>1,419,643</b> |                     |                 |                 |

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

## New borrowings 2025-26

| Particulars        | Amount Borrowed | Amount Borrowed | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) |                | Balance Unspent |
|--------------------|-----------------|-----------------|-------------|-----------|------------|--------------------------|---------------|---------------|----------------|-----------------|
|                    | Actual          | Budget          |             |           |            |                          |               | Actual        | Budget         |                 |
|                    | \$              | \$              |             |           |            | \$                       | %             | \$            | \$             | \$              |
| Woods St Site Dev  | 0               | 250,000         | WATC        | Fixed     | 20         | 0                        | 4.4           | 0             | 250,000        | 0               |
| Nton Mens Shed Dev | 0               | 200,000         | WATC        | Fixed     | 20         | 0                        | 4.4           | 0             | 200,000        | 0               |
|                    | <b>0</b>        | <b>450,000</b>  |             |           |            | <b>0</b>                 |               | <b>0</b>      | <b>450,000</b> | <b>0</b>        |

## 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 JANUARY 2026

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

|   | Note | Opening<br>Balance 1<br>July 2025 | Liability<br>transferred<br>from/(to) non<br>current | Liability<br>Increase | Liability<br>Reduction | Closing<br>Balance 31<br>January 2026 |
|---|------|-----------------------------------|--|-----------------------|------------------------|---------------------------------------|
|   |      | \$                                | \$   | \$                    | \$                     | \$                                    |
| <b>Other current liabilities</b>        |      |                                   |  |                       |                        |                                       |
| <b>Other liabilities</b>                |      |                                   |  |                       |                        |                                       |
| Contract liabilities                    |      | 315,433                           | 0  |                       |                        | 315,433                               |
| Capital grant/contributions liabilities |      | 2,124,884                         | 0  | 0                     | 0                      | 2,124,884                             |
| <b>Total other liabilities</b>          |      | <b>2,440,317</b>                  | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>2,440,317</b>                      |
| <b>Employee Related Provisions</b>      |      |                                   |  |                       |                        |                                       |
| Provision for annual leave              |      | 413,858                           | 0  | 0                     | 0                      | 413,858                               |
| Provision for long service leave        |      | 373,961                           | 0  | 0                     | 0                      | 373,961                               |
| Annual leave oncosts                    |      | 70,356                            | 0  | 0                     | 0                      | 70,356                                |
| LSL oncosts                             |      | 64,757                            | 0  | 0                     | 0                      | 64,757                                |
| <b>Total Provisions</b>                 |      | <b>922,932</b>                    | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>922,932</b>                        |
| <b>Total other current liabilities</b>  |      | <b>3,363,249</b>                  | <b>0</b>   | <b>0</b>              | <b>0</b>               | <b>3,363,249</b>                      |

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 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 JANUARY 2026

## 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 2025  | Liability   | Liability    | 31 Jan 2026    | Liability | Revenue                                     | Budget         | Actual         |
|  | \$   | \$          | (As revenue) | \$             | \$        | \$  | \$             | \$             |
| <b>Grants and subsidies</b>                                  |  |             |              |                |           |   |                |                |
| GRANTS COMMISSION - GENERAL                                  |  |             |              | 0              |           | 960,130                                     | 480,064        | 504,991        |
| GRANTS COMMISSION - ROADS                                    |  |             |              | 0              |           | 528,580                                     | 264,290        | 238,550        |
| EMERGENCY SERVICES LEVY                                      |  |             |              | 0              |           | 96,000                                      | 56,000         | 84,484         |
| GRANT BUSHFIRE RISK PLANNING COORDINATOR (DFES)              |  |             |              | 0              |           | 165,895                                     | 96,768         | 165,895        |
| GRANT REVENUE  |  |             |              | 0              |           | -   | 49,581         | 0              |
| - MRD MAINTENANCE  |  |             |              | 0              |           | 264,283                                     | 264,283        | 264,283        |
| GRANT REVENUE (GST F)  |  |             |              | 0              |           | -   | -              | 10,000         |
| REIMBURSEMENTS   |  |             |              | 0              |           | -   | -              | 8,952          |
|  | 0  | 0           | 0            | 0              | 0         | 2,014,888                                   | 1,210,986      | 1,277,155      |
| <b>Contributions</b>   |  |             |              |                |           |   |                |                |
| CONTRIBUTIONS  |  |             |              | 0              |           | 8,000                                       | 4,662          | 13,550         |
| OTHER SHIRE LSL CONTRIBUTION                                 |  |             |              | 0              |           | -   | -              | 12,292         |
| OTHER SHIRE LSL CONTRIB.                                     |  |             |              | 0              |           | -   | -              | 0              |
| REBATES AND COMMISSIONS                                      |  |             |              | 0              |           | 24,400                                      | 14,231         | 16,724         |
| LEGAL CHARGES RATES (NO GST)                                 |  |             |              | 0              |           | 5,000                                       | 2,912          | 3,759          |
| RATE EQUIVALENT PAYMENTS                                     |  |             |              | 0              |           | 23,600                                      | -              | 0              |
| REIMBURSEMENTS   |  |             |              | 0              |           | 5,000                                       | 2,912          | 1,690          |
| SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE |  |             |              | 0              |           | 12,581                                      | 7,336          | 7,434          |
| REIMBURSEMENTS - OTHER                                       |  |             |              | 0              |           | 3,800                                       | 2,212          | 179            |
| RESIDENTIAL RENTAL   |  |             |              | 0              |           | -   | -              | 532            |
| CONTRIBUTIONS  |  |             |              | 0              |           | -   | -              | 27             |
| REIMBURSEMENTS - HOUSING OTHER                               |  |             |              | 0              |           | 7,500                                       | 4,375          | 2,393          |
| CONTRIBUTIONS  |  |             |              | 0              |           | 70,000                                      | 40,831         | 0              |
| REIMBURSE (ADVERTISING/PLANNING COMMISSION)                  |  |             |              | 0              |           | 5,000                                       | 2,912          | 0              |
| BUS HIRE   |  |             |              | 0              |           | -   | -              | 0              |
| GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT |  |             |              | 0              |           | -   | -              | 0              |
| REIMBURSEMENTS   |  |             |              | 0              |           | 6,000                                       | 3,500          | 3,350          |
| REIMBURSEMENTS   |  |             |              | 0              |           | 2,000                                       | 1,162          | 1,456          |
| REIMBURSEMENTS- REC. CTRE/GOLF CLUB                          |  |             |              | 0              |           | 5,000                                       | 2,912          | 4,163          |
| REIMBURSEMENTS   |  |             |              | 0              |           | -   | -              | 889            |
| PT GREGORY SPEC AREA RATE                                    |  |             |              | 0              |           | 1,000                                       | 581            | 1,000          |
| CONTRIBUTIONS/REIMBURSEMENTS                                 |  |             |              | 0              |           | 181,883                                     | 106,092        | 9              |
| CONTRIBUTION (INC STREET LIGHTING)                           |  |             |              | 0              |           | 3,750                                       | 2,184          | 0              |
| TOURISM AND AREA PROMOTION FUNDING                           | 119,892  |             |              | 119,892        |           | 119,892                                     | 69,937         | 0              |
| LEASE FEES - HALF WAY BAY COTTAGES                           |  |             |              | 0              |           | 16,000                                      | 9,331          | 16,000         |
| BUILDING REIMBURSEMENTS                                      |  |             |              | 0              |           | 900   | 525            | 410            |
| REIMBURSEMENTS   |  |             |              | 0              |           | 10,000                                      | 5,831          | 1,409          |
| LIA (KITSON CIRCUIT) UNITS ANNUAL RENT                       |  |             |              | 0              |           | -   | -              | 0              |
| REIMB. - WORKERS COMPENS.                                    |  |             |              | 0              |           | 20,000                                      | 11,662         | 3,359          |
| DFES/DFRAWA INCOME   | 195,541  |             |              | 195,541        |           | 729,719                                     | 425,663        | 79,347         |
| INSURANCE CLAIMS - VEHICLES                                  |  |             |              | 0              |           | 2,000                                       | 1,162          | 187            |
| DIESEL FUEL REBATE   |  |             |              | 0              |           | 50,000                                      | 29,162         | 28,223         |
| WHS COORDINATOR INCOME RECOUP                                |  |             |              | 0              |           | 50,896                                      | 29,687         | 22,526         |
| <b>TOTALS</b>  | <b>315,433</b>                                       | <b>0</b>    | <b>0</b>     | <b>315,433</b> | <b>0</b>  | <b>1,363,921</b>                            | <b>781,774</b> | <b>221,033</b> |

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider   | Capital grant/contribution liabilities |                          |  |                          |                                     | Capital grants, subsidies and contributions revenue |                  |                       |
|--|--|--------------------------|--|--------------------------|-------------------------------------|---|------------------|-----------------------|
|  | Liability<br>1 July 2025               | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>31 Jan 2026 | Current<br>Liability<br>31 Jan 2026 | Adopted Budget<br>Revenue                           | YTD<br>Budget    | YTD Revenue<br>Actual |
|  | \$                                     | \$                       | \$                                       | \$                       | \$                                  | \$  | \$               | \$                    |
| <b>Capital grants and subsidies</b>                          |  |                          |  |                          |                                     |   |                  |                       |
| GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT |  |                          |  | 0                        |                                     | 8,112,000   | 4,732,000        | 0                     |
| GRANTS   |  |                          |  | 0                        |                                     | 250,000   | 145,831          | 164,000               |
| ROADS TO RECOVERY FUNDING                                    | 133,983                                |                          |  | 133,983                  |                                     | 718,467   | 419,104          | 0                     |
| BLACKSPOT & MASSACTION FUNDING                               | 1,957,799                              |                          |  | 1,957,799                |                                     | 3,442,622   | 2,008,195        | 0                     |
| LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT                 |  |                          |  | 0                        |                                     | 265,938   | 155,127          | 0                     |
| WA BIKE NETWORK GRANT  |  |                          |  | 0                        |                                     | 35,000  | 20,412           | 15,000                |
| REGIONAL ROAD GROUP FUNDING                                  | 33,102                                 |                          |  | 33,102                   |                                     | 481,016   | 280,588          | 120,000               |
| GRANTS   |  |                          |  | 0                        |                                     | 100,000   | 58,331           | 0                     |
| GRANT - ECONOMIC DEVELOPMENT                                 |  |                          |  | 0                        |                                     | 250,000   | 145,831          | 0                     |
|  | <b>2,124,884</b>                       | <b>0</b>                 | <b>0</b>                                 | <b>2,124,884</b>         | <b>0</b>                            | <b>13,655,043</b>                                   | <b>7,965,419</b> | <b>299,000</b>        |

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**15 BONDS & DEPOSITS**

| Description                        | Opening        | Amount         | Amount           | Closing        |
|------------------------------------|----------------|----------------|------------------|----------------|
|                                    | Balance        |                |                  | Balance        |
|                                    | 1 July 2025    | Received       | Paid             | 31 Jan 2026    |
|                                    | \$             | \$             | \$               | \$             |
| Transportable House Bonds          | 7,000          | 0              | (10,000)         | (3,000)        |
| Footpath Bonds                     | 20,007         | 9,895          | (3,000)          | 26,902         |
| Nomination Deposits                | 0              | 300            | (300)            | 0              |
| Building Levies (BCITF & BRB)      | 2,050          | 28,777         | (14,903)         | 15,923         |
| Community Bus Bond                 | 5,850          | 400            | 0                | 6,250          |
| Unclaimed Monies - Rates           | 7,453          | 0              | 0                | 7,453          |
| RSL Hall Key Bond                  | 680            | 1,500          | (1,250)          | 930            |
| Special Series Plates              | 6,930          | 4,355          | (2,250)          | 9,035          |
| Northampton Child Care Association | 23,902         | 52             | 0                | 23,954         |
| Horrocks Memorial Wall             | 1,483          | 500            | (315)            | 1,668          |
| One Life                           | 940            | 0              | 0                | 940            |
| Rubbish Tip Key Bond               | 1,834          | 0              | 0                | 1,834          |
| Horrocks - Skate/Pump Park         | 2,000          | 0              | (2,000)          | 0              |
| RSL - Kalbarri Memorial            | 31,883         | 0              | 0                | 31,883         |
| DOT - Department of Transport      | (0)            | 168,815        | (168,815)        | (0)            |
| Rates - Overpaid                   | 30,761         | 0              | 0                | 30,761         |
| Horrocks Lookout                   | 1,353          | 0              | 0                | 1,353          |
| Miscellaneous Deposits             | 240            | 0              | 0                | 240            |
| Retentions                         | 196,943        | 0              | 0                | 196,943        |
| Nton Friends of the Cemetery       | 1,466          |                | (50)             | 1,416          |
|                                    | <b>342,776</b> | <b>214,593</b> | <b>(202,884)</b> | <b>354,485</b> |

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JANUARY 2026**

**16 BUDGET AMENDMENTS**

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

| Description   | Council Resolution | Classification     | Non Cash Adjustment<br>\$ | Increase in Available Cash<br>\$ | Decrease in Available Cash<br>\$ | Amended Budget Running Balance<br>\$ |
|---|--------------------|--------------------|---------------------------|----------------------------------|----------------------------------|--------------------------------------|
| <b>Budget adoption</b>                              |                    |                    |                           |                                  |                                  |                                      |
| DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT | 10/25-92           | Operating revenue  |                           | 85,000                           |                                  | 85,000                               |
| DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT | 10/25-92           | Operating expenses |                           |                                  | (85,000)                         | 0                                    |
| COOLCALAYA ROAD - MUNICIPAL                         | 11/25-147          | Operating expenses |                           | 35,000                           |                                  | 35,000                               |
| PORT GREGORY TOILET BLOCK                           | 11/25-147          | Capital expenses   |                           |                                  | (35,000)                         | 0                                    |
| VOLUNTEER CBFCO HONORARIUM                          | 11/25-165          | Operating expenses |                           | 3,000                            |                                  | 3,000                                |
| CEO VEHICLE   | 11/25-165          | Capital expenses   |                           |                                  | (3,000)                          | 0                                    |
| ANNUAL FIREBREAK INSP FLIGHT                        | 11/25-166          | Operating expenses |                           | 3,300                            |                                  | 3,300                                |
| RANGER VEHICLE REPLACEMENT                          | 11/25-166          | Capital expenses   |                           |                                  | (3,300)                          | 0                                    |
| PLANT REPLACEMENT RESERVE                           | 12/25-175          | Capital revenue    |                           | 110,000                          |                                  | 110,000                              |
| P263 GRADER MOTOR & TRANSMISSION                    | 12/25-175          | Capital expenses   |                           |                                  | (110,000)                        | 0                                    |
|   |                    |                    |                           | <b>236,300</b>                   | <b>(236,300)</b>                 | <b>0</b>                             |

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

| EFT #    | Date       | Name/Payee  | Description                               | Amount             |
|----------|------------|---|---|--------------------|
| EFT28643 | 02/12/2025 | NEO CIVIL ENGINEERING CONTRACTORS                                 | TEMP WORKERS ACCOM AGRN 965 WESTERN POWER | 8705.73            |
| EFT28644 | 12/12/2025 | KALBARRI IGA  | REFRESHMENTS                              | 238.87             |
| EFT28645 | 12/12/2025 | AUSTRALIA POST  | POSTAGE                                   | 571.82             |
| EFT28646 | 12/12/2025 | AUSSIE NATURAL SPRING WATER GERALDTON                             | NTON OFFICE WATER BOTTLES                 | 29.90              |
| EFT28647 | 12/12/2025 | BATAVIA COAST TRIMMERS  | NCC SHADE SAIL REPAIRS                    | 140.00             |
| EFT28648 | 12/12/2025 | BLACKWOODS  | BUSH FIRE BRIGADES PPE                    | 469.74             |
| EFT28649 | 12/12/2025 | BREEZE CONNECT PTY LTD  | TELEPHONE CHARGES                         | 25.55              |
| EFT28650 | 12/12/2025 | BUILDING & CONST INDUSTRY TRAINING FUND                           | BCITF OCT 2025                            | 2291.74            |
| EFT28651 | 12/12/2025 | BUNNINGS (GERALDTON WAREHOUSE)                                    | ARCHIVE SHED LINING MATERIALS             | 1079.56            |
| EFT28652 | 12/12/2025 | ANDREW CAMPBELL   | REIMB CEO CONFERENCE ACCOM & MEALS        | 690.00             |
| EFT28653 | 12/12/2025 | CENTRAL WEST PUMP SERVICE   | BLUE HOLES TOILETS PUMP                   | 443.00             |
| EFT28654 | 12/12/2025 | CHARELLA FARMS PTY LTD  | GRAVEL ROYALTY HORRY RD                   | 4573.80            |
| EFT28655 | 12/12/2025 | CITY OF GREATER GERALDTON   | MERU REFUSE DISPOSAL                      | 4759.84            |
| EFT28656 | 12/12/2025 | CIVIC LEGAL   | LEGAL ADVICE                              | 2292.95            |
| EFT28657 | 12/12/2025 | CLEANAWAY OPERATIONS PTY LTD                                      | 240L DOM/COMM REFUSE COLLECTION           | 22704.00           |
| EFT28658 | 12/12/2025 | CONTESSI KALBARRI   | REFUSE SITES FRONT LIFTS                  | 19685.95           |
| EFT28659 | 12/12/2025 | CORSIGN WA PTY LTD  | KALB DRS HOUSE RENTAL INSPECTION          | 88.00              |
| EFT28660 | 12/12/2025 | TEAM GLOBAL EXPRESS PTY LTD                                       | SIGNS                                     | 52.80              |
| EFT28661 | 12/12/2025 | ELGAS   | FREIGHT                                   | 81.46              |
| EFT28662 | 12/12/2025 | DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY<br>REGULATION AND SAFETY | SALAMIT PL HOUSE GAS                      | 203.34             |
| EFT28663 | 12/12/2025 | DEPARTMENT OF FIRE AND EMERGENCY SERVICES                         | BRB OCT 2025                              | 3833.25            |
| EFT28664 | 12/12/2025 | GANTHEAUME BAY ELECTRICAL   | 25/26 ESL CONTRIBUTION                    | 7197.23            |
| EFT28665 | 12/12/2025 | GERALDTON MOWER & REPAIR SPECIALISTS                              | KALB CAMP SCHOOL ELECTRICAL REPAIRS       | 14322.00           |
| EFT28666 | 12/12/2025 | GERALDTON LOCK & KEY SPECIALISTS                                  | WHIPPER SNIPPER PARTS                     | 54.00              |
| EFT28667 | 12/12/2025 | GERALDTON & MIDWEST SECURITY SERVICES                             | KEYS                                      | 85.80              |
| EFT28668 | 12/12/2025 | GERALDTON FUEL COMPANY PTY LTD                                    | SECURITY SYSTEM QUARTERLY                 | 578.58             |
| EFT28669 | 12/12/2025 | GHD PTY LTD   | FUEL CARD PURCHASES                       | 3003.41            |
| EFT28670 | 12/12/2025 | GREENFIELD TECHNICAL SERVICES                                     | PORT GREGORY WATER SUPPLY REVIEW          | 4653.55            |
| EFT28671 | 12/12/2025 | GREAT SOUTHERN FUEL SUPPLY  | KALBARRI WIDENING STAGE 2                 | 5544.00            |
| EFT28672 | 12/12/2025 | THE GREEN MAN TREE SERVICES                                       | DEPOT FUEL / FUEL CARDS                   | 32884.83           |
| EFT28673 | 12/12/2025 | C + J HANSON PLUMBING CONTRACTORS                                 | GREY ST TREE PRUNING POWERLINE COMPLIANCE | 660.00             |
| EFT28674 | 12/12/2025 | HOLLOMBY FOUNDATION   | HAMPTON GRS TOILET PLUMBING REPAIRS       | 1472.08            |
| EFT28675 | 12/12/2025 | HORROCKS COMMUNITY CENTRE INC.                                    | HOLLOMBY FOUNDATION 2026 SCHOLORSHIP      | 2000.00            |
| EFT28676 | 12/12/2025 | JMH GROUP PTY LTD   | COMMUNITY GRANTS 25/26<br>PARTS           | 5000.00<br>2178.41 |

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

|          |            |                                      |  |          |
|----------|------------|--------------------------------------|--|----------|
| EFT28677 | 12/12/2025 | KALBARRI AUTO CENTRE & CARS 4U2 HIRE | KALB TIP TRUCK 4 TRUCK TYRES               | 1166.00  |
| EFT28678 | 12/12/2025 | BP KALBARRI                          | HARDWARE                                   | 155.79   |
| EFT28679 | 12/12/2025 | KALBARRI ARTS & CRAFT GROUP INC      | COMMUNITY GRANT RD 1 25/26                 | 3999.00  |
| EFT28680 | 12/12/2025 | GRAEME RALPH                         | PORT GREGORY RD WATER CART HIRE            | 3069.00  |
| EFT28681 | 12/12/2025 | KEMPTON ELECTRICAL CONTRACTING       | HARVEY RD BORE ELECTRICAL INSPECTION       | 220.00   |
| EFT28682 | 12/12/2025 | NUTRIEN AG SOLUTIONS NORTHAMPTON     | ROAD VERGE SPRAYS, RETIC, FERTILISERS      | 3052.42  |
| EFT28683 | 12/12/2025 | M2M ONE PTY LTD                      | HKS WATER SUPPLY SIM FEE MONTHLY           | 24.20    |
| EFT28684 | 12/12/2025 | MARKET CREATIONS AGENCY              | WEBSITE UPGRADE/REFRESH 3RD PROGRESS       | 10597.29 |
| EFT28685 | 12/12/2025 | MCLEODS BARRISTERS & SOLICITORS      | LEGAL FEES                                 | 701.80   |
| EFT28686 | 12/12/2025 | LGRCEU                               | PAYROLL DEDUCTIONS                         | 48.00    |
| EFT28687 | 12/12/2025 | GERALDTON TOYOTA                     | EHO CAMRY SERVICE 150,000KM                | 697.52   |
| EFT28688 | 12/12/2025 | MIDWEST WINDSCREENS                  | CEO PRADO INSURANCE EXCESS WINDSCREEN      | 300.00   |
| EFT28689 | 12/12/2025 | MITCHELL & BROWN                     | KALB DRS HOUSE DISHWASHER                  | 1010.00  |
| EFT28690 | 12/12/2025 | NORTHAMPTON IGA PLUS LIQUOR          | REFRESHMENTS, CLEANING GOODS               | 462.95   |
| EFT28691 | 12/12/2025 | NORTHAMPTON NEWSAGENCY               | STATIONERY, NEWSPAPERS                     | 777.37   |
| EFT28692 | 12/12/2025 | OFFICEWORKS LTD                      | STATIONERY                                 | 1504.79  |
| EFT28693 | 12/12/2025 | PANACEUM GROUP                       | NORTHAMPTON MEDICAL SERVICES DECEMBER 2025 | 54064.50 |
| EFT28694 | 12/12/2025 | REPEAT PLASTICS WA                   | MARY ST BOLLARDS STOCK                     | 792.00   |
| EFT28695 | 12/12/2025 | LEANNE ROWE                          | REIMB TRAVEL                               | 178.36   |
| EFT28696 | 12/12/2025 | SYNERGY                              | ELECTRICITY CHARGES                        | 17849.25 |
| EFT28697 | 12/12/2025 | THE SHEARING SHED CAFE               | REFRESHMENTS                               | 308.00   |
| EFT28698 | 12/12/2025 | STRATEGIC LEADERSHIP CONSULTING      | CEO PERFORMANCE REVIEW                     | 6978.40  |
| EFT28699 | 12/12/2025 | JUDITH ROBINSON                      | REIMB TRAVEL                               | 623.28   |
| EFT28700 | 12/12/2025 | STEWART & HEATON CLOTHING CO PTY LTD | BUSH FIRE BRIGADES PPE                     | 2297.09  |
| EFT28701 | 12/12/2025 | TELSTRA                              | TELEPHONE CHARGES                          | 2622.11  |
| EFT28702 | 12/12/2025 | LANDGATE                             | VALUATION EXPENSES                         | 106.92   |
| EFT28703 | 12/12/2025 | WA LIBRARY SUPPLIES                  | KALB LIBRARY SUPPLIES                      | 4511.75  |
| EFT28704 | 12/12/2025 | WEST AUSTRALIAN NEWSPAPERS LTD       | ADVERTISING                                | 924.27   |
| EFT28705 | 12/12/2025 | WHELLER PLAINS PASTORAL              | GRAVEL ROYALTY                             | 693.00   |
| EFT28706 | 12/12/2025 | RICHARD BURGESS                      | COUNCILLOR FEES DECEMBER 2025              | 4806.00  |
| EFT28707 | 12/12/2025 | TREVOR GRAEME GIBB                   | COUNCILLOR FEES DECEMBER 2025              | 2621.00  |
| EFT28708 | 12/12/2025 | TIM HAY                              | COUNCILLOR FEES DECEMBER 2025              | 6876.00  |
| EFT28709 | 12/12/2025 | DESMOND RAY PIKE                     | COUNCILLOR FEES DECEMBER 2025              | 4806.00  |
| EFT28710 | 12/12/2025 | CHAD SMITH                           | COUNCILLOR FEES DECEMBER 2025              | 2185.00  |
| EFT28711 | 12/12/2025 | ROSLYN SUCKLING                      | COUNCILLOR FEES DECEMBER 2025              | 4806.00  |
| EFT28712 | 12/12/2025 | KARL SUCKLING                        | COUNCILLOR FEES DECEMBER 2025              | 4806.00  |
| EFT28713 | 12/12/2025 | ELEANOR ELIZABETH SUDLOW             | COUNCILLOR FEES DECEMBER 2025              | 15956.00 |

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

|          |            |   |   |           |
|----------|------------|---|---|-----------|
| EFT28714 | 17/12/2025 | AUSTRALIAN TAXATION OFFICE                        | BAS NOV 25                                  | 6051.00   |
| EFT28715 | 17/12/2025 | NEO CIVIL ENGINEERING CONTRACTORS                 | DRFA COASTAL INFRASTRUCTURE REPAIRS         | 327081.94 |
| EFT28716 | 19/12/2025 | AERODROME MANAGEMENT SERVICES                     | KALB AIRPORT CLINOMETER RECALIBRATION       | 434.50    |
| EFT28717 | 19/12/2025 | AW CRAGAN & ALLCAPRI PTY LTD                      | SLASHING                                    | 5157.90   |
| EFT28718 | 19/12/2025 | MICHELLE HELEN ALLEN                              | REIMB GOODS                                 | 99.95     |
| EFT28719 | 19/12/2025 | AMD AUDIT & ASSURANCE PTY LTD                     | AMD AUDIT SERVICES 2025 DEFERRED PENSIONERS | 660.00    |
| EFT28720 | 19/12/2025 | AUSSIE NATURAL SPRING WATER GERALDTON             | NTON OFFICE WATER BOTTLES                   | 89.70     |
| EFT28721 | 19/12/2025 | P & M AUTOMOTIVE EQUIPMENT                        | HOIST COMPLIANCE INSPECTION & SERVICE       | 1127.50   |
| EFT28722 | 19/12/2025 | BABA MADA ROAD SERVICES (JUURLU BABA YAMITJI P/L) | PT GREG RD TRAFFIC MANAGEMENT               | 5592.46   |
| EFT28723 | 19/12/2025 | BARRON BUILDING SURVEYING                         | DESIGN CERTIFICATION                        | 1061.50   |
| EFT28724 | 19/12/2025 | BLACKWOODS  | VEHICLE WASH                                | 110.35    |
| EFT28725 | 19/12/2025 | LIBERTY NORTHAMPTON                               | FUEL  | 1958.74   |
| EFT28726 | 19/12/2025 | BROCK CHRISTOPHER LUCEV                           | ANIMAL EUTHANASIA                           | 1020.00   |
| EFT28727 | 19/12/2025 | ANDREW CAMPBELL                                   | REIMB PHONE PLAN                            | 480.00    |
| EFT28728 | 19/12/2025 | CITY OF GREATER GERALDTON                         | REFUSE DISPOSAL MERU                        | 12903.60  |
| EFT28729 | 19/12/2025 | COASTAL ELECTRICAL & SOLAR                        | ALLEN CNT REPLACE GPO                       | 110.00    |
| EFT28730 | 19/12/2025 | BOC GASES AUSTRALIA                               | INDUSTRY GASES                              | 46.30     |
| EFT28731 | 19/12/2025 | WINC AUSTRALIA PTY LTD                            | P/COPIER MTCE                               | 1907.35   |
| EFT28732 | 19/12/2025 | CORSIGN WA PTY LTD                                | SIGNS                                       | 245.30    |
| EFT28733 | 19/12/2025 | TEAM GLOBAL EXPRESS PTY LTD                       | FREIGHT                                     | 918.05    |
| EFT28734 | 19/12/2025 | CRAYON AUSTRALIA PTY LTD                          | MICROSOFT 365 SUBSCRIPTION                  | 1019.08   |
| EFT28735 | 19/12/2025 | D'GUY JOURNEYS                                    | BUS BOND                                    | 250.00    |
| EFT28736 | 19/12/2025 | SIMON JOHN ALLAN DRAGE                            | VARIOUS SLASHING & FIREBREAKS               | 924.00    |
| EFT28737 | 19/12/2025 | GARY DUNGATE                                      | PW REINSTATE BARLOW ST KERB & PATH          | 1804.00   |
| EFT28738 | 19/12/2025 | ELDERS RURAL SERVICES AUSTRALIA LTD               | ASPHALT, FENCING, CLEANING                  | 2839.29   |
| EFT28739 | 19/12/2025 | ENGIN   | TELEPHONE CHARGES                           | 331.63    |
| EFT28740 | 19/12/2025 | FENN PLUMBING & GAS                               | KALB REFUSE SITE PLUMBING REPAIRS           | 586.80    |
| EFT28741 | 19/12/2025 | FREEMAN'S LIQUID WASTE PTY LTD                    | SEPTICS PUMP, HAMPTON, KINGS, LIONS         | 8525.00   |
| EFT28742 | 19/12/2025 | ATOM GERALDTON                                    | SAFETY GLASSES                              | 348.21    |
| EFT28743 | 19/12/2025 | GHD PTY LTD                                       | NTON DISASTER RECOVERY WORKS AGRN965        | 9623.30   |
| EFT28744 | 19/12/2025 | TAYLOR JAMES GREEN                                | CROSSOVER SUBSIDY                           | 500.00    |
| EFT28745 | 19/12/2025 | C + J HANSON PLUMBING CONTRACTORS                 | ROBINSON ST RES PLUMBING REPAIRS            | 1967.48   |
| EFT28746 | 19/12/2025 | HERSEY'S SAFETY PTY LTD                           | HARDWARE CABLE TIE, RAGS, TRUCK WASH        | 1144.00   |
| EFT28747 | 19/12/2025 | INDEPENDENT RURAL PTY LTD                         | RETIC, TOOLS, STORAGE BOXES                 | 4648.03   |
| EFT28748 | 19/12/2025 | KALBARRI AUTO CENTRE & CARS 4U2 HIRE              | BS MUX SERVICES                             | 627.00    |
| EFT28749 | 19/12/2025 | KALBARRI EXPRESS FREIGHT                          | FREIGHT                                     | 23.17     |
| EFT28750 | 19/12/2025 | KALBARRI WAREHOUSE                                | SOIL, WETTA, HARDWARE                       | 300.20    |

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

|          |            |   |  |          |
|----------|------------|---|--|----------|
| EFT28751 | 19/12/2025 | KALBARRI CARRIERS                           | FREIGHT  | 61.88    |
| EFT28752 | 19/12/2025 | GRAEME RALPH                                | GRAVEL, FIRE MITIGATION WORKS                          | 24750.00 |
| EFT28753 | 19/12/2025 | KEMPTON ELECTRICAL CONTRACTING              | BORE INSPECTION, BORE PUMP, NCC BASKETBALL COURTS FANS | 12353.33 |
| EFT28754 | 19/12/2025 | KIMBERLEY QUARRY PTY LTD                    | CRACKER DUST   | 965.89   |
| EFT28755 | 19/12/2025 | NUTRIEN AG SOLUTIONS NORTHAMPTON            | KALB MENS SHED WATER TANKS (DFES GRANT)                | 4884.00  |
| EFT28756 | 19/12/2025 | LG BEST PRACTICES PTY LTD                   | ACCOUNTING ASSISTANCE                                  | 484.00   |
| EFT28757 | 19/12/2025 | LUCID ECONOMICS                             | BUSINESS MODEL KALB TEMP WORKERS ACCOM                 | 16250.00 |
| EFT28758 | 19/12/2025 | ROBERT MCKENZIE                             | ANIMAL EUTHANASIA                                      | 1060.00  |
| EFT28759 | 19/12/2025 | LGRCEU                                      | PAYROLL DEDUCTIONS                                     | 48.00    |
| EFT28760 | 19/12/2025 | MODERN TEACHING AIDS PTY LTD                | KALB LIBRARY SUPPLIES                                  | 900.80   |
| EFT28761 | 19/12/2025 | GAVIN JAMES NEWHILL                         | ANIMAL EUTHANASIA                                      | 80.00    |
| EFT28762 | 19/12/2025 | NORTHAMPTON AUTO ELECTRICS                  | VEHICLE ELECTRICAL REPAIRS                             | 2511.00  |
| EFT28763 | 19/12/2025 | GERALDTON CLEANPAK TOTAL SOLUTIONS          | CLEANING PRODUCTS                                      | 1165.25  |
| EFT28764 | 19/12/2025 | NR TYRES                                    | PUNCTURE REPAIR  | 55.00    |
| EFT28765 | 19/12/2025 | PRESTON ROWE PATERSON GERALDTON AND MIDWEST | PROPERTY VALUATION                                     | 5280.00  |
| EFT28766 | 19/12/2025 | LUKE PRIMAVERA                              | KALB REFUSE SITE SLASHING & FIREBREAKS                 | 600.00   |
| EFT28767 | 19/12/2025 | RAILWAY TAVERN                              | RECRUITMENT EXPENSES                                   | 150.00   |
| EFT28768 | 19/12/2025 | BRIAN ROBINSON                              | REIMB PHONE PLAN                                       | 1287.00  |
| EFT28769 | 19/12/2025 | LEANNE ROWE                                 | REIMB PEST CONTROL BOMBS FOR HKS FIRE SHED             | 40.70    |
| EFT28770 | 19/12/2025 | SUN CITY PRINT & DESIGN                     | STATIONERY   | 668.80   |
| EFT28771 | 19/12/2025 | SYNERGY                                     | ELECTRICITY CHARGES                                    | 12464.61 |
| EFT28772 | 19/12/2025 | SKYTRUST                                    | SKYTRUST SUBSCRIPTION                                  | 493.90   |
| EFT28773 | 19/12/2025 | STEWART & HEATON CLOTHING CO PTY LTD        | BUSH FIRE BRIGADES PPE                                 | 5716.41  |
| EFT28774 | 19/12/2025 | DANIEL TARASEK                              | STEPHEN ST MODULA HOUSE DRIVEWAY                       | 10296.00 |
| EFT28775 | 19/12/2025 | ANDREA MARIE TEAKLE                         | REIMB TRAVEL   | 203.84   |
| EFT28776 | 19/12/2025 | TELSTRA                                     | TELEPHONE CHARGES                                      | 544.75   |
| EFT28777 | 19/12/2025 | THURKLE'S EARTHMOVING & MAINTENANCE PTY LTD | GRAVEL STOCKPILES                                      | 33819.00 |
| EFT28778 | 19/12/2025 | 2V NET IT SOLUTIONS                         | COMPTER MTCE   | 2279.00  |
| EFT28779 | 19/12/2025 | TOTALLY WORKWEAR GERALDTON                  | SAFETY BOOTS   | 162.75   |
| EFT28780 | 19/12/2025 | TRUCKLINE                                   | VEHICLE OILS   | 384.88   |
| EFT28781 | 19/12/2025 | LANDGATE                                    | VALUATION EXPENSES                                     | 95.28    |
| EFT28782 | 19/12/2025 | CRESTA LEE VIELLARIS                        | REIMB TRAVEL   | 407.68   |
| EFT28783 | 19/12/2025 | WESTRAC EQUIPMENT PTY LTD                   | NTON BACKHOE REPAIRS & PARTS                           | 8815.93  |
| EFT28784 | 19/12/2025 | WESTLINE CONTRACTING                        | PT GREG CARPARK LINE MARKING                           | 2819.30  |
| EFT28785 | 19/12/2025 | P MARKHAM AND M A WILSON (WILSON COMPLETE)  | NCC REPAIRS ROOF, DECK & INTERNAL WALLS                | 4774.00  |
| EFT28786 | 23/12/2025 | WESTERN AUSTRALIAN TREASURY CORPORATION     | LOAN 156   | 27791.42 |

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

|          |            |   |  |          |
|----------|------------|---|--|----------|
| EFT28787 | 12/01/2026 | PICKSTAR (ACTIVE PATHWAYS PTY LTD)          | HARVEST STORIES COMMUNITY EVENT MC DEPOSIT | 1375.00  |
| EFT28788 | 15/01/2026 | ALL CLEANING AND MAINTENANCE                | ALLEN CNT CLEANING                         | 14327.50 |
| EFT28789 | 15/01/2026 | ADEPT TASK ADMIN                            | RECORDS PROJECT CONSULTANCY                | 1725.00  |
| EFT28790 | 15/01/2026 | AERODROME MANAGEMENT SERVICES               | KALB AIRPORT WINDSOCK REPLACEMENT          | 896.50   |
| EFT28791 | 15/01/2026 | AFGRI GERALDTON                             | KALB MOWER FILTERS & OIL                   | 235.62   |
| EFT28792 | 15/01/2026 | KALBARRI IGA                                | HARDWARE, GOODS                            | 140.61   |
| EFT28793 | 15/01/2026 | ARROW BRONZE                                | CEMETERY PLAQUE                            | 2140.02  |
| EFT28794 | 15/01/2026 | BREEZE CONNECT PTY LTD                      | TELEPHONE CHARGES                          | 22.87    |
| EFT28795 | 15/01/2026 | BUILDING AND CONSTRUCTION INDUSTRY TRAINING | BCITF NOV 2025                             | 331.65   |
| EFT28796 | 15/01/2026 | CAT WEST PTY LTD                            | BITUMEN EMULSION                           | 1353.00  |
| EFT28797 | 15/01/2026 | CITY OF GREATER GERALDTON                   | REFUSE DISPOSAL MERU                       | 17904.22 |
| EFT28798 | 15/01/2026 | CLEANAWAY OPERATIONS PTY LTD                | DOM/COMM 240LT REFUSE COLLECTION           | 22704.00 |
|          |            |   | REFUSE SITES FRONT LIFTS                   | 31892.10 |
| EFT28799 | 15/01/2026 | COASTAL ELECTRICAL & SOLAR                  | ALLEN CNT EMERGENCY LIGHT REPLACEMENT      | 258.72   |
| EFT28800 | 15/01/2026 | BOC GASES AUSTRALIA                         | INDUSTRY GASES                             | 125.39   |
| EFT28801 | 15/01/2026 | REBECCA CORBETT                             | REIMB RSL HALL BOND                        | 250.00   |
| EFT28802 | 15/01/2026 | TEAM GLOBAL EXPRESS PTY LTD                 | FREIGHT                                    | 119.82   |
| EFT28803 | 15/01/2026 | D'GUY JOURNEYS                              | BUS HIRE                                   | 872.10   |
| EFT28804 | 15/01/2026 | GARY DUNGATE                                | STEPHEN ST HOUSE RETAINING WALL/PAVING     | 1620.00  |
| EFT28805 | 15/01/2026 | ELGAS                                       | OVAL HOUSE GAS                             | 209.76   |
| EFT28806 | 15/01/2026 | DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY    | BRB NOV 2025                               | 1446.45  |
| EFT28807 | 15/01/2026 | FENN PLUMBING & GAS                         | KALB FORESHORE TAP                         | 1077.16  |
| EFT28808 | 15/01/2026 | FITZ GERALD STRATEGIES                      | HR ENTERPRISE/AWARD AGREEMENT CONSULTANT   | 2158.65  |
| EFT28809 | 15/01/2026 | GERALDTON LOCK & KEY SPECIALISTS            | KEYS                                       | 541.20   |
| EFT28810 | 15/01/2026 | GERALDTON FUEL COMPANY PTY LTD              | FUEL CARD PURCHASES                        | 1787.49  |
| EFT28811 | 15/01/2026 | MICHAEL GRAHAM                              | CROSSOVER SUBSIDY                          | 500.00   |
| EFT28812 | 15/01/2026 | GREAT SOUTHERN FUEL SUPPLY                  | DEPOTS FUEL & FUEL CARDS                   | 32940.73 |
| EFT28813 | 15/01/2026 | HARVEST FRESH GOURMET                       | REFRESHMENTS                               | 2305.00  |
| EFT28814 | 15/01/2026 | C + J HANSON PLUMBING CONTRACTORS           | PT GREG WATERLINE REPAIRS                  | 727.84   |
| EFT28815 | 15/01/2026 | TIM HAY                                     | REIMB LG CONVENTION EXP MEALS & PARKING    | 222.37   |
| EFT28816 | 15/01/2026 | NATALIE JAYNE HISLOP                        | RATE REFUND                                | 200.25   |
| EFT28817 | 15/01/2026 | HORROCKS COMMUNITY CENTRE INC.              | REFRESHMENTS                               | 2073.50  |
| EFT28818 | 15/01/2026 | INCITE SECURITY PTY LTD                     | NTON OFFICE SECURITY MONITORING            | 161.70   |
| EFT28819 | 15/01/2026 | INDEPENDENT RURAL PTY LTD                   | HARDWARE, RETIC, FENCING                   | 2411.96  |
| EFT28820 | 15/01/2026 | SCOTT ALEXANDER JONES                       | PT GREG MOWING                             | 305.00   |
| EFT28821 | 15/01/2026 | BP KALBARRI                                 | HARDWARE                                   | 68.04    |
| EFT28822 | 15/01/2026 | KALBARRI WAREHOUSE                          | HARDWARE                                   | 114.30   |

**ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND**

|          |            |   |  |                        |
|----------|------------|---|--|------------------------|
| EFT28823 | 15/01/2026 | KICK SOLUTIONS  | SIGNS  | 251.90                 |
| EFT28824 | 15/01/2026 | KALBARRI OFFSHORE & ANGLING CLUB INC                    | COMMUNITY GRANTS RD 1 25/26 KALB SPORTS      | 4000.00                |
| EFT28825 | 15/01/2026 | NUTRIEN AG SOLUTIONS NORTHAMPTON                        | FERTILISER                                   | 150.99                 |
| EFT28826 | 15/01/2026 | MARKET CREATIONS AGENCY                                 | WEBSITE UPGRADE 4TH PROGRESS                 | 10597.29               |
| EFT28827 | 15/01/2026 | MCLEODS BARRISTERS & SOLICITORS                         | LEGAL FEES                                   | 1084.60                |
| EFT28828 | 15/01/2026 | LGRCEU  | PAYROLL DEDUCTIONS                           | 48.00                  |
| EFT28829 | 15/01/2026 | MITCHELL & BROWN  | TELEPHONES                                   | 2154.00                |
| EFT28830 | 15/01/2026 | JAMES MUIR  | REIMB EMWTS MEDICAL & POLICE CLEARANCE       | 236.50                 |
| EFT28831 | 15/01/2026 | NATIONWEST AVIATION PTY LTD                             | FIREBREAK INSPECTION FLIGHT                  | 3300.00                |
| EFT28832 | 15/01/2026 | NORTHAMPTON IGA PLUS LIQUOR                             | REFRESHMENTS, GOODS                          | 265.69                 |
| EFT28833 | 15/01/2026 | NORTHAMPTON NEWSAGENCY                                  | STATIONERY, NEWSPAPERS                       | 372.02                 |
| EFT28834 | 15/01/2026 | NORTHAMPTON FAMILY STORE                                | BOOTS  | 159.95                 |
| EFT28835 | 15/01/2026 | INGHAM WAY PTY LTD T/AS NOVUS AUTOGLASS                 | MPG DMAX WINDOW REPLACEMENT                  | 536.00                 |
| EFT28836 | 15/01/2026 | GERALDTON CLEANPAK TOTAL SOLUTIONS                      | TOILET PAPER, CLEANING SUPPLIES              | 6651.95                |
| EFT28837 | 15/01/2026 | OFFICEWORKS LTD   | KALB OFFICE FURNITURE                        | 407.00                 |
| EFT28838 | 15/01/2026 | PORT GREGORY CARAVAN PARK (MASMART PTY LTD)             | PT GREG FIRE TRUCK FUEL                      | 343.14                 |
| EFT28839 | 15/01/2026 | PRESTON ROWE PATERSON GERALDTON AND MIDWEST             | PROPERTY VALUATION                           | 990.00                 |
| EFT28840 | 15/01/2026 | REALMSTUDIOS PTY LTD                                    | KALB FORESHORE REVITALISATION TENDER 02-2025 | 84659.19               |
| EFT28841 | 15/01/2026 | RIPIT SECURITY SHREDDING (G & KL WRIGHT PTY LTD)        | ARCHIVE RECORDS DISPOSAL                     | 658.00                 |
| EFT28842 | 15/01/2026 | SYNERGY   | ELECTRICITY CHARGES                          | 19990.59               |
| EFT28843 | 15/01/2026 | THE SHEARING SHED CAFE                                  | REFRESHMENTS                                 | 381.50                 |
| EFT28844 | 15/01/2026 | SKYTRUST  | SKYTRUST SUBSCRIPTION                        | 493.90                 |
| EFT28845 | 15/01/2026 | DANIEL TARASEK  | PW WATER CORP REINSTATE CONCRETE PATH        | 2860.00                |
| EFT28846 | 15/01/2026 | TELSTRA   | TELEPHONE CHARGES                            | 4641.91                |
| EFT28847 | 15/01/2026 | VAC WEST  | STREET SWEEPING DEC 2025                     | 7261.10                |
| EFT28848 | 15/01/2026 | LANDGATE  | VALUATION EXPENSES                           | 32.60                  |
| EFT28849 | 15/01/2026 | WESTRAC EQUIPMENT PTY LTD                               | BACKHOE PARTS                                | 282.42                 |
| EFT28850 | 15/01/2026 | WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) | NORTHERN COUNTRY ZONE SUBSCRIPTION 25/26     | 2200.00                |
| EFT28851 | 15/01/2026 | WEST AUSTRALIAN NEWSPAPERS LTD                          | ADVERTISING                                  | 1455.71                |
| EFT28852 | 15/01/2026 | WOODLANDS DISTRIBUTORS PTY LTD                          | DOG WASTE BAGS                               | 917.40                 |
| EFT28853 | 15/01/2026 | ZABRON PTY LTD  | RANGER VEHICLE DOG CRATE                     | 200.00                 |
| EFT28854 | 05/01/2026 | WESTERN AUSTRALIAN TREASURY CORPORATION                 | LOAN 159                                     | 33152.17               |
| EFT28855 | 28/01/2026 | AUSTRALIAN TAXATION OFFICE                              | BAS DECEMBER 2025                            | 100436.00              |
| EFT28856 | 28/01/2026 | OFFICE OF THE AUDITOR GENERAL                           | JUNE 2025 AUDIT                              | 58656.40               |
| EFT28857 | 28/01/2026 | PANACEUM GROUP  | NORTHAMPTON MEDICAL SERVICES JANUARY 2026    | 20342.20               |
|          |            |   |  | <b>\$ 1,424,089.62</b> |

## MUNICIPAL FUND CHEQUES

| Chq # | Date       | Name/Payee               | Description                     | Amount   |
|-------|------------|--------------------------|---------------------------------|----------|
| 22634 | 19/12/2025 | GRAEME REYNOLDS          | 10 YRS SERVICE RECOGNITION      | 100.00   |
| 22635 | 19/12/2025 | JULIE WATERSON           | 10 YRS SERVICE RECOGNITION      | 100.00   |
| 22636 | 19/12/2025 | SCOTT REYNOLDS           | 30 YRS SERVICE RECOGNITION      | 1000.00  |
| 22637 | 19/12/2025 | LEANNE ROWE              | 35 YRS SERVICE RECOGNITION      | 1200.00  |
| 22638 | 12/12/2025 | SHIRE OF NORTHAMPTON     | BRB COMMISSION OCT 25           | 117.75   |
| 22639 | 12/12/2025 | WATER CORPORATION        | WATER USE & SERVICE CHARGES     | 12452.84 |
| 22640 | 12/12/2025 | PETTY CASH NORTHAMPTON   | PETTY CASH RECOUP               | 168.15   |
| 22641 | 19/12/2025 | NEIL EDWARD BROADHURST   | RESIGNATION GIFT 27 YRS SERVICE | 1000.00  |
| 22642 | 09/01/2026 | PETTY CASH - NORTHAMPTON | PETTY CASH RECOUP               | 164.30   |
| 22643 | 15/01/2026 | SHIRE OF NORTHAMPTON     | BRB COMMISSION NOV 25           | 69.75    |
| 22644 | 15/01/2026 | WATER CORPORATION        | WATER USE & SERVICE CHARGES     | 565.82   |
|       |            |                          | <b>\$ 16,938.61</b>             |          |

DIRECT PAYMENTS FROM MUNICIPAL ACCOUNT

| Jnl #   | Jnl Date   | Name/Payee               | Transaction Description            | Transaction | Total                |
|---------|------------|--------------------------|------------------------------------|-------------|----------------------|
|         | 05/12/2025 | SUPERCHOICE              | SUPERANNUATION PAY F/NE 03/12/2025 |             | 48,439.90            |
|         | 04/12/2025 | PAYROLL                  | PAYS F/NE 03/12/2025               |             | 203,994.95           |
|         | 19/12/2025 | SUPERCHOICE              | SUPERANNUATION PAY F/NE 17/12/2025 |             | 28,344.39            |
|         | 18/12/2025 | PAYROLL                  | PAY F/NE 17/12/2025                |             | 148,847.00           |
|         | 05/01/2026 | SUPERCHOICE              | SUPERANNUATION PAY F/NE 31/12/2025 |             | 27,315.39            |
|         | 31/12/2025 | PAYROLL                  | PAY F/NE 31/12/2025                |             | 129,496.00           |
| G-J0603 | 31/12/2025 | NATIONAL AUSTRALIA BANK  | BANK FEES                          |             | 201.06               |
| G-J0612 | 31/12/2025 | COMMONWEALTH BANK        | BANK MERCHANT FEES                 |             | 539.33               |
| G-J0605 | 31/12/2025 | COMMONWEALTH BANK        | BPOINT FEES                        |             | 175.06               |
| G-J0606 | 31/12/2025 | NATIONAL AUSTRALIA BANK  | BPAY                               |             | 308.00               |
| G-J0608 | 31/12/2025 | NAB CEO CORPORATE CARD   | ADOBE SOFTWARE                     | 341.95      |                      |
|         |            |                          | CARD FEE                           | 9.00        | 350.95               |
| G-J0609 | 31/12/2025 | NAB EMWTS CORPORATE CARD | RETRACTABLE TARPS                  | 218.02      |                      |
|         |            |                          | INET KALBARRI/DEPOT INTERNET       | 89.99       |                      |
|         |            |                          | CARD FEE                           | 9.00        | 317.01               |
| F-J0610 | 31/12/2025 | NAB EMCDR CORPORATE CARD | CARD FEE                           | 9.00        | 9.00                 |
|         | 19/01/2026 | SUPERCHOICE              | SUPERANNUATION PAY F/NE 14/01/2026 |             | 26,809.09            |
|         | 15/01/2026 | PAYROLL                  | PAYS F/NE 14/01/2026               |             | 137,279.00           |
|         | 30/01/2026 | SUPERCHOICE              | SUPERANNUATION PAY F/NE 28/01/2026 |             | 26,719.82            |
|         | 29/01/2026 | PAYROLL                  | PAY F/NE 28/01/2026                |             | 122,649.00           |
| G-J0705 | 31/01/2026 | NATIONAL AUSTRALIA BANK  | BANK FEES                          |             | 158.67               |
| G-J0706 | 31/01/2026 | COMMONWEALTH BANK        | BANK MERCHANT FEES                 |             | 442.24               |
| G-J0707 | 31/01/2026 | COMMONWEALTH BANK        | BPOINT FEES                        |             | 130.50               |
| G-J0708 | 31/01/2026 | NATIONAL AUSTRALIA BANK  | BPAY                               |             | 190.96               |
| G-J0710 | 31/01/2026 | NAB CEO CORPORATE CARD   | DROPBOX SOFTWARE                   | 184.67      |                      |
|         | 09/12/2025 |                          | BUNNINGS RAKE PL RES RETIC         | 49.99       |                      |
|         | 10/12/2025 |                          | BUNNINGS RAKE PL RES GATE LATCH    | 73.30       |                      |
|         | 11/12/2025 |                          | CUSTOM FLAGS                       | 675.95      |                      |
|         | 23/12/2025 |                          | ADOBE SOFTWARE                     | 341.95      |                      |
|         | 30/12/2025 |                          | CARD FEE                           | 9.00        | 1,334.86             |
| G-J0712 | 31/01/2026 | NAB EMCDR CORPORATE CARD | WATER CORPORATION WOOD ST RES      | 7,428.60    |                      |
|         |            |                          | CARD FEE                           | 9.00        | 7,437.60             |
|         |            |                          |                                    |             | <b>\$ 911,489.78</b> |

FUEL CARD PURCHASES

| Payment #  | Payment Date | Name/Payee                 | Transaction Date   | Description         | Transaction Amount | Total               |
|------------|--------------|----------------------------|--------------------|---------------------|--------------------|---------------------|
| EFT28668   | 12/12/2025   | GERALDTON FUEL COMPANY PTY | 03/11/2025         | CEO TOYOTA PRADO    | 118.93             |                     |
|            |              |                            | 13/11/2025         | CEO TOYOTA PRADO    | 116.04             |                     |
|            |              |                            | 19/11/2025         | CEO TOYOTA PRADO    | 74.90              |                     |
|            |              |                            | 22/11/2025         | CEO TOYOTA PRADO    | 133.47             |                     |
|            |              |                            | 22/11/2025         | CEO TOYOTA PRADO    | 23.61              |                     |
|            |              |                            | 24/11/2025         | CEO TOYOTA PRADO    | 101.42             | 568.37              |
|            |              |                            | 23/11/2025         | EMWTS FORD RANGER   | 239.05             | 239.05              |
|            |              |                            | 24/11/2025         | EHO CAMRY           | 82.29              | 82.29               |
|            |              |                            | 01/11/2025         | P&G DMAX            | 98.85              |                     |
|            |              |                            | 03/11/2025         | P&G DMAX            | 112.46             |                     |
|            |              |                            | 06/11/2025         | P&G DMAX            | 72.83              |                     |
|            |              |                            | 07/11/2025         | P&G DMAX            | 88.59              |                     |
|            |              |                            | 09/11/2025         | P&G DMAX            | 77.02              |                     |
|            |              |                            | 14/11/2025         | P&G DMAX            | 66.53              |                     |
|            |              |                            | 15/11/2025         | P&G DMAX            | 96.45              |                     |
|            |              |                            | 16/11/2025         | P&G DMAX            | 115.81             |                     |
|            |              |                            | 19/11/2025         | P&G DMAX            | 78.82              |                     |
|            |              |                            | 21/11/2025         | P&G DMAX            | 96.26              |                     |
|            |              |                            | 23/11/2025         | P&G DMAX            | 100.14             |                     |
|            |              |                            | 24/11/2025         | P&G DMAX            | 117.18             |                     |
|            |              |                            | 28/11/2025         | P&G DMAX            | 102.07             |                     |
|            |              |                            | 29/11/2025         | P&G DMAX            | 123.77             |                     |
|            |              |                            | 30/11/2025         | P&G DMAX            | 47.44              | 1,394.22            |
|            |              |                            | 03/11/2025         | EMCDR FORD RANGER   | 134.38             |                     |
|            |              |                            | 13/11/2025         | EMCDR FORD RANGER   | 125.64             |                     |
|            |              |                            | 15/11/2025         | EMCDR FORD RANGER   | 141.84             |                     |
|            |              |                            | 25/11/2025         | EMCDR FORD RANGER   | 125.61             | 527.47              |
| 02/11/2025 | BS ISUZU MUX | 105.15                     |                    |                     |                    |                     |
| 25/11/2025 | BS ISUZU MUX | 86.86                      | 192.01             |                     |                    |                     |
|            |              |                            | <b>\$ 3,003.41</b> |                     |                    |                     |
| EFT28671   | 12/12/2025   | GREAT SOUTHERN FUEL SUPPLY | 07/11/2025         | DEPOT BOWSERS, OILS | 32,024.10          | 32,024.10           |
|            |              |                            | 12/11/2025         | BS ISUZU MUX        | 120.95             |                     |
|            |              |                            | 20/11/2025         | BS ISUZU MUX        | 111.06             |                     |
|            |              |                            | 27/11/2025         | BS ISUZU MUX        | 92.22              |                     |
|            |              |                            | 09/11/2025         | BS ISUZU MUX        | 114.40             | 438.63              |
|            |              |                            | 16/11/2025         | CEO TOYOTA PRADO    | 109.55             |                     |
|            |              |                            | 16/11/2025         | CEO TOYOTA PRADO    | 109.02             | 218.57              |
|            |              |                            | 20/11/2025         | EMCDR FORD RANGER   | 77.45              | 77.45               |
|            |              |                            | 21/11/2025         | BFRPC DMAX          | 126.08             | 126.08              |
|            |              |                            |                    |                     |                    | <b>\$ 32,884.83</b> |

**FUEL CARD PURCHASES**

|          |            |                            |            |                     |           |                     |
|----------|------------|----------------------------|------------|---------------------|-----------|---------------------|
| EFT28810 | 15/01/2026 | GERALDTON FUEL COMPANY PTY | 02/12/2025 | CEO TOYOTA PRADO    | 135.48    |                     |
|          |            |                            | 08/12/2025 | CEO TOYOTA PRADO    | 127.27    |                     |
|          |            |                            | 15/12/2025 | CEO TOYOTA PRADO    | 139.90    |                     |
|          |            |                            | 23/12/2025 | CEO TOYOTA PRADO    | 105.32    | 507.97              |
|          |            |                            | 03/12/2025 | EHO CAMRY           | 80.38     | 80.38               |
|          |            |                            | 01/12/2025 | P&G DMAX            | 65.97     |                     |
|          |            |                            | 02/12/2025 | P&G DMAX            | 91.68     |                     |
|          |            |                            | 08/12/2025 | P&G DMAX            | 73.00     |                     |
|          |            |                            | 10/12/2025 | P&G DMAX            | 99.86     |                     |
|          |            |                            | 11/12/2025 | P&G DMAX            | 79.60     |                     |
|          |            |                            | 16/12/2025 | P&G DMAX            | 115.07    |                     |
|          |            |                            | 19/12/2025 | P&G DMAX            | 97.24     |                     |
|          |            |                            | 22/12/2025 | P&G DMAX            | 99.01     |                     |
|          |            |                            | 02/12/2025 | EMCDR FORD RANGER   | 126.14    | 721.43              |
|          |            |                            | 17/12/2025 | EMCDR FORD RANGER   | 127.60    |                     |
|          |            |                            | 24/12/2025 | EMCDR FORD RANGER   | 97.08     |                     |
|          |            |                            | 28/12/2025 | EMCDR FORD RANGER   | 126.89    | 477.71              |
|          |            |                            |            |                     |           | <b>\$ 1,187.49</b>  |
| EFT28812 | 15/01/2026 | GREAT SOUTHERN FUEL SUPPLY | 03/12/2025 | DEPOT BOWSERS, OILS | 32,150.63 | 32,150.63           |
|          |            |                            | 08/12/2025 | BS ISUZU MUX        | 121.99    |                     |
|          |            |                            | 29/12/2025 | BS ISUZU MUX        | 120.72    | 242.71              |
|          |            |                            | 26/12/2025 | CEO TOYOTA PRADO    | 138.02    | 138.02              |
|          |            |                            | 03/12/2025 | EMCDR FORD RANGER   | 140.73    | 140.73              |
|          |            |                            | 15/12/2025 | BFRPC DMAX          | 132.98    |                     |
|          |            |                            |            |                     | 135.66    | 268.64              |
|          |            |                            |            |                     |           | <b>\$ 32,940.73</b> |



**PUBLIC NOTICE**  
**Disposal of Lot 29 (No. 2) Rake Place, Northampton**

In accordance with Section 3.58 (3) of the *Local Government Act 1995*, the Shire of Northampton gives public notice of the intended disposal by way of sale of Lot 29 (No. 2) Rake Place, Northampton on Deposited Plan 67169 being the whole of the land in Certificate of Title Volume 2791 Folio 916 as detailed below:

- Buyer – Amelita Elisabeth La Paz;
- Offer Price - \$100,000 (including GST);
- Market Valuation - \$80,000 (including GST).

Submissions are invited to be received from the public in writing regarding the proposed disposition by **4.00pm Friday 23 January 2026**.

**ANDREW CAMPBELL**  
**CHIEF EXECUTIVE OFFICER**  
**PO BOX 61, NORTHAMPTON WA 6535**



**PUBLIC NOTICE**  
**Disposal of Lot 22 (No. 1) Rake Place, Northampton**

In accordance with Section 3.58 (3) of the *Local Government Act 1995*, the Shire of Northampton gives public notice of the intended disposal by way of sale of Lot 22 (No. 1) Rake Place, Northampton on Deposited Plan 67169 being the whole of the land in Certificate of Title Volume 2791 Folio 909 as detailed below:

- Buyer – Craig Mitchell Milroy Walker and Kaylene Evans;
- Offer Price - \$80,000 (including GST);
- Market Valuation - \$60,000 (including GST).

Submissions are invited to be received from the public in writing regarding the proposed disposition by **4.00pm Friday 23 January 2026**.

**ANDREW CAMPBELL**  
**CHIEF EXECUTIVE OFFICER**  
**PO BOX 61, NORTHAMPTON WA 6535**



## Corporate Policy 1.6

### Legal Support for Shire Representatives

#### **Purpose**

The purpose of this policy is to define the circumstances, processes and conditions under which the Shire will provide legal representation and support to its elected members and employees.

#### **Background**

This policy outlines principles and expectations applicable to the determination of legal support for Shire representatives. This policy aligns with the Department of Local Government, Industry Regulation and Safety (LGIRS) model policy for legal representation.

#### **Objectives**

The key objective of this policy is to provide clear guidance in determining requests for legal representation by Shire representatives.

#### **Area of Application (Eligibility)**

This policy applies to elected members, committee members (where that Committee is a Committee of the Council), employees and volunteers of the Shire of Northampton only.

#### **Policy Measures**

##### 1. Payment Criteria

There are four major criteria for determining whether the Shire will pay the legal representation costs of an eligible person. These are:

- 1.1 The legal representation costs must relate to a matter that arises from the performance, by the eligible person, of their functions.
- 1.2 The legal representation cost must be in respect of legal proceedings that have been, or may be, commenced.
- 1.3 In performing their functions, to which the legal representation relates, the eligible person must have acted in good faith and must not have acted unlawfully or in a way that constitutes improper conduct.
- 1.4 The legal representation costs do not relate to a matter that is of a personal or private nature.

##### 2. Examples of legal representation costs that may be approved

- 2.1 If the criteria in clause 1 of this policy are satisfied, the Shire may approve the payment of legal representation costs:
  - a) where proceedings are brought against an eligible person in



## Corporate Policy 1.6

### Legal Support for Shire Representatives

- connection with their functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the eligible person; or
- b) to enable proceedings to be commenced and/or maintained by an eligible person to permit them to carry out their functions – for example, where an eligible person is required to take action to obtain a restraining order against a person using threatening behaviour to the eligible person; or
  - c) where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about the eligible person.
- 2.2 The Shire will not approve, unless under exceptional circumstances, the payment of legal representation costs for defamation action, or a negligence action, instituted by an eligible person.
3. Application for payment
- 3.1 An eligible person who seeks assistance under this policy is to make an application(s), in writing, to the Council or the Chief Executive Officer (CEO).
  - 3.2 The written application for payment of legal representation costs is to give details of:
    - a) the matter for which legal representation is sought;
    - b) how that matter relates to the functions of the eligible person making the application;
    - c) the lawyer (or law firm) who is to be asked to provide the legal representation;
    - d) the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc.);
    - e) an estimated cost of the legal representation; and
    - f) why it is in the interests of the Shire for payment to be made.
  - 3.3 The application is to contain a declaration by the applicant that they have acted in good faith and have not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.
  - 3.4 As far as possible, the application is to be made before commencement of the legal representation to which the application relates.
  - 3.5 The application is to be accompanied by a signed written statement by the applicant that they:
    - a) have read, and understand, the terms of this policy;
    - b) acknowledge that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject; and



**Corporate Policy  
1.6**

**Legal Support for Shire Representatives**

- c) undertakes to repay to the Shire any legal representation costs in accordance with the provisions of clause 7.

3.6 In relation to clause 3.5(c), when a person is to be in receipt of such monies the person should sign a document which requires repayment of those monies to the local government as may be required by the local government and the terms of the policy.

3.7 An application is also to be accompanied by a report prepared by the CEO or, where the CEO is the applicant, by an appropriate employee.

4. Legal representation costs – limit

4.1 The Council, in approving an application in accordance with this policy, shall set a limit on the costs to be paid based on the estimated costs in the application.

4.2 An eligible person may make further application to the Council in respect of the same matter.

5. Determining applications

5.1 All applications shall be determined by Council except those in accordance with clause 6. The Council may:

- a) refuse;
- b) grant; or
- c) grant subject to conditions,

an application for payment of legal representation costs.

5.2 All applications will be treated as confidential.

5.3 Conditions under clause 5.1 may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.

5.4 In assessing an application, the Council may have regard to any insurance benefits that may be available to the applicant under the Shire's relevant insurance policy/ies, or its equivalent.

5.5 The Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

5.6 The Council may, subject to clause 5.6, determine that an eligible person whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved:



## Corporate Policy 1.6

### Legal Support for Shire Representatives

- 5.6.1 not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
- 5.6.2 given false or misleading information in respect of the application.

- 5.7 determination under clause 5.5 may be made by the Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.
- 5.8 Where the Council makes a determination under clause 5.5, the legal representation costs paid by the Shire are to be repaid by the eligible person in accordance with clause 7.

#### 6 Delegation to Chief Executive Officer

- 6.1 In cases where a delay in the approval of an application will be detrimental to the legal right of the applicant, the CEO may exercise, on behalf of the Council, any of the powers of the Council under clause 5.1 and 5.2, to a maximum of \$3,000 in respect of each applicant.
- 6.2 An application approved by the CEO under clause 6.1, is to be submitted to the next ordinary meeting of the Council. Council may exercise any of its power under this policy, including its powers under clause 5.4.
- 6.3 Where it is the CEO who is seeking urgent financial support for legal services then the Shire President, with the assistance of an Executive Manager shall deal with the application.

#### 7. Repayment of Legal Representation costs

- 7.1 An eligible person whose legal representation costs have been paid by the Shire is to repay the Shire:
  - a) all or part of those costs – in accordance with a determination by the Council under clause 5.7;
  - b) as much of those costs as are available to be paid by way of set-off – where the eligible person receives monies paid for costs, damages, or settlement, in respect of the matter for which the Shire paid the legal representation costs.
- 7.2 The Shire may take action in a court of competent jurisdiction to recover any monies due to it under this policy.

#### Explanation of key terms

- *Approved lawyer* is to be:
  1. A 'certified practitioner' under the *Legal Professions Act 2008 (WA)*;
  2. From a law firm on the Shire's panel of legal service providers, if relevant, and unless the Council considers that is not appropriate – for example where there is or may be a conflict of interest or insufficient expertise; and
  3. Approved in writing by the Council or the CEO under delegated authority.



## Corporate Policy 1.6

### Legal Support for Shire Representatives

- *Eligible Person* means a current or former Commissioner, Council members, non-elected member of Council committee, employee or volunteer of the Shire.
- *Legal proceedings* may be civil, criminal or investigative.
- *Legal representation* is the provision of legal services, to or on behalf of an eligible person, by an approved lawyer that are in respect of:
  1. A matter or matters arising from the performance of the functions of the eligible person; and
  2. Legal proceedings involving the eligible person that have been, or may be, commenced.
- *Legal representation costs* are the costs, including fees and disbursements, properly incurred in providing legal representation.
- *Legal services* includes advice, representation or documentation that is provided by an approved lawyer.
- Payment by the Shire of legal representation costs may be either by:
  1. a direct payment to the approved lawyer (or the relevant firm); or
  2. a reimbursement to the eligible person.
- *Shire* refers to the Shire of Northampton.

### Adoption and Date Due for Revision

**ADOPTED 19 FEBRUARY 2026**

**NEXT DUE FOR REVIEW FEBRUARY 2031**

**The Administration of this Policy is by Office of the CEO.**



## Finance Policy 4.3 Debt Collection

### **Purpose**

This policy serves as a framework for how the Shire of Northampton (Shire) will fairly, consistently and lawfully recover all monies owed to the Shire, while balancing financial responsibility with community obligations.

### **Background**

The Shire of Northampton derives a large share of its revenue from property rates and charges and general fees and charges in order to meet the service provisions of the organisation. To enable the Shire to meet its service obligations, it must ensure that monies owing are collected in a timely, effective and efficient manner. It must also ensure that where revenue is not received in a timely manner, appropriate measures are undertaken to recover outstanding amounts in accordance with the *Local Government Act 1995* (the Act).

### **Objectives**

The objective of this policy is to:

- Provide clear, accountable and transparent processes for the collection of any and all outstanding debts;
- Ensure that debt collection procedures are carried out in a fair and equitable manner;
- Make the process used to recover outstanding debts clear, simple to administer and cost effective; and
- Reduce the likelihood of debts for outstanding rates and service charges becoming unrecoverable, by closely monitoring and reviewing aged accounts.

### **Area of Application**

This policy applies to all monies owed to the Shire of Northampton, including rates and service charges, fines, prosecutions and infringements, and any other general debts arising from the provision of services or enforcement of legislation.

### **Policy Measures**

The Shire will exercise its debt recovery powers, as outlined in Part 6 of the *Local Government Act 1995* (the Act), in order to reduce the overall debt burden on ratepayers. It will be guided by the principles of equity, consistency and transparency, ensuring the following:

- Efficient and effective methods are in place for the collection of outstanding debts to optimise cashflow and minimise bad debts;
- Individual circumstances are considered, and flexibility offered for those experiencing genuine hardship;



**Finance Policy**  
**4.3**  
**Debt Collection**

- All reasonable action is undertaken to recover revenue before the debt is written off; and
- The Shire is compliant with all regulatory obligations.

**1. Guidelines – Sundry Debtors**

- 1.1 An invoice will be issued to the Sundry Debtor as soon as practicable, with payment due within seven (7) days of the invoice date.
- 1.2 A current statement will be issued at the end of each month.
- 1.3 A final statement will be issued at the end of the second month, accompanied by a courtesy letter or email reminding the Debtor that payment is due. The correspondence will advise that, if payment is not received or an approved payment plan is not entered into within fourteen (14) days, the outstanding amount will be referred to a debt collection agency or legal representative.
- 1.4 Any sundry debt remaining unpaid after ninety (90) days, where no approved payment plan is in place, will be referred to a debt collection agency or legal representative. Any costs incurred in the recovery of the debt will be charged to the Debtor.
- 1.5 Sundry Debtors with accounts in arrears for more than ninety (90) days will not be permitted to incur further debt with the Shire until the outstanding balance has been paid in full.
- 1.6 Employees with approved payroll deduction agreements in place are exempt from this process.

The Chief Executive Officer (CEO) may approve suitable payment arrangements for persons experiencing financial difficulty in relation to sundry debtor charges.

**2. Guidelines – Fines, Prosecutions and Infringements**

- 2.1 Fines, prosecutions and infringements are issued by an Authorised Person of the Shire and require payment within 28 days.
- 2.2 Where payment is not received within 28 days from the date of the infringement, a Final Demand Notice will be issued, with an applicable fee. The Final Demand Notice gives the customer a further 28 days to pay the infringement. Part payment is not permitted.
- 2.3 Should a debtor fail to pay an infringement within 28 days, the Shire shall lodge a notice with the Fines Enforcement Registry (FER). This carries further costs and may affect licences held in the debtor's name. The Shire will have no further involvement in the recovery of fines lodged with FER.
- 2.4 A debtor may seek a payment arrangement with the Fines Enforcement Registry.



**Finance Policy**  
**4.3**  
**Debt Collection**

**3. Guidelines – Rates Debtors**

- 3.1 An Annual Rate Notice will be issued outlining available payment options and due dates. Rates are payable within thirty-five (35) days of the date of issue. Interim Rate Notices will be issued as soon as practicable following receipt of a valuation and will be payable within thirty-five (35) days of the date of issue.
- 3.2 Where rates remain unpaid by the due date, a Final Notice will be issued fourteen (14) days after the due date.
- 3.3 Where no payment has been received within thirty (30) days of the due date, a courtesy letter will be issued by the Rates Officer reminding the ratepayer that rates are overdue and advising that, if payment is not received or an approved payment plan is not entered into within fourteen (14) days, the outstanding amount will be referred to a debt collection agency or legal representative.
- 3.4 Rates remaining unpaid after sixty (60) days from the due date and where no approved payment plan or instalment arrangement is in place, will be referred to a debt collection agency or legal representative. Any costs incurred in the recovery of the debt will be charged to the relevant property assessment.
- 3.5 Exemptions include eligible pensioners and employees with approved payroll deduction agreements in place.

**Rate Instalments**

- 3.1 A person using the instalment payment method must make at least the first payment by the due date and will not have outstanding rates and charges from prior years on their account. The instalment payment plan is subject to an administration charge and instalment charge as set by Council for that year. Should a person default on payment of instalments, legal proceedings may be instituted to recover any outstanding amount.

**Back Rates**

- 3.6 The Shire may, under Section 6.39 of the Act, amend the rate record for the five years preceding the current financial year. Should the amount of back rates total less than \$20.00 in respect of one rating year, this charge will not be imposed. Service charges will be included in back rating.

**Unpaid Rates**

- 3.8 The CEO is authorised to recover unpaid rates and charges by engaging the services of a debt recovery service provider. The pre-legal stage of the debt recovery process involves letters of demand, issued on behalf of the Shire by its appointed service provider, along with telephone calls and/or emails.



**Finance Policy**  
**4.3**  
**Debt Collection**

- 3.9 If all pre-legal action is unsuccessful, in accordance with Section 6.56 of the Act, the CEO is authorised to recover rates and services charges in a court of competent jurisdiction.
- 3.10 If a Property Seizure and Sale Order (PSSO) on goods is unsuccessful, the next step is to proceed with a PSSO against land.
- 3.11 If a property is leased, the Shire may recover outstanding rates and charges by collecting rent payments from the lessee under the provisions of Section 6.60 of the Act. Notices must be given to the lessee and lessor.
- 3.12 Under the provisions of Section 6.64(3) of the Act, the CEO is authorised to lodge caveats on land where rates and service charges are in arrears, and it is considered appropriate that the interest of the Council should be protected.
- 3.13 The CEO is authorised to withdraw caveats lodged on land where the owner has met his/her obligation in full in relation to the rates and charges outstanding.
- 3.14 Council will be consulted if debt collection action is proposed for the collection of amounts owed by pensioners.

**Where Rates or Service Charges are outstanding for three years or more.**

- 3.15 If all reasonable attempts outlined above result in no successful recovery and the rates and charges remain unpaid for three years or more, the CEO is authorised to take possession of the land to lease or sell the land; or transfer the land to the Crown or itself, in accordance with Section 6.64(1) of the Act.
- 3.16 A report is to be presented to Council detailing the amount of rates and charges outstanding, the attempts to recover the debt and the recommended action.
- 3.17 The CEO is authorised to engage a debt recovery service provider to assist in administering the process and the Council approved action.

**4. Approved Payment Plan**

The CEO may allow persons experiencing financial difficulties to apply for an approved payment plan.



**Finance Policy**  
**4.3**  
**Debt Collection**

- 4.1 Upon application to the Rates Officer or Debtors Officer, a debtor may apply to enter into an agreed payment plan, subject to the following conditions:
- a) Penalty interest, as adopted in the Council Budget, will continue to accrue on the outstanding balance.
  - b) Reminder notices or accounts will not be issued while the payment plan remains in place.
  - c) Rate Debtors will be advised of the Shire of Northampton Financial Hardship (Rate Relief) Policy.
- 4.2 All agreed payment plans will be monitored by officers. Any default on an agreed payment plan will result in the matter being immediately referred to a debt collection agency or legal representative.

**5. Small Balance Write-off**

The CEO is authorised to write off small balance amounts on a monthly basis, being balances of fifty cents (\$0.50) or less for Rates accounts and one dollar (\$1.00) or less for Sundry Debtor accounts.

**6. Debt Referral Threshold Amount**

Recovery action will only proceed where the cost of recovery is reasonable and proportionate to the value of the debt. Debts where the cost of recovery exceeds the outstanding amount will not be escalated unless exceptional circumstances apply.

- 6.1 Debts with an outstanding balance of less than one hundred dollars (\$100) will not be referred for debt collection.
- 6.2 The CEO may approve an exception to clause 6.1 where there are justifiable circumstances.

**Adoption and Date Due for Revision**

**ADOPTED 19 February 2026**

**NEXT DUE FOR REVIEW February 2031**

**The Administration of this Policy is by Office of the CEO.**



**Finance Policy**  
**4.2**  
**Financial Hardship (Rate Relief)**

### **Purpose**

This policy serves as a framework for the Shire of Northampton's (Shire) commitment in providing fair, transparent and consistent rate relief to ratepayers experiencing financial hardship, while ensuring legislative compliance, responsible financial management and community wellbeing.

### **Background**

The Shire acknowledges that due to exceptional circumstances ratepayers may at times encounter difficulty in paying rates and service charges as they fall due. It is not the intention of the Shire to cause further hardship to any ratepayer through Council policy *4.3 Debt Recovery*. The Shire is committed to working with ratepayers to find an appropriate payment solution that is effective and sustainable.

### **Objectives**

The objectives of this policy is to provide clear guidance and support to ratepayers through the process of applying for rate relief that:

- a) Enables a ratepayer liable for rates and service charges, who is experiencing financial hardship, to make application for assistance relating to any unpaid rates or service charges levied on their residential property under the *Local Government Act 1995*;
- b) Ensures all ratepayers are treated fairly and consistently with respect and compassion when the Shire is considering their circumstances in recognising financial hardship; and
- c) Directly aligns the policy framework to policy *4.3 Debt Recovery*.

### **Area of Application**

This policy applies to:

- All ratepayers within the Shire of Northampton experiencing genuine financial hardship.
- Shire staff in the Finance department who are responsible for the recovery of overdue rates and charges.
- External stakeholders when assisting customers experiencing financial hardship (e.g. Financial Counsellors).

### **Policy Measures**

#### **1. Payment difficulties, hardship and vulnerability**

Financial hardship occurs where a person is unable to pay rates and charges



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#### Financial Hardship (Rate Relief)

without affecting their ability to meet their basic living needs, or the basic living needs of their dependents. The Shire of Northampton recognises the occurrence of payment difficulties, financial hardship and vulnerability in our community, and is committed to providing additional support to assist the ratepayer.

The Financial Hardship application is for all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

#### 2. Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. The Shire will take a flexible approach to a range of individual circumstances and depending on the type of hardship being experienced, it will assist with appropriate solutions.

A ratepayer can be identified as experiencing a short term or ongoing financial hardship, caused by one or more of the following factors:

- low income or loss of income;
- marriage/partnership breakdown;
- domestic or family violence;
- recent unemployment or under-employment
- sickness or recovery from sickness;
- unanticipated circumstance such as caring for and supporting extended family
- a serious accident;
- sudden bereavement within a family;
- severe/life threatening illness or medical disability;
- an impact on a dependent or family member who has serious disability or health problem and who relies on the affected person for their financial support;
- prolonged imprisonment;
- business downturn;
- temporary physical or mental incapacity;
- emergency event from natural disasters such as flood, bushfire, cyclone or earthquake;

Ratepayers are encouraged to contact the Shire as soon as possible if they think they are in financial hardship or alternatively a Financial Counsellor may contact the Shire directly on their behalf.

The ratepayer must provide evidence of genuine financial hardship to satisfy the Shire who will consider all circumstances, applying the principles of fairness,



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integrity and confidentiality whilst complying with our statutory responsibilities.

### 3. Applying for Financial Hardship

An application for Financial Hardship (Rate Relief) (FHRR) form will need to be completed by the ratepayer and submitted to the Shire, addressed to the CEO, with the required supporting documentation:

- a) letter from a recognised Financial Counsellor (i.e. must be a member of a financial counselling association, for example Financial Counsellors' Association of WA (FCAWA) or financial planner confirming financial hardship or a Statutory Declaration from ratepayer outlining reasons for applying for hardship;
- b) copy of recent bank statements of all bank accounts;
- c) any related Centrelink documentation (if applicable);
- d) a written statement and/or advice provided by a recognised Financial Counsellor on capacity to pay if the Shire provides concessions and leniencies the Shire would otherwise consider; and
- e) a repayment proposal.

### 4. Review Process

The application will be reviewed within 10 business days and if it meets the policy criteria will proceed for processing. An application may be referred back to the Rates and/or Debtors Officer or the Financial Counsellor for further information or discussion if the application does not contain the correct information.

### 5. Approval

The Rates Officer will refer the application with their recommendation to the Chief Executive Officer (CEO) for final approval and signoff.

### 6. Financial Hardship Payment Plan

If the Shire determines the ratepayer is in financial hardship, they will be offered a payment plan based on their application status.

- an extension in time to pay;
- a payment plan;
- a suspension of interest charges and administration fees whilst a payment plan is in place; and
- the reasonable maximum length of time to be on the FHRR payment plan is considered to be three years.

(This does not apply to payment plans where the Shire and a ratepayer have agreed to alternative ways for the ratepayer to meet their obligations.)



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**Deferring interest and write off of charges**

- a) A suspension of interest will occur immediately from the date of receiving a completed application form and confirmation of the appointment made with a Financial Counsellor.
- b) Any action as to writing off interest is in accordance with the delegated authority of Council and sub delegated authority by the CEO.

**7. Debt Recovery**

- a) The Shire will suspend the debt recovery processes whilst negotiating a suitable payment arrangement with the ratepayer.
- b) The Shire will not commence any legal proceedings to recover debt whilst the rate debtor's financial application is being reviewed and assessed.
- c) The Shire will not commence any legal proceedings to recover rates and charges where the ratepayer is complying with their payment plan.

Legal Proceedings

If legal proceedings have commenced and the debtor lodges a financial hardship application, these proceedings will be temporarily suspended whilst the debtor's application is reviewed and assessed.

If the debtor is successful with their application, no further legal action will be taken whilst the debtor is complying with their payment plan.

The Shire reserves the right to recommence the legal proceedings if the debtor's payment plan is cancelled for noncompliance.

The Shire will make all reasonable attempts to contact the debtor to advise them of our next course of action.

Non-Compliance with Payment Plan

If a rates debtor does not comply with their extension in time to pay, payment plan or other payment arrangement, the Shire may commence or recommence debt recovery proceedings as per Council Policy 4.3 *Debt Recovery*

Legal action proceedings will be initiated or re-initiated, where a debtor's account will be referred to the Shire's nominated Debt Collection Agent.

Legal Costs

All legal costs and expenses incurred in recovering outstanding rates and charges will be charged against the property in accordance with section 6.56(1) of the *Local Government Act 1995*.

Legal Action taken in error

If legal proceedings were inadvertently taken by the Shire due to an internal administrative error the Shire will take every measure to rectify a ratepayers



**Finance Policy**  
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account. This may include:

- reversing any associated costs or fees; or
- seeking a Notice of Discontinuance or Memorandum of Consent, will be lodged at the Magistrates Court at the Shire's expense.

**8. Review of Application**

The Shire will review all Financial Hardship approvals under this Policy each year, or unless changes in circumstances have become apparent and a review is required.

**9. Communication and Confidentiality**

The Shire will always maintain confidential communications and undertake to communicate with a nominated support person or other third party at your request.

The Shire will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

The Shire recognises that applicants for hardship consideration are experiencing additional stressors and may have complex needs. The Shire will provide additional time to respond to communication and will communicate in alternative formats where appropriate. The Shire will ensure all communication with applicants is clear and respectful.

**Adoption and Date Due for Revision**

**ADOPTED 19 February 2026**

**NEXT DUE FOR REVIEW February 2031**

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|---|
| <b>The Administration of this Policy is by Office of the CEO.</b> |
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## **Works and Technical Services Policy 10.1 Road Reserve Vegetation Management**

### **Purpose**

The purpose of this policy is to provide guidelines for the construction and maintenance of rural roads while acknowledging the importance of the protection and conservation of native vegetation contained within rural road verges under the care, control and management of the Shire of Northampton (the Shire).

### **Background**

Road reserves managed by Local Government often contain significant remnant native vegetation, particularly in areas where surrounding land has been extensively cleared. These reserves provide important environmental, landscape, and biodiversity values, including habitat for native fauna, protection of threatened flora and ecological communities, and connectivity between vegetation remnants.

At the same time, road reserves are required to accommodate safe and efficient transport, essential infrastructure, drainage, and access for public services and utilities. In the absence of a clear management framework, roadside vegetation may be subject to unnecessary or inconsistent clearing, resulting in environmental degradation, safety risks, and enforcement action and penalties under the *Environmental Protection Act 1986*.

The Department of Water and Environmental Regulation (DWER) is the primary agency responsible for administering the clearing provisions in the *Environmental Protection Act 1986* and its subsidiary legislation, including the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

### **Objectives**

The objectives of this policy are to:

- Provide a clear and consistent framework for the management of vegetation within road reserves;
- Balance road safety, access and infrastructure requirements with the protection and sustainable management of native vegetation and environmental values; and
- Ensure compliance with relevant State legislation, codes of practice and best-practice roadside vegetation management principles.

### **Area of Application**

This policy applies to road verges located in a dedicated road reserve within the Shire. Although conservation of roadside vegetation is an objective of this policy, road safety and road asset protection are the principal and highest priority consideration.



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**Policy Measures**

**1. Road Construction Operations**

- 1.1 All works shall be planned to ensure that there is no damage to any vegetation outside the limits of the designated maintenance corridor.

Where necessary, the Shire will make application for the appropriate clearing permits from the Department of Water and Environmental Regulation (DWER) prior to undertaking any road construction. If required as conditions of the permit, special considerations for declared or threatened flora and/or fauna will be made during works.

- 1.2 Rural road widening is to be carried out according to the requirements of the Shire and will take into consideration the preservation of roadside vegetation wherever possible by clearing only one side of the road.

**2. Road Maintenance Operations**

- 2.1 The Shire's road maintenance program includes grading, slashing, herbicide application, pruning, drain cleaning, drainage improvements, bitumen resealing, bitumen shoulder grading and gravel re-sheeting. Road maintenance activities will be contained within the 'maintenance corridor', which comprises the running surface, shoulder, table drain and batter to the top of the backslope.
- 2.2 When major weed control works are to be undertaken, including areas outside the 'maintenance corridor', consultation may occur with the Department of Biodiversity, Conservation and Attractions (DBCA), DWER and local catchment management groups.
- 2.3 As part of the Shire's annual road program, unsealed shoulders subject to significant traffic will require periodic grading and gravel re-sheeting. During this process all grasses and vegetation will be removed and disposed of off-site prior to operation.
- 2.4 Some maintenance grading requires occasional clearing of vegetation to accommodate the machine and ensure road safety, however, where possible this will be minimised.
- 2.5 Drains are usually mechanically cleared and maintained using a grader, and/or slashed if covered with grass. Drains inaccessible to mechanical equipment may require maintenance with hand



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tools or approved herbicides. In cases where these practices will not provide an acceptable level of drainage the use of excavation equipment may be used.

- 2.6 Shire will take all care not to damage any portion of the rural road reserve from the backslope to the fence line, however, the Shire does not accept any responsibility for any loss or damage to vegetation or areas of the road reserve that may occur due to road maintenance or construction activities.

**3. Removal of Dangerous Vegetation**

- 3.1 Occasionally it is necessary to remove a dangerous tree/vegetation that pose/s an imminent threat to public safety, such as impeding sight along the roadway or a tree that has been subject to storm damage and is threatening to fall over a fence line or a roadway. Following inspection by a Shire Officer, tree removal will be in accordance with the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

**4. Services and Utilities**

- 4.1 Alignment of services is to be encouraged to minimise impact on roadside vegetation where possible. Under the Utility Providers Code of Practice for Western Australia, utility providers are to liaise with the Shire of Northampton regarding the positioning of services and the reinstatement and rehabilitation of disturbed areas. Alignment of services is to be encouraged to minimize impact on roadside vegetation where possible. However, if removal of vegetation is required, it is the responsibility of the service providers to obtain a valid clearing permit from DWER.
- 4.2 All materials are to be removed from the road verge by the utility providers on the completion of works. All trenches, if relevant, are to be backfilled, adequately compacted and trimmed to ensure they are safe.

**5. Unauthorised Clearing and/or Activities within Rural Road Reserves**

- 5.1 Clearing of a rural road verge or unmade road reserve without the relevant permits is prohibited and is an offence in accordance with the *Local Government Act 1995* and the adopted Local Laws. Penalties may also apply in accordance with Environmental Protection legislation.



## Works and Technical Services Policy 10.1

### Road Reserve Vegetation Management

Clearing of native vegetation within a rural road verge or unmade road reserve is an offence unless authorised under a valid clearing permit or an applicable exemption in accordance with the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. Unauthorised clearing may result in enforcement action and penalties under the *Environmental Protection Act 1986*.

- 5.2 No works shall be undertaken in rural road reserves without written approval from the Shire. This includes planting (including native species), drainage work, fencing, spraying, burning off, clearing vegetation or seed collection.

## 6. Landowner Maintenance of Rural Road Verges

### 6.1 Application Process and Approvals

- a) Landowners may apply, in writing, to the Shire of Northampton to maintain the rural road verge immediately adjacent to their property boundary. An application fee may be applicable.
- b) Maintenance activities may include vegetation protection or weed removal but do not include any additions or developments such as drainage works or construction of any type. Planting within road verges may be considered, however, approval will only be given to native/local species that enhance the biodiversity of the road verge area.
- c) Landowners need to be aware when applying for approval that their application may be refused if the Shire is required to carry out maintenance activities to maintain the integrity of the road infrastructure.
- d) Landowners must also obtain a permit or exemption from the Department of Water and Environmental Regulation (*Environmental Protection Clearing of Native Vegetation Regulations 2004*) if planning to undertake any work in a rural road verge.

### 6.2 Fence Line Clearing or Removal of Trees over Fencelines/Boundaries

Where trees and/or branches fall onto fences and/or into properties from rural road reserves, unconstructed road reserves or reserves vested in the Shire under a management order, fence reinstatement is the responsibility of the affected property owner.

- a) The property owner is responsible for removing and disposing of the fallen tree over their fence line and within their property.
- b) The tree debris remaining on the rural road reserve will be retained as roadside vegetation to provide habitat for



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wildlife, unless otherwise determined by the Executive Manager Works and Technical Services.

- c) Repair of damage to crossovers or private assets, caused by trees falling from a road reserve, is the responsibility of the property owner.
- d) Clearing may be approved along, but no more than 1.5 metres from a fence line to provide access to construct or maintain a boundary fence under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.
- e) Landowners wishing to remove vegetation from road verges to allow them to construct or maintain an existing boundary fence should apply in writing to the Shire of Northampton for approval.

**6.3** Seed Collection from Road Verges

- a) Landowners wishing to collect seed from native vegetation in road verges should refer to Department of Biodiversity Conservation and Attractions (DBCA) as they may be required to obtain a permit. It is the responsibility of the landowner to check they have the relevant approvals in place.

**7. Annual Spraying Program**

- 7.1 The Shire's annual spraying program is conducted within town sites and select rural road verges to reduce the amount of flammable material whilst targeting weeds. Residents requesting that the rural road verge adjacent to their property not be sprayed as part of this program must apply to the Shire, in writing, for the verge to be placed on the 'Do Not Spray' Register.
- 7.2 If approved, the area of verge not to be sprayed will be placed on the Shire's 'Do Not Spray' Register which is provided to staff and/or contractors carrying out the spraying work. Landowners should note that the drains to the top of the backslope will be sprayed if considered necessary to maintain the integrity of the drainage system.

**8. Fire Hazard**

- 8.1 The Shire conducts an annual spraying program both within town sites and rural road verges to reduce the amount of flammable material whilst targeting weeds.
- 8.2 The *Environmental Protection Amendment Act 2020* provides an exemption from the need for a clearing permit on land owned



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### Road Reserve Vegetation Management

and vested with local government provided clearing is occurring for the purpose of fire prevention or fire control.

- 8.3 Local Government authorities must be able to demonstrate that the clearing is directly related to fire prevention and/or control, which may be achieved by clear references to clearing activities in a Bush Fire Risk Management Plan which has been endorsed by the Department of Fire and Emergency Services.

## 9. Definitions

*Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, Schedule 2, Section 2 (1) provides that Local Government can carry out activities to maintain and protect the integrity of road infrastructure within the designated 'transport corridor'.

**Designated Transport Corridor** is defined as a stretch of road that includes barriers, signs, guideposts, drains, levies, embankments, gutters, bridges, overpasses and other similar structures. An example of the transport corridor on a rural road is shown in Diagram 1 (referred to as a 'maintenance corridor').

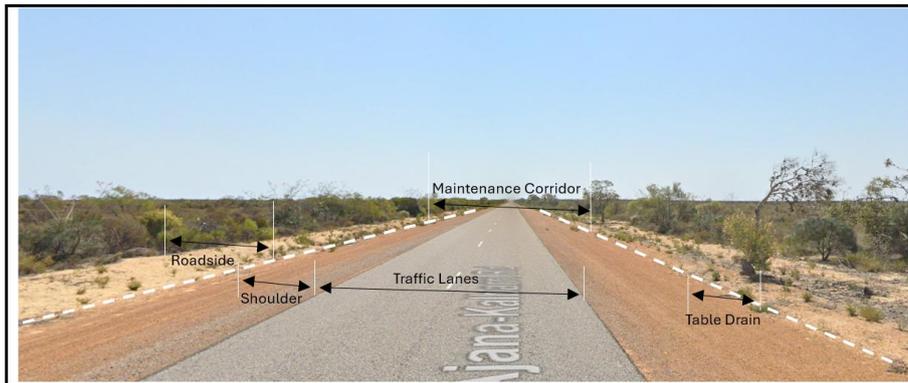


Diagram 1 - Designated Transport / Maintenance Corridor

### Administration

Responsibility for implementing this policy is delegated to the Executive Manager Works and Technical Services.



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**The Administration of this Policy is by Office of Works and Technical Services.**



**Council Policy  
1.7  
Memorials**

**Purpose**

This policy serves as a framework for the Shire of Northampton (Shire) to manage, approve, maintain, and (if necessary) remove memorials in public spaces. The main purpose of this policy is to ensure memorials are handled fairly, legally safely and sensitively while balancing community wishes with Council's responsibilities.

**Background**

Memorials perform an important function for communities by providing a physical place and presence to aid in remembering and honouring deceased individuals or commemorating a significant event. They can provide comfort to those grieving the loss of loved ones or pay tribute to the significant impact a person or group of people may have had within or for the community.

Memorials can also present some practical challenges and when placed in public spaces, have the potential to conflict with other functions of that space if not managed appropriately. A management approach is required that ensures decisions regarding memorials are handled with consistency, fairness, and empathy, addressing both the emotional significance of memorials and the practical concerns associated with them.

**Objective**

The Shire of Northampton (Shire) acknowledges the use of memorials as a means for community members to reflect and remember loved ones or past events of significance. The purpose of the Memorials Policy (Policy) is to provide guidance for the approval, placement and ongoing management of existing and proposed new memorials on Shire owned or managed land.

The naming of such memorials is dealt with separately under Council Policy 1.8 *Naming of Shire Assets, Tree plantings, Memorials and Parks*.

**Area of Application**

This policy applies to all applications for memorials and assists with decision making in relation to the approval and appropriate placement of physical structures or objects on Shire owned or managed land, including buildings and community facilities, road reserves, parks and public open spaces, to commemorate an individual or significant event.

**Policy Measures**

Within the context of this policy, a memorial is defined as any temporary or permanent physical structure or object such as a statue, image, sculpture or plaque, that is designed to commemorate the memory of a person, a group of people or an event. This policy does not extend to any Cemetery or Memorial/Niche Wall.



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**1.7**  
**Memorials**

## 1. Types of Memorials

The following outlines the various types of memorials and the Shire's position in relation to the provision for that type of memorial in public facilities, road reserves, parks and public open spaces:

### 1.1 Commemorating a deceased person

The Shire does not support the installation of permanent memorials in parks or public open space. The installation of memorials in parks and public open space to commemorate a deceased person should be limited to locations specifically designated for that purpose (i.e. cemeteries). Existing memorials, including plaques, that have been approved prior to February 2026 to commemorate a deceased person, will be removed when the memorial has fallen into disrepair or when there are other circumstances under which Shire officers have reasonable grounds for removal as outlined in section 3 of this Policy. Shire officers will make reasonable efforts to contact the relevant stakeholder(s) prior to the removal of the memorial and arrange for the handover of any remaining property (i.e. plaques), to the stakeholder.

### 1.2 Commemorating significant events or contributions from a person or a group of people

Memorials that commemorate a significant event or contribution from an individual person or group of people, for the benefit of the community, may be considered on a case-by-case basis and will be approved by the Chief Executive Officer in accordance with conditions outlined in the Council policy *1.8 Naming of Shire Assets, Tree Plantings, Memorials and Parks*. These memorials can be in the form of a public infrastructure donation such as an artistically designed structure or tree planting, designed in consideration of the place, the needs of the community and the other functions of that space. Any donated public infrastructure and its maintenance will be subject to Shire of Northampton approval, which will set the inspection and maintenance requirements for the memorial.

### 1.3 Kalbarri and Northampton War Memorials commemorate people who have served in or died in military service.

The commemoration of individual people at these memorials is managed by the Kalbarri and Northampton Returned Services League (RSL), respectively.

Managing a Roll of Honour as a commemorative record typically includes only those who died in or as a result of service with well-defined eligibility periods and conflict.

### 1.4 Roadside Memorials

A Roadside Memorial is a marker that commemorates a site where a person has died, usually as a result of a motor vehicle accident. The Shire of Northampton



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respects the need and benefits for people to erect roadside memorials, however the Shire must also ensure that the road/verge/reserve environment remains safe and free from hazards for all other users.

Shire officers will work with applicants to ensure the safe placement of the memorials and that they do not present a hazard to people or property. To ensure that a roadside memorial is safe for road users and to enable notification to family and friends of upcoming roadworks, the Shire will maintain a register of approved roadside memorials on local roads including contact details for stakeholders. Stakeholder contact details may be used for future contact regarding the relevant memorial and the stakeholder will be responsible for the maintenance and safety compliance of the memorial.

1.4.1 A Roadside Memorial may include a:

- a) grey concrete paver, painted with a white cross;
- b) white wooden cross with the deceased's name; or
- c) decal (adhesive label) with a white cross on a black background.

The above may also be accompanied by flowers (real or artificial), toys and accompanying notes/messages that are temporary in nature and comply with clause 1.5.

1.4.2 Roadside memorials may:

- a) only be installed on Crown Land that is under the care, control and management of the Shire of Northampton and is reserved for the purposes of recreation, public open space or road reserve;
- b) and only be installed where there is minimal impact on the local amenity and/or surrounding residents and must not present a risk or hazard to the public or persons attending the memorial.

The deceased's family/friends are responsible for the ongoing maintenance of their memorial including, but not limited to, graffiti and weed removal.

1.4.3 Memorials on Main Roads Controlled Roads

Applications for Memorials along roads that are under the care, control and maintenance of Main Roads must be submitted to Main Roads Western Australia.

2.4.4 Memorials on Local Roads Within the Shire

Application for Memorials along roads that are under the care, control and maintenance of the Shire of Northampton must be submitted to the Shire.



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**1.5 Temporary Memorial**

Temporary memorials that commemorate a loved one through marking the location of a tragic incident may be permitted by Shire officers on a temporary basis, provided they do not present a hazard to people or property, according to the following conditions:

- The temporary memorial including items such as flowers, crosses, toys and written messages may be placed on a site for a period of up to 1 year, if approved by the Chief Executive Officer.
- Alterations to the surrounding area must not be made.
- The temporary memorial must be placed or constructed in a way that it will not detract from amenity or compromise the functionality of the space for other users.
- The location of the temporary memorial should not detract from the amenity of the local area or impact on the quality of life of adjacent landowners, property occupiers or other members of the public.

**2. Maintenance and Management of Memorials**

The area where memorials for deceased persons are located, within designated cemetery sites, shall be managed and maintained in accordance with the *Cemeteries Act 1986* and subsequent amendments. Maintenance of individual memorials for deceased persons in these areas shall be the responsibility of the relevant stakeholder(s).

Management and maintenance of roadside memorials on Main Roads Controlled Roads will be conducted in accordance with the 'Main Roads Western Australia Policy and Guidelines for Roadside Memorials'. In the case of all other roadside memorials, management and maintenance will be completed by the relevant stakeholder(s) in accordance with the Shire of Northampton approval, which will determine the relevant inspection and maintenance requirements.

**3. Decommissioning of Memorials**

Memorials will be decommissioned and removed when the memorial has fallen into disrepair or when there are other circumstances under which Shire officers have reasonable grounds for removal including, but not limited to, where the memorial:

- is not approved;
- is considered to pose a hazard to people or property;
- is considered to be no longer appropriate for cultural, social or other reasons; or
- is located on a site that is to be redeveloped as part of an approved maintenance, renewal or upgrade program. Shire officers will ensure these matters are handled sensitively and make reasonable efforts to contact the relevant stakeholder(s) prior to the removal of the memorial and arrange for the handover of any remaining property i.e. plaques, to the stakeholder(s).



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**The Administration of this Policy is by Office of the CEO.**



## Council Policy

1.8

### Naming of Shire Assets, Tree Plantings, Memorials and Parks

#### **Purpose**

This policy provides a clear and consistent framework for how the Shire of Northampton (Shire) owned assets, parks, memorials, and commemorative tree plantings are named or dedicated

#### **Background**

Community infrastructure, public places, memorials and plaques are reminders of citizens, culture and local heritage and are to be named and placed appropriately to match the context and significance of the asset or purpose.

#### **Objectives**

The purpose of this Policy is to:

1. Establish and formalise the principles and criteria by which the Shire of Northampton names public places, community infrastructure, memorials and plaques inclusive of:
  - a) Memorial furniture;
  - b) Memorial plaques;
  - c) Public spaces (including Shire reserves);
  - d) Community infrastructure (i.e. – any property, complex, structure, building, ornamental bridges, asset, sporting field owned or under the control of the Shire, excluding public roads.); and
  - e) Tree plantings;
2. Ensure that a consistent, fair and equitable assessment of the naming of the asset is undertaken; and
3. To acknowledge that language provides an identity that connects people to culture, embodies traditions and passes on knowledge.

#### **Area of Application**

This Policy applies to all Shire-managed public spaces, community infrastructure, memorial furniture, plaques and tree plantings within the Shire of Northampton local government area.

This policy does not extend to the following areas:

- Any Cemetery, Memorial or Niche Wall; or
- Roadside memorials near the location of a fatality. In these situations, the Shire will follow the principles set out in Main Roads Western Australia Roadside Memorials Policy and Guidelines and principles set out in Council Policy 1.7 *Memorials*.



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**Naming of Shire Assets, Tree Plantings,  
Memorials and Parks**

**Policy Measures**

The Shire will consider on its merits, any application for the naming of an asset to be included on land under its care, control and management.

**Naming of Public Open Spaces, Reserves and Community Infrastructure**

1. In general terms, naming should be unique and use form, spelling and style of contemporary Australian English. In particular cases, naming practice should take into account local indigenous Yamatji languages.
2. A name shall be, wherever possible:
  - a) Relevant to Australian, preferably local, history, flora, fauna, culture, local landscape and physical characteristics;
  - b) Short and simple, preferably one to two words;
  - c) In all respects, in accordance with community standards;
  - d) Complementary with and sensitive to existing names and design themes of adjoining assets;
  - e) Not easily confused with or duplicating names within the region or nearby Local Governments;
  - f) Be considerate of any potential risk to the reputation of the Shire and/or Council from aligning with an individual or company whose reputation may vary.
  - g) Be considerate of any potential detrimental impact to the community or individuals; and
  - h) Demonstrate strong local community support.
3. If personal names are proposed, the person commemorated must have met the criteria set out below and naming shall only be approved posthumously:
  - a) Contributed significantly to the development, protection or enhancement of:
    - i. Shire town sites, Localities or Reserves; or
    - ii. the greater region that has produced long-term improvements in the area or community;
  - b) Actively served or contributed to an area of national or international importance;
  - c) Have a long-term association with a local community group or service club (no less than twenty years), service to the community or organisation must have been voluntary;
  - d) Donated property or funds for community benefit;
  - e) Have their birth name recognised – no nick-names;
  - f) Preferably be recognised “in memoriam”;
  - g) Endorsed by a deceased persons immediate family; and
  - h) Names of living persons are by their nature subject to partisan perception and change in community judgement and acceptance. For this reason, the adoption of a personal name during the



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**Naming of Shire Assets, Tree Plantings,  
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lifetime of the person concerned should only be made in exceptional circumstances.

4. Sensitivity to diverse cultural situations should be applied when selecting names. Derogatory or discriminatory terms or terms likely to cause offence will not be approved.
5. Names of commercial entities and the like must not be used unless part of a formal sponsorship proposal.
6. Naming of parks, reserves and components of reserves must meet the requirements under the *Land Administration Act 1997* and the Geographic Names Committee (GNC) WA Principles, Guidelines and Procedures. It is important to note that under the *Land Administration Act 1997*, names that commemorate a living person will not be considered for parks and reserves over one hectare.

**Renaming of Community Infrastructure or Public Space**

1. Renaming will only occur in an extraordinary case. Evidence of substantial community support must be provided for a change in name.
2. Where an asset has been named after a person and that person comes into disrepute through illegal activities, conviction or similar, whether retrospectively or subsequent to the naming, the Shire reserves the right to remove or review the name immediately.
3. Where a name change is being considered for any of the Shire's infrastructure or reserves, the request is to be firstly referred to Land Management Service (LMS) to confirm if the current name is officially approved by the GNC.

**Signage**

Any signage must be in line with the Shire's signage practices, design standards, and guidelines.

**Requirements for Naming Proposals for Public Spaces and Community Infrastructure**

1. Addressed to the Chief Executive Officer (CEO).
2. Evidence of support from an Elected Member of the Shire.
3. Address of the building or place to be named.
4. A site plan clearly identifying the location and boundaries of the asset to be named.
5. Documentation providing the reason for the choice of name including the history, meaning, significance and relevance to the town, locality and/or Northampton region or national/international contribution.



## Council Policy

### 1.8

#### **Naming of Shire Assets, Tree Plantings, Memorials and Parks**

6. If the nomination is submitted by an organisation, documented evidence (i.e. Minutes from a committee/board meeting) must also be included support of the nomination.
7. For personal names, the following must also be supplied:
  - a) Biographical details - dates of birth & death (if relevant), length and years of service or association; and
  - b) Written permission from the family in the case of a deceased person.
8. Dual naming will be considered on a case-by-case basis.

#### **Requirements for Memorial Furniture and Plaques**

1. Addressed to the CEO.
2. Address of the location.
3. A site plan clearly identifying the location of the proposed plaque or memorial seat.
4. A copy of the text to be included on the plaque or memorial seat, and the size and details of the materials to be used.
5. Documentation providing the reason for the choice of name including the history, meaning, significance and relevance of the subject person to the site.
6. If the nomination is being submitted by an organisation, documented evidence (i.e. Minutes from a committee/board meeting) must also be included in support of the nomination.
7. The design of the proposed memorial furniture and/or plaque must be consistent with existing infrastructure and any planned or future park furniture.

#### **Requirements for Tree Planting / Tree Plaques**

1. Addressed to the CEO.
2. Within the primary town sites of Kalbarri, Northampton, Port Gregory, Binnu, Horrocks and Isseka.
3. A site plan clearly identifying the location of the proposed tree planting or tree plaque installation.
4. Documentation providing the reason for the request including whether for Centenarian recognition or memorial purposes, and should include the history, meaning, significance and relevance of the subject person.
5. If the request is to recognise a Centenarian, consent of that Centenarian or their family must be included in the submission.
6. A copy of the text to be included on the plaque and the size and details of the materials to be used.
7. If the nomination is being submitted by an organisation, documented evidence (i.e. Minutes from a committee / board meeting) must also be included to demonstrate support of the nomination.

**Council Policy****1.8****Naming of Shire Assets, Tree Plantings,  
Memorials and Parks****Assessment Process**

1. On receipt of a nomination, the CEO shall ensure all criteria is assessed.
2. Where the nomination proposal pertains to the naming of parks and reserves, a preliminary presentation should be made to Landgate (GNC) for initial comment prior to it being presented to Council for approval. If approval is provided, public consultation occurs and formal approval from Landgate is then requested.
3. Recommendations to Council involving matters that may be deemed of a sensitive nature will be kept confidential, where possible. Adoption of the recommendation will require an absolute majority decision by Council.
4. Maintenance and replacement budget considerations pertaining to the request will be considered in the Officer Report.
5. Memorial furniture, plaques or tree plantings can be granted approval at the discretion of the CEO provided there is no variation to the Policy Measures.

**Adoption and Date Due for Revision****ADOPTED 19 February 2026****NEXT DUE FOR REVIEW February 2031**

**The Administration of this Policy is by Office of the CEO.**



**Administration Policy**  
**3.1**  
**Records Management Policy**

**Purpose**

The purpose of this policy is to ensure records are properly created, maintained, accessible, protected and disposed of in order to meet legal requirements, support transparency and ensure efficient and accountable operations.

**Background**

This policy outlines principles and expectations applicable to the creation, management, retention and disposal of records within the Shire of Northampton (Shire), in accordance with the *State Records Act 2000 (WA)* and related legislative and accountability requirements.

**Objectives**

The key objective of this policy is to ensure records are systematically created, maintained, protected, accessible, and disposed of in a lawful, efficient, and accountable manner.

**Area of Application (Eligibility)**

This policy applies to Elected Members, employees and contractors of the Shire and to all external and internal records, which are handled, received or generated by the Shire, regardless of their format or media type.

**Policy Measures**

Elected Members, employees and contractors of the Shire will create full and accurate records, in the appropriate format, of the Shire's business decisions and transactions to meet all legislative, business, administrative, financial, evidential and historical requirements.

1. **Creation and Categorisation**

All records created and received in the course of the Shire's business are to be captured at the point of creation, regardless of format, with required metadata, into appropriate recordkeeping and business systems that are managed in accordance with sound recordkeeping principles.

All records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorised access or destruction and kept in accordance with the necessary retrieval, preservation and storage requirements.

2. **Maintaining Records**

All records made or received by Shire or an individual staff member in the course of conducting Shire business are the corporate property of the Shire and are therefore subject to the Shire's records management practices and procedures.



**Administration Policy**  
**3.1**  
**Records Management Policy**

Registers are to be maintained of all records series and special categories, including by not limited to, registers of policies, assets, tenders and quotations, forms, vital records, files and contracts.

Records are not to be removed from the Shire unless in accordance with the approved retention and disposal schedule, or in the custody of an officer performing official business.

3. Access to Records

Access to corporate records by Elected Members and Committee Members will be via the Chief Executive Officer in accordance with Section 5.92 of the *Local Government Act 1995*.

Access to corporate records by employees and contractors will be in accordance with designated access and security classifications. Access to corporate records by the general public will be in accordance with the *Freedom of Information Act 1992*.

4. Disposal and Destruction

The officer responsible for management of Shire records will dispose of all corporate records in accordance with the General Disposal Authority for Local Government Records and/or the General Retention and Disposal Authority for Source Records, following authorisation from the Chief Executive Officer.

5. Ephemeral Records

Ephemeral records may not be required to be placed within the Shire's official record keeping systems. Elected Members, employees or contractors may dispose of such ephemeral records once reference ceases.

6. Training

The officer responsible for management of Shire records will make available training in relation to record keeping compliance, record keeping practices, policies and the records management system. Ongoing training and assistance is available on request.

Elected Members will receive training as part of induction and ongoing support from the Shire.



**Administration Policy**  
**3.1**  
**Records Management Policy**

**DEFINITIONS**

| Terms                                    | Definition   |
|--|--|
| Corporate Record                         | Means any hard-copy, digital or online record that meets one or more of the following criteria:<br>a. It conveys information essential or relevant in decision-making processes.<br>b. It conveys information upon which others will, or may, use to make decisions affecting the Shire's operations, rights and obligations under legislation.<br>c. It commits the Shire to certain courses of action, the commitment of resources or provision of services.<br>d. It conveys information about matters of public safety or public interest or involves information upon which contractual undertakings are entered into.<br>e. The information is likely to be needed for future use or is of historical value. |
| Ephemeral Records                        | Means any record that has no continuing value to the Shire, including duplicated records and/or those that have only short-term value with little or no on-going administrative, fiscal, legal, evidential or historical value. The Shire uses the guidelines contained within the <i>General Disposal Authority for Local Government Records</i> to determine which records are considered ephemeral..  |
| General Retention and Disposal Authority | Means the General Retention and Disposal Authority DA-2023-005 for Local Government records or equivalent ( <i>the schedule</i> ). It is designed to provide consistency throughout Local Governments in disposal activities and decisions. It is a continuing authority for the disposal and archival of records which document a Local Government's operations.  |
| Government Record                        | A record created or received by a government organisation or a government organisation employee in the course of their work for the organisation.  |
| Record                                   | Recorded information in any form, including data in computer systems, created or received and maintained by an organisation or person in the transaction of business and kept as evidence of such activity.  |
| Significant Records                      | Significant records contain information, which is of administrative, legal, fiscal, evidential or historical value, and are not recorded elsewhere on the public record. They describe a topic, record who was involved, why a decision was made, and may include actual guidelines.   |
| State Record                             | A parliamentary or government record   |



**Administration Policy  
3.1  
Records Management Policy**

**Adoption and Date Due for Revision**

**ADOPTED 19 FEBRUARY 2026**

**NEXT DUE FOR REVIEW FEBRUARY 2031**

**The Administration of this Policy is by Office of the CEO.**



**Works and Technical Services Policy**  
**10.2**  
**Private Services in Road Reserves**

**Purpose**

The purpose of this Policy is to clearly regulate how privately owned infrastructure is proposed, installed, maintained, and managed within road reserves, while protecting public safety, road assets, and environmental values.

**Background**

Private Service providers, Private Developers, Contractors and other Statutory or Approved Users, will commonly need to use road reserves in order to install and maintain infrastructure. They also need to meet current standards, to achieve required level of service outcomes and to address road safety issues.

All works require prior approval of the Shire of Northampton in accordance with the *Local Government Act 1995* and adopted Local Laws.

**Objective**

The objectives of this policy are to:

- Provide a clear and consistent framework for the assessment and approval of private services within road reserves;
- Ensure that the installation, maintenance, upgrade or replacement of private infrastructure within road reserves is managed in a safe, orderly and coordinated manner; and
- Protect road infrastructure, public safety, access, and the efficient operation of the road network.

**Area of Application**

Whole of Shire.

Any land required for Public Work as defined in the *Land Administration Act 1997*, the *Public Works Act 1902*, the *Local Government Act 1995* and the *Main Roads Act 1930*.

**Policy Measures**

The following guidelines shall apply to applications for the installation of private services in road reserves. It does not apply to the activities of government service agencies.

1. The Chief Executive Officer (CEO) or delegate shall have authority to assess and approve applications for underground services in road reserves
2. Approval shall be subject to such conditions as deemed necessary to ensure protection of the road, other services and the public.



**Works and Technical Services Policy  
10.2  
Private Services in Road Reserves**

3. A bond of \$1000 is required or as otherwise determined in the Shire of Northampton's Statutory Fees & Charges Schedule, considering the risk to the Shire infrastructure. The bond payment to be retained by the Shire either until the point in time proposed works completed or for a period of twelve months from that point forward, which will be determined by the Shire officer on case-by-case basis.

**Administration**

Responsibility for implementing this policy is delegated to the Executive Manager Works and Technical Services.

**Adoption and Date Due for Revision**

**ADOPTED 19 February 2026**

**NEXT DUE FOR REVIEW February 2031**

**The Administration of this Policy is by Office of Works and Technical Services.**



## Works and Technical Services 10.3 Private Works

### **Purpose**

This policy provides guidelines for the undertaking of private works by the Shire of Northampton (the Shire).

### **Background**

At various times, the Shire may undertake private works on behalf of other organisations including Local Authorities, local residents or organisations, utility service providers, State Government departments or private businesses. While private works can provide an opportunity to increase the utilisation of plant and equipment, the primary purpose of the Shire's plant and equipment is to deliver its own works.

### **Objective**

If the Shire undertakes private works, its primary objective is the full recovery of all associated costs.

### **Area of Application**

This policy applies to private works performed by the Shire for individuals, organisations or businesses. This includes Shire staff and Councillors.

Private works of a value in excess of \$10,000 may not be undertaken without prior Council approval, unless the works are being undertaken for a Federal or State Government department or another Local Government.

### **Policy Measures**

1. Private works will be discouraged and only be undertaken when there is no detriment to the Shire's own works program.
2. The Shire will attempt to avoid, where possible, carrying out private works where involvement in such works would place the Shire in direct competition with local private suppliers.
3. To maintain transparency and avoid potential conflicts of interest, Shire staff and Councillors are strongly discouraged from applying for private works.
4. Shire staff or Councillors who have requested private works must not be involved in any part of the process other than from the perspective of the client. All private works will be performed, supervised, and accounts issued independently of the employee or Councillor.
5. Plant and equipment must be hired on a 'wet hire' basis only, meaning that an approved Shire employee must operate the plant or equipment.



## Works and Technical Services

### 10.3

#### Private Works

6. The wet hire of plant and equipment applies to all individuals, organisations and businesses, meaning that an approved Shire employee must operate the plant or equipment.
7. No dry hiring of any Shire plant and equipment shall be permitted in any circumstance.
8. The Executive Manager Works and Technical Services will schedule the works, and a time frame will be provided to the client indicating when the works will be completed. Any variations must be authorised by the client in writing before the works are performed.

#### Plant and Equipment Use (Local Sporting and Community Groups)

The Chief Executive Officer (CEO), in consultation with the Executive Manager Works and Technical Services, is authorised to approve the use of Shire plant and equipment by local sporting and community groups, subject to the following conditions:

9. Use is limited to minor works of less than two (2) hours' duration.
10. Plant and equipment must be hired on a 'wet hire' basis only, meaning that an approved Shire employee must operate the plant or equipment on a voluntary basis.
11. Where voluntary operation by a Shire employee cannot be arranged, the full cost of any wages paid will be recovered from the organisation requesting the works.
12. All fuel consumed in undertaking the works must be replaced or reimbursed by the organisation for which the works are being carried out.
13. The plant and equipment must be used only to facilitate works for a local community or sporting organisation and must not be removed from the Shire of Northampton district.

#### **Administration**

Responsibility for implementing this policy is delegated to the Executive Manager Works and Technical Services.



**Works and Technical Services  
10.3  
Private Works**

**Adoption and Date Due for Revision**

**ADOPTED 19 February 2026**

**NEXT DUE FOR REVIEW February 2031**

**The Administration of this Policy is by Office of Works and Technical Services.**



26/11/2025

Mr Andrew Campbell  
Shire of Northampton

**Founding Members**

The Australian Government  
The Sidney Myer Fund

**Patron in Chief**

Her Excellency the Honourable  
Ms Sam Mostyn AC  
Governor-General of the Commonwealth of  
Australia

**Patrons**

Hon. John Anderson AC  
The Rt Hon Ian Sinclair AC  
Mr Bill Kilty AC

**Chairman**

Mr Tim Fairfax AC

REF: 44131

Applicant login email: cresta.viellaris@northampton.wa.gov.au

Dear Mr Andrew Campbell,

We are pleased to advise that the FRRR Strengthening Rural Communities Program grant application made by Shire of Northampton (you/your) has been successful, and we would like to offer you a grant as a contribution towards the project detailed.

|                                    |   |
|------------------------------------|---|
| <b>FRRR PROGRAM:</b>               | Strengthening Rural Communities Program   |
| <b>PROJECT:</b>                    | Northampton - Story Harvest - Echoes of the Past  |
| <b>ORGANISATION:</b>               | Shire of Northampton  |
| <b>AMOUNT APPLIED FOR:</b>         | \$10,000.00   |
| <b>GRANT AMOUNT:</b>               | \$10,000.00   |
| <b>PROJECT SUMMARY:</b>            | Celebrate local history and resilience while encouraging connection with an inclusive community dinner. |
| <b>DONOR(S):</b>                   | Private Donor   |
| <b>PROJECT REPORT DUE DATE BY:</b> | 8/06/2026   |

**NEXT STEPS:**

**Log in to your account** on FRRR's Blackbaud Granting Portal (using the email to submit the grant application: cresta.viellaris@northampton.wa.gov.au).

- **Accept this grant by completing and submitting the Electronic Funds Transfer (EFT) form.** Your payment will be processed within 14 days of receiving your bank account details. FRRR intends that this grant is **not subject to GST**.

**By submitting the completed EFT form, you are accepting the grant and agreeing to outlined conditions below:**

- **Purpose.** You will use the grant for the charitable purposes described in your application and in the Project Summary statement above, and not for any other purpose. To reflect this, please keep
  - a) accounts and records of the project's activities, so that you have the information required for the **Project Report**, when the project is complete.
- **Seeking a Variation.** If your organisation needs to request a variation, such as a change in project purpose, an extension of time, or adjustments in expenditure **before** submitting the Project Report, or if any

Foundation for Rural & Regional Renewal

Dja Dja Wurrung Country

PO Box 41, Bendigo VIC 3552

Ph: 03 5430 2399

ABN: 27 091 810 589



circumstances arise that might affect your ability to undertake or complete the project, please contact FRRR on 1800 170 020 or via [granting@frrr.org.au](mailto:granting@frrr.org.au). We will work with you to be as flexible as possible to ensure a successful outcome for you and your community.

- b) **Change of contact details.** If there is a change to the Primary Contact (Head of the Organisation) or Secondary /Project Contact, get in touch with FRRR on 1800 170 020 or via [granting@frrr.org.au](mailto:granting@frrr.org.au) to advise new details.

**Please note:** any changes to the Primary Contact must be accompanied by a copy of the minutes from your organisation's committee meeting where the change to the primary contact was decided.

- c) **Acknowledging FRRR's support.** If you are undertaking any publicity about your grant, please acknowledge the support of the "Foundation for Rural & Regional Renewal" in accordance with our logo and guidelines which you can [download](#) from our website. These are only for use in acknowledging our support for this project. Acknowledging FRRR helps us to promote your outcomes and achievements. For [tips on how to take great photos](#), visit FRRR's website. Also, if you have social media accounts, please tag us in your posts: Twitter: [twitter.com/FRRR\\_Oz](https://twitter.com/FRRR_Oz) and Facebook: [facebook.com/followFRRR](https://facebook.com/followFRRR), so we can share your projects.
- d) **Reporting.** When your project is complete, you will need to provide a **Project Report** on your project's activities, impacts and outcomes, and include a **financial acquittal** of your grant. Project reporting is an opportunity for you to reflect on and celebrate what you have achieved and to share what you have learnt.

FRRR is transitioning to a new online granting portal over the next few months, and your organisation will receive your Project Report login information in a future email. Once the new system is in place, you can access and update the reporting template at any time.

The **Project Report must** be submitted by the due date, but we encourage you to submit your **Project Report as soon as you are ready**.

Our team will be available to support you throughout the transition and if you have any questions, you can contact FRRR on 1800 170 020 or [granting@frrr.org.au](mailto:granting@frrr.org.au).

**Please note that organisations with an overdue Project Report are not eligible to apply for further FRRR funding until the report is received.**

- e) **Our rights.** The grant application, **Project Report** and all attachments you provide to us can be used by FRRR for promotion, marketing and education purposes. To enable us to do this, please ensure that you have obtained the permissions required in the form of the [Photo and Audio Release](#) available on our website for people depicted in any photo, video or audio format. FRRR will make every effort to respect Indigenous cultural and intellectual property in our published information.

If you have any questions regarding this Letter of Agreement, please don't hesitate to contact FRRR on 1800 170 020 or [info@frrr.org.au](mailto:info@frrr.org.au).

Once again, congratulations on your successful grant, and we look forward to receiving your [EFT form](#) so that we can transfer the grant funds to you. We wish you every success with the project and are always happy to chat to you if you need help at any stage.

Yours sincerely

*Natalie Egleton*  
Natalie Egleton

Chief Executive Officer

Foundation for Rural & Regional Renewal

Dja Dja Wurrung Country

PO Box 41, Bendigo VIC 3552

Ph: 03 5430 2399

ABN: 27 091 810 589



**Environmental Health Services**  
**8.1**  
**Mobile Food Vehicles Policy**

**Purpose**

The purpose of this policy is to complement the provisions of Part 6 of the Shire of Northampton Activities in Thoroughfares and Public Places and Trading Local Law 2017 (the local law) and:

1. Provide guidance on the assessment of and requirements for the operation of mobile food vehicles proposing to operate as a stall holder within the Shire of Northampton;
2. Ensure mobile food vehicles are of a temporary nature and operate in a way which complements existing food businesses and support the activation of underutilised public spaces within town sites;
3. Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and
4. Ensure mobile food vehicle operators practise safe food handling in accordance with the Food Act 2008.

**Interpretation/Definitions**

For the purpose of this policy, the following definitions apply:

**'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:

- 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.

All other terms shall have the meaning as defined within the local law.

**Policy Measures**

1.0 Application of Policy

The provisions of this policy apply only to mobile food vehicles proposing to operate within the Shire of Northampton under a Stallholders Permit in accordance with the local law. The provisions of the Policy do not apply to:

- a) A stallholder trading at a Shire of Northampton approved community event (e.g. the Northampton District Agricultural Show);
- b) An itinerant food vehicle;
- c) A mobile food vehicle catering for an approved private event on public land; nor
- d) The trading of a mobile food vehicle on private land (Note: The Shire's prior Development Approval may be required).

2.0 Location and Siting

The following location requirements apply to all applications for approval of a mobile food vehicle under a stallholders 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 and any associated temporary fixtures must be located so as not to obstruct pedestrian flow or vehicular traffic.

### 3.0 Approved Locations

Subject to compliance with clause 3.1 above, the Shire of Northampton may consider approving up to up two (2) applications for Stallholder permits to operate from the following locations at any 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);
- The carpark on Reserve 25307 on Grey Street, opposite Clotworthy Street (Site D); and
- Red Bluff Beach Road (Site E).

### 4.0 Prohibited Locations

Unless being part of a Shire of Northampton approved event, stall holders shall not be approved to operate on Reserve 25307 adjacent to Sallys Tree & the Marine Rescue/RSL precinct due to the limited parking area available to service the wide range of activities that occur in the area (e.g. boat launching, beach access and adventure playground), and the proximity of existing food premises located adjacent to the Grey Street/Porter Street intersection.

### 5.0 Conditions of Approval

In granting a stallholders permit to a mobile food vehicle operating within the district, conditions shall be imposed to address the following:

- a) Those matters outlined within clauses 6.6 and 6.8 of the local law;
- b) Compliance with the Food Act 2008;
- c) The stallholder/mobile food vehicle operator shall maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:
  - i) When trading at an approved location the trade area must be cleaned frequently;
  - ii) 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;
  - iii) A holding tank for wastewater must be located beneath the vehicle; and
  - iv) Wastewater, 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.
- d) A mobile food vehicle may only be permitted to have temporary fixtures such as tables, chairs, signs and umbrellas and in accordance with the following conditions:
  - i) The prior approval of the Shire being obtained for the number and location of such fixtures so as to ensure pedestrian flow or vehicular traffic is not obstructed;
  - ii) The fixtures are to be of a temporary nature and removed from the site at the end of trade each day; and
  - iii) All temporary fixtures are to be sturdy and made of quality materials without sharp edges or other features likely to cause harm.

- e) The prohibition of amplified noise;
- f) Mobile food vehicles to be provided within their own water and power supply unless otherwise approved by Council. The use of generators on Reserve 52436 will not be permitted except in emergency situations (e.g. outages).
- g) Where generators are to be used, the generator must not have a manufacturer specified operational volume greater than 75dB and must at all times comply with the assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.
- h) All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign (not exceeding 1m<sup>2</sup> on any side) and one tear drop banner, which are to be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle. All signage locations require the prior approval of the Shire of Northampton.
- i) The mobile food vehicle and all other associated material including temporary fixtures and signage are to be removed from the site outside of the approved trading hours.
- j) The permit not being transferrable.

#### 6.0 Approval Process

Applications for a mobile food vehicle stall holders permit must be accompanied by the following:

- a) A completed mobile food vehicle permit application as shown at attachment No 2 to this policy;
- b) A site plan detailing the proposed location (s), including any temporary fixtures and signage, along with the internal layout of the mobile food vehicle;
- c) A current Certificate of Currency (Public and Product Liability Insurance) for a minimum of \$20,000,000;
- d) A copy of the manufacturers specifications for any generators to be used; and
- e) A copy of a current Food Registration Certificate where the mobile food vehicle is houses and/or where the majority of the food preparation activities are occurring; and
- f) Payment of the fees and charges as prescribed in the Shire of Northampton annual schedule of fees and charges as adopted.

#### 7.0 Permit Renewal and Cancellation

- a) A permit may be cancelled or amended at the discretion of the Shire of Northampton in the event the permit holder fails to comply with the permit conditions;
- b) Applications for renewal must comply with the details and requirements outlined in clause 6.0 and must be submitted at least 1 month prior to the expiry of the existing permit.

#### Administration

This policy will be administered by the Shire's Executive Manager of Community, Development and Regulation and the Principal Environmental Health Officer.

#### Adoption and Date Due for Revision

**ADOPTED 19 February 2026**  
**NEXT DUE FOR REVIEW February 2030**

**The Administration of this Policy is by the Shire's Executive Manager of Development and Regulation and Principal Environmental Health Officer.**

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

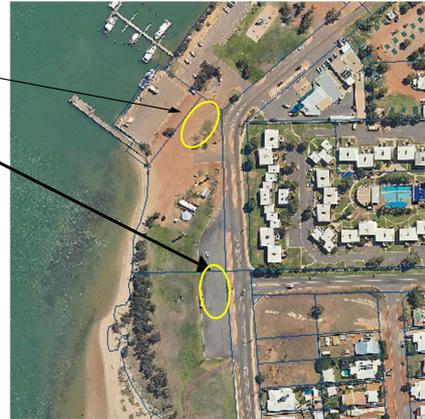
Site A – Carparking area Hampton Gardens, Northampton



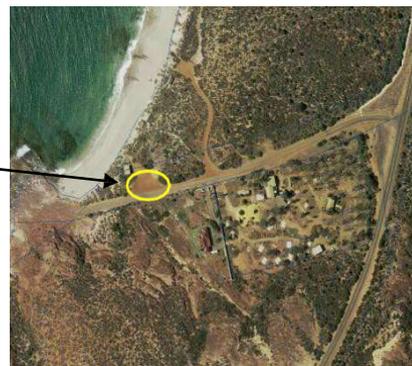
Site B – Carparking area upon Lot 202, Horrocks.



Sites C & D – Land Backed Wharf,



Site E – 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:  |

I agree that the information and plans provided with this application may be made available by the local government for public viewing in connection with the application. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Vehicle Details**

|                       |                 |
|-----------------------|-----------------|
| Vehicle Registration: | Vehicle Colour: |
| Vehicle Make/Model:   |                 |

**Proposed Trading Days/Dates**

**Proposed Trading Times**

**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)
- Carpark in Reserve 25307 Grey Street opposite Clotworthy Street (Site D)
- Red Bluff Beach Road (Site E)

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

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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):

**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:

---



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**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 submission of first application:**

- For applications upon Sites A, B, C, D or E: an application fee of \$50
- For applications to use sites other than Sites A – E: an application fee of \$297, plus advertising expenses

\*Note: The above application fees also apply for renewals where previous permit has expired.

**Attachments**

|  |
|--|
| <p><b>A current Certificate of Currency for your public liability insurance, minimum \$20 million.</b></p> <p><b>A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.</b></p> <p><b>Photographs of the external façades of the mobile food vehicle.</b></p> <p><b>A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries.</b></p> <p><b>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.</b></p> <p><b>A current copy of the Applicant’s Food Registration Certificate.</b></p> <p><b>A copy of the manufacturer’s specifications for any generators proposed to be used.</b></p> |
|--|

**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)

|                      |
|----------------------|
| <br><br><br><br><br> |
|----------------------|

## PLANNING DECISIONS DECEMBER 2025

|          |                     |   |  |   |           |
|----------|---------------------|---|--|---|-----------|
| 2025-101 | D VAN DEN BOSCH     | RESERVES 25307, 26591 & 12996 MURCHISON RIVER AND FORESHORE, KALBARRI | RENEWAL APPROVAL FOR BBQ PONTOON HIRE (2 MOTORISED PONTOONS) | 9 December 2025                               | **        |
| 2025-102 | C Mc CARTNEY        | LOT 7 (No. 423) STARLING ROAD, BOWES                                  | OUTBUILDING ON A HERITAGE LISTED PROPERTY                    | 12 December 2025                              | \$60,793  |
| 2025-103 | GT CLOHESSY         | LOT 100 (No. 4) OPAL COURT, KALBARRI                                  | TEMPORARY PLACEMENT OF SHIPPING CONTAINER – 12 MONTHS        | 23 December 2025                              | \$4,000   |
| 2025-104 | EL GAS PTY          | LOT 841 (No. 3) SUTHERLAND STREET, KALBARRI                           | PROPOSED STORAGE OF LP GAS CYLINDERS                         | 10 December 2025                              | \$10,000  |
| 2025-105 | JD OWEN-McNEIL      | LOT 504 (No. 5) CHICK PLACE, KALBARRI                                 | CHANGE OF USE FROM A DWELLING TO HOLIDAY HOUSE               | 16 December 2025                              | **        |
| 2025-106 | KERRY MICKE DESIGNS | LOT 81 (No. 9) SUNSTONE DRIVE, KALBARRI                               | PROPOSED DWELLING – SINGLE                                   | 22 December 2025                              | \$400,000 |
| 2025-107 | N ANDERSON          | LOT 202 GLANCE STREET, HORROCKS                                       | MOBILE FOOD VEHICLE – SHEARING SHED CAFE                     | 18 December 2025<br>Council Decision          | **        |
| 2025-108 | JM JENNINGS         | LOT 69 (No. 145) HAMPTON ROAD, NORTHAMPTON                            | TEMPORARY ACCOMMODATION                                      | 18 December 2025<br><b>REFUSED BY COUNCIL</b> | **        |

PLANNING DECISIONS JANUARY 2026

|          |                |  |  |                 |           |
|----------|----------------|--|--|-----------------|-----------|
| 2026-001 | MODULAR WA     | LOT 69 (No. 15) BORNIA CIRCUIT, KALBARRI     | RETAINING WALL                                   | 8 January 2026  | \$8,900   |
| 2026-002 | MIN STEPHENSON | LOT 6 (No. 1) ROWE STREET, KALBARRI          | CHANGE OF USE FROM A DWELLING TO A HOLIDAY HOUSE | 9 January 2026  | **        |
| 2026-003 | MIN STEPHENSON | LOT 6 (No. 1) ROWE STREET, KALBARRI          | OUTBUILDING AND SWIMMING POOL                    | 30 January 2026 | \$45,000  |
| 2026-004 | C HARRY        | LOT 805 (No. 20) GLASS STREET, KALBARRI      | CHANGE OF USE FROM A DWELLING TO A HOLIDAY HOUSE | 12 January 2026 | **        |
| 2026-005 | GJ & EL BEER   | LOT 407 (No. 97) FORREST STREET, NORTHAMPTON | DWELLING – SINGLE (R-CODE VARIATION)             | 15 January 2026 | \$250,000 |

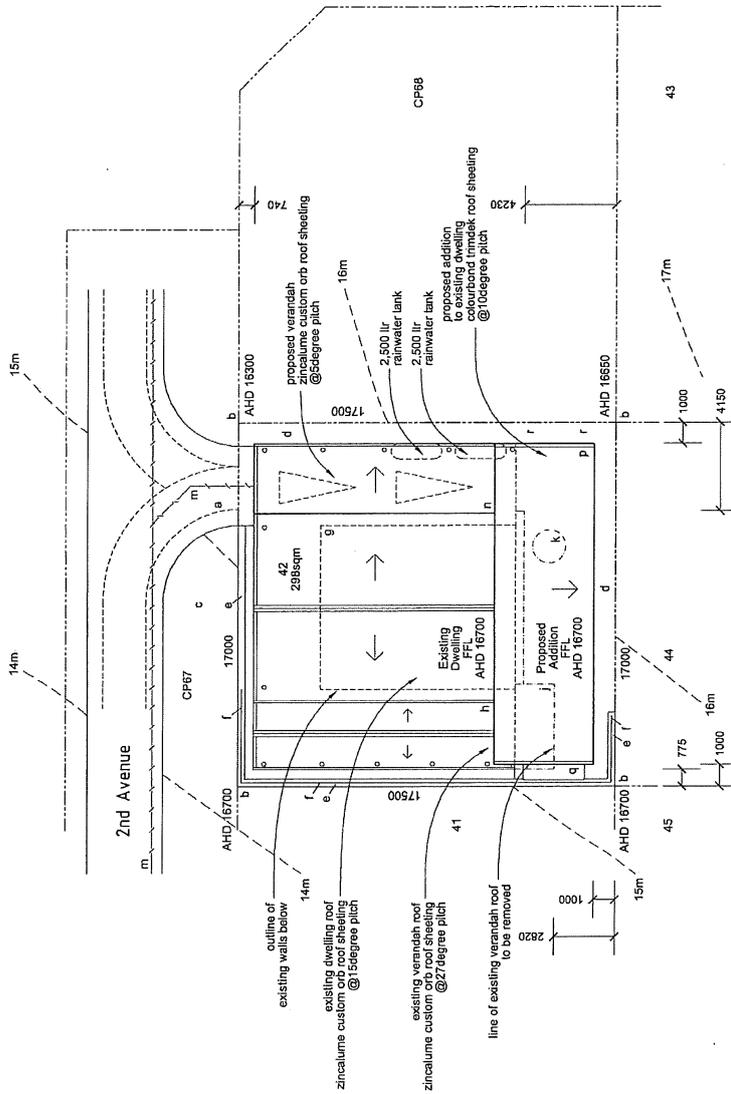
Roof/Site Plan Key

- Existing**
- a gravel driveway
  - b boundary
  - c landscaping
  - d retaining wall
  - e ballustrade
  - f verandah
  - g verandah
  - h verandah roof - to be removed
  - i rainwater tank - to be removed
  - j sewer line
  - k
  - l
  - m
- Proposed**
- n lean-to/canopy
  - o dwelling addition
  - p
  - q
  - r stormwater storage

**Existing**  
 Block Area: 268sqm  
 Interior Floor Area: 70sqm  
 Verandah Area: 79sqm = 87% (including verandahs)  
 Open Space: 22.6sqm = 50% (excluding verandahs)  
 Paved area: 109sqm  
 Landscaping: 119sqm (12%)  
 Total Impervious: 189sqm  
 Storage Volume: 3.0cubm

**Proposed:**  
 Addition Floor Area: 55sqm  
 Total Interior Floor Area: 125sqm  
 Proposed Verandah: 46sqm  
 Total Verandah Area: 125sqm = 58% (including verandahs)  
 Open Space: 46sqm = 16% (excluding verandahs)  
 Total Paved area: 21sqm  
 Total Landscaping: 96sqm (12%)  
 Total Impervious: 260sqm  
 Storage Volume: 3.0cubm

**Stormwater Volume Calculations:**  
 Volume of storage required: 3.0cubm  
 Stormwater management systems:  
 Existing rainwater tanks:  
 Proposed rainwater tanks:  
 Total volume of storage proposed: 5.0cubm



Site/Roof Plan

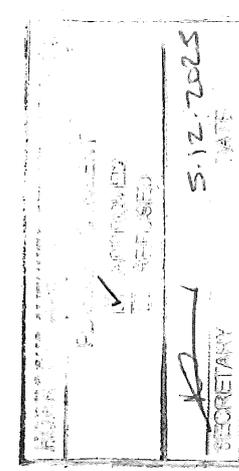
**VIGILANTE LANDSCAPE ARCHITECTURE**  
 STEPHEN VIGILANTE  
 Urban Plans, Gardens, Interiors, Interiors  
 Email: info@vigilante.com.au

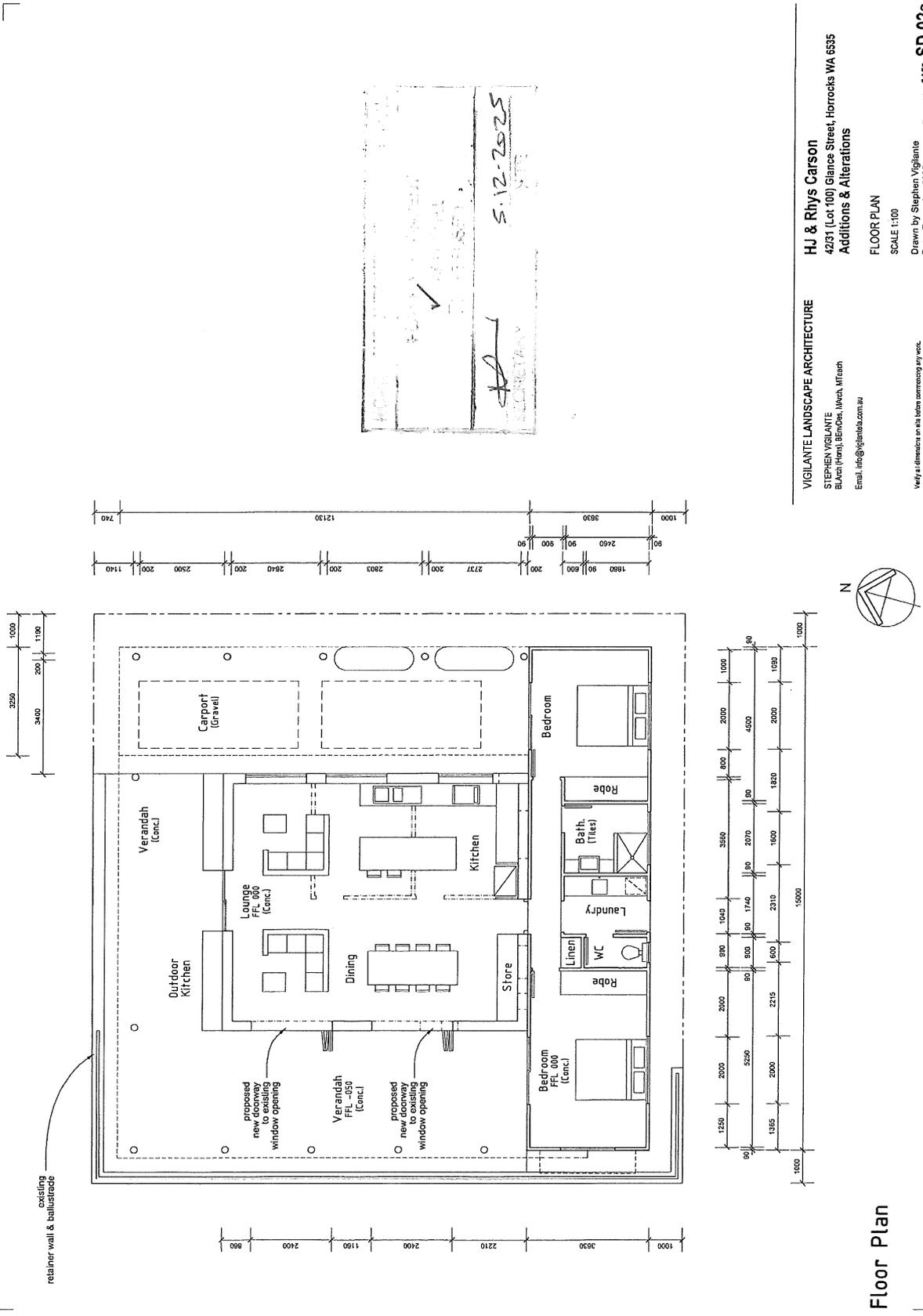
**HJ & Rhys Carson**  
 42/31 (Lot 100) Glance Street, Horrocks WA 6535  
**Additions & Alterations**

**SITE PLAN**  
 SCALE 1:200

Drawn by: Stephen Vigilante  
 Date: December 2025

Dwg. No. 0159 SD 01c





SECRETARY  
 5.12.2025  
 ✓

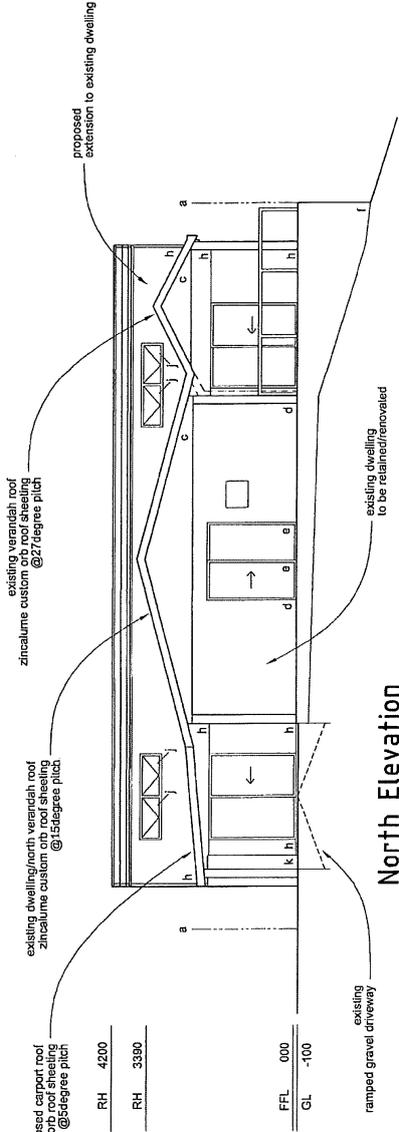
**VIGILANTE LANDSCAPE ARCHITECTURE**  
 STEPHEN VIGILANTE  
 BLAISE (PROP), BLENDS, MARCH, MFRASH  
 Email: info@vigilante.com.au

**HJ & Rhys Carson**  
 4231 (Lot 100) Glance Street, Horrocks WA 6535  
 Additions & Alterations

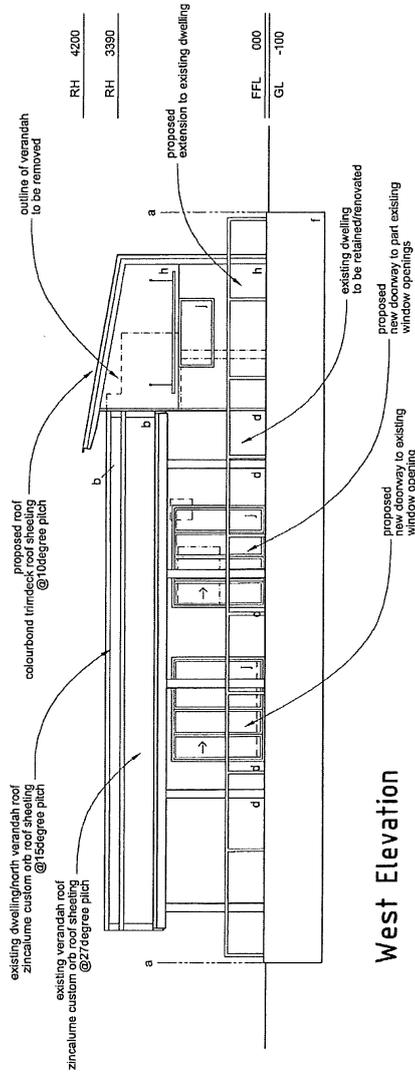
FLOOR PLAN  
 SCALE 1:100  
 Drawn by Stephen Vigilante  
 Date: December 2025

Dwg. No. 0159 SD 02c

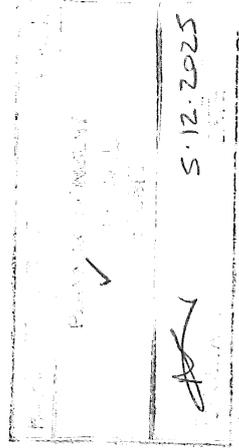
Verify all dimensions on this before commencing any work.  
 All rights reserved. Not to be copied or used without permission.



North Elevation



West Elevation



Elevations Key

- | Existing |  | Proposed |                          |
|----------|--|----------|--------------------------|
| a        | boundary                                   | g        | metal deck roofing       |
| b        | zincalume custom orb roof sheeting         | h        | fibre-cement/colourbond/ |
| c        | zincalume custom orb roof sheeting         | i        | glazing                  |
| d        | brickwork to be clad over w/               | j        | poly rainwater tank      |
| e        | fibre-cement/colourbond/weatherex cladding | k        |                          |
| f        | glazing                                    |          |                          |
|          | limestone block retaining wall             |          |                          |

VIGILANTE LANDSCAPE ARCHITECTURE

STEPHEN VIGILANTE  
 8/404 (frens) Bch/Dos, M/Vch, M/Tach  
 Email: sh@vigilante.com.au

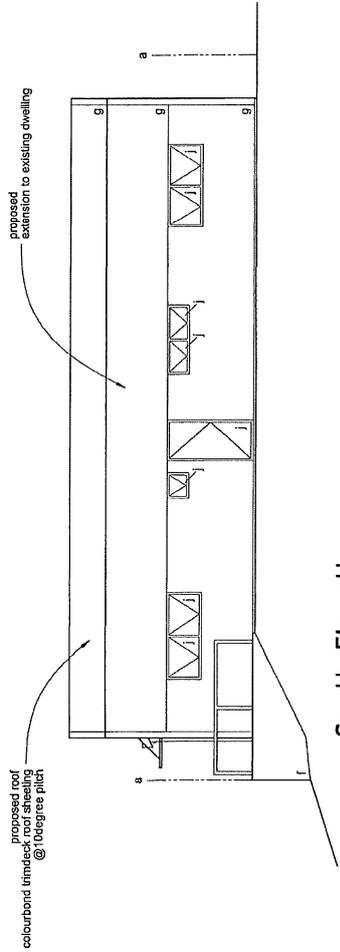
HJ & Rhys Carson  
 42/31 (Lot 100) Glance Street, Horrocks WA 6535  
 Additions & Alterations

NW ELEVATIONS  
 SCALE 1:100

Drawn by Stephen Vigilante  
 Date: December 2025

Dwg. No. 0159 SD 03c

RH 4200  
RH 3390  
FFL 000  
GL -100



South Elevation

proposed roof zincalume custom orb roof sheeting @10degree pitch

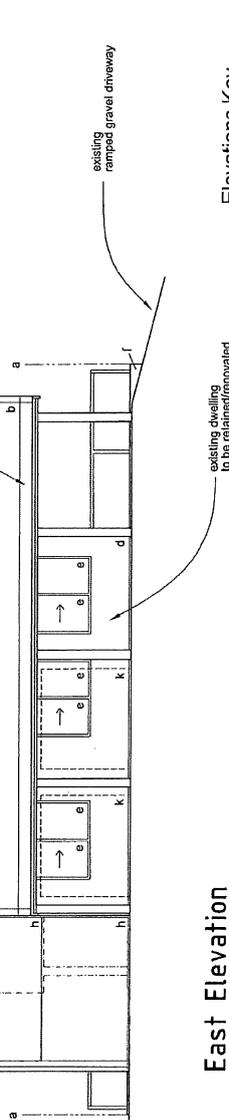
RH 4200  
RH 3390

FFL 000  
GL -100

proposed roof zincalume custom orb roof sheeting @15degree pitch

outline of verandah to be removed

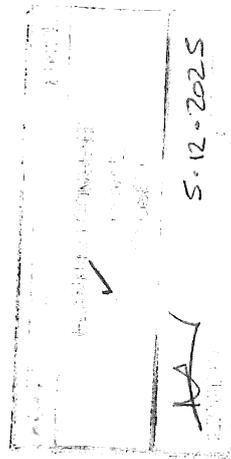
existing dwelling north verandah roof zincalume custom orb roof sheeting @15degree pitch



East Elevation

Elevations Key

- | Existing |   | Proposed |                       |
|----------|---|----------|-----------------------|
| a        | bricks  | g        | metal deck roofing    |
| b        | metal deck roofing  | h        | fibre-cement/corobond |
| c        | zincalume custom orb cladding   | i        | weatherex cladding    |
| d        | brickwork to be clad over w/ fibre-cement/corobond/weatherex cladding | j        | glazing               |
| e        | fibre-cement/corobond/weatherex cladding                              | k        | poly rainwater tank   |
| f        | limestone block retaining wall  |          |                       |



VIGILANTE LANDSCAPE ARCHITECTURE

STEPHEN VIGILANTE  
Burch (Horn) Buildings, Murch, Murch  
Email: info@vigilante.com.au

HJ & Rhys Carson

42/31 (Lot 109) Clarence Street, Horrocks WA 6555  
Additions & Alterations

S/E ELEVATIONS

SCALE 1:100

Drawn by: Stephen Vigilante  
Date: December 2025

Not to dimensions, site info concerning any work.  
All rights reserved. All in respect of any future payments.

Dwg. No. 0159 SD 04B



# **Executive Manager Community, Development and Regulation Activity Report**

**October to December 2025**

### **Activity for the period**

- Performed as Acting CEO for a period of 3 days;
- Onboarded new Shire Building Surveyor – Jon Trotter;
- Met with representatives from the Department of Fire and Emergency Services regarding Small Election Funding Commitments for Kalbarri SES and local Bush Fire Brigades;
- Completed 6 agenda items for October Council meeting, 4 items for November and 4 items for December;
- Participated in agenda review and finalisation for October, November and December Ordinary Council meetings;
- Attended various meetings, including but not limited to a representative from Development WA, Minerals Resources representatives and various landowners/members of the public;
- Attended Executive Management Meetings in October, November and December;
- Attended Ordinary Council meetings on 16 October, 20 November and 18 December meetings along with Special Council meeting on 20 October 2025;
- Conducted various site inspections in Kalbarri, Port Gregory, Horrocks and Northampton;
- Convened and attended a meeting of the Local Emergency Management Committee on 23 October;
- Attended via teams the District Emergency Management Committee pre Bushfire Season Meeting on 24 October;
- Attendance at meeting with Kalbarri Development Association, Shire Community Development Officer and the Shire Building Surveyor over proposed plans for Australia Day on 3 November;
- Took Rostered Day Off on 14 November;
- Prepared items for inclusion in Shire Bulletin relating to topical issues associated with the Community, Development and Regulation Directorate;
- Prepared relevant sections for inclusion in the Shire's Annual Report.
- Completed appointment of consultants and attended inception meeting in respect of review of the Kalbarri Foreshore Master Plan;
- Liaised and met with consultants over review of Kalbarri Foreshore Master Plan;
- Participated in the interview process for new Executive Manager of Works and Services;
- Along with the Shires Manager of Corporate Services met with the Northampton Mens Shed;

- Attended Site meeting with Shire Community Development Officers in respect of extension of the Northampton Botanic Line path network;
- Convened and attended first meeting of the Kalbarri Foreshore Revitalisation Committee;
- Finalised the draft Shire of Northampton Public Health Plan in consultation with the Shire's Environmental Health Officer;
- Liaised with the shared Bushire Risk Planning Officer over Bushfire Management and Mitigation Plans relating to the Shire of Northampton;
- Liaised with and met on several occasions with the Shire's new Chief Bushfire Control Officer;
- Oversaw the completion of works associated with Shire House at 134 Stephen Street, liaised with consultants over completion of electric connection at Woods Street, Kalbarri and progress of water corporation sewerage connection at Woods Street;
- Attended Shire end of year event held at Horrocks Community Centre;
- Took leave between 23 December and 31 December to cover period of officer closure;

## **Planning**

- Took rostered day off on 24 October and 25 November;
- Took leave between 23 December and 31 December to cover period of officer closure;
- Prepared a total of 6 agenda items for Council consideration at the October, November and December Council meetings.
- Delegated Decisions – As already reported to Council:
  - 6 applications were processed and granted Development Approval in October 2025, including 2 administrative applications with no development value.
  - 12 applications being processed under delegated authority in November, including 10 administrative item with no development value; and
  - 4 applications being processed under delegated authority in December, including 2 administrative application with no development value.
- Continued review of registered vs unauthorised Short-Term Residential Accommodation land use.
- Identified planning framework and any potential planning issues associated Property Orders and Requisitions Enquiries relating to settlements associated with land sales in the Shire.
- Attended various meetings with ratepayers, applicants and government agencies.

- Conducted various site inspections.

## **Building**

- New Building Surveyor – Jon Trotter commenced with the Shire on 30 September;
- A total of 13 approvals for building and demolition work were issued in October with a value of \$2,841,787, 8 approvals in November with a value of \$937,067 and 13 approvals in December 2025 with a value of \$2,816,005;
- Appointed contractor to complete internal painting of the Port Gregory Hall in accordance with the adopted budget. Due to costs being lower than expected, requested quote for painting of the external walls also;
- Co-ordinated numerous building maintenance works in respect of Shire owned buildings;
- Completed Building Services Levy Remittance for October, November and December;
- Commenced investigation a number of situations relating to unauthorised or non-compliant building works;
- Liaised with numerous building contractors and members of the public over proposed building works within the Shire;
- Commenced contract work processing applications for the Shire of Champman Valley as approved by the Chief Executive Officer; and
- The Shire's Building Surveyor took leave from 20 and 21 November, being preplanned prior to commencement with the Shire.

## **Environmental Health**

- Took Personal (Sick) Leave from 22 September until 27 October;
- Took rostered days off on 7 October, 12 and 15 December and annual leave from 22 December 2025 to 3 January 2026;
- Assisted the Executive Manager Community, Development and Regulation in reviewing the Shire's draft Public Health Plan;
- Processed numerous temporary food stall licenses for various events in both Northampton and Kalbarri.
- Completed various administrative duties associated with the management of the Shire's refuse sites and refuse collection contracts;
- Liaised with members of the public over effluent disposal requirements and food premises, processing applications as required;

- Research to identify any potential environmental health issues associated with Property Orders and Requisitions Enquiries, being related to the settlement of properties within the Shire.
- Completed statutory applications as required. Further detail on application types and numbers will be provided to Council as part of future Quarterly Reports.

### **Rangers & Bushfire Risk Co-ordinator**

- Shire Rangers conducted regular inspections of the Kalbarri Airport as Airport Reporting Officers;
- Conducted regular patrols within the Northampton, Horrocks, Port Gregory and Kalbarri communities with a focus on Unauthorised Camping and Dogs;
- Arranged installment of new dog waste bags and dispensers;
- Commenced a review of dog exercise areas within the Shire, with preliminary findings to be presented to 19 February 2026 Council meeting;
- Shire Ranger Rob McKenzie along with the Shire's Chief Fire Control Officer and a Deputy Chief Bush Fire Control Officer undertook an inspection of rural and remote properties by air. Rangers then commenced identification of property and ownership details relating to non-compliant properties;
- Completed site inspections of properties within the primary townsites and other areas to identify non-compliant properties, issuing numerous fines and work orders to ensure compliance, arranging works at the landowners cost were required;
- Shire Rangers attended the Bush Fire Advisory Committee meeting held on 30 September 2025;
- The Bushfire Risk Co-ordinator completed the preparation of a new draft Bushfire Management and Mitigation Plan for townsites within the Shire. These plans to be reviewed by the Bush Fire Advisory Committee and submitted to the State to support applications for future funding of mitigation works; and
- The Bushfire Risk Coordinator took preplanned leave from 6 October to 13 October.

### **Community Services**

- Along with the Executive Manager of Community, Development and Regulation met with representatives from owners of Australian Garnet to discuss their potential alignment with the Shire's Community Grants Program;
- Liaised with a private landowner over potential extension of the Botanic Line footpath and along with the Executive Manager of Community, Development and Regulation undertook a meeting and site inspection of the private landowners property;
- Processed multiple applications for events and associated applications for the

consumption of alcohol on Shire land. Such events including, but not limited to Horrocks New Years eve, Kalbarri Australia Day celebrations and several other smaller events;

- Continued liaising with various community groups and others to ensure over acquittal of grants funded through the Shire's Community Grants program;
- Finalised assessment and approval of applications for funding under the Shire's Community Grant program – Round 1 for the 2025/26 financial year;
- Continued to liaise with Kalbarri Men's Shed and the Kalbarri Community Garden Group;
- Received a grant of \$4,000 State Library of WA Technology and Digital Inclusion Grant to deliver a robotics program at the Shire's two libraries during school holidays in January 2026.
- Implemented State Library Grant of \$4,952.48 towards the Encouraging Promising Practice
- Continued to identify grant funding that may be available to support Shire of Northampton initiatives;
- Liaised with numerous community groups and individuals over Community Grants Funding and events;

### **Staff Movements**

- Mr Jon Trotter commenced in the position of Shire Building Surveyor

### **Director Focus for the upcoming period**

- Co-ordinate next meeting of Kalbarri Foreshore Revitalisation Advisory Committee, Local Emergency Management Committee and Bush Fire Advisory Committee;
- With the assistance of the Shire's Planning Officer finalise the review of the Shire's Local Planning Policy and advertise the Local Planning Policy Manual;
- Completion of reticulated sewerage connection for Wood Street property and complete all other minor works associated with the Shire's Stephen Street and Woods Street properties;
- With the assistance of the Shire's Community Services Officers, complete a review of the Shire's Disability Access and Inclusion Plan to ensure compliance; and
- Assist the CEO as required.

Potential Design of Additional Road Reserve to Ceded to the Crown – Lot 9000 off Settlers Loop, Northampton



PM AND KM MAVER  
SHIRE OF NORTHAMPTON

VACANT LAND  
47.4

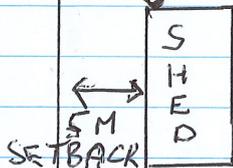
PROPOSED  
SUBDIVISION

COLOURBOND FENCE

TANKS

PROPOSED SHED

← FOR EXEMPTION



VACANT  
LAND

PROPOSED  
DWELLING

NEIGHBOURING  
RESIDENCE

99.7

SCANNOPY

VACANT LAND

31.8

BITUMEN ROAD



## Reason for seeking exemption

1. Primarily for storage whilst house is being built as I will have tradesman Coming and going.
2. Shade for myself during heat of the day whilst my plant canopy is planted and maintained.
3. Attach rainwater tank to shed water storage.

Attached ~~is~~ the shed plans.

House plans will probably have reached you by the time this is put to meeting.

Regards

A handwritten signature in black ink, appearing to be 'P', is written over a horizontal line.

To Northampton Shire,

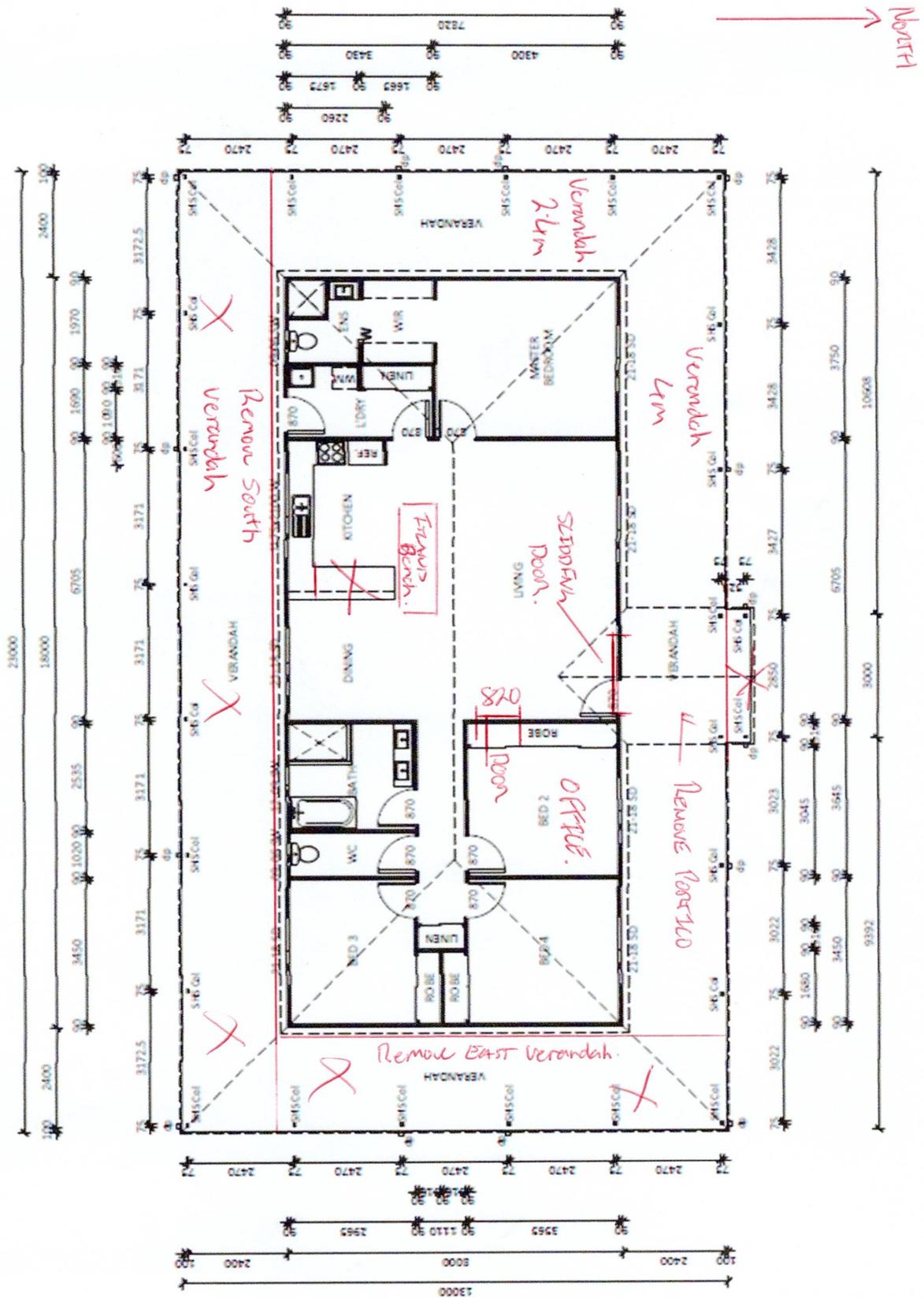
Re; exemption for shed at Lot 9000. Settlers Loop. As the council is probably aware we are subdividing a small Lot off 9000 Settlers Loop. Shed plans and construction is under way, Time frame is 4 weeks. I am seeking exemption so I can go ahead with construction of shed prior to house build. Reason being,

- 1: Storage for building materials and gardening materials and for tree canopy.
- 2: Relief from the heat as build goes on.
- 3: Attach tanks to shed gutters ahead of rains.

Plans for house are in the process of being completed and hopefully will be at the Shire by the time shed is completed. I moved to Geraldton and cannot stand the place and will be moving back upon completion of house, 18 months time frame, As I'm not much for words being an uneducated truck driver I hope you can understand the above.

Regards  \_\_\_\_\_







## THE ESTATE 299

299m<sup>2</sup>

**Truecore**  
THE INNER STRENGTH

 4  2  1

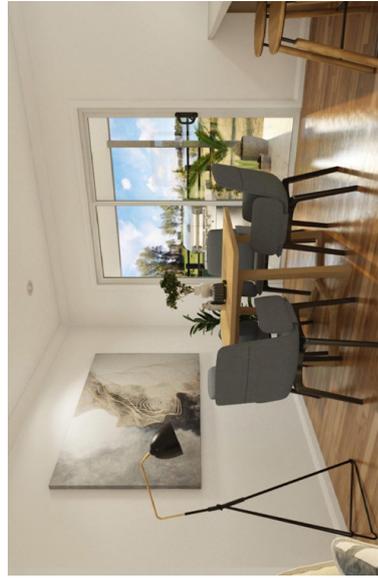
The Estate provides the foundation to create a happy family home. Kitchen, dining and living areas are open plan to allow you to entertain loved ones and friends with ease. The verandah wraps around all sides of the home, offering extended space to dine and relax.

### STEEL KIT HOME INCLUSIONS

- External and internal stud frame walls and roof trusses
- Internal framing predrilled for electrical and plumbing
- Horizontal COLORBOND® steel wall sheeting
- Corrugated ZINCALUME® steel roof sheeting
- COLORBOND® steel ridge capping, barge and flashings
- COLORBOND® steel gutters and fascias
- ZINCALUME® steel verandah posts
- All bracketry, bolts and screws provided
- Drawings for council submission
- Full engineering certification and plans

  
WIDE SPAN **HOMES**

 **1300 359 499**



— 2 —

— 3 —

The Estate provides the foundation to create a happy family home.

## STANDARD INCLUSIONS

### What Wide Span Homes Supply

We supply the steel shell and structure of your new home, enabling you to source the rest without having to pay a builder's margin. Many of our competitors offer the full package including windows, doors, gyprock and plumbing – however, this comes at a price inflated by the additional margins. Our steel kit homes have been designed for the owner builder.

### What You will Need to Supply

Being the owner builder offers tremendous flexibility as you are in control of the ultimate look of your home. You will need to source trades, builders, doors, windows, thermal break, insulation, gyprock, flooring, fixtures, lighting and all other aspects of fitting out your home from your preferred suppliers.

### Plumbing and Electrical Work

It's amazing how much you can save by project managing your kit home build. Whilst you will need to hire contractors to do the work that requires special skills and/or licenses (like plumbing and electrical), you can save in other areas by completing the tasks yourself or enlisting the help of family and friends.

### Putting the Frame and Trusses Together

We believe in simplicity and erecting our buildings is just that, simple! We provide all of our owner builders with a comprehensive set of floor and panel plans that clearly outlines each and every section in the most simplistic manner. Our panel-by-panel plans contain easy to understand instructions about what is required at each stage.

### The Flooring System

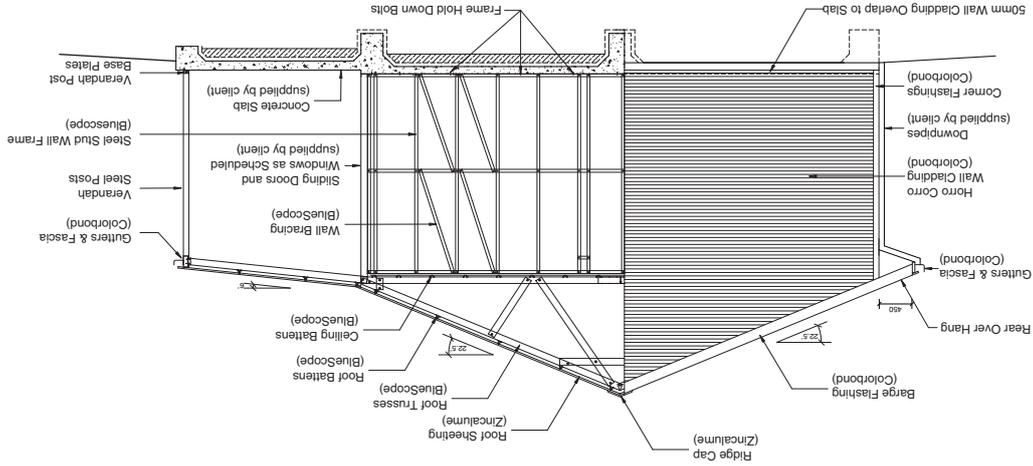
There are two flooring options available within the kit home range. The standard price advertised is for the house to go on a slab. The second option involves steel posts, and all steel bearers and joists for the entire bottom floor will be supplied. With this optional extra all you would need to supply is concrete around the posts and your choice of timber flooring, be it polished timber flooring or particle board.

Consider the following before deciding on your flooring system:

1. Price of concrete vs raised flooring system.
2. How will an elevated house affect you? Many owner builders prefer to use the flooring system because they can stand the building first then do the plumbing. The flooring system's height is also beneficial if you are using composting toilets.
3. What option will be the most aesthetically pleasing? Try imagining how your house would look if it was elevated off the ground. Which option best meets your requirements?

Both are conventional ways of building and come with full engineering plans.

THE BELOW DIAGRAM HIGHLIGHTS THE STANDARD INCLUSIONS OF A SINGLE STOREY STEEL KIT HOME.



- Designed for the owner builder
- A range of stylish designs
- Cyclonic versions available
- Termite Resistant
- Affordable housing alternative
- Friendly to the environment
- Council Approval Guarantee





## COLOUR RANGE

Fifty years of Australian research and development has created a range of technologies that give genuine COLORBOND® steel its long lasting performance when subjected to some of the harshest Australian conditions. You can be sure you're getting the genuine article by looking out for the COLORBOND® steel branding on the product, or its packaging.

For roofing and walling, check for the ink branding on the reverse side of the sheet. On fencing, look for laser branding on either side of each panel; it appears at least three times in each 2.4m section. For guttering, look on the inside for ink branding, and you will find the protective wrapping that your COLORBOND® steel arrives in is branded too.



CLASSIC CREAM™



SURFMIST®



PAPERBARK®



EVENING HAZE®



SHALE GREY™



DUNE®



IRONSTONE®



WIND SPRAY®



PALE EUCALYPT®



GULLY®



WOODLAND GREY®



WALLABY®



JASPER®



MANOR RED®



DEEP OCEAN®



BASALT®



MONUMENT®



COTTAGE GREEN®



NIGHT SKY®



## ABOUT WIDE SPAN HOMES

**Our steel kit homes have been designed for the owner builder or owner manager.**

### Our History

Wide Span Homes is one of Australia's leading providers of steel kit homes and has garnered a reputation as a "no compromise" option for many Australians looking for a quality kit home made from Australian Steel. We wholesale premium steel kit homes to the public and manufacture locally using premium quality Bluescope Steel. Wide Span Homes has been an important part of Wide Span Sheds since its founding on the Gold Coast in September 2000.

### Australian Standards Compliance

Our kit homes are designed for Class 1 residential use in accordance with the BCA for a Class 1 building and the wind classification nominated.

### Premium Quality

All Wide Span Homes are manufactured from Australian BlueScope Steel comprising 450 MPa GALVSPAN® cold-rolled structural members, TRUCORE® steel internal and external framing as well as sheeting produced from BlueScope coil in both ZINCALUME® and COLORBOND® steel options.

### Relax. We Deliver!

Every Wide Span Homes steel kit is manufactured at one of our local manufacturing plants across Australia. Delivery is available to most locations with export available worldwide.

Manufacture and delivery of your steel kit attracts a turn-around time of approximately eight weeks from date of order. Please discuss more firmed up time frames for your purchase with your homes specialist.



## GENERAL SPECIFICATION

The kit home general specifications are set out below.

### Standards and codes

The building is designed in accordance with the following codes: The BCA, AS4085, AS/NZS 1170, AS 3600, AS/NZS 4100, AS/NZS 4600, AS 1684, and AS 2870.

### Design criteria

Unless otherwise stated, this building is suitable for the site wind classification of NZ. No allowance has been made for earthquake or snow loading. It is the responsibility of the purchaser to ensure that this classification is suitable for the site and proposed building use. This should be obtained from a suitably qualified and insured person/company.

### Dimensions

All dimensions nominated are nominal sizes only.

### Drawing for Council Submission

Full set of plans for submission to council including engineering approval. Site specific drawings are not provided, eg site plan, drainage plan etc. Site specific reports are also not provided, eg bush fire protection plan, energy efficiency report.

### Environmental characteristics

All components of the steel building are designed to suit the conditions generally described as "non-aggressive". Care must be taken with any steel building to ensure that regular maintenance is carried out. The suitable conditions and maintenance requirements are defined in the various Bluescope Steel Technical Bulletins.

### Roof and wall sheeting

Roof sheeting is supplied in Corodek Wall sheeting is supplied in Corodek and fixed horizontally.

### Fasteners

All connections are tek screwed. Roof and wall screws provided to Climasal® 4 standard. All other screws class 3.

### Slab

Designs provided for Class A, S, M or H1 soil conditions with a safe bearing value >100kPa.

### Cutters

The gutter type supplied will be nominated by our supplier as the most common type for your area.

### Marking, cutting and drilling

Most components are marked for easy identification and placement and are cut to length. It will be necessary to cut and/or drill some components on site.

### Colours

Certain products and areas have a limited colour range. Please consult your representative for more information regarding available colours in your area.

### Down pipes

Down pipes are to be provided by others to suit your roof and water tank requirements.

### Windows and doors

Window and door locations are nominated on the plans. The supply of windows and doors are not included in the quoted price. To avoid on-site damage, these are best purchased locally when required.

### Raised Flooring System\*

Steel bearers, joists and posts to raise the floor. No flooring, stairs or balustrade provided. 600mm & 1500mm refers to the maximum distance allowed from the top of the concrete pier to the underside of the bearer.

### Delivery\*

Delivery is quoted to within the normal delivery routes. Additional fees apply where the address is beyond the normal route. Alternately, delivery can be ordered ex-works.

### Ex works\*

Collection of your steel kit home will be from our supplier's depot within your nominated city. \* Only where nominated specifically in your purchase agreement. Due to ongoing product development, the seller reserves the right to make design and engineering changes up to the time of commencing manufacture.



# READY TO ORDER?

Contact us today to arrange your purchase agreement on 1300 359 499.

Complete payment information including your unique BPAY reference numbers as well as tax invoices can be found in your purchase agreement (contact us to arrange your purchase agreement). This can be in three staged payments: 15% deposit, 45% secondary payment and 40% final payment.

**Please note the following payment guidelines:**

- A) Initial payment of 15% of your contract price will enable you to receive your floor and engineering plans for you to get your council approvals under way (if not approved, this will be refunded in full).
- B) Second payment of 45% of your contract price (see your purchase agreement for actual amount) will commence manufacturing. (Allow approx 8 weeks for manufacture).
- C) Final payment of 40% of your contract price (10 days prior will confirm your delivery).

**Note:** Option A will not secure the price; you will be subject to any global steel price rise; percentage required may vary subject to state government legislation.



Wide Span Homes accepts the following payment methods



\*Terms and conditions apply, as per our quote letters and purchase agreements. This document must be read in conjunction with the following conditions: \*C&Z indicates COLORBOND® steel wall sheeting and trim and ZINCALUME® roof. All roofing supplied in ZINCALUME® unless otherwise stated. All prices are GST inclusive in Australian dollars. Pricing is for the supply of building frame only including roof and wall sheeting. A delivery fee may apply. Building images are representational and are for illustrative purposes only. C2 wind classification available at extra cost. Whilst every care is taken in the publishing of prices and goods, Wide Span Homes reserves the right to correct any errors or misprints at any time without notice. TRUECORE®, ZINCALUME® and COLORBOND® steel are registered trademarks of BlueScope Steel Limited. Please check our website at www.sheds.com.au for latest changes or alterations of our conditions. For the full terms and conditions go to www.sheds.com.au/termsandconditions.html or ask your salesperson for a copy. © Copyright Wide Span Sheds Pty Ltd 2023. No portion of this document may be reproduced without the express written permission of Wide Span Sheds Pty Ltd.



**From:** Alexander John <[Alexander.John@dplh.wa.gov.au](mailto:Alexander.John@dplh.wa.gov.au)>  
**Sent:** Tuesday, January 27, 2026 9:45 AM  
**To:** Northampton Admin <[council@northampton.wa.gov.au](mailto:council@northampton.wa.gov.au)>  
**Cc:** Liam Wallis <[Liam.Wallis@dplh.wa.gov.au](mailto:Liam.Wallis@dplh.wa.gov.au)>; Anna McGowan <[anna.mcgowan@dplh.wa.gov.au](mailto:anna.mcgowan@dplh.wa.gov.au)>; Yamatji Nation Lands <[yamatjinationlands@dplh.wa.gov.au](mailto:yamatjinationlands@dplh.wa.gov.au)>  
**Subject:** Yamatji Nation ILUA - Transfer and revestment of Reserve 43472 to Bundi Yamatji Aboriginal Corporation (BYAC) / Joint Trustees

OFFICIAL

Dear Sir/Madam,

The Yamatji Nation Indigenous Land Use Agreement (YNA) provides the Yamatji People with a package of benefits that compensates for past acts which have impaired or extinguished native title rights. The Agreement is intended to support long-term outcomes for the Yamatji Nation, including sustainable economic independence, cultural protection, and self-determination for current and future generations.

The Department of Planning, Lands and Heritage (DPLH) is responsible for implementing the Land Estate component of the YNA, which includes:

- the creation of a Yamatji Land Estate through the transfer of approximately 14,500 hectares of Crown land in freehold;
- the creation of management orders over approximately 134,000 hectares of Crown reserve land, across multiple parcels, to Bundi Yamatji Aboriginal Corporation (BYAC), many with power to lease and/or an option to convert to freehold; and
- the divestment of eight Aboriginal Lands Trust properties located within the Agreement Area.

DPLH has worked collaboratively with the Yamatji Nation to identify Crown land parcels within the Agreement Area that may be transferred as part of the settlement. These parcels were communicated to relevant local governments, including the Shire of Northampton, most recently during 2018 as part of the offer and acceptance process.

As part of this process, several land parcels have been offered to BYAC, being the relevant landholding body for reserves under the YNA. In some instances, these parcels include an option to convert from reserve tenure to freehold, in which case the land would instead be held by Yamatji Funds Management Limited and Mutual Trust, as Joint Trustees.

Under the Yamatji Nation Agreement, several unmanaged reserves established under section 152 of the *Planning and Development Act 2005 (WA)* (formally section 20A of the *Town Planning and Development Act 1928 (WA)*) which are proposed to be transferred to BYAC for the purpose of “*Yamatji Social, Cultural and/or Economic Purposes*” with the power to lease. Each proposed transfer is subject to statutory requirements and the completion of applicable pre-conditions.

The following land parcel is located within the Shire of Northampton and is subject to the pre-conditions outlined below:

**Unmanaged Reserve 43472 – Public Recreation**

Lot 12028 on Plan 18639 (PIN 1079303), LR3011/717

- Offered to BYAC with power to lease
- Pre-conditions:
  - i. the parties acknowledge and agree that the Land will be set aside as a reserve for the purpose of “Yamatji Social, Cultural and/or Economic Benefit and Public Recreation”, or such other purpose as agreed between the State and the Landholding Body, pursuant to section 41 of the LA Act; and
  - ii. the Landholding Body:
    - a) acknowledging that Reserve 43472 is a section 20A reserve under the *Town Planning and Development Act 1928* (WA); and.
    - b) obtaining all necessary approvals under the *Town Planning and Development Act 1928* (WA), to allow for the Allocation of Reserve 43472, the change of purpose to Yamatji Social, Cultural and/or Economic Benefit and Public Recreation and the power to lease.

The Native Title Agreements and Partnerships Team would appreciate clarification on the specific approvals required to be obtained by the relevant landholding body or bodies to satisfy pre-condition (ii)(b) to enable the subsequent allocation and transfer of this reserve.

To assist with your consideration, please find attached aerial/tenure maps, plans, titles, and reserve enquiry reports for each of the above reserves.

Should you require any further information or wish to discuss this matter, please do not hesitate to contact me.

Kind regards,  
Alex

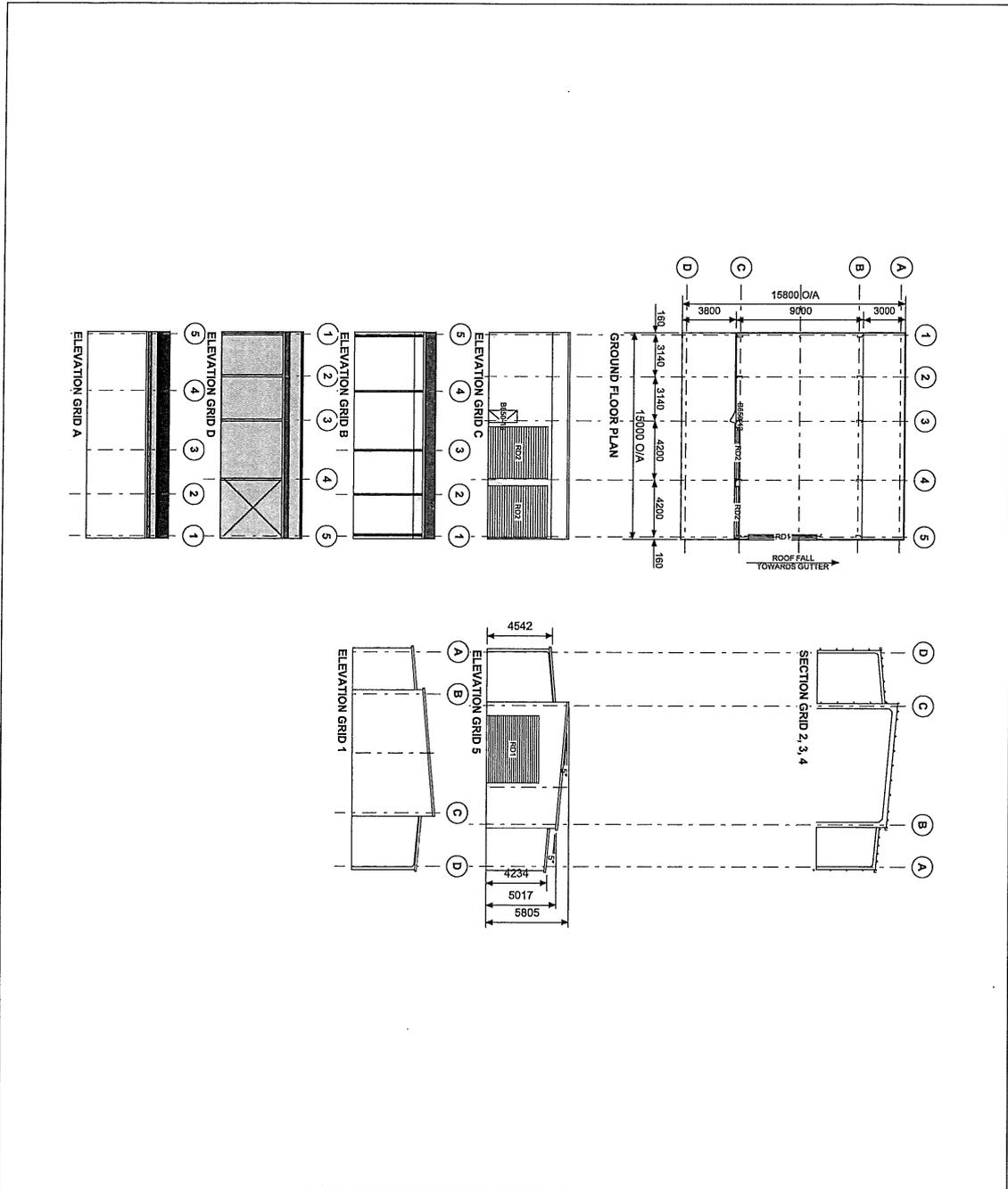
**Alexander John**  
Project Manager | Native Title Agreements and Partnerships  
**Department of Planning, Lands and Heritage**  
140 William Street, Perth WA 6000  
W: [dph.wa.gov.au](http://dph.wa.gov.au) | P: 6552 4511



The Department of Planning, Lands and Heritage acknowledges Aboriginal people as the traditional custodians. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between land and community. We acknowledge those who continue to share knowledge, their traditions and culture to support reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for learning. Learn more about our [Stretch Reconciliation Action Plan](#).

*Disclaimer: This email and any attachments are confidential and may be legally privileged. If you are not the intended recipient, disclosure, distribution or copying of this material is strictly prohibited. If you have received this email in error, please immediately reply to this email, then delete both emails from your system.*





| <p><b>RANBUILD</b></p> <p>Copyright 2025<br/>Lynette Building<br/>Manufacturing<br/>Trading as RANBUILD</p>  |  |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
|--|--|--------|------------------|--------|---|---------------|--|----|--|-------|-----------------|----|----|---------|-----------------|----|----|-------|---|----|----|--------|-----------|----|----|----------|-------|----|----|
| <p><b>CLADDING</b></p> <table border="1"> <thead> <tr> <th>ITEM</th> <th>PROFILE (mm)</th> <th>FINISH</th> <th>COLOR</th> </tr> </thead> <tbody> <tr> <td>ROOF</td> <td>THUNDER &amp; LIGHT</td> <td>CS</td> <td>SO</td> </tr> <tr> <td>WALLS</td> <td>THUNDER &amp; LIGHT</td> <td>CS</td> <td>SO</td> </tr> <tr> <td>CORNERS</td> <td>THUNDER &amp; LIGHT</td> <td>CS</td> <td>SO</td> </tr> <tr> <td>RANGE</td> <td>-</td> <td>CS</td> <td>CC</td> </tr> <tr> <td>GUTTER</td> <td>SIBERLINE</td> <td>CS</td> <td>CC</td> </tr> <tr> <td>DOWNPIPE</td> <td>90x90</td> <td>PV</td> <td>WT</td> </tr> </tbody> </table> <p>0.38mm x 0.40m @ 0.422mm @ 0.47m @ 0.48mm @ 0.52m @</p> |  | ITEM   | PROFILE (mm)     | FINISH | COLOR   | ROOF          | THUNDER & LIGHT  | CS | SO   | WALLS | THUNDER & LIGHT | CS | SO | CORNERS | THUNDER & LIGHT | CS | SO | RANGE | - | CS | CC | GUTTER | SIBERLINE | CS | CC | DOWNPIPE | 90x90 | PV | WT |
| ITEM   | PROFILE (mm)   | FINISH | COLOR            |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| ROOF   | THUNDER & LIGHT  | CS     | SO               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| WALLS  | THUNDER & LIGHT  | CS     | SO               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| CORNERS  | THUNDER & LIGHT  | CS     | SO               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| RANGE  | -  | CS     | CC               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| GUTTER   | SIBERLINE  | CS     | CC               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| DOWNPIPE   | 90x90  | PV     | WT               |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| <p><b>ACCESSORY SCHEDULE &amp; LEGEND</b></p> <table border="1"> <thead> <tr> <th>QTY</th> <th>MARK DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>NO1 1200 x 2400mm 100mm Gypsum Board, 12.5mm Gyprock, 38mm Fibre Glass Insulation, 100mm Gypsum Board</td> </tr> <tr> <td>2</td> <td>NO2 1500 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board</td> </tr> <tr> <td>1</td> <td>Base 03 1800 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board</td> </tr> </tbody> </table>   |  | QTY    | MARK DESCRIPTION | 1      | NO1 1200 x 2400mm 100mm Gypsum Board, 12.5mm Gyprock, 38mm Fibre Glass Insulation, 100mm Gypsum Board | 2             | NO2 1500 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board | 1  | Base 03 1800 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| QTY  | MARK DESCRIPTION   |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| 1  | NO1 1200 x 2400mm 100mm Gypsum Board, 12.5mm Gyprock, 38mm Fibre Glass Insulation, 100mm Gypsum Board      |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| 2  | NO2 1500 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board     |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| 1  | Base 03 1800 x 3000mm 100mm Gypsum Board, 12.5mm Gyprock, 110mm Fibre Glass Insulation, 100mm Gypsum Board |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| <p>ARCHITECTURAL DRAWING ONLY, FOR BUILDING PERMIT STAGE</p> <p>CLIENT<br/>Jason Dalgleish</p> <p>SITE<br/>111 Wanneroo<br/>NORTHAMPTON WA 6535</p> <p>BUILDING<br/>BIG C SKILLION<br/>9000 SPAN x 5017/5805 EAVE x 15000 LONG<br/>PLUS 3000 ANNEXE AND 3800 ANNEXE</p> <p>REGISTERED PRACTITIONER<br/>Alexander Filonov<br/>Level 1, 12 Beaumont St Hamilton NSW 2303<br/>+61 2 4962 4311<br/>1/12/2025</p>   |  |        |                  |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| <p>TITLE<br/>GENERAL ARRANGEMENT</p> <table border="1"> <thead> <tr> <th>SCALE</th> <th>DRAWING NUMBER</th> <th>REV</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>AS SHEET 1200</td> <td>441314-CA</td> <td>A</td> <td>12/14</td> </tr> </tbody> </table>   |  | SCALE  | DRAWING NUMBER   | REV    | DATE  | AS SHEET 1200 | 441314-CA  | A  | 12/14  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| SCALE  | DRAWING NUMBER   | REV    | DATE             |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |
| AS SHEET 1200  | 441314-CA  | A      | 12/14            |        |   |               |  |    |  |       |                 |    |    |         |                 |    |    |       |   |    |    |        |           |    |    |          |       |    |    |

**Kaylene Roberts**

---

**From:** Jason Dalglish <jason.denterprises@outlook.com>  
**Sent:** Tuesday, 20 January 2026 12:30 PM  
**To:** Kaylene Roberts; Jon Trotter  
**Cc:** Phillipa Boers  
**Subject:** Re: Outbuilding - 111Wannerenooka Rd

Good afternoon Raylene,

The following items are purposed to be housed within the shed.

6x6 landcruiser  
7m aluminium boat  
9.5m caravan  
12' car toper dingy  
14' dingy  
Quad bike  
3 wheel trike Can-Am  
triumph motorcycle  
6x4 trailer  
5x8 cage trailer  
Camper trailer

All other plant and equipment will be moved to a rural block we have purchased in Cunderdin, once all the works have been completed on 111Wannerenooka Rd, as these are currently in use to develop the property. These were purchased for private use on our property and not for commercial use or hire.

Regards,  
*Jason Dalglish*  
0418953057  
**Dalglish Enterprises PTY LTD**  
**EC5947 AU13300**

---

**From:** Kaylene Roberts <planning@northampton.wa.gov.au>  
**Sent:** Tuesday, January 20, 2026 11:39  
**To:** Jason Dalglish <jason.denterprises@outlook.com>  
**Subject:** Outbuilding - 111Wannerenooka Rd

Good afternoon Jason

Please see the list below of the machinery you proposed to keep on site as per the refusal application of 22 July 2025.

Can you confirm which of the following will be housed within the proposed outbuilding as per your list from last year.

The list is as follows.

6x6 landcruiser  
 7m cat aluminum  
 9.5m caravan  
 11m beaver tail heavy rigid truck  
 12' car topper dingy  
 14' dingy  
 Quad bike  
 3 wheel trike can am  
 Motor cycle triumph  
 Skid steer  
 2.5t excavator  
 2tonne roller compactor  
 Camper trailer  
 6x4 box trailer  
 5x8 cage trailer

As per the Council Report of 17 July 2025, it states that the parking of commercial vehicles is restricted on land zoned Residential as per Clause 32 (18)(a) of the Scheme, the local government may permit the parking of 1 commercial vehicle on a lot zoned Residential.

The approval to store more than 2 commercial vehicles is not recommended given such a use is consistent with the land use definition of a transport depot. A Transport Depot means premises used primarily for the parking or garaging of 3 or more commercial vehicles. A transport depot is a prohibited land use within the Residential zone.

Can you please provide justification and an updated list of vehicles to be housed within the outbuilding. It should also be noted that Council will not support more than 1 commercial vehicle on the property or a transport depot.

*Kaylene Roberts*  
*Planning Officer*

*Work: Tuesday to Friday*



A: PO Box 61 Northampton WA 6535  
 P: (08) 9934 1202 F: (08) 9934 1072  
 E: [planning@northampton.wa.gov.au](mailto:planning@northampton.wa.gov.au)

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# Site Plan Proposal: Kalbarri Airport

## 1000L Avgas Tank Installation

Prepared by Stanich Aviation

### **Introduction**

This proposal outlines the planned installation of a 1,000-litre self-bunded aviation gasoline (avgas) tank at the Kalbarri Airport. The project includes the construction of a 2.4m x 2.4m paved foundation to support the tank. In conjunction with the tank installation, Stanich Aviation requests the use of the existing aircraft tie-down anchor points located nearby to facilitate safe refuelling operations and weather risk mitigation.

### **Proposed Development**

#### **Location**

The avgas tank is proposed to be installed 2 metres north of the aircraft parking area, 4 metres north of the existing hangar, and 6 metres northwest of the existing anchor points. These anchor points will assist with safe refuelling procedures and improve aircraft stability during adverse weather conditions.

#### **Access**

The tank will be positioned to allow easy vehicle access from the main service road without obstructing aircraft movement or emergency access routes. Its proximity to the apron ensures convenient tanker access for refilling and efficient aircraft refuelling operations.

#### **1000L Avgas Tank**

- 1,000L self-bunded avgas tank
- 12V solar-powered pump
- 15m hose reel

#### **Safety**

- Fire extinguishers and spill kits located adjacent to the tank
- Clear and durable safety signage

**Environmental**

The self-bunded tank provides primary containment for any potential spills. The 2.4m x 2.4m paved foundation will include approved drainage to ensure proper management of water runoff and prevent environmental contamination.

**Runway & Taxiway**

All runway and taxiway operations will remain unobstructed by the installation.

**Regulatory and Safety Considerations**

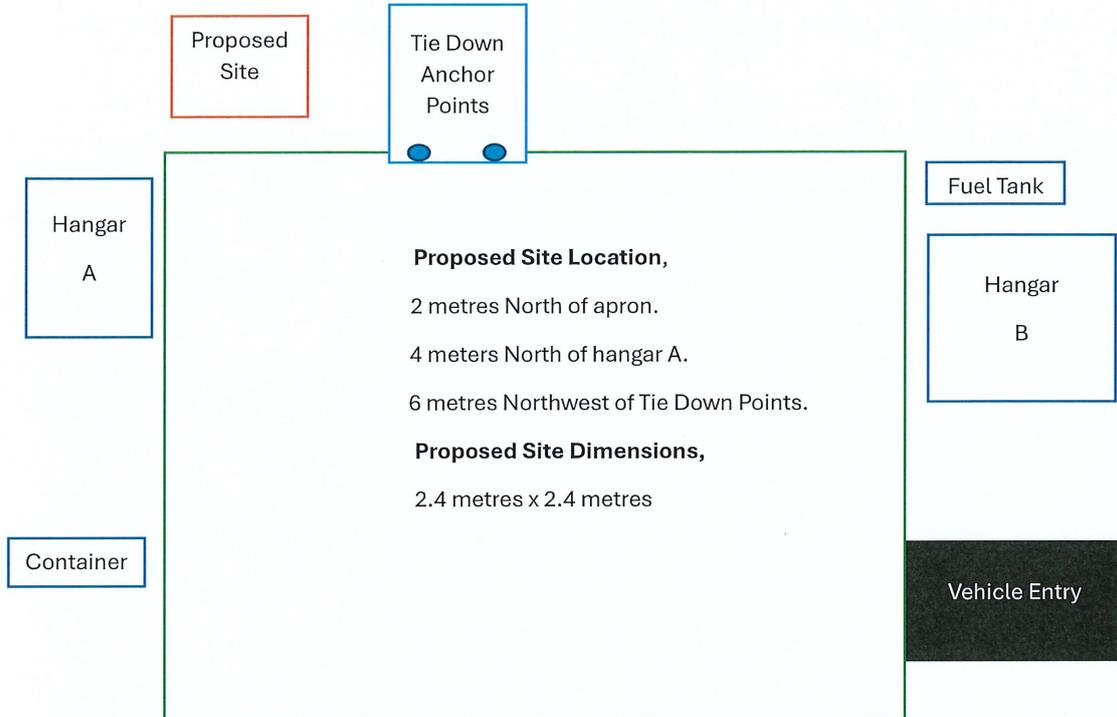
The installation will comply with all relevant standards and requirements, including:

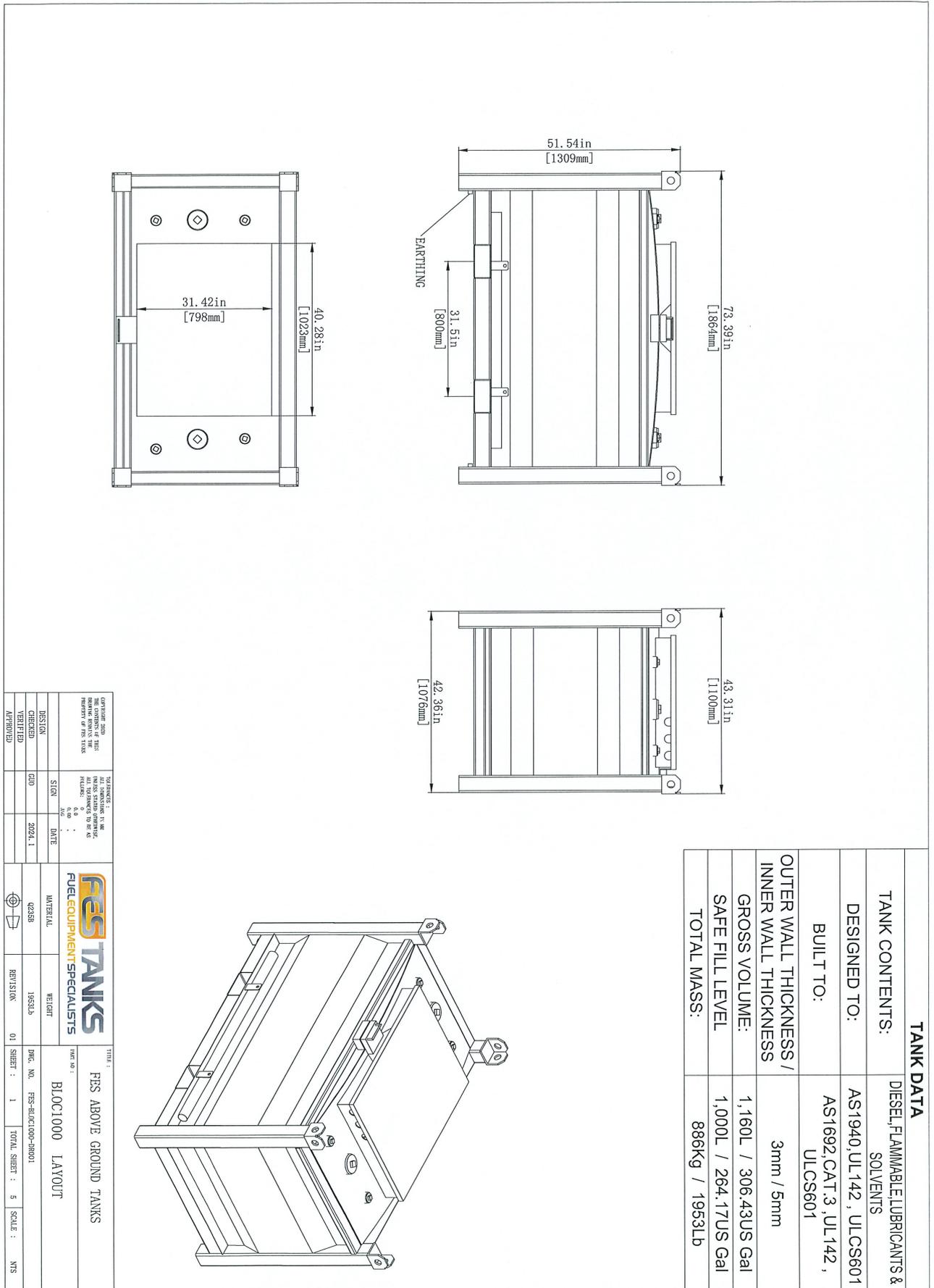
- Civil Aviation Safety Authority (CASA) guidelines
- The Storage and Handling of Flammable and Combustible Liquids
- Kalbarri Airport operational and safety procedures

**Conclusion**

This proposal presents a safe, compliant, and operationally efficient plan for the installation of a 1,000L avgas tank at the Kalbarri Airport. Detailed site drawings and supporting photographs are included within the full proposal documentation.

### Kalbarri Airport Avgas Tank & Anchor Point Proposed Site Plan





DESIGN: [ ]  
 CHECKED: [ ]  
 VERIFIED: [ ]  
 APPROVED: [ ]

DATE: 2024.1

DATE: 2024.1

**FES TANKS**  
 FUELEQUIPMENT SPECIALISTS

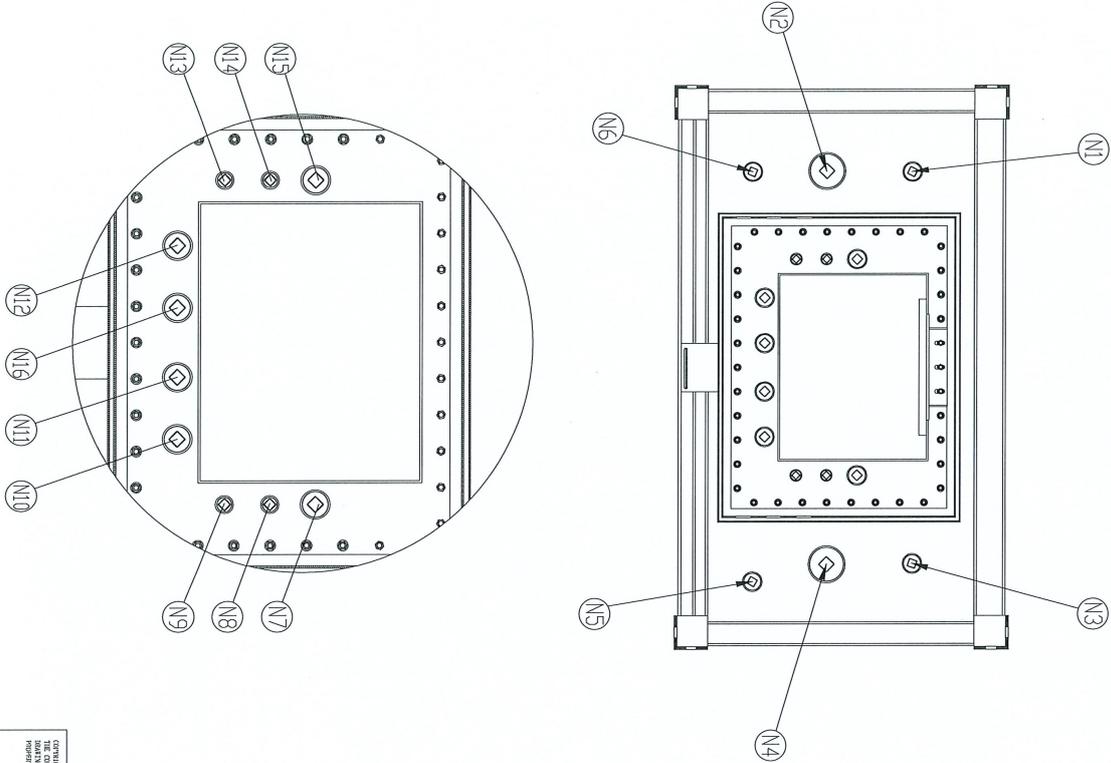
MATERIAL: Q235B

REVISION: 01

FES ABOVE GROUND TANKS

BL0C1000 LAYOUT

SHEET: 1

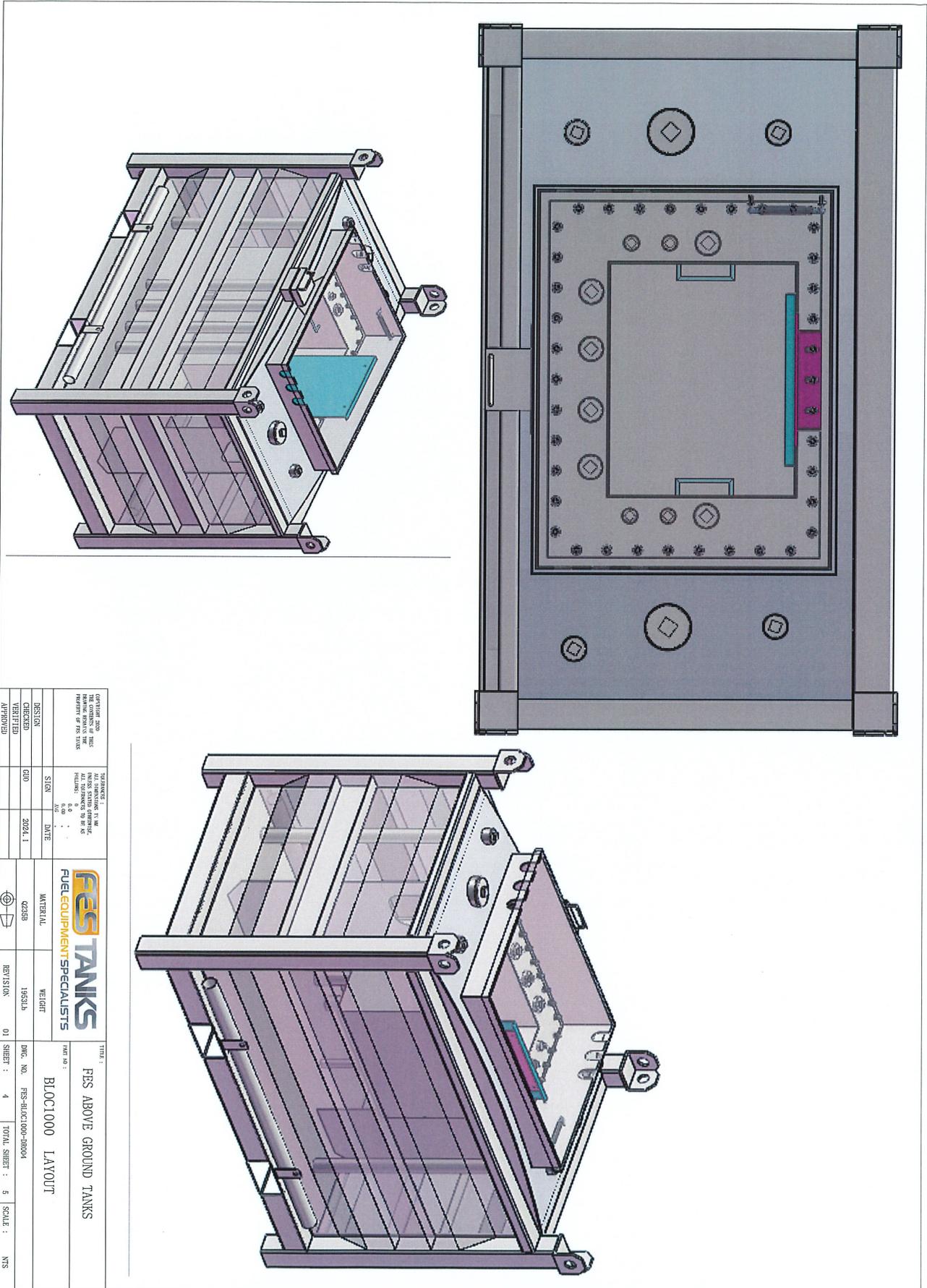


| NOZZLE NO. | SIZE  | CONNECTION   | DESCRIPTION  |
|------------|-------|--------------|--|
| N1         | DN50  | BSP-Fx50L0NG | INTERSTITIAL VENT DIP C/W DN50 PIPE CONNECTED TO FLOOR                 |
| N2         | DN100 | BSP-Fx75L0NG | 4 INCH SOCKET FOR SUBMERSIBLE PUMP PROVISION                           |
| N3         | DN50  | BSP-Fx50L0NG | FREE VENT  |
| N4         | DN100 | NPT-Fx75L0NG | 4 INCH SOCKET FOR SUBMERSIBLE PUMP PROVISION                           |
| N5         | DN50  | BSP-Fx50L0NG | SUCTION C/W DN50 PIPE 35mm FROM FLOOR                                  |
| N6         | DN50  | BSP-Fx50L0NG | SUCTION C/W DN50 PIPE 35mm FROM FLOOR                                  |
| N7         | DN50  | BSP-Fx50L0NG | RETURN C/W ND50 SOCKET   |
| N8         | DN25  | BSP-Fx40L0NG | SUCTION C/W DN25 PIPE 35MM FROM FLOOR                                  |
| N9         | DN25  | BSP-Fx40L0NG | RETURN C/W ND25 SOCKET   |
| N10        | DN50  | BSP-Fx50L0NG | SUCTION C/W DN50 PIPE 35mm FROM FLOOR                                  |
| N11        | DN50  | BSP-Fx50L0NG | FILL C/W MALE CAMLOCK & CAP & DN50 PIPE 35MM FROM FLOOR                |
| N12        | DN50  | NPT-Fx50L0NG | SUCTION C/W DN50 PIPE 35MM FROM FLOOR                                  |
| N13        | DN25  | NPT-Fx40L0NG | RETURN C/W ND25 SOCKET   |
| N14        | DN25  | NPT-Fx40L0NG | SUCTION C/W DN25 PIPE 35MM FROM FLOOR                                  |
| N15        | DN50  | NPT-Fx50L0NG | RETURN C/W ND50 SOCKET   |
| N16        | DN50  | BSP-Mx50L0NG | PRODUCT DIP C/W DN50 PIPE 35MM FROM FLOOR WITH BRASS CAP ASSY DIPSTICK |

|   |      |              |  |
|---|------|--------------|--|
| CHECKED FOR THIS DRAWING: ALL DIMENSIONS IN MM UNLESS STATED OTHERWISE. DIMENSIONS IN INCHES: 0.00" ± 0.00" |      | DATE: 2024.1 |  |
| DESIGN  | SION | DATE         |  |
| CHECKED   | QID  | 2024.1       |  |
| VERIFIED  |      |              |  |
| APPROVED  |      |              |  |

|   |       |                             |         |
|---|-------|-----------------------------|---------|
| <b>FES TANKS</b><br>FUELEQUIPMENT SPECIALISTS |       | PROJECT NO: BLOC1000 LAYOUT |         |
| MATERIAL                                      | Q235B | WEIGHT                      | 19551.5 |
| REVISION                                      | 01    | SHEET                       | 2       |
|   |       | TOTAL SHEET                 | 5       |
|   |       | SCALE                       | NIS     |



|   |        |  |                        |                                   |  |
|---|--------|--|------------------------|-----------------------------------|--|
| OPERATIONAL 2026<br>THIS DRAWING SHOWS THE<br>NUMBER OF THE TANKS<br>APPROVED BY THE MAIN |        | DIMENSIONS :<br>ALL DIMENSIONS IN MM<br>UNLESS OTHERWISE STATED<br>TOLERANCES :<br>±0.50 |                        | TITLE :<br>FTS ABOVE GROUND TANKS |  |
| DESIGN  | SKETCH | DATE   | PROJECT NO. :<br>0235B |                                   |  |
| CHECKED   | CAD    | 2024.1   | WEIGHT :<br>19351.5    |                                   |  |
| VERIFIED  |        |  | SHEET :<br>4           |                                   |  |
| APPROVED  |        |  | TOTAL SHEET :<br>5     |                                   |  |
|   |        |  | SCALE :<br>NTS         |                                   |  |

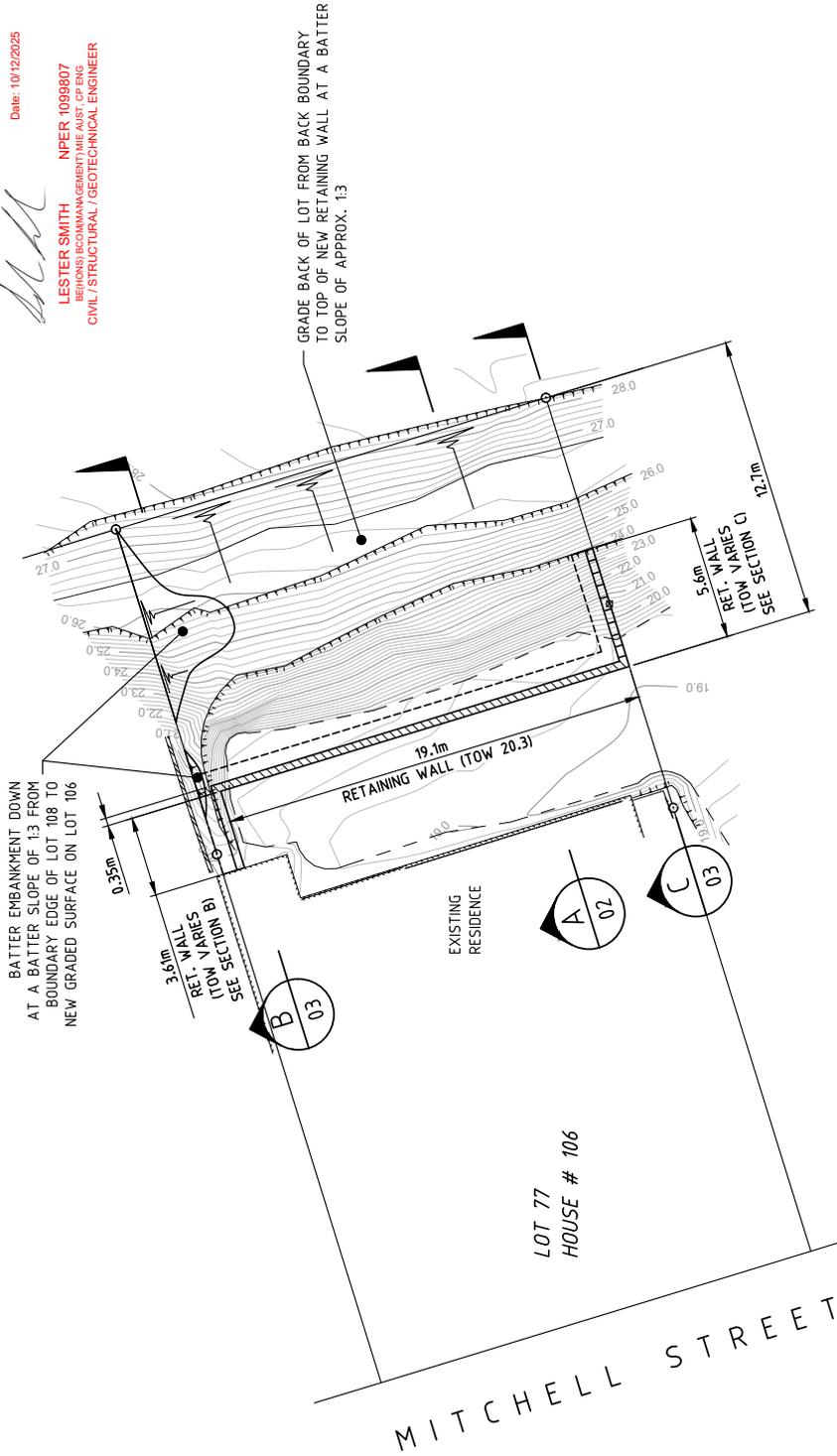
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Date: 10/12/2025

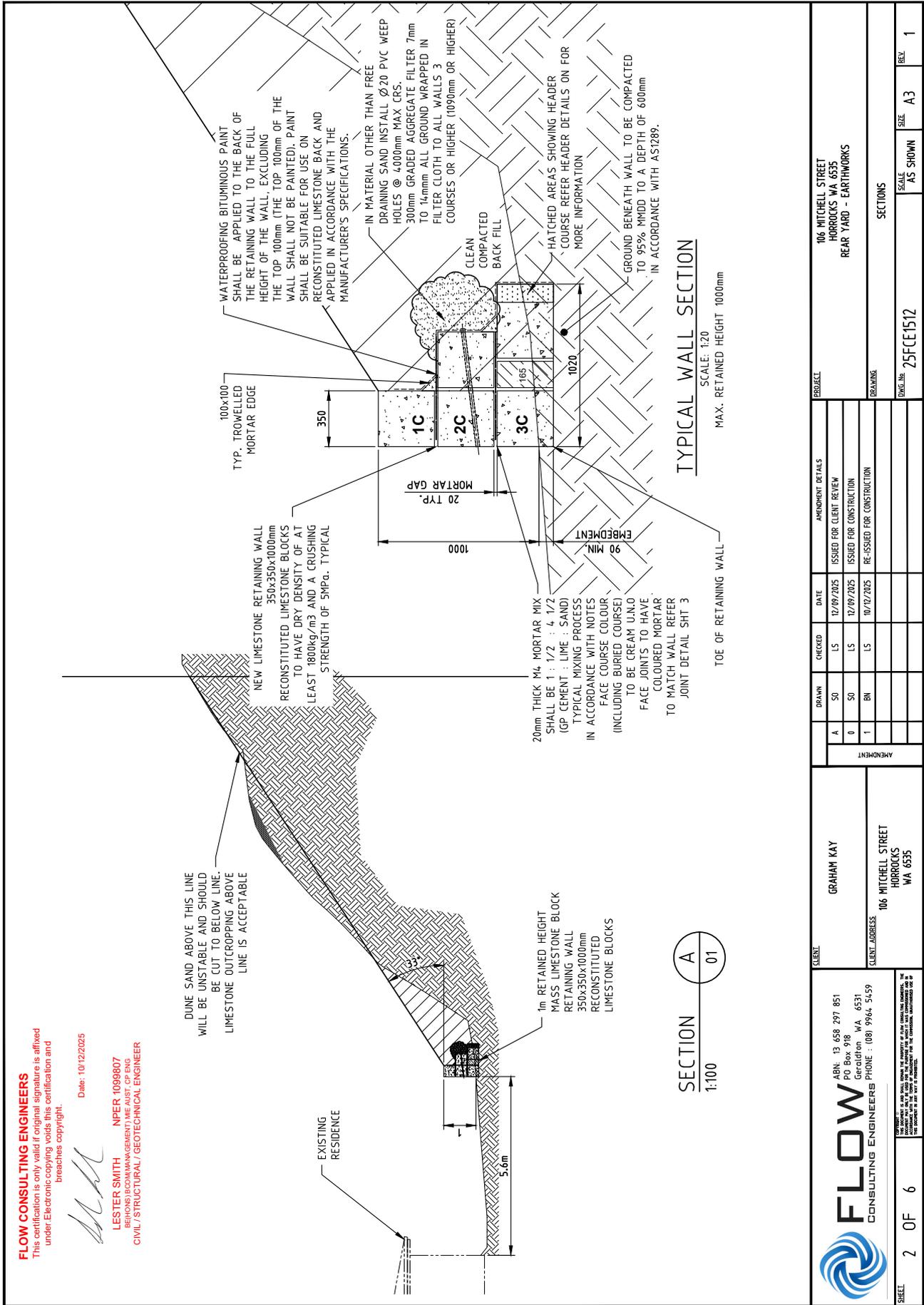


**LESTER SMITH**  
 NPER 1009807  
 REGISTERED PROFESSIONAL ENGINEER  
 CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER



**SITE PLAN**  
1:200

|   |  |   |
|---|--|---|
|  <p><b>FLOW</b><br/>CONSULTING ENGINEERS</p> | SHEET: 1 OF 6  | SCALE: AS SHOWN<br>SIZE: A3<br>REV: 1   |
|   | CLIENT: 106 MITCHELL STREET HORROCKS WA 6535<br>CLIENT ADDRESS: 106 MITCHELL STREET HORROCKS WA 6535 | PROJECT: 106 MITCHELL STREET HORROCKS WA 6535 REAR YARD - EARTHWORKS<br>DRAWING: PLAN |
| AMENDMENT:  | AMENDMENT DETAILS:   | DRAWING NO: 25FCE1512   |
| DRAWN: A 50, 0 50, 1 BN   | CHECKED: LS, LS, LS  | DATE: 12/09/2025, 12/09/2025, 10/12/2025  |
| ISSUED FOR CLIENT REVIEW  | ISSUED FOR CONSTRUCTION  | RE-ISSUED FOR CONSTRUCTION  |



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**LESTER SMITH** NPER 1099807  
REGISTERED PROFESSIONAL ENGINEER (AUST) CP ENG  
CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER

**CLIENT**  
Graham Kay  
106 MITCHELL STREET HORROCKS WA 6535

**CLIENT ADDRESS**  
106 MITCHELL STREET HORROCKS WA 6535

**CLIENT**  
ABN: 13 658 297 851  
PO Box 918 Geraldton WA 6531  
Geraldton WA 6531  
Consulting Engineers Phone: (08) 9964 5459

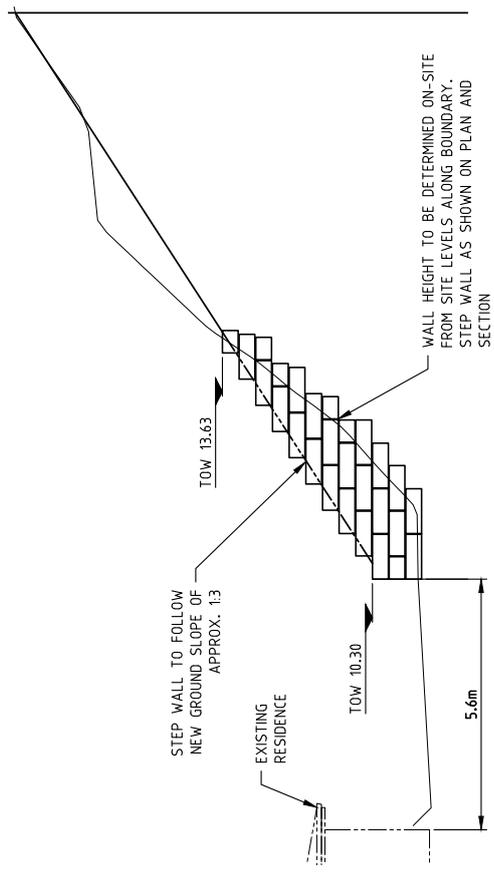
**PROJECT**  
106 MITCHELL STREET HORROCKS WA 6535  
REAR YARD - EARTHWORKS

**AMENDMENT**

| AMENDMENT | DRAWN | CHECKED | DATE       | ISSUED FOR CLIENT REVIEW   |
|-----------|-------|---------|------------|----------------------------|
| 0         | SO    | LS      | 12/09/2025 | ISSUED FOR CONSTRUCTION    |
| 1         | BN    | LS      | 10/12/2025 | RE-ISSUED FOR CONSTRUCTION |

**SECTION**  
2 OF 6

**DRAWING**  
SCALE AS SHOWN  
SIZE A3  
REV. 1

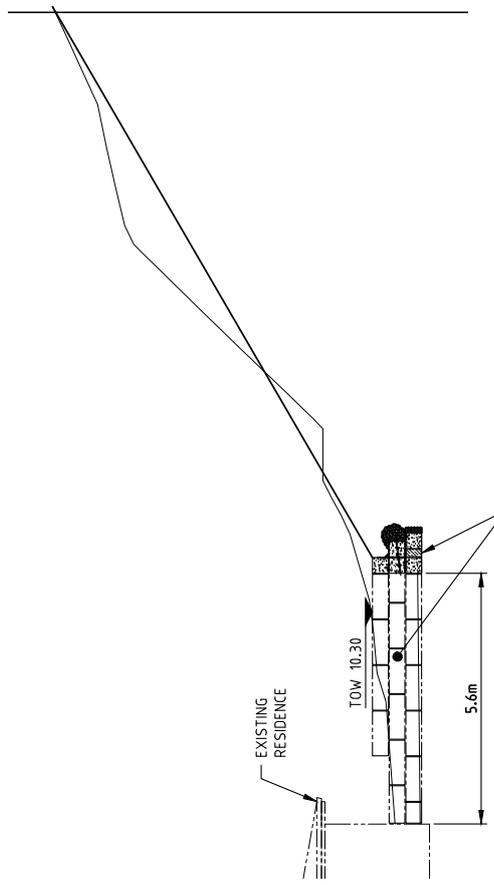


SOUTHERN BOUNDARY END

SECTION C 01  
1:100

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*[Signature]*  
**LESTER SMITH** NPER 1099807  
MEMBER OF COMMUNICATIONS / MEASUREMENT / CIVIL / STRUCTURAL / GEO TECHNICAL ENGINEER



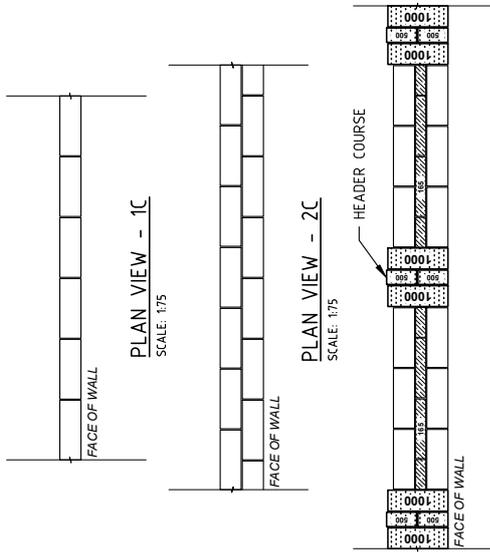
NORTHERN BOUNDARY END

SECTION B 01  
1:100

|   |  |                           |  |  |        |
|---|--|---------------------------|--|--|--------|
|                                | SHEET 3 OF 6   | DRAWING NO. 25FCE1512     | SCALE AS SHOWN                                 | SIZE A3  | REV. 1 |
|   | SECTIONS   |                           |  |  |        |
| CLIENT<br>GRAHAM KAY<br>106 MITCHELL STREET<br>HORROCKS WA 6535   | PROJECT<br>106 MITCHELL STREET<br>HORROCKS WA 6535<br>REAR YARD - EARTHWORKS |                           |  |  |        |
| AMENDMENT<br>A<br>0<br>1  | DRAWN<br>SO<br>SO<br>BN  | CHECKED<br>LS<br>LS<br>LS | DATE<br>12/09/2025<br>12/09/2025<br>10/12/2025 | AMENDMENT DETAILS<br>ISSUED FOR CLIENT REVIEW<br>ISSUED FOR CONSTRUCTION<br>RE-ISSUED FOR CONSTRUCTION |        |
| ABN: 13 658 297 851<br>PO Box 918<br>Geraldton WA 6531<br>GPO Box 918<br>Geraldton WA 6531<br>PHONE: (08) 9964 5459 | FLOW CONSULTING ENGINEERS  |                           |  |  |        |

**RETAINING WALL DIMENSIONS**

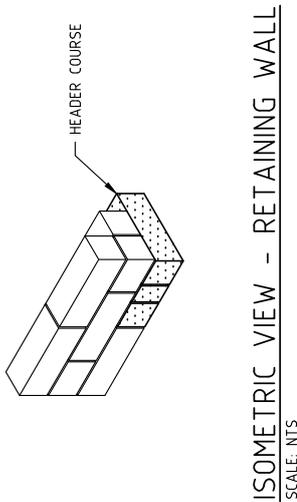
| COURSE NUMBER | HEIGHT 'H' | BASE WIDTH 'W' (MIN) | HEADER WIDTH |
|---------------|------------|----------------------|--------------|
| 1C            | 350        | 350                  | -            |
| 2C            | 720        | 720                  | -            |
| 3C            | 1090       | 905                  | 1020         |



**PLAN VIEW - 1C**  
SCALE: 1:75

**PLAN VIEW - 2C**  
SCALE: 1:75

**PLAN VIEW - 3C**  
SCALE: 1:75



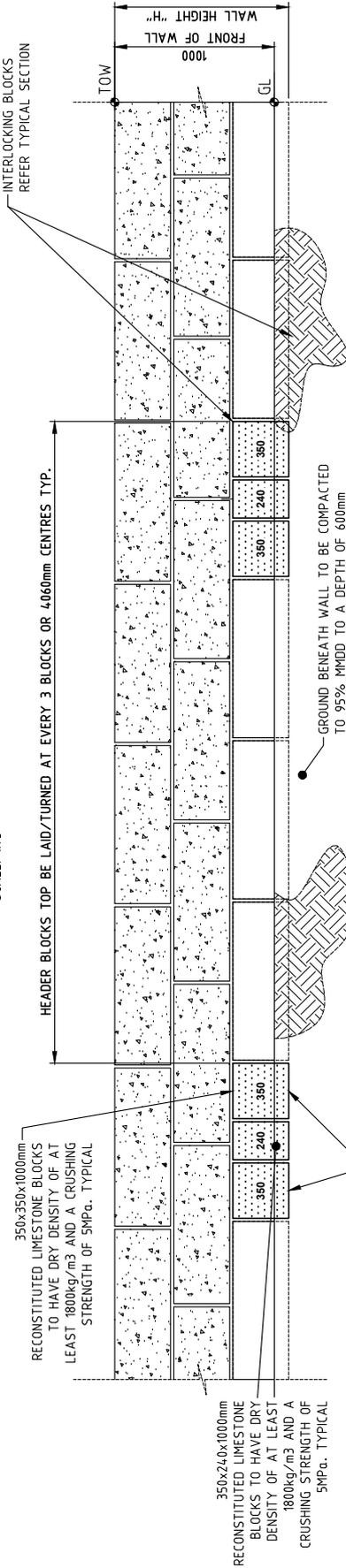
**ISOMETRIC VIEW - RETAINING WALL**  
SCALE: NTS

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Date: 10/12/2025

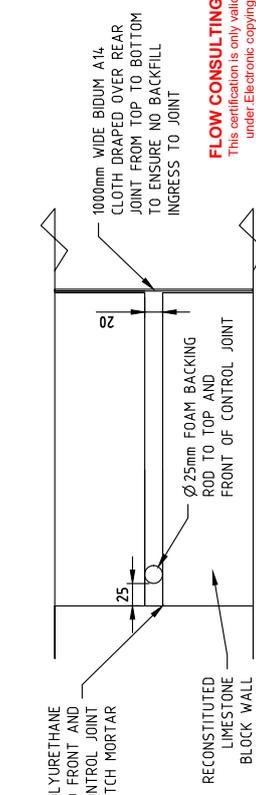
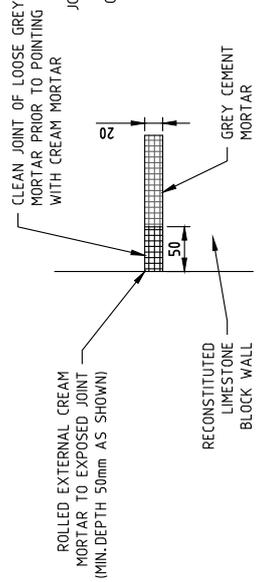
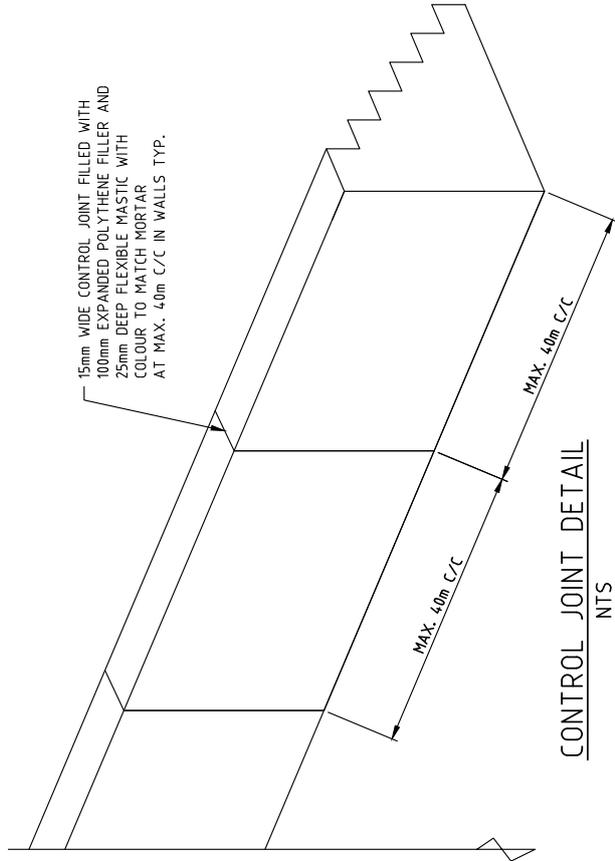
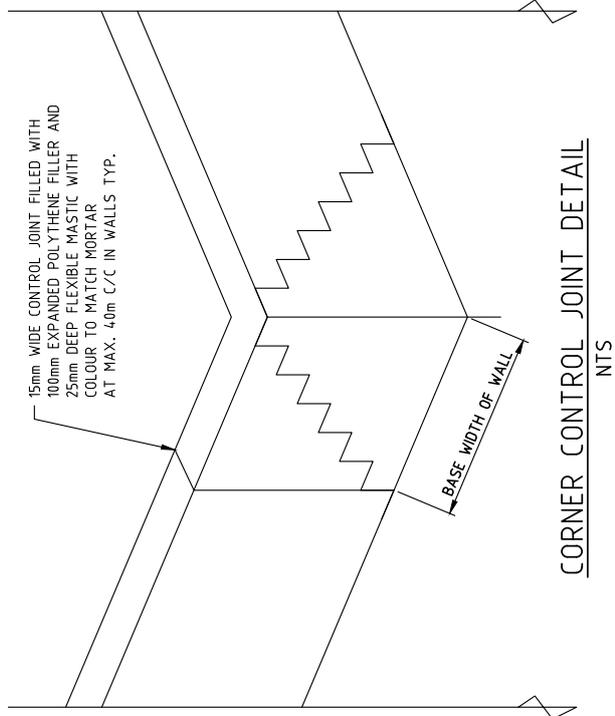
*Signature*

**LESTER SMITH**  
NPER 1099807  
REGISTERED PROFESSIONAL ENGINEER  
CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER



**FRONT ELEVATION - SHOWING HEADER COURSES**  
SCALE: NTS

|  |  |  |  |  |  |
|--|--|--|--|--|--|
| <p><b>CLIENT</b></p> <p>ABN: 13 658 297 851<br/>PO Box 918<br/>Gardiner WA, 6531<br/>Graham Kay<br/>106 Mitchell Street<br/>Horrocks WA 6535</p> |  | <p><b>CLIENT ADDRESS</b></p> <p>106 MITCHELL STREET<br/>HORROCKS<br/>WA 6535</p> |  | <p><b>PROJECT</b></p> <p>106 MITCHELL STREET<br/>HORROCKS WA 6535<br/>REAR YARD - EARTHWORKS</p> |  |
| <p><b>AMENDMENT</b></p> <p>A 50<br/>0 50<br/>1 8N</p>  |  | <p><b>CHECKED</b></p> <p>LS<br/>LS<br/>LS</p>                                    |  | <p><b>DATE</b></p> <p>12/09/2025<br/>12/09/2025<br/>10/12/2025</p>                               |  |
| <p><b>ISSUED FOR CLIENT REVIEW</b></p>   |  | <p><b>ISSUED FOR CONSTRUCTION</b></p>  |  | <p><b>RE-ISSUED FOR CONSTRUCTION</b></p>   |  |
| <p><b>DRAWN</b></p> <p>50</p>  |  | <p><b>CHECKED</b></p> <p>LS</p>  |  | <p><b>DATE</b></p> <p>12/09/2025</p>   |  |
| <p><b>SCALE</b></p> <p>AS SHOWN</p>  |  | <p><b>SIZE</b></p> <p>A3</p>   |  | <p><b>REV.</b></p> <p>1</p>  |  |



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LESTER SMITH NPER 1099807  
BEHONS (B.COM/MANAGEMENT) ME AUSTR. CP ENG  
CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER

CONTROL JOINT DETAIL  
NTS

TYPICAL MORTAR JOINT DETAIL  
NTS

|   |  |                         |  |   |                     |
|---|--|-------------------------|--|---|---------------------|
|   | SHEET: 5 OF 6  | DRAWING NO: 25FCE1512   | SCALE: AS SHOWN                              | SIZE: A3  | REV: 1              |
|   | PROJECT: 106 MITCHELL STREET HORROCKS WA 6535 REAR YARD - EARTHWORKS |                         |  |   |                     |
| CLIENT: GRAHAM KAY<br>106 MITCHELL STREET HORROCKS WA 6535  | AMENDMENT DETAILS  |                         | DRAWING                                      |   |                     |
| A.B.N. 13 658 297 851<br>P.O. Box 918 Geraldton WA 6531<br>RECONSTRUCTING ENGINEERS PHONE: (08) 9964 5459 | DRAWN: A 50<br>0 50<br>1 BN  | CHECKED: LS<br>LS<br>LS | DATE: 12/09/2025<br>12/09/2025<br>10/12/2025 | ISSUED FOR CLIENT REVIEW<br>ISSUED FOR CONSTRUCTION<br>RE-ISSUED FOR CONSTRUCTION | DIMS. NO: 25FCE1512 |

**GENERAL:**

- G1 THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL ENGINEERING AND OTHER CONSULTANTS' DRAWINGS AND SPECIFICATIONS, AND WITH SUCH WRITTEN INSTRUCTIONS AS MAY BE ISSUED DURING THE COURSE OF THE CONTRACT. ALL DISCREPANCIES SHALL BE REFERRED TO THE ENGINEER FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
- G2 ALL DIMENSIONS RELEVANT TO SETTING OUT AND OFF-SITE WORK SHALL BE VERIFIED BY THE BUILDER BEFORE CONSTRUCTION IS COMMENCED.
- G3 ALL DIMENSIONS NOT SHOWN ARE TO BE OBTAINED FROM THE ENGINEERING DRAWINGS OR ON-SITE.
- G4 DURING CONSTRUCTION THE BUILDER SHALL BE RESPONSIBLE FOR MAINTAINING THE STRUCTURE IN A STABLE CONDITION AND ENSURING NO PART IS OVERSTRESSED DURING CONSTRUCTION ACTIVITIES.
- G5 WORKMANSHIP AND MATERIALS ARE TO BE IN ACCORDANCE WITH THE RELEVANT S.A.A. CODES AND THE LOCAL STATUTORY AUTHORITY'S REGULATIONS INCLUDING ALL AMENDMENTS.
- G6 THE CONSULTING ENGINEER HAS NOT DESIGNED AND IS NOT RESPONSIBLE FOR STRUCTURAL ELEMENTS OTHER THAN SHOWN ON THE ENGINEERING DRAWINGS.
- G7 THE ENGINEER HAS NOT BEEN ENGAGED TO CARRY OUT VISITS OF INSPECTION FOR THIS PROJECT, AND THEREFORE TAKES NO RESPONSIBILITY FOR VERIFYING THE CONSTRUCTION DIMENSIONS OR METHOD. FEE WOULD BE HAPPY TO PROVIDE CONSTRUCTION SUPERVISION IF REQUESTED TO DO SO.
- G8 THE STRUCTURAL WORK SHOWN ON THESE DRAWINGS HAS BEEN DESIGNED FOR THE FOLLOWING LOADS:  
SITE CLASSIFICATION IN ACCORDANCE WITH AS2870 - 2011: DESIGN SUITABLE FOR CLASS 'A' OR 'S'. SITE CLASSIFICATION BY OTHERS.  
FOUNDATIONS: 150kPa  
LIVE LOADS: RETAINING WALLS HAS BEEN DESIGNED FOR SURCHARGE LOADING AS SHOWN ON DRAWING.
- G9 THE CONTRACTOR SHALL PROVIDE WRITTEN CERTIFICATION OF BACKFILL COMPACTION AND PRACTICAL COMPLETION OF THE WALL STATING THAT ALL WORKS HAVE BEEN CARRIED OUT IN ACCORDANCE WITH THESE SPECIFICATIONS AND DETAILS.
- G10 DO NOT USE HEAVY MACHINERY BEHIND THE WALL DURING CONSTRUCTION. NO MACHINES SHALL BE WITHIN A DISTANCE EQUAL TO THE HEIGHT OF REAR FACE. NO EXCAVATION TO BE ALLOWED WITHIN A DISTANCE EQUAL TO THE HEIGHT OF REAR FACE.
- G11 WALL MAY NOT BE ALTERED OR AMENDED WITHOUT PRIOR CONSULTATION AND APPROVAL FROM THE ENGINEER.
- G12 CONTRACTOR TO INSTALL SAFETY FENCE TO WALLS HIGHER THAN 1m.
- G13 CONTRACTOR TO OBTAIN BUILDING PERMIT FROM LOCAL AUTHORITY PRIOR TO COMMENCEMENT OF CONSTRUCTION OF WALL AND COMPLY WITH ALL CONDITIONS.

**FOUNDATIONS:**

- F1 GROUND TO UNDERSIDE OF THE WALL SHALL BE COMPACTED WITH AN APPROVED VIBRATORY PLATE COMPACTOR TO ACHIEVE A COMPACTION OF 95% MODIFIED MAXIMUM DRY DENSITY IN ACCORDANCE WITH AS 1289 IN THE TOP 600mm OF FOUNDATION SOIL.  
NATA ACCREDITED TEST CERTIFICATES SHALL BE OBTAINED FOR COMPACTION TESTING PRIOR TO THE COMMENCEMENT OF BUILDING.
- F2 ALL FILL SHALL BE COMPACTED IN LAYERS NOT EXCEEDING 350mm THICKNESS. IMPORTED FILL SHALL BE CLEAN WELL GRADE YELLOW SAND FROM AN APPROVED SOURCE.
- F3 SITE SHALL BE STRIPPED OF ALL VEGETATION IN BUILDING AREAS. ENSURE THAT NO VEGETATION OR ORGANIC MATTER EXISTS IN THE SOIL STRATA BELOW THE FOOTINGS OR SLAB ON GROUND FOR A DEPTH OF AT LEAST 1000mm.
- F4 IF BASE AT FOOTING EXCAVATIONS BECOMES WET PRIOR TO POURING CONCRETE THEN THE WATER AND ANY SOFTENED MATERIAL SHALL BE REMOVED PRIOR TO POURING THE FOOTINGS.
- F5 IF CLAY OR EXPANSIVE SOILS ARE ENCOUNTERED ON SITE, NOTIFY ENGINEER BEFORE PROCEEDING.
- F6 STEP FOOTINGS AS REQUIRED, ON SITE.
- F7 STEP FOOTINGS BELOW PLUMBING LINES AS INDICATED ON PLUMBING DRAWINGS.
- F8 COMPACT BACKFILL MATERIAL AND EARTH IN FRONT OF RETAINING WALLS WITH LIGHT MACHINERY. BACKFILL SHALL BE COMPACTED TO 95% MODIFIED MAXIMUM DRY DENSITY IN ACCORDANCE WITH AS 1289.
- F9 ENSURE THAT STORM WATER DRAINAGE IS MANAGED AND DOES NOT INGRESS INTO THE GROUND ADJACENT TO THE RETAINING WALL. PROVIDE SURFACE GRADING AWAY FROM RETAINING WALL FOUNDATIONS.

**RETAINING WALL BLOCKWORK:**

- B1 ALL LOAD BEARING BLOCKWORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH AS 3700, 1988.
- B2 ALL BLOCKS SHALL HAVE A MINIMUM CRUSHING STRENGTH OF 5MPa.
- B3 MORTAR SHALL BE M3 EXCEPT PROJECTS LOCATED WITHIN 1km OF THE OCEAN SHALL BE M4 AND INSTALLED AS FOLLOWS:  
(A) M3 MORTAR MIX SHALL BE 1:1.6. (GP CEMENT, LIME, SAND) U.N.O.  
(B) M4 MORTAR MIX SHALL BE 1:1/4:1/2. (GP CEMENT, LIME, SAND) U.N.O.  
(C) MIXING PROCESS SHALL BE WATER FIRST, HALF SAND, CEMENT THEN REST OF SAND.  
(D) MIXING TIME SHALL BE 5 MINUTES FOR SUMMER, 8 MINUTES FOR WINTER. OBTAIN CREAMY MIX.  
(E) BATCHING SHALL MAINTAIN EQUAL VOLUMES OF SAND AND CEMENT.  
(F) ALL BRICKWORK SHALL HAVE FULLY BEDDED JOINTS AND PERPS.
- B4 ALL FRESHLY LAID BLOCKWORK SHALL BE PROTECTED FROM RAIN DURING ANY PERIOD OF INTERRUPTION OR AT THE END OF THE DAY'S WORK.

- B5 FOOTING JOINTS SHALL BE PLACED AT WALL HEIGHT AND FOOTING STEP LOCATIONS OF 2 STEPS OR GREATER. CONTROL DISTANCE AWAY FROM THE CORNER EQUAL TO THE HEIGHT OF THE WALL. CONTROL JOINTS ARE TO BE CONSTRUCTED THROUGH THE ENTIRE WALL STRUCTURE INCLUDING BACKING AND FOUNDATION LEVEL. ALL WALLS OVER 4.0m IN LENGTH ARE TO HAVE CONTROL JOINTS AT MAX 4.0m C/C THROUGHOUT.  
CONTROL JOINTS SHALL BE PROPERLY FORMED AND COMPRISE OF A 15mm WIDE JOINT, SEAL CONSTRUCTION JOINT FRONT, BACK AND TOP TO PREVENT SOIL INGRESS. WITH 25mm CIRCULAR FOAM BACKER ROD IN OPEN JOINT AND THEN APPROVED FLEXIBLE PASTIC SEALANT OVER SURFACE APPLIED STRICTLY IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS. SEE DETAIL ON ATTACHED DRAWINGS.
- B6 WALL TIES TO BE GRADE 316 STAINLESS STEEL.
- B7 RETAINING WALL DESIGN PROVIDED FOR RECONSTITUTED LIMESTONE BLOCKS 350mm WIDE x 400mm LONG x 350mm HIGH. ALL BLOCKS TO HAVE A MINIMUM DENSITY OF 1.87/m3 MINIMUM.
- B10 TO PREVENT MOISTURE TRANSMISSION THROUGH THE WALL IT IS RECOMMENDED TO COAT THE BACK OF THE WALL WITH 2 COATS OF PABCO FLINTCOAT OR SIMILAR APPROVED WATER PROOF MEMBRANE.

**BACKFILL:**

- K1 DO NOT BACKFILL WALL UNTIL 7 DAYS AFTER COMPLETION.
- K2 BACKFILL TO BE CLEAN SAND COMPACTED WITH LIGHT EQUIPMENT. COMPACT ALL BACKFILL TO 95% MODIFIED MAXIMUM DRY DENSITY IN ACCORDANCE WITH AS 1289.
- K3 NO RUBBLE TO BE USED IN WALL CONSTRUCTION, NOR PLACED BEHIND WALL OR TO FILL THE VOIDS.
- K4 ALL BACKFILLING MATERIAL SHALL BE FREE FROM LARGE PIECES OF ROCK AND GENERALLY BE OF SANDY NATURE. BACKFILLING MATERIAL WHICH WILL BE TESTED WITH THE PENETROMETER SHALL BE FCE ENGINEER APPROVED CLEAN SAND. CLEAN SAND TO BE COMPACTED TO ACHIEVE THE MINIMUM NUMBER OF BLOWS PER 300mm USING A STANDARD PERTH PENETROMETER AS FOLLOWS:

| PENETROMETER   | MINIMUM BLOWS PER 300mm |
|----------------|-------------------------|
| DEPTH          |                         |
| 150 TO 450mm   | 8 BLOWS                 |
| 450 TO 750mm   | 10 BLOWS                |
| 750 TO 1050mm  | 11 BLOWS                |
| 1050 TO 1350mm | 12 BLOWS                |
| 1250 TO 1650mm | 13 BLOWS                |
| 1650 TO 1950mm | 13 BLOWS                |
| 1950 TO 2250mm | 14 BLOWS                |
| 2250 TO 2550mm | 14 BLOWS                |
| 2550 TO 2850mm | 15 BLOWS                |

(SAND BACKFILL MATERIAL NOT APPROVED BY THE FCE ENGINEER FOR PENETROMETER TESTING SHALL BE TESTED WITH NUCLEAR DENSOMETER)

**WALL MAINTENANCE:**

- M1 TO ENSURE THE ONGOING SERVICEABILITY OF THE RETAINING WALL IT IS REQUIRED TO ACHIEVE ESSENTIALLY STABLE FOUNDATION MOISTURE CONDITIONS.
- M2 THE SITE IS TO BE GRADED OR DRAINED SO THAT WATER CANNOT POND AGAINST OR NEAR THE BUILDING. THE GROUND IMMEDIATELY ADJACENT TO THE WALL SHOULD BE GRADED TO A UNIFORM FALL OF 50mm MINIMUM AWAY FROM THE WALL OVER THE FIRST METER. THE SITE DRAINAGE SHOULD BE MAINTAINED FOR THE ECONOMIC LIFE OF THE WALL.
- M3 GARDEN BEDS ADJACENT TO THE WALL SHOULD BE AVOIDED. CARE SHOULD BE TAKEN TO AVOID OVER WATERING OF GARDENS CLOSE TO THE WALL FOOTINGS.
- M4 PLANTING OF TREES SHOULD BE AVOIDED NEAR THE FOUNDATION OF THE WALL. TO REDUCE, BUT NOT ELIMINATE, THE POSSIBILITY OF DAMAGE, TREE PLANTING SHOULD BE RESTRICTED TO A DISTANCE FROM THE WALL OF THE MATURE HEIGHT OF THE PLANT.
- M5 WHERE ROOTS OR GROUPS OF TREES ARE INVOLVED, THE DISTANCE FROM THE WALL SHOULD BE INCREASED.
- M6 LEAKS IN PLUMBING, INCLUDING STORMWATER AND SEWERAGE DRAINAGE SHOULD BE REPAIRED PROMPTLY.

**FENCING NOTES:**

- FE1 THE FENCE POSTS ARE TO BE PLACED IN 1000mm CORE AND 160mm INTO THE 3RD COURSE OF RETAINING WALL BLOCKS TOTAL MINIMUM EMBEDMENT OF 900mm FROM THE TOP OF THE RETAINING WALL. THE POSTS SHOULD BE PLACED AT MAX 159m C/C OR AS ADVISED BY THE MANUFACTURER WITH A MAX HEIGHT OF 1.8m ABOVE TOP OF WALL.
- FE2 INSTALL SAFETY FENCING ON ALL WALLS HIGHER THAN 1.0m. REFER DETAIL FOR INFORMATION.
- FE3 FENCE POSTS ARE TO BE PLACED CENTRAL IN CORES TO THE TOP COURSE OF BLOCKS AND CAST IN ANY APPROVED NON SHRINK, FLOWABLE CONSTRUCTION GROUT SUCH AS 'UNDERTEK' FROM PARKROY AND MUST PROVIDE 15MPa COMPRESSIVE STRENGTH.

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*(Signature)*

LESTER SMITH  
NPER 1099807  
BEHINDS (COMMUNICATIONS) THE AUDIT CP ENG  
CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER

Date: 10/12/2025

|   |  |  |  |
|---|--|--|--|
|  | A.B.N. 13 658 297 851<br>PO Box 918 Geraldton WA 6531<br>CONSULTING ENGINEERS PHONE : (08) 9964 5459 | CLIENT<br>GRAHAM KAY<br>106 MITCHELL STREET HORROCKS WA 6535 | PROJECT<br>106 MITCHELL STREET HORROCKS WA 6535 REAR YARD - EARTHWORKS                                 |
|   | SHEET 6 OF 6   | DRAWN BY<br>A 50<br>0 50<br>1 BN                             | CHECKED<br>LS<br>LS<br>LS  |
|   |  | AMENDMENT<br>A<br>0<br>1                                     | AMENDMENT DETAILS<br>ISSUED FOR CLIENT REVIEW<br>ISSUED FOR CONSTRUCTION<br>RE-ISSUED FOR CONSTRUCTION |
|   |  | DRAWING<br>25FCE1512   | CONSTRUCTION NOTES<br>SCALE AS SHOWN<br>SIZE A3<br>REV. 1  |

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - DECEMBER 2025 |          |   |                                    |   |   |               |
|---|----------|---|------------------------------------|---|---|---------------|
| Approval Date   | App. No. | Owner   | Builder                            | Property Address                                    | Type of Building  | Value         |
| 22/12/2025  | 25086    | Colin McCarthy                                  | Owner Builder                      | Lot 7 (No. 423) Starling Road, Bowes                | Construct steel-framed storage shed                         | \$ 60,793.95  |
| 5/12/2025   | 25088    | Clinton and Kim Crudell                         | Nonwest Building Group             | Lot 292 (No. 143) Forrest Street, Northampton       | Construct steel-framed storage shed                         | \$ 51,040.00  |
| 1/12/2025   | 25088    | Jane Walker and Robert Ramonfesse               | Owner Builder                      | Lot 59 (86) West Street, Northampton                | Construct steel-framed patio                                | \$ 16,500.00  |
| 4/12/2025   | 25106    | Coby and Melissa Bertram                        | Owner Builder                      | Lot 16 (No. 56) Walker Street, Kalbarri             | Single-storey residential dwelling                          | \$ 300,000.00 |
| 3/12/2025   | 25110    | Pago Pty Ltd                                    | Texo (WA) Pty Ltd                  | Lot 100 (No. 18) Morimer Street, Kalbarri           | Two x two-storey dwellings                                  | \$ 700,000.00 |
| 15/12/2025  | 25111    | K & B Lemon Nominees                            | Lane Hose                          | Lot 66 (No. 84) Mitchell Street, Horrocks           | Remove existing asbestos wall and re clad with fibre cement | \$ 20,000.00  |
| 11/12/2025  | 25112    | Michael McKeown                                 | Owner Builder                      | Lot 51 (No. 4562) North West Coastal Highway, Bowes | Steel-framed storage shed                                   | \$ 27,000.00  |
| 22/12/2025  | 25113    | RSL WA  | TOCO Services Pty Ltd              | PO Box 443, Northampton                             | Timber-framed patio and deck                                | \$ 19,000.00  |
| 12/12/2025  | 25116    | Charly Cook                                     | Simple Life Projects               | Lot 11 (No. 11) Rowe Street, Kalbarri               | Single-storey residential dwelling including garage         | \$ 451,047.00 |
| 12/12/2025  | 25117    | Bailey Ralph                                    | Simple Life Projects               | Lot 12 (No. 13) Rowe Street, Kalbarri               | Single-storey residential dwelling including garage         | \$ 578,440.00 |
| 22/12/2025  | 25118    | Tasman Tourist Pty Ltd T/A Tasman Tourist Trust | Simple Life Projects               | Lot 136 (No. 92) Grey Street, Kalbarri              | Remove and replace steel-framed shed                        | \$ 126,750.00 |
| 12/12/2025  | 25119    | Kellie Law and Brendan Diggins                  | Weirdo's Carpentry and Maintenance | Lot 874 (No. 4) Portree Elbow, Kalbarri             | Steel-framed shed   | \$ 19,000.00  |
| 15/12/2025  | 25120    | Fiona Mather and Christopher Mack               | Kane Perkins                       | Lot 311 (No. 11) Balaam Street, Kalbarri            | Single-storey residential dwelling and retaining wall       | \$ 446,434.34 |

## ATTACHMENT 9.5.1(2)

| SHIRE OF NORTHAMPTON - BUILDING APPROVALS - JANUARY 2026 |          |                                    |                             |  |   |               |
|--|----------|------------------------------------|-----------------------------|--|---|---------------|
| Approval Date  | App. No. | Owner                              | Builder                     | Property Address                             | Type of Building  | Value         |
| 30/01/2026   | 25104    | Paul and Jennifer Smith            | MT & HM Barnden             | Lot 108 (No. 13) Lynton Avenue, Port Gregory | Steel framed shed   | \$ 90,000.00  |
| 27/01/2026   | 25122    | Global Ag Properties, ll Australia | Wheatbelt Steel Pty Ltd     | 7575 North West Coastal Highway, Oglivie     | Steel-framed storage shed<br>Single-storey residential dwelling,<br>porch, alfresco, garage and retaining | \$ 205,937.17 |
| 27/01/2026   | 26004    | Beau Ralph                         | WA Country Builders Pty Ltd | Lot 25 (No. 13) Phelps Loop, Kalbarri        |   | \$ 631,847.00 |

## Attachment No 1 – Proposed Fees to be reflected within Schedule 7 – Health section of adopted Fees and Charges

| Description                              | Comment   | 2024/25 rate |         | 2025/26 unit rate |         |   |
|--|---|--------------|---------|-------------------|---------|---|
|  |   | Total        |         | Std Rate          | GST     | Total   |
| <b>Caravan Parks and Camping Grounds</b> | Annual Fees to be determined by number and type of sites as per legislation (min \$200) |              |         |                   |         | Fees are to be paid annually prior to expiry of current permit.   |
|  | a) For long stay sites (per site)   |              |         | \$6 per           | n/a     | \$6 per   |
|  | b) For short stay sites (per site)  |              |         | \$6 per           | n/a     | \$6 per   |
|  | c) Camp Site (per site)   |              |         | \$3 per           | n/a     | \$3 per   |
|  | d) Overflow (per site)  |              |         | \$1.50            | n/a     | \$1.5   |
|  | e) Transfer of License  |              |         | \$100             | n/a     | \$100   |
|  | f) Temporary License (pro rata min \$100)   |              |         | \$100             | n/a     | \$100   |
| <b>Lodging House Registration</b>        | Initial Application   |              |         | \$180             | n/a     | \$180   |
|  | Annual Renewal (incl inspection)  |              |         | \$100             | n/a     | \$100   |
| <b>Mobile Food Vehicles</b>              | <u>Application Fees</u>   |              |         |                   |         |   |
|  | Pre-approved site as per Health Policy  | \$50         |         | \$50              | n/a     | \$50  |
|  | Other sites   | \$297        |         | \$297             | n/a     | \$297   |
|  | Permit Fees (where approved)  |              |         |                   |         |   |
|  | Three month permit  | \$250        |         | \$250             | n/a     | \$250   |
|  | Six month permit  | \$500        |         | \$500             | n/a     | \$500   |
| Twelve month permit                      | \$1,000   |              | \$1,000 | n/a               | \$1,000 |   |
|  | Temporary Permit (less than 3 months)   | \$100        |         | \$100             | n/a     | \$100   |
| <b>Wastewater Disposal Systems</b>       | Application for approval to on-site wastewater system under Reg 4.                      | \$118        |         | \$118             | n/a     | \$118   |
|  | Permit to Use/Inspection Fee  | \$118        |         | \$118             | n/a     | \$118   |
|  | Local Government Report Fee   | \$118        |         | \$118             | n/a     | \$118   |
|  |   |              |         |                   |         | Fees are legislated under Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1997 |

**Caravan Parks and Camping Grounds Regulations 1997**  
Fees      **Schedule 3**

### Schedule 3 — Fees

**1. Application for grant or renewal of licence — reg. 45**

The fee for an application for the grant or renewal of a licence is —

- (a) \$200; or
- (b) the amount calculated by multiplying the relevant amount set out in column 2 by the maximum number of sites (including any sites that may be used in an overflow area) of the particular type specified in the application,

whichever is the greater amount.

| Column 1  | Column 2  |
|---|---|
| Long stay sites .....   | \$6 per site  |
| Short stay sites and sites in transit parks .....               | \$6 per site  |
| Camp site .....   | \$3 per site  |
| Overflow site .....   | \$1.50 per site   |
| <b>2. Additional fee for renewal after expiry — reg. 53</b>     |   |
| Additional fee by way of penalty for renewal after expiry ..... | \$20  |
| <b>3. Temporary licence — reg. 54</b>                           |   |
| Temporary licence .....   | <i>pro rata</i> amount of the fee payable under item 1 for the period of time for which the licence is to be in force with a minimum of \$100 |
| <b>4. Transfer of licence — reg. 55</b>                         |   |
| Transfer of licence .....                                       | \$100   |

*[Schedule 3 amended: Gazette 25 Aug 2000 p. 4920; 30 Dec 2004 p. 7012.]*

|  
[2025 |

**THE STATE OF WESTERN AUSTRALIA  
ACTING THROUGH  
THE MINISTER FOR LANDS**

**AND**

**VIVIAN ROY PORTER and DAWN MARION PORTER**

**AND**

**SHIRE OF NORTHAMPTON |**

---

**LAND EXCHANGE FOR ROAD PURPOSES**

**Realignment of Coolcalalaya Road**

**Portions of closed roads being PINs 1004306 and 1004312 and portions of existing  
Coolcalalaya Road PINs 1315917, 1315918, 1315919, 1315920 and 1315923**

**and**

**Portions of Lot 5138, 5139, 5140, 5142, 5144 and 5145 on Deposited Plan 232552**

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Department of Planning, Lands and Heritage  
140 William Street  
PERTH WA 6000

Ref: File L00407-2022 Case 2203060

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This Agreement is made on the [ ] day of [ ] 2025

BETWEEN

**THE STATE OF WESTERN AUSTRALIA ACTING THROUGH THE MINISTER FOR LANDS**

a body corporate under the *Land Administration Act 1997*, care of Department of Planning, Lands and Heritage, 140 William Street, Perth, Western Australia 6000 (**State**)

AND

**VIVIAN ROY PORTER** and **DAWN MARION PORTER** both of PO Box 360, Northampton, Western Australia 6535 (**Owner**)

AND

**SHIRE OF NORTHAMPTON** (ABN 13 596 797 267) of 199 Hampton Road, Northampton, Western Australia 6535 (**Third Party**)

**BACKGROUND**

- A. The Owner is the registered proprietor(s) of the Owner's Ceded Land.
- B. It is proposed to close the portions of Coolcalalaya Road on the State Land pursuant to section 58 of the LAA and amalgamate the State Land into the Owner's Adjoining Land and to excise and dedicate the portions of road depicted on the Plans from the Owner's Ceded Land by way of a freehold subdivision under section 168 of the *Planning and Development Act 2005*.
- C. The value of the Owner's Ceded Land is less than the value of the State Land but the State and the Owner have agreed that the Owner will not be liable to pay the difference in value.
- D. The Third Party has agreed to pay the costs of subdivision of the Owner's Ceded Land and other costs associated with the land exchange of the State Land and the Owner's Ceded Land, in accordance with the terms and conditions of this Agreement.
- E. The State may, acting pursuant to section 11 of the LAA, acquire an interest in land by exchange and also may, pursuant to section 87 of the LAA, by order convey Crown land in fee simple and amalgamate that Crown land into adjoining land held in fee simple.
- F. The Parties intend to give effect to the land exchange of the State Land and the Owner's Ceded Land on the terms and conditions set out in this Agreement.

**OPERATIVE PART**

The Parties covenant and agree on the matters set out above and as follows:

---

**1. DEFINITIONS AND INTERPRETATION**

**1.1. DEFINITIONS**

In this Agreement, unless the context requires otherwise, the following words have the following meaning:

**Agreement Date** means the date of execution of this Agreement by the last party to this Agreement whose execution is necessary to make this Agreement binding on all parties.

**Business Day** means any day other than a Saturday, Sunday or State public holiday in Western Australia.

**Completion Date** means the date settlement under this Agreement is actually effected.

**Conditions** means the conditions set out in clause 3.

**Contaminated** has the same meaning as that term is defined in the CSA, and **Contamination** is the state of being Contaminated.

**Crown** means the Crown in right of the State of Western Australia.

**CSA** means the *Contaminated Sites Act 2003*.

**Department** means the department principally assisting the Minister in the administration of the LAA.

**Encumbrance** means a mortgage, charge, bill of sale, lien, pledge, easement, reservation, condition, positive covenant, restrictive covenant, memorial (and any conditions or statements contained in the memorial), building condition, writ, warrant, caveat (and the claims stated in the caveat) or other right or interest of any third party affecting the State Land or the Owner's Ceded Land or any part of the State Land or the Owner's Ceded Land.

**Environmental Laws** means all planning, environmental or contamination or pollution laws and any regulations, orders, directions, ordinances or requirements, permissions, permits or licences issued thereunder.

**GST** has the meaning given in section 195-1 of the GST Act.

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for or amending that Act.

**GST law** has the meaning given in section 195-1 of the GST Act.

**LAA** means the *Land Administration Act 1997*.

**LAA Regulations** means the *Land Administration Regulations 1998*.

**Local Government** means the Shire of Northampton of 199 Hampton Road, Northampton, Western Australia 6535.

**Lot 5140, Lot 5142, Lot 5144 and Lot 5145** have the meanings given to those terms in Item 4 of the Schedule.

**Minister** means the Minister for Lands, being a body corporate continued under section 7(1) of the LAA and being the Minister to whom the administration of the LAA is from time to time committed by the Governor.

**Outgoings** means all rates, taxes, assessments, charges (including but not limited to charges for water consumption and fixed charges) and outgoings (periodic or otherwise) chargeable or payable in respect of the relevant land.

**Owner's Adjoining Land** means the land described in Item 4 of the Schedule.

**Owner's Ceded Land** means the land described in Item 3 of the Schedule.

**Owner's Conveyancer** means the person nominated by the Owner to represent the Owner in relation to the Settlement.

**Party** means [the State, the Owner or the Third Party,] as the case requires.

**Parties** means [the State, the Owner and the Third Party,]

**Plans** means the plans annexed to this document and marked "Annexure A".

**Register** has the same meaning as defined in the TLA.

**Registrar** means the Registrar of Titles appointed under section 7 of the TLA.

**Road Closure Order** means the order executed by the Minister pursuant to Section 58 of the LAA necessary to close the portions of Coolcalalaya Road existing over the State Land.

**Schedule** means the Schedule to this Agreement.

**Settlement** means the settlement of the land exchange of the State Land and the Owner's Ceded Land in accordance with clause 6.

**Settlement Date** means the date the Parties may agree in writing provided that it can only be a date that is after the Conditions have been satisfied.

**Specified Encumbrance** means the Encumbrance listed in Item 2 of the Schedule

**State Land** means the land described in Item 1 of the Schedule.

**Subdivision Plan** means a plan for approval by the WAPC and then for deposit at the TLA Agency which:

- (a) excises from the Owner's Adjoining Land and dedicates the portions of road depicted on the Plans and comprising the Owner's Ceded Land; and
- (b) amalgamates the State Land into the Owner's Adjoining Land.

**Taxable Supply** has the meaning given in section 195-1 of the GST Act.

**Tax Invoice** has the meaning given in section 195-1 of the GST Act.

**Third Party** means the party described as such in this document, if any.

**TLA** means the *Transfer of Land Act 1893*.

**TLA Agency** means the agency or department responsible for the registration of dealings relating to land in the register kept pursuant to the TLA, which at the date of this Agreement is the Western Australian Land Information Authority, trading as 'Landgate', 1 Midland Square, Midland, Western Australia.

**Valuer General** means the Valuer General of Western Australia, appointed under the *Valuation of Land Act 1978*.

**WAPC** means the Western Australian Planning Commission established by the *Planning and Development Act 2005*.

## 1.2. INTERPRETATION

In this Agreement, unless the context otherwise requires:

- (a) headings, underlining and numbering are for convenience only and do not affect the interpretation of this Agreement;
- (b) words importing the singular include the plural and vice versa;
- (c) words importing a gender include every gender;
- (d) a reference to a thing includes a part of that thing;
- (e) references to parts, clauses and parties are references to parts and clauses of, and parties to, this Agreement;
- (f) where the day on or by which a thing is required to be done is not a Business Day that thing must be done on or by the succeeding Business Day;
- (g) a covenant or agreement by more than one person binds, and is enforceable against, those persons jointly and each of them severally;
- (h) no rules of construction apply to the disadvantage of a party because that party was responsible for the drafting of this Agreement or of any part of this Agreement;

- (i) a reference to a party, if that party ceases to exist or is reconstituted, renamed or replaced, or its powers or functions are transferred to any other person, refers respectively to the person established or constituted in its place or succeeding to its powers or functions;
- (j) a reference to a statute, regulation, proclamation, order, ordinance or by law includes every statute, regulation, proclamation, order, ordinance or by law varying, consolidating or replacing it, and a reference to a statute includes every regulation, proclamation, ordinance and by law issued under that statute;
- (k) a reference to "including" is to be read as "including, without limitation";
- (l) a reference in this Agreement to a sub clause, paragraph or sub paragraph is a reference to a sub clause, paragraph or sub paragraph in the clause or definition in which the reference appears; and
- (m) words used in this Agreement which are not expressly defined in this Agreement but which are defined in the LAA, or the TLA, or the GST Act have the meaning given to them under the LAA or TLA or the GST Act as the case may be.

---

## **2. THE STATE'S POWERS, RIGHTS AND DUTIES**

### **2.1. EXERCISE AND PERFORMANCE OF THE STATE'S POWERS AND DUTIES**

The Owner acknowledges that under the provisions of the LAA:

- (a) any right, duty or power conferred or imposed on the State under this Agreement may be exercised or performed by the Minister; and
- (b) the Minister may, under an instrument of delegation, delegate to a person any right, duty or power which this condition or this Agreement authorises or requires the Minister to exercise or perform.

### **2.2. TERMS NOT TO AFFECT STATE'S OR MINISTER'S RIGHTS OR POWERS UNDER THE LAA**

The Owner agrees that the terms of this Agreement do not in any way affect, alter or derogate from the State's or the Minister's rights or powers under the LAA.

---

## **3. CONDITIONS**

### **3.1. CONDITIONS SUBSEQUENT**

Subject to clause 3.2 and clause 3.3, Settlement under clause 6 and this Agreement is subject to and conditional upon:

- (a) nomination by the Third Party of a licensed surveyor to prepare the Subdivision Plan at the Third Party's cost;
- (b) the Owner or the Third Party obtaining satisfaction of all conditions imposed by the WAPC on the Subdivision Plan and the Subdivision Plan being placed in order for dealing by the TLA Agency within three (3) months of the date of this Agreement including the lodgement of all certificates or approvals with the WAPC and the preparation and lodgement of the deposited plan with the TLA Agency;
- (c) the Department receiving written confirmation from the Local Government to accept management of the realigned road to be created as part of the land exchanges effected by this Agreement; and

- (d) the Department receiving written confirmation of a Council resolution by the Local Government to request the closure of the existing portions of Coolcalalaya Road comprising part of the State Land pursuant to section 58 of the LAA and provision of the information and documents required by Regulation 9 of the LAA Regulations, [

within six (6) months of the Agreement Date.]

### **3.2. BENEFIT OF CONDITIONS AND EXTENSION OF DATES**

The Conditions are for the benefit of the Parties and cannot be waived by any Party but the Parties can agree in writing to extend the period for completion of the Conditions or extend the Settlement Date.

### **3.3. FAILURE TO SATISFY CONDITIONS**

Subject to clause 3.2, if the Conditions are not satisfied on or before the date or date(s) set out in clause 3.1, this Agreement will immediately terminate and be of no further force and effect and no Party will have any rights against or obligation to another Party in relation to this Agreement and no Party will be obliged to proceed with the land exchange contemplated by this Agreement.

### **3.4. UNACCEPTABLE CONDITION OR REQUIREMENT IMPOSED BY WAPC**

If the WAPC grants approval to the subdivision of the Owner's Ceded Land subject to a condition(s) or requirement(s) which any of the Parties, acting reasonably, is unwilling to comply with or considers to be prejudicial (including by reason of the imposition of financial cost or burden on the Owner or Third Party under this Agreement), then the Party who would be bound to comply with the condition(s) or requirement(s) or who considers that it would be prejudiced by the condition(s) or requirement(s) may within 10 Business Days of being notified of the condition(s) or requirement(s), elect to terminate this Agreement by notice to the other Party or Parties (as the case may be) and in which case this Agreement will terminate on the date of service of the notice and be of no further force and effect and no Party will have any rights against or obligation to another Party in relation to this Agreement and no Party will be obliged to proceed with the land exchange contemplated by this Agreement.

---

## **4. LAND EXCHANGE**

### **4.1. AMALGAMATION AND CEDING OF LAND TO THE STATE**

Subject to satisfaction of the Conditions set out in clause 3.1:

- (a) pursuant to sections 11 and 87 of the LAA, the State, in consideration of the Owner ceding to the State the Owner's Ceded Land, will by order convey and amalgamate the State Land into the Owner's Adjoining Land (in accordance with the middle column of the tables in Item 1 of the Schedule) and will receive the Owner's Ceded Land for dedication as road or part of the adjoining Crown land road reserve; and
- (b) the Owner, in consideration of the State by order conveying and amalgamating the State Land into the Owner's Adjoining Land agrees to cede to the State the Owner's Ceded Land for dedication as road or part of the adjoining Crown land road reserve,

on the Settlement Date subject to clause 3.2 in accordance with the Settlement processes in clause 6.

**4.2. ENCUMBRANCES**

- (a) The amalgamation of the State Land will be free of all Encumbrances other than Specified Encumbrances; and
- (b) The ceding of the Owner's Ceded Land to the State will be, other than Specified Encumbrances, free of all Encumbrances.

**4.3. STATE TO NOTIFY OWNER OF SPECIFIED ENCUMBRANCES**

Without limiting any conditions imposed in respect of the Subdivision Plan the State may at any time notify the Owner of any covenants and easements which the State Land will be subject to and the State Land will be conveyed and amalgamated with the Owner's Adjoining Land subject to those covenants and easements identified as a result of the satisfaction of the Conditions in clause 3.

**5. VALUATION OF LAND EXCHANGE AREAS****5.1. CONSIDERATION**

The consideration for the conveyance and amalgamation of the State Land is the Owner's Ceded Land being ceded to the State and the consideration for the ceding of the Owner's Ceded Land is the State Land that is being conveyed and amalgamated with the Owner's Adjoining Land, and it is agreed by the State that the Owner is not liable to pay the difference in value between the State Land and the Owner's Ceded Land.

**5.2. CURRENT VALUATION**

The State Land and the Owner's Ceded Land have been valued by the Valuer General on 23 April 2025 to have a market value of:

- (a) State Land, one thousand, one hundred and eighty-eight dollars and sixty-three cents (**\$1,188.63**) excluding GST; and
- (b) the Owner's Ceded Land, six hundred and eighteen dollars and four cents (**\$618.04**) excluding GST.

**5.3. NEW VALUATION**

- (a) If:
  - (i) the Settlement Date is not a date which is prior to; or
  - (ii) Settlement has not occurred by 23 April 2026 the market value of the State Land and the Owner's Ceded Land is to be reviewed and determined by the Valuer General, as outlined in subclause (b).
- (b) The review by the Valuer General of the market value of the State Land and the Owner's Ceded Land will be on the basis that the land in each case is in the same state and condition as it was in when the first valuation was conducted and a new valuation will be produced (New Valuation).
- (c) The Third Party may engage an external valuer at the Third Party's cost to value the State Land and the Owner's Ceded Land and which valuation shall be provided to the State for onward transmission to the Valuer General for consideration.
- (d) The Parties are bound by the values of the State Land and the Owner's Ceded Land determined by the New Valuation as final and binding and this Agreement is to be read as if varied by all necessary modifications to give effect to the values in the New Valuation.

- (e) The State will notify the Owner (and the Third Party) in writing of the New Valuation as soon as reasonably practical after the New Valuation is obtained.

---

## 6. SETTLEMENT

### 6.1. SETTLEMENT AND SETTLEMENT PLACE

Subject to satisfaction of the Conditions in clause 3.1 as provided by that clause, Settlement is to take place on the Settlement Date at the offices of the Department in Perth or at any other place in Perth as the State appoints.

### 6.2. PROCEDURE ON SETTLEMENT

- (a) At Settlement the Owner must deliver to the State:
- (i) the discharge of any Encumbrance registered against the Owner's Ceded Land (other than any Specified Encumbrance) duly executed by the holder of the Encumbrance and in registrable form;
  - (ii) the Duplicate Certificate of Title (if any) to the Owner's Ceded Land; and
  - (iii) a GST Tax Invoice for the supply of the Owner's Ceded Land based on the market value of the State Land plus GST.
- (b) At Settlement the State must deliver to the Owner:
- (i) the discharge of any Encumbrance registered against the State Land (other than any Specified Encumbrance) duly executed by the holder of the Encumbrance and in registrable form;
  - (ii) a GST Tax Invoice for the supply of the State Land based on the market value of the Owner's Ceded Land plus GST; and
  - (iii) a cheque for the GST payable on the consideration for the supply of the Owner's Ceded Land being a sum of one hundred and eighteen dollars and eighty-six cents (**\$118.86**).
- (c) At Settlement the Third Party must deliver to the State:
- (i) payment of the following fees:
    - (A) Document Preparation Fees (including GST) - one thousand, five hundred and five dollars (**\$1,505.00**); and
    - (B) Document registration fees in respect of the four (4) conveyance and amalgamation orders – eight hundred and sixty-six dollars and forty cents (**\$866.40**); and
  - (ii) a cheque for the GST payable on the consideration for the supply of the State Land being a sum of sixty-one dollars and eighty cents (**\$61.80**).
- (d) Immediately after Settlement:
- (i) the State will lodge for registration at the TLA Agency the Road Closure Order, the conveyance and amalgamation orders duly executed on behalf of the State to enable the State Land to be conveyed and amalgamated into the Owner's Adjoining Land and the Owner's Ceded Land to be ceded to the State and dedicated as road, and all other documents relating to the discharge of Encumbrances (other than any Specified Encumbrance); and

- (ii) the Owner will, at the Third Party's cost, lodge for registration at the TLA Agency such documents as are required to cause the Owner's Ceded Land to be ceded to the State free of Encumbrances and to be dedicated as a road as shown on the approved Subdivision Plan pursuant to the provisions of section 168 of the *Planning and Development Act 2005*.
- (e) The Parties will attend promptly to any requisition notices received from the TLA Agency.
- (f) The actions contemplated by this clause are interdependent and must take place simultaneously, to the extent possible. If one action does not take place, then:
  - (i) there is no obligation on any Party to undertake or perform any of the other actions;
  - (ii) to the extent that such actions have already been undertaken, the Parties must do everything reasonably required to reverse those actions; and
  - (iii) without affecting their respective obligations under this Agreement, to complete Settlement, the parties must each return to the other all documents delivered to them.

### **6.3. CERTIFICATE OF TITLE FOR THE STATE LAND**

The Owner acknowledges that:

- (a) a duplicate certificate of Crown land title for the State Land does not exist and will not be delivered by the State to the Owner or the Owner's Conveyancer at Settlement; and
- (b) the State Land will be conveyed and amalgamated into the Owner's Adjoining Land and the amended Certificates of Title will then be issued by the Registrar and forwarded to the issuing party as requested on the conveyance and amalgamation orders.

### **6.4. DOCUMENT REGISTRATION FEES**

The Third Party acknowledges and agrees that:

- (a) the statutory fees referred to in clause 6.2(c)(i)(B) are fees determined by other agencies, which are outside the control of the State; and
- (b) the State will notify the Third Party of any increase in fees which increase shall be the responsibility of the Third Party and payable by the Third Party at the same time as the fee would otherwise have been payable or on demand whichever is the later.

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## **7. POSSESSION AND RISK**

### **7.1. POSSESSION**

Subject to the land exchange occurring on the Settlement Date and the Parties performing their respective obligations under this Agreement:

- (a) the Owner will be entitled to, and the State will deliver to the Owner, possession of the State Land on the Completion Date; and
- (b) the State will be entitled to, and the Owner will deliver to the State, possession of the Owner's Ceded Land on the Completion Date.

**7.2. RISK**

Despite any rule of law or equity to the contrary:

- (a) the State Land is at the risk of the Owner on and from the Completion Date or from the time the Owner has possession of the State Land, whichever is the earliest; and
- (b) the Owner's Ceded Land is at the risk of the State on and from the Completion Date or from the time the State has possession of the Owner's Ceded Land, whichever is the earliest.

---

**8. OUTGOINGS**

- (a) The Owner is responsible for all Outgoings relating to the Owner's Ceded Land up to the earlier of the State going into possession of the Owner's Ceded Land or the Completion Date.
- (b) There will be no apportionment or adjustment of Outgoings at Settlement.
- (c) The State Land, being Crown land, is not subject to Outgoings but after the Completion Date, the Owner is liable for the payment of all Outgoings chargeable or payable in respect of the State Land that has been conveyed and amalgamated into the Owner's Adjoining Land.

---

**9. GENERAL PROVISIONS ABOUT THE LAND****9.1. THE OWNER'S ACKNOWLEDGMENTS ABOUT THE STATE LAND**

The Owner acknowledges and agrees that:

- (a) no warranty or representation has been given or made to the Owner or anyone on the Owner's behalf by the State or the Minister or any other person on the State or Minister's behalf as to:
  - (i) the title of the State Land;
  - (ii) whether there exists any contamination, pollution or other environmental harm affecting the State Land;
  - (iii) any order or requisition affecting the State Land;
  - (iv) the suitability of the State Land for any use or purpose whatsoever; and
  - (v) whether there are public utility services such as power, water, sewerage, telecommunications, on or available to the State Land;
- (b) the Owner has relied on its own inspection and enquiry in respect of all matters relating to the State Land, including the matters set out in subclause (a); and
- (c) the Owner is not entitled to make any claim for compensation, or to rescind this Agreement in respect of the matters referred to above or the lack of Services to the State Land or the location of any Services within the State Land.

**9.2. PLANNING AND OTHER MATTERS**

The Owner acknowledges that the State Land is sold subject to the provisions of any town planning scheme, zoning by-laws and other laws affecting the State Land as at the Completion Date.

**9.3. RELEASE BY THE OWNER**

The Owner hereby releases and will keep released the Minister, the State of Western Australia (including its departments and agencies) and their respective employees, officers and agents from all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the matters referred to in clauses 9.1 and 9.2 including claims, actions, loss, damage, liability, costs and expenses relating to the State Land.

**9.4. REQUISITIONS ON TITLE**

Neither the Owner nor the State is entitled to make any objection to or requisition on the title to the Owner's Ceded Land or the State Land, as the case may be.

**9.5. CLAUSE CONTINUANCE**

This clause 9 and the matters in it continue after Settlement.

---

**10. DEFAULT AND TERMINATION****10.1. DEFAULT**

(a) Except as otherwise specifically provided in this Agreement, neither the State nor the Owner are entitled to terminate this Agreement on the ground of any of the other Parties' default in performing or observing any obligation imposed on that other Party under this Agreement, unless:

- (i) the Party not in default has first given to the Party in default a written notice specifying the default complained of, which notice shall require that the default be remedied within the period stipulated in that notice; and
- (ii) the Party not in default has given to the other Party not in default a copy of the notice referred to in subclause (i) above; and
- (iii) the Party in default fails to remedy the default within the period stipulated in that notice.

(b) The period stipulated in the written notice referred to in clause 10.1(a)(i) will not be less than 5 Business Days.

(c) The giving of a notice under this clause does not prejudice the right of either party to give a further notice under this clause.

**10.2. TERMINATION OF AGREEMENT**

If any Party is in default in performing or observing any obligation imposed on it or them under this Agreement (and it has not been remedied as provided in clause 10.1) or repudiates this Agreement (defaulting party), then the Party, State or Owner as the case may be, not in default or the non repudiating Party, State or Owner, may proceed to take or recover possession of its or their land and terminate this Agreement by giving notice to the defaulting Party and any other Party and will be at liberty to re sell its or their land and there will be no further claim under this Agreement by any Party against the other(s) at law or in equity.

**10.3. DEFAULT IN SETTLEMENT**

For the avoidance of doubt, this clause 10 applies where Settlement has not taken place on the Settlement Date due to the default of a Party, including a default under clauses 6.1, 6.2 or 12.9.

---

## 11. CAVEATS

If a caveat is lodged against the certificate of Crown land title for the State Land or against the certificate of title for the Owner's Ceded Land (the land) before the Settlement Date and the State or the Owner, as the case may be, is unable to produce at Settlement a withdrawal of the caveat, despite any other clause in this Agreement:

- (a) the Party whose land is affected by the caveat (affected party) may by written notice to the other Party extend the Settlement Date by such period not exceeding 28 days or such other period as the State and the Owner may agree in writing to attempt to cause the caveat to be withdrawn, removed or lapsed from the Register; and
  - (b) if the affected party, for whatever reason, cannot cause the caveat to be withdrawn, removed or lapsed from the Register on or before the extended Settlement Date under subclause (a) above, this Agreement will be deemed to have come to an end and there will be no further claim under this Agreement by any Party against the other(s) at law or in equity.
- 

## 12. MISCELLANEOUS

### 12.1. NOTICES

- (a) Any notice given or required to be given under this Agreement must be in writing addressed as shown below;
  - (i) if to the State to:
 

**Department of Planning, Lands and Heritage**  
**Level 2, 140 William Street**  
**PERTH WA 6000**  
**Attn: Manager, Land Management Central** |  
**Facsimile: (08) 6118 8116**
  - (ii) if to the Owner, to the Owner's address shown in this Agreement (or to any other address specified by the Owner to the Department by notice); and
  - (iii) if to the Third Party, to the Third Party's address shown in this Agreement (or to any other address specified by the Third Party to the Department by notice). |
- (b) A notice served on the Owner's Conveyancer in accordance with this clause will be treated for all purposes as if the notice had been served on the Owner.
- (c) A notice:
  - (i) must be signed by the sender or an officer of, or under the common seal, of the sender or by the sender's authorised representative (as the case may be);
  - (ii) is to be regarded as being given by the sender and received by the addressee:
    - (A) if by delivery in person, when delivered to the addressee;
    - (B) if by post (which posting must be by pre paid security post), 3 Business Days from and including the date of posting to the addressee; and

- (C) if by facsimile transmission:
- (1) on the date the notice or communication is transmitted in its entirety by a facsimile machine; and
  - (2) that facsimile machine produces a transmission report which indicates that the facsimile was sent in its entirety to the facsimile number of the addressee,

but if the delivery or transmission by facsimile is on a day which is not a Business Day or is after 5.00 p.m. (addressee's time) it is to be regarded as being given at 9.00 a.m. (addressee's time) on the next succeeding Business Day; and

- (iii) can be relied upon by the addressee, and the addressee is not liable to any other person for any consequences of that reliance if the addressee believes it to be genuine, correct and authorised by the sender.

## **12.2. GOVERNING LAW**

This Agreement is to be governed by, and construed according to, the laws of Western Australia.

## **12.3. SEVERABILITY**

If a condition, covenant or stipulation of this Agreement or the application of them to a person or circumstances is, or becomes, invalid or unenforceable the remaining covenants, conditions and stipulations are not to be affected by the invalidity or enforceability, and each covenant, condition and stipulation of these is Agreement will be valid and enforceable to the fullest extent permitted by law.

## **12.4. ASSIGNMENT**

The Owner may not assign his/her/their rights under this Agreement without the prior written consent of the Minister, which consent may be withheld in the absolute discretion of the Minister.

## **12.5. WAIVER AND VARIATION**

A provision of, or a right created under, this Agreement may not be:

- (a) waived except in writing signed by the party granting the waiver; or
- (b) varied except in writing signed by all parties.

## **12.6. FURTHER ASSURANCES**

The Minister on behalf of the State and the Owner agrees to sign, execute and complete all further assurances and documents and to do all things reasonably required to complete the matters set out in, or contemplated by, this Agreement.

## **12.7. OBLIGATIONS SURVIVE SETTLEMENT**

Without limitation, to the extent that any obligations under this Agreement and this Agreement have not been complied with on or before Settlement, those obligations survive Settlement and continue until complied with.

## **12.8. LEGAL COSTS**

Each Party is to pay its own solicitor's costs in respect of this Agreement and the completion of this Agreement.

**12.9. DUTY AND REGISTRATION FEES**

At or prior to Settlement, the Third Party is to pay:

- (a) all duty (including fines or penalties incurred as a result of the Owner's action or inaction) payable under the *Duties Act 2008* on this Agreement;
- (b) all registration fees payable to the TLA Agency in respect of discharge of any Encumbrances required to be discharged at Settlement in respect of the Owner's Ceded Land; and
- (c) all costs (including legal costs) incurred in the discharge or removal of any Encumbrance over the State Land or the Owner's Ceded Land required for Settlement.

**12.10. NO FETTERING**

The Parties agree that:

- (a) this Agreement disclaims any intention to influence due process and the exercise of statutory discretions and decision making by the Local Government or to otherwise constitute any fettering of the powers of the Local Government particularly in terms of (but not limited to) rezoning processes and related planning decisions; and
- (b) the provisions of this Agreement are to be read subject to clause 12.10(a).

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**13. GOODS AND SERVICES TAX****13.1. GST PAYABLE**

The consideration for a Supply under this Agreement is exclusive of any GST imposed on the supply.

**13.2. WARRANTY THAT THE OWNER IS REGISTERED FOR GST**

The Owner warrants that:

- (a) it is registered for GST pursuant to the GST Act;
- (b) the supply by it of the Owner's Ceded Land is a Taxable Supply and a Tax Invoice will be issued by it to the State for the supply of the Owner's Ceded Land based on the market value of the State Land as set out in clause 5.2(a) prior to or at Settlement; and
- (c) if any of the information set out in subclauses (a) or (b) changes prior to Settlement such that the supply of the Owner's Ceded Land by it is not a Taxable Supply then it will immediately advise the State of this.

**13.3. TAX INVOICE FOR SUPPLY OF STATE LAND**

The State agrees that the supply of the State Land is a Taxable Supply and a Tax Invoice will be issued to the Owner for the supply of the State Land based on the market value of the Owner's Ceded Land as set out in clause 5.2(b) prior to or at Settlement.

**13.4. NOTIFICATION IS CONCLUSIVE**

A written notification given to the recipient by the supplier of the amount of GST that the supplier is liable to pay on a Taxable Supply made or to be made under this Agreement is conclusive between the Parties except in the case of an obvious error.

**13.5. THE RECIPIENT MUST PAY GST AT SETTLEMENT**

The recipient must pay to the supplier the amount of the GST that the supplier is liable to pay for a Taxable Supply under this Agreement at Settlement.

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**SCHEDULE**
**ITEM 1 STATE LAND**

|     | <b>Land Description</b>            | <b>For amalgamation into</b> | <b>Area</b> |
|-----|------------------------------------|------------------------------|-------------|
| (a) | Portion of closed road PIN 1004306 | Lot 5140                     | 3.1464ha    |
| (b) | Portion of closed road PIN 1004312 | Lot 5142                     | 1.5808ha    |
| (c) | Portion of closed road PIN 1004312 | Lot 5144                     | 1.5884ha    |
| (d) | Portion of closed road PIN 1004312 | Lot 5145                     | 0.2782ha    |

with the land described in Item 1(a) – (d) comprising a total area of 6.5938 hectares and being marked for identification purposes with a green outline on the Plans; and

|     | <b>Land Description</b>                  | <b>For amalgamation into</b> | <b>Area</b> |
|-----|--|------------------------------|-------------|
| (e) | Portion of road PINs 1315918 and 1315917 | Lot 5140                     | 1.0885ha    |
| (f) | Portion of road PINs 1315917 and 1315919 | Lot 5140                     | 0.8928ha    |
| (g) | Portion of road PINs 1315919 and 1315920 | Lot 5142                     | 1.3377ha    |
| (h) | Portion of road PIN 1315920              | Lot 5144                     | 0.5997ha    |
| (i) | Portion of road PIN 1315923              | Lot 5145                     | 1.3738ha    |

with the land described in Item 1(e) – (i) comprising a total of 5.2925 hectares and being marked for identification purposes with a purple outline on the Plans.

For the avoidance of doubt, the State Land as a whole, described in Item 1(a) – (i), comprises a total area of 11.8863 hectares.

**ITEM 2 SPECIFIED ENCUMBRANCES**

- (a) **State Land**, - Nil; and  
 (b) **Owner's Ceded Land**, - Nil.

**ITEM 3 OWNER'S CEDED LAND**

- (a) Portion of Lot 5138 on Deposited Plan 232552, being part of the land contained in Certificate of Title Volume 1229 Folio 143 and Certificate of Title Volume 1351 Folio 756, comprising an area of 0.1022ha;
- (b) portion of Lot 5139 on Deposited Plan 232552, being part of the land contained in Certificate of Title Volume 1091 Folio 266, comprising an area of 0.2487ha;
- (c) portion of Lot 5140, comprising an area of 1.9883ha;
- (d) portion of Lot 5142, comprising an area of 1.2606ha;
- (e) portion of Lot 5144, comprising an area of 0.5198ha; and
- (f) portion of Lot 5145, comprising an area of 2.0608ha,

comprising a total area of 6.1804 hectares and being marked for identification purposes with a red outline on the Plans. ]

**ITEM 4 OWNER'S ADJOINING LAND**

- (a) Lot 5140 on Deposited Plan 232552, being the whole of the land contained in Certificate of Title Volume 1170 Folio 535 (**Lot 5140**);
- (b) Lot 5142 on Deposited Plan 232552, being the whole of the land contained in Certificate of Title Volume 1215 Folio 61 (**Lot 5142**);
- (c) Lot 5144 on Deposited Plan 232552, being the whole of the land contained in Certificate of Title Volume 1170 Folio 534 (**Lot 5144**); and
- (d) Lot 5145 on Deposited Plan 232552, being the whole of the land contained in Certificate of Title Volume 1170 Folio 536 (**Lot 5145**).

DRAFT

**EXECUTED BY THE PARTIES AS A DEED.**

**SIGNED** for the **STATE OF WESTERN AUSTRALIA** for and on behalf of the **MINISTER FOR LANDS** by

Pursuant to a delegation of the Minister for Lands' powers under Section 9 of the *Land Administration Act 1997* in the presence of:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature of witness*

\_\_\_\_\_  
*Print full name*

\_\_\_\_\_  
*Print full name*

\_\_\_\_\_  
*Classification level, Position title*

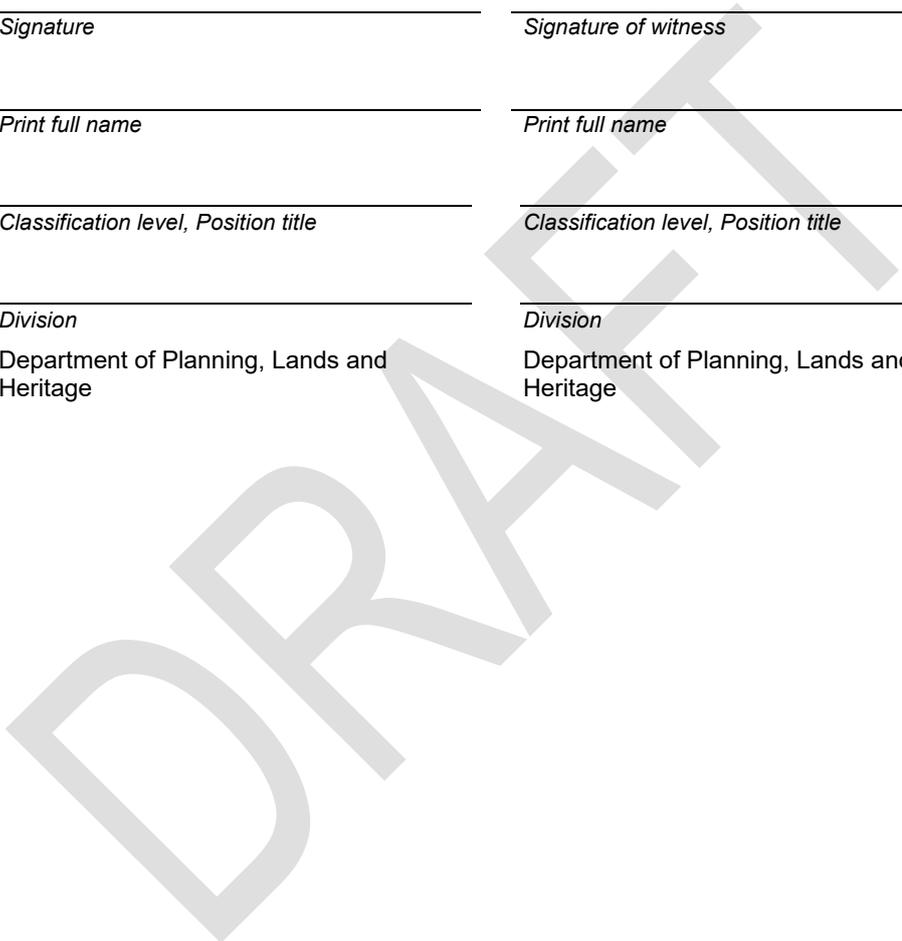
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*Classification level, Position title*

\_\_\_\_\_  
*Division*

Department of Planning, Lands and Heritage

\_\_\_\_\_  
*Division*

Department of Planning, Lands and Heritage



SIGNED by **VIVIAN ROY PORTER** )  
 )  
in the presence of: )

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature of witness*

\_\_\_\_\_  
*Print full name of witness*

\_\_\_\_\_  
*Address of witness*

\_\_\_\_\_  
*Occupation of witness*

SIGNED by **DAWN MARION PORTER** )  
 )  
in the presence of: )

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature of witness*

\_\_\_\_\_  
*Print full name of witness*

\_\_\_\_\_  
*Address of witness*

\_\_\_\_\_  
*Occupation of witness*

The **COMMON SEAL** of )  
 the **SHIRE OF NORTHAMPTON** was )  
 affixed to this )  
 Deed in accordance with a resolution of )  
 Council and in the presence of:

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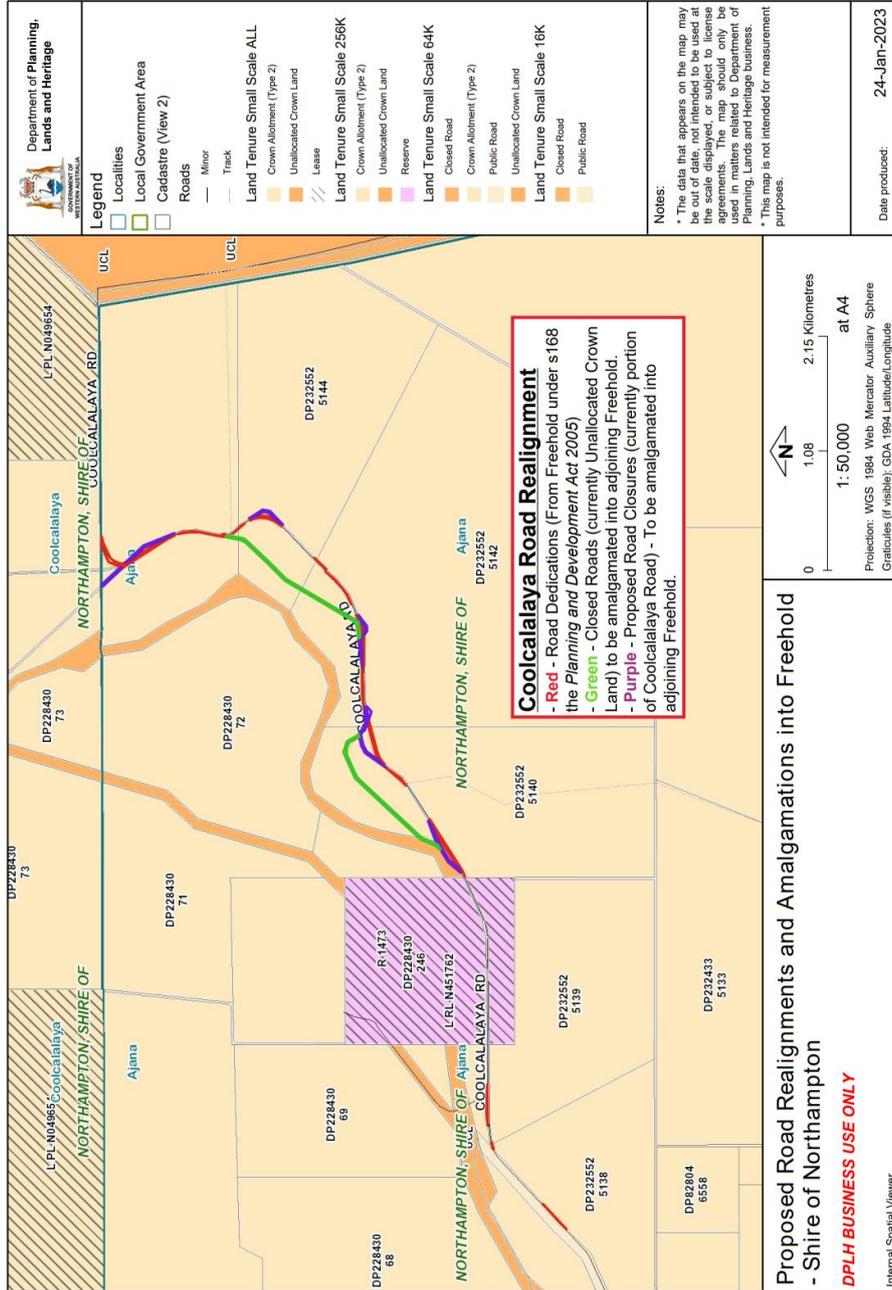
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 Chief Executive Officer

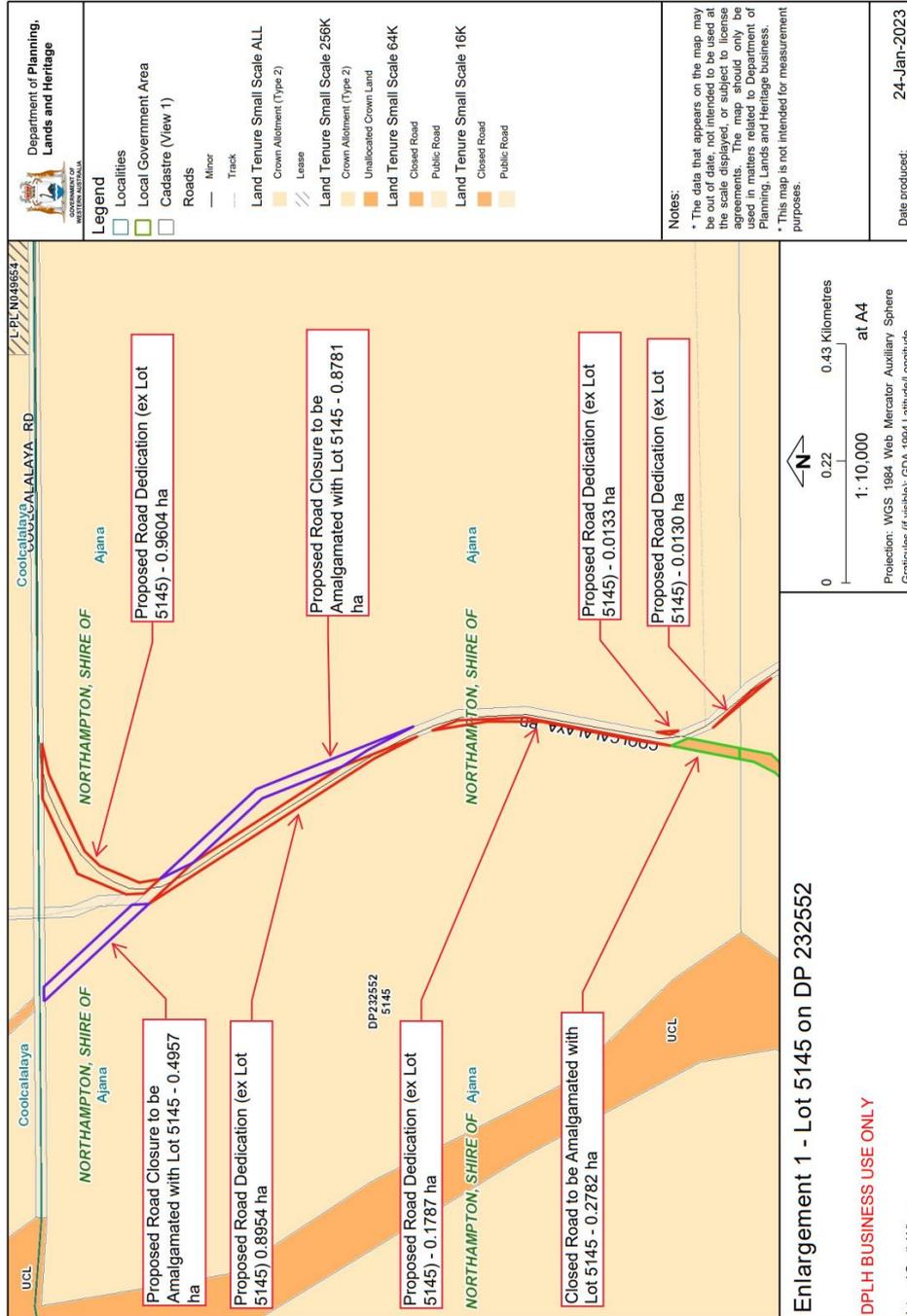
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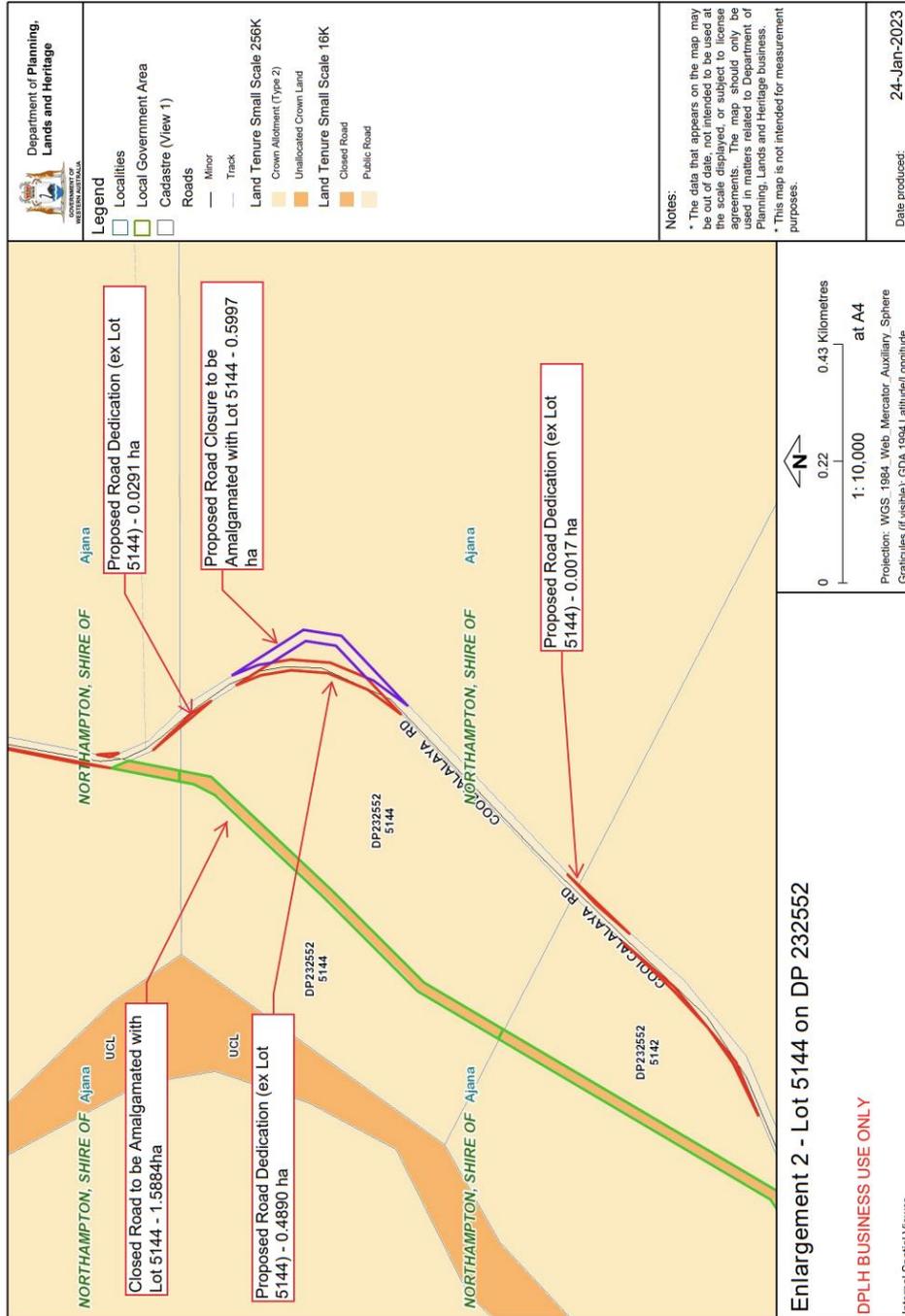
**Eleanor Elizabeth Sudlow**  
 Shire President

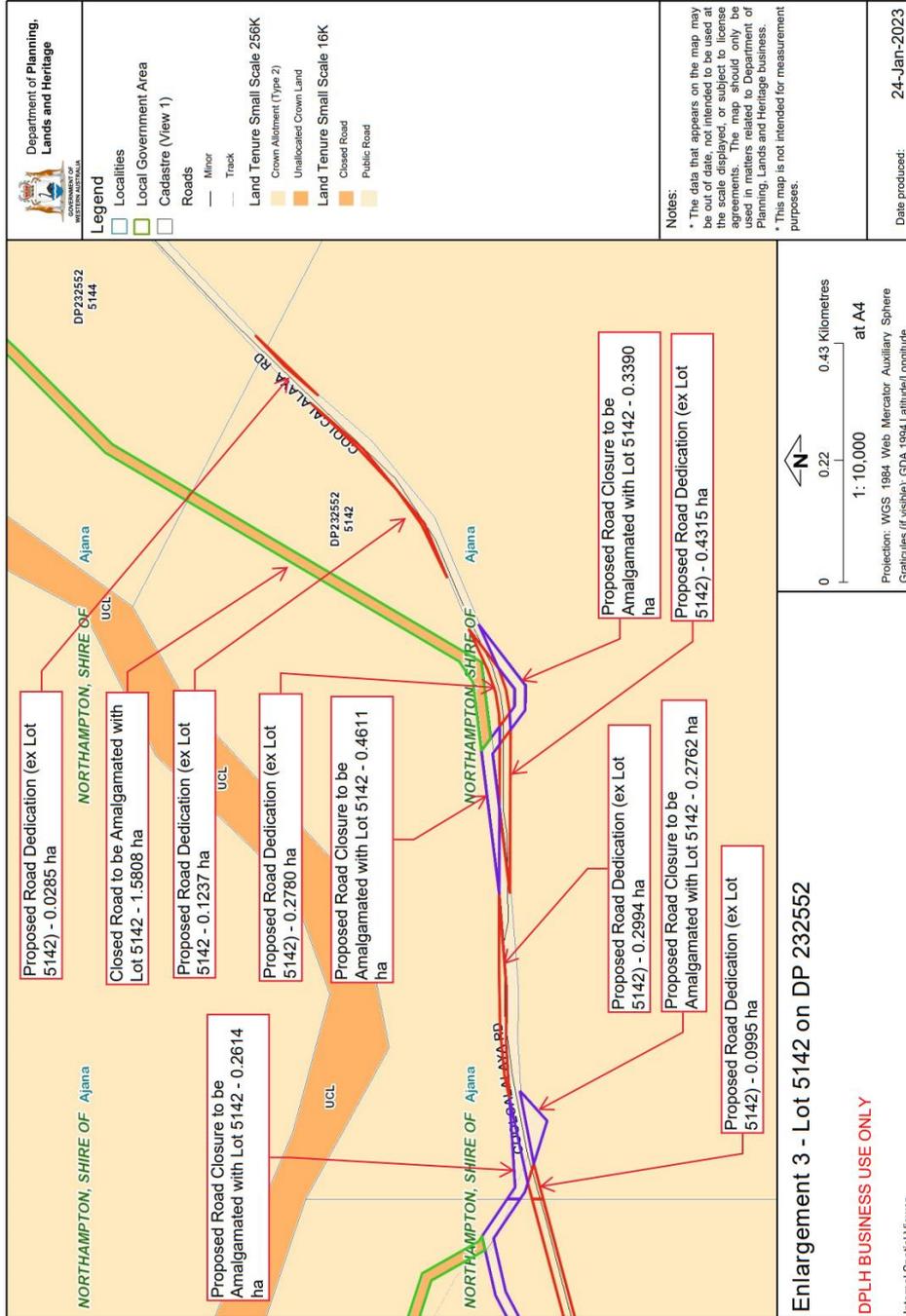
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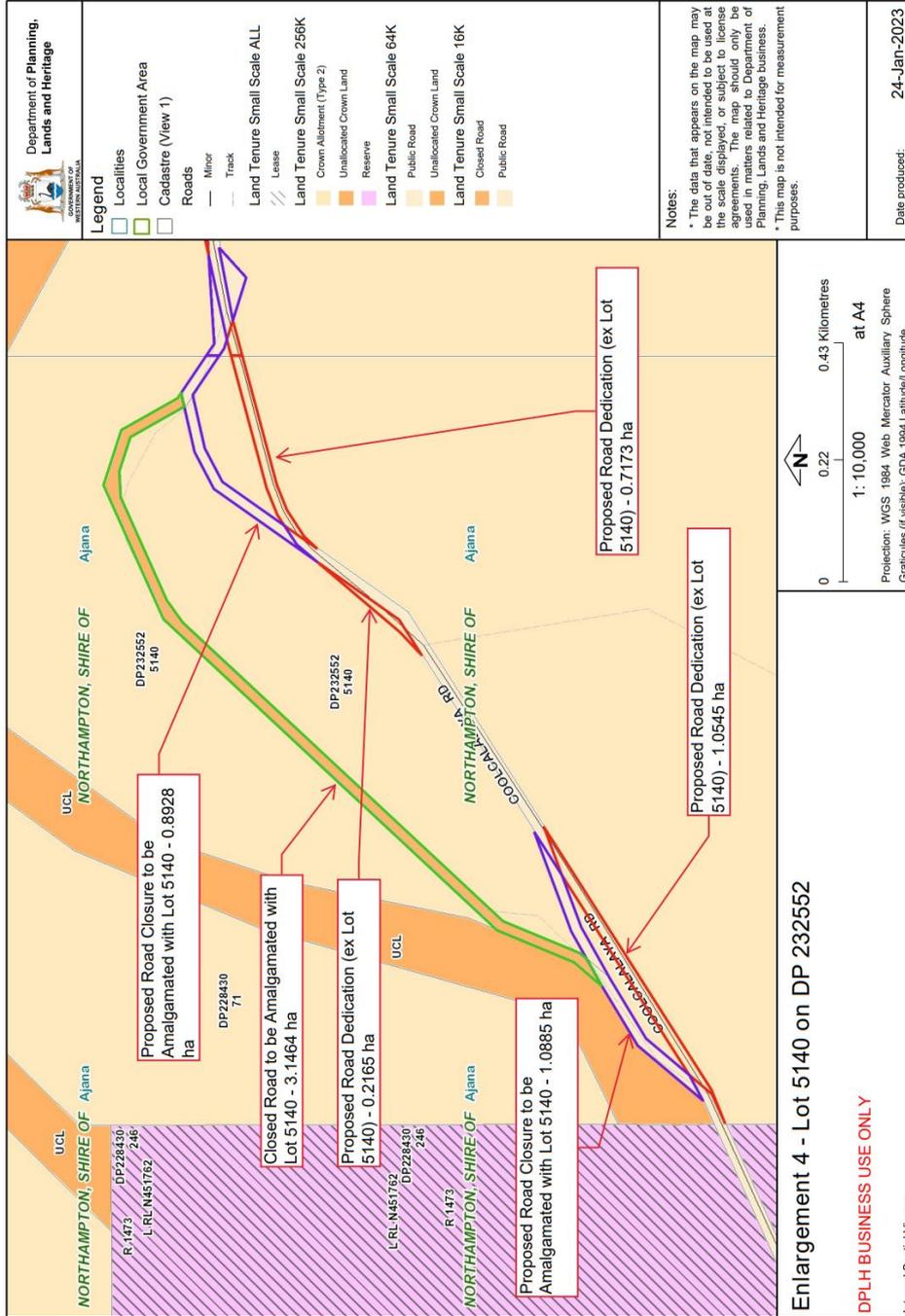
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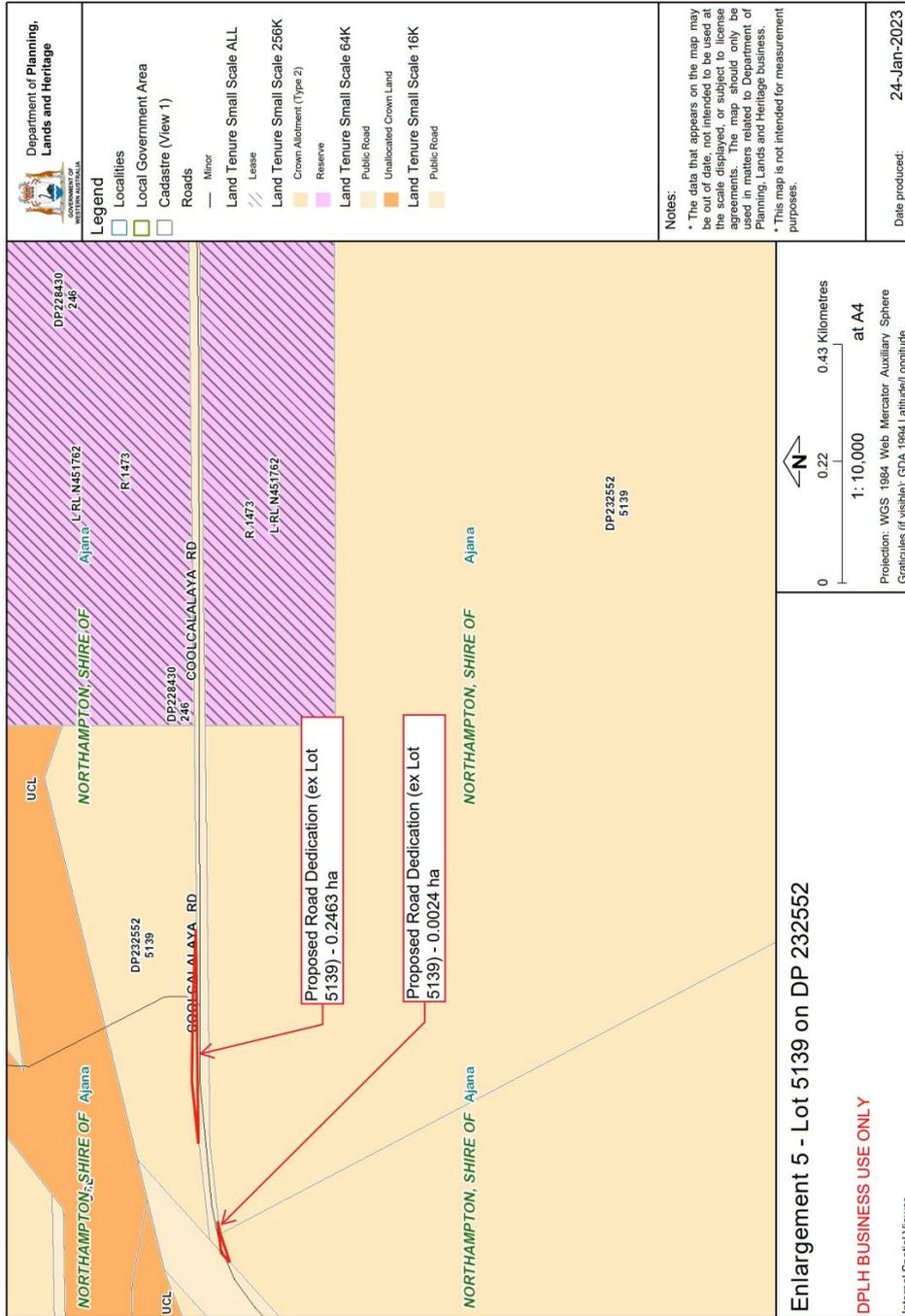


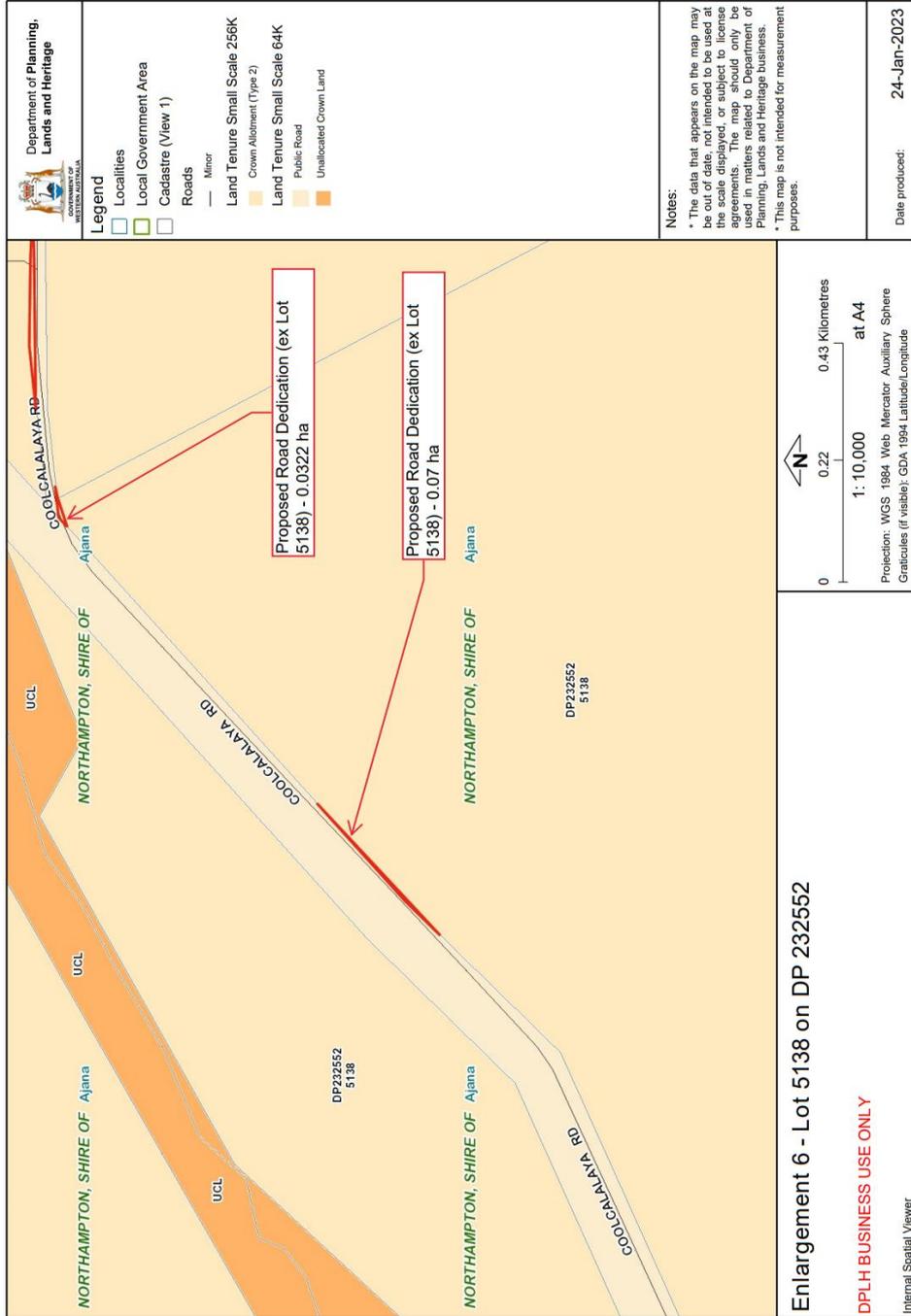














**SHIRE OF NORTHAMPTON  
MINUTES**

**Health Advisory Committee held in the Council Chambers, Northampton  
16 December 2025**

---

**1. DECLARATION OF OPENING OF THE MEETING BY THE PRESIDING MEMBER**

As Cr Sudlow was online on Teams, Cr Hay assumed the position of Presiding Member for the Committee. The meeting was opened at 10.30am.

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. ATTENDANCE / APOLOGIES**

Members

Cr Liz Sudlow – (by Teams)

Cr Tim Hay

Mrs Leanne Rowe

Mr Andrew Campbell

Apologies

Cr Roslyn Suckling

**4. DECLARATION OF FINANCIAL INTERESTS**

Nil.

**5. REVIEW OF PANACEUM NORTHAMPTON – NOVEMBER 2025 TRADING**

A discussion about the November 2025 accounts occurred with the Committee.

**Moved: Cr Sudlow**

**Seconded: Cr Hay**

***“That the November 2025 accounts are accepted as tabled.”***

**Carried 4-0**

**For: Cr Sudlow, Cr Hay, Mrs Rowe and Mr Campbell**

**Against: Nil**

**6. MEDIBLOOM KALBARRI**

Notification has been received that Dr Marie Herd is leaving the Medibloom Practice in Kalbarri and is vacating the Shire residence in January 2026. A new doctor is expected in February 2026 and a new Residential Tenancy Agreement will be established.

**7. GENERAL BUSINESS**

A meeting is to be scheduled with Panaceum following soon after the next Committee meeting in February 2026.

**8. DATE FOR NEXT MEETING**

In February 2026 once the January 2026 accounts are received.

**9. CLOSURE**

There being no further business the Presiding Member closed the meeting at 10.41am.



**SHIRE OF NORTHAMPTON  
MINUTES**

**Road Infrastructure and Plant Advisory Committee held in the Council Chamber,  
Northampton at 2pm, 03 February 2026**

---

**1. DECLARATION OF OPENING OF MEETING BY CHAIRPERSON**

Cr Karl Suckling declared the meeting open at 2:07pm

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. ATTENDANCE / APOLOGIES**

Members

Cr Karl Suckling – Chairperson

Cr Liz Sudlow – Shire President

Cr Roslyn Suckling – Councillor

Cr Richard Burges – Councillor

Cr Chad Smith – Councillor

Brian Robinson – Acting CEO

Jamie Muir - Executive Manager Works and Technical Services

Barry Marshall – Acting Leading Hand

Ex Officio

Joseph Wood – Community member

Nolan Harris – Community member

Tina Souroup (Minute Secretary)

**APOLOGIES**

Andrew Campbell - CEO

**4. DECLARATION OF FINANCIAL INTEREST**

Nil.

**5. CONFIRMATION OF MINUTES 26 September 2025**

**MOVED: Cr Karl Suckling**

**SECOND: Cr Liz Sudlow**

**Road Infrastructure and Plant Advisory Committee minutes for 26 September 2025 have been changed to reflect change of Trade vehicle to P262 Isuzu CXZ 455 (2way Tip) Truck.**

**That the Minutes of the Road Infrastructure and Plant Advisory Committee Meeting 26 September 2025 confirmed.**



**MOTION CARRIED 8/0**

**FOR**

Cr K Suckling  
 Cr R Burges  
 Cr R Suckling  
 Cr L Sudlow  
 Cr R Burges  
 Cr C Smith  
 Jamie Muir  
 Barry Marshall

**6. BUSINESS ARISING FROM PREVIOUS MEETING**

Contractor Jamie Glass was engaged to carry out grading of Priority 1 and 2 roads prior to Harvest. Jamie completed 90 km's of roads which included:

- Yallabathara Road (9km)
- Rob Road (15km)
- Swamps Road (17 km)
- Gill Road (5km)
- Sandy Gully Road (6km)
- Bishop Gully Road (6km)
- Yerina Springs Road (28km) and
- North Road (4.80km)

Shire Works Crew graded the remaining 30.50 km's of roads which included:

- Mitchell Road (6.50km)
- Rosehill Road (4km)
- Suckling Road (6km)
- Larrard Road (5km)
- Bowes River Road (3km)
- Willow Gully Road (3km) and
- Little Bay Road (3km)

**7. GENERAL BUSINESS**

**Plant Replacement**

Jamie discussed the Plant replacement program that has been drafted with more information to be added as time progresses.

Discussion around the 2015 Caterpillar Grader - P263. The situation is being monitored. The Asset is not showing signs of an expected engine noise and a reduction in power that would show it needing a new engine and transmission. The oil filter is also being monitored for aluminium filings resulting from the previous failure of the fuel pump.



Jamie is to work on the Request for Quote documents on the replacement of 90 Tonne GCM Prime Mover and Side Tipper Trailer.

Jamie provided an update on the Kalbarri Rubbish Truck with concerns of the Trade in price for existing truck and has declined trading in the Truck after it was repaired in October with a new transmission being fitted at a cost of \$15,000. An Expression of Interest has been advertised on Shire website and Shire's Facebook page and has been emailed out to surrounding Shires. Kim Pelkonen from Smith Broughton Auctioneers has inspected the Truck and has stated that going to Auction the Shire could potentially receive between \$20,000-\$30,000 for the asset.

A question was asked by Cr Chad Smith if a Larger Kalbarri Bus could be considered in the future as there has been an increase in Student numbers in the Kalbarri area.

### **Roads Infrastructure**

Jamie discussed the program review for upcoming projects and laid out the future works for the 2025/2026 years. The summary of works discussed is attached. Being:

Fifth Ave Drainage Upgrade Works Timeline. The Tender is being advertised as of 4 February 2026, closing 20<sup>th</sup> February 2026 this was prepared by Greenfield Tech Services being advertised in the Geraldton Guardian and West Australian Newspapers. Review of submissions will take place and Award the Tender in March 2026. Engage Contractor to commence work in April and still maintain a 30 June 2026 completion date.

Work for the Ogilvie East Road set to commence mid-February to complete 3kms of Road seal. It was tabled that if the Shire could change the Scope of Works, to leave it as an upgraded gravel road and only seal the S Bend portion if funds allow and endorsed by Regional Road Group. And to clarify with RRG to ask what is in place for works scheduled with RRG for 2026-2027 and 2027-2028.

Construction of the two (2) floodways' on Binnu East Road are progressing with the detours already in place. Jamie is to review scope of works and is source concreting contractors to commence work for mid-March.

Horrocks Road Stage 1 and Stage 2, Jamie will review the scope of works and release Tender for Stage 1 works mid-March with a hopeful scheduled commencement date in April. Stage 1 work should be easy to complete with a small widening on both sides of road to achieve 7.4 metre lane width and placement of Audible Centre Lines (ACL) and Audible Edge Lines (AEL) to SLK 0 – SLK 4.74. Stage 2 is a lot more complex with major widening to achieve 7.4 lane width as some road widths are only 5.8 metres wide for the rest of the road being SLK 4.74 to SLK 16.83 with the placement of ACL's and AEL's.



Port Street, Port Gregory is scheduled to be surveyed later this month (February) to look at Scope of Work and see if an overlay and lift with tie in for General Store and Street access can be ascertained. Work for Port Street is fully funded by the Shire in this current budget so can be carried over if can't be achieved this year.

Karina Mews Jamie will review design requirements and Scope of Works at a later date.

A question was raised if the Shire could approach Main Roads WA to see if there is a potential of funding to upgrade Binu West Road in conjunction with Australian Garnet and GMA Garnet Group to upgrade road from a RAV 4 to a RAV 7 network to have trucks travel down this route rather than the current route this will help the Stephen Street/ Horrocks Road heavy vehicle failures in the intersection.

**8. DATE FOR NEXT MEETING**

The next meeting of the Road Infrastructure and Plant Advisory Committee will be scheduled for 13<sup>th</sup> March 2026 at 2pm with the purpose of discussing matters arising after last meeting.

**9. CLOSURE**

There being no further business the meeting was closed at 4:08pm.

| ROAD                           | SLK   | WAGES          | EMPLOYEE O/H  | POC              | P DEPR        | TOTAL ALLOC    | MATERIALS      | EST COST         | TOTAL COST FUNDING | SHRE     | R2R            | RRG            | BS             | MASS             | OTHER            |                |
|--------------------------------|---|----------------|---------------|------------------|---------------|----------------|----------------|------------------|--------------------|----------|----------------|----------------|----------------|------------------|------------------|----------------|
| <b>Fifth Ave Drainage</b>      | Drainage  |                |               | Contracted Works |               |                |                | 550,000          | 530,174            | 187,191  | 209,000        |                |                |                  | 133,983          |                |
|                                | SLK   |                |               |                  |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 17.4 - 20.4   | 64,200         | 44,940        | 69,640           | 37,910        | 216,690        | 161,480        | 594,860          | 940,000            |          | 453,484        | 300,000        |                |                  | 186,516          |                |
| <b>Olgivie Rd</b>              | Overlay Construct 7m seal, 10m formation                  |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 17.4 - 20.4   | 64,200         | 44,940        | 69,640           | 37,910        | 216,690        | 161,480        | 594,860          | 940,000            |          | 453,484        | 300,000        |                |                  | 186,516          |                |
| <b>Binnu Rd Stage 1</b>        | Replace 375 RCP culvert/reconstruct road                  |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 0.89 - 1.08   | 15,900         | 11,130        | 15,580           | 8,810         | 51,420         | 46,560         | 149,400          | 182,417            |          | 106,994        | 75,423         |                |                  |                  |                |
| <b>Binnu Rd Stage 2</b>        | Replace 600 RCP culvert/reconstruct road                  |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 2.75 - 2.92   | 15,900         | 11,130        | 14,580           | 8,210         | 49,820         | 22,860         | 122,500          | 182,417            |          | 106,994        | 75,423         |                |                  |                  |                |
| <b>Horrocks Rd Stage 1</b>     | SH Widening 7 to 7.4m, AELACL painted edge III 0.0 - 4.7  |                |               | Contracted Works |               |                |                | 0                | 397,500            |          |                |                | 397,500        |                  |                  |                |
|                                | 4.7 - 16.8  |                |               |                  |               |                |                | 0                | 397,500            |          |                |                | 397,500        |                  |                  |                |
| <b>Horrocks Rd Stage 1</b>     | SH Widening 6 to 7.4m, AELACL painted edge III 4.7 - 16.8 |                |               | Contracted Works |               |                |                | 0                | 2,350,000          |          |                |                | 2,350,000      |                  |                  |                |
|                                | 16.8 - 20.4   |                |               |                  |               |                |                | 0                | 2,350,000          |          |                |                | 2,350,000      |                  |                  |                |
| <b>Port St Gregory</b>         | Overlay and stabilisation                                 |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 0.0 - 0.13  | 6,140          | 4,298         | 11,360           | 6,225         | 28,023         | 37,850         | 93,896           | 50,045             | 50,045   |                |                |                |                  |                  |                |
| <b>Karina Mews Kalbarri</b>    | Replace kerb, resal pavement                              |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 0.0 - 0.16  | 9,480          | 6,636         | 10,120           | 4,880         | 31,116         | 65,318         | 127,550          | 100,000            | 50,801   |                |                |                |                  |                  |                |
| <b>Kalbarri Rd Stage 1</b>     | SH Widening 6 to 7.4m, AELACL painted edge lines          |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 16.8 - 20.4   |                |               |                  |               |                |                |                  | 1,452,571          |          |                |                |                |                  | 1,452,571        |                |
| <b>Kalbarri Rd Stage 2</b>     | SH Widening 6 to 7.4m, AELACL painted edge lines          |                |               | Contracted Works |               |                |                |                  |                    |          |                |                |                |                  |                  |                |
|                                | 20.4 - 21.0   |                |               |                  |               |                |                |                  | 3,685,228          |          |                |                |                |                  | 3,685,228        |                |
| <b>ROADS TOTAL EXPENDITURE</b> |   | <b>111,620</b> | <b>78,134</b> | <b>121,280</b>   | <b>66,035</b> | <b>377,069</b> | <b>334,068</b> | <b>1,988,206</b> | <b>9,340,178</b>   | <b>0</b> | <b>100,846</b> | <b>667,472</b> | <b>450,846</b> | <b>2,747,500</b> | <b>5,137,799</b> | <b>186,516</b> |

### 9.1.1 Western Australian Local Government Association - Local Government Election Advocacy Position

|                                 |                                  |
|---------------------------------|----------------------------------|
| <b>PROPONENT</b>                | Shire of Northampton             |
| <b>OWNER</b>                    | WALGA                            |
| <b>LOCATION / ADDRESS:</b>      | N/A                              |
| <b>ZONE:</b>                    | N/A                              |
| <b>BUSINESS AREA:</b>           | Office of the CEO                |
| <b>FILE REFERENCE:</b>          | 4.1.4                            |
| <b>LEGISLATION:</b>             | <i>Local Government Act 1995</i> |
| <b>AUTHOR:</b>                  | Andrew Campbell                  |
| <b>APPROVING OFFICER:</b>       | Andrew Campbell                  |
| <b>DATE OF REPORT:</b>          | 24 September 2024                |
| <b>DECLARATION OF INTEREST:</b> | Nil                              |

#### **BACKGROUND:**

The Western Australian Local Government Association (WALGA) has requested Western Australian Local Government to provide input into their established advocacy position on Local Government elections.

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:

- the introduction of Optional Preferential Voting (OPV);
- extending the election period to account for delays in postal services;
- changes to the publication of information about candidates;
- backfilling provisions for extraordinary vacancies after the 2023 election;
- public election of the Mayor or President for larger Local Governments;
- abolishing wards for smaller Local Governments; and
- aligning the size of Councils with the size of populations of each Local Government (change to representation)

The purpose of this report is for Council to consider WALGA's advocacy position and provide feedback into the review before the matter is considered by the WALGA State Council at the December 2024 meeting.

#### **PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.

The following is a summary of WALGA's current Advocacy Positions in relation to Local Government Elections:

**2.5.15 ELECTIONS****Position Statement**

The Local Government sector supports:

1. Four year terms with a two year spill
2. Greater participation in Local Government elections
3. The option to hold elections through:
  - Online voting
  - Postal voting, and
  - In-person voting
4. Voting at Local Government elections to be voluntary
5. The first past the post method of counting votes

The Local Government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred.

**Background**

The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

**State Council Resolution**

February 2022 – 312.1/2022  
 December 2020 – 142.6/2020  
 March 2019 – 06.3/2019  
 December 2017 – 121.6/2017  
 October 2008 – 427.5/2008

**2.5.16 METHOD OF ELECTION OF MAYOR****Position Statement**

Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.

|            |         |                            |
|------------|---------|----------------------------|
| State      | Council | February 2022 – 312.1/2022 |
| Resolution |         | March 2019 – 06.3/2019     |
|            |         | December 2017 – 121.6/2017 |

### 2.5.18 CONDUCT OF POSTAL ELECTIONS

**Position Statement** The Local Government Act 1995 should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including Local Governments to conduct postal elections.

**Background** Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

|            |         |                            |
|------------|---------|----------------------------|
| State      | Council | May 2023 – 452.2/2023      |
| Resolution |         | March 2019 – 06.3/2019     |
|            |         | December 2017 – 121.6/2017 |
|            |         | March 2012 – 24.2/2012     |

WALGA has requested the following advocacy positions be considered by Councils:

#### 1. PARTICIPATION

(a) The sector continues to support voluntary voting at Local Government elections.

**OR**

(b) The sector supports compulsory voting at Local Governments elections.

#### 2. TERMS OF OFFICE

(c) The sector continues to support four-year terms with a two year spill;

**OR**

(d) The sector supports four-year terms on an all in/all out basis.

#### 3. VOTING METHODS

(a) The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections

**OR**

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

**4. INTERNAL ELECTIONS**

(e) The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.

**OR**

(f) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

**5. VOTING ACCESSIBILITY**

The sector supports the option to hold general elections through:

(a) Electronic voting; and/or

(b) Postal voting; and/or

(c) In-Person voting.

**6. METHOD OF ELECTION OF MAYOR**

The sector supports:

(a) As per the current legislation with no change – Band 1 and 2 local governments directly elect the Mayor or President (election by electors method), with regulations preventing a change in this method.

(b) Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.

(c) Apply current provisions to all Bands of Local Governments – apply the election by electors method to all classes of local governments.

| <b>Item</b> | <b>Officer Recommendation</b>   | <b>Officer Reason</b>  |
|-------------|---|--|
| <b>1</b>    | The sector continues to support voluntary voting at Local Government elections. | The argument for voluntary versus compulsory voting has been around for many years. Compulsory voting ensures excellent turnout but comes with the risk of voter fines for not voting. The argument for non-compulsory voting is that only the people who have an interest in Local Government vote and that is who the Local Government should be engaged with. |
| <b>2</b>    | The sector continues to support four-year terms with a two year spill           | This option is supported as the potential for all knowledge to be lost at one time under the four-year total turnover is considered problematic particularly where one controversial issue drives the election.  |

|   |   |  |
|---|---|--|
| 3 | The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections | FPTP was the election method used prior to legislative reform. As there was no election in 2023, the Shire of Northampton did not see the impacts of OPV. OPV provides the option to elector when voting, however the suggestion to remove the proportional part of the voting method should ensure less politicisation of local government elections. |
| 4 | The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.   | In line with the recommendation above, all elections should be the same regardless of whether it is internal or not.   |
| 5 | The sector supports the option to hold general elections through:<br>(a) Electronic voting; and<br>(b) Postal voting; and<br>(c) In-Person voting.  | All options are viable, and this reflects WALGA's current advocacy position.   |
| 6 | Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.   | Council's should be able to determine their own structure through a democratic process. Currently the Shire's President is elected by Council by choice as opposed to a directive.   |

It is open to Council to select any part of the options provided above, or to that point, change all or any part of the Officer Recommendation. It is considered that any decisions of the past by Council on this matter should be tempered as the electoral system has changed under the reform and the advocacy position of Council may now have also changed.

**STATUTORY ENVIRONMENT:**

This item is only to inform WALGA's advocacy position to the State Government on future Local Government electoral reform.

**POLICY / STRATEGIC IMPLICATIONS:**

Nil.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered insignificant as it is only informing WALGA's advocacy position.

| 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 the Council of the Shire of Northampton recommends that WALGA adopt the following Local Government Election Advocacy Positions:

|   |                        |  |
|---|------------------------|--|
| 1 | <b>PARTICIPATION</b>   | The sector continues to support voluntary voting at Local Government elections.  |
| 2 | <b>TERMS OF OFFICE</b> | The sector continues to support four-year terms with a two-year spill.   |
| 3 | <b>VOTING METHODS</b>  | The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the |

|   |  |   |
|---|--|---|
|   |  | 'proportional' part of the voting method for general elections.   |
| 4 | <b>INTERNAL ELECTIONS</b>                    | The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.   |
| 5 | <b>VOTING ACCESSIBILITY</b>                  | The sector supports the option to hold general elections through:<br>(a) Electronic voting; and<br>(b) Postal voting; and<br>(c) In-Person voting.              |
| 6 | <b>METHOD OF ELECTION OF SHIRE PRESIDENT</b> | Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President. |

### Ordinary Meeting

#### COUNCIL RESOLUTION:

**MOVED:** Horstman, R    **SECONDED:** Suckling, K

**10/24-111**

That the Council of the Shire of Northampton recommends that WALGA adopt the following Local Government Election Advocacy Positions:

|   |                             |  |
|---|-----------------------------|--|
| 1 | <b>PARTICIPATION</b>        | The sector continues to support voluntary voting at Local Government elections.  |
| 2 | <b>TERMS OF OFFICE</b>      | The sector continues to support four-year terms with a two-year spill.   |
| 3 | <b>VOTING METHODS</b>       | The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. |
| 4 | <b>INTERNAL ELECTIONS</b>   | The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.  |
| 5 | <b>VOTING ACCESSIBILITY</b> | The sector supports the option to hold general elections through:<br>(a) Electronic voting; and<br>(b) Postal voting; and<br>(c) In-Person voting.   |

|   |  |   |
|---|--|---|
| 6 | <b>METHOD OF<br/>ELECTION OF<br/>SHIRE PRESIDENT</b> | <b>1. Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.</b> |
|---|--|---|

**MOTION CARRIED 6/0**

**FOR**

Cr L Sudlow  
 Cr R Horstman  
 Cr T Hay  
 Cr D Pike  
 Cr K Suckling  
 Cr R Suckling

**AGAINST**



## Finance Policy

### 4.1

#### Disposal of Shire of Northampton Property

##### Policy Measures

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

##### 1. Disposal of land

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

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

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

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

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

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

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

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

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

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

## Finance Policy

### 4.1

#### Disposal of Shire of Northampton Property

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

#### 3. Disposition of other goods and property

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

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

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

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

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

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

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

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

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

#### **Administration**

This policy will be administered by Office of the CEO.

**Finance Policy**  
**4.1**  
**Disposal of Shire of Northampton Property**

**Adoption and Date Due for Revision**

**ADOPTED 19 JULY 2024**  
**REVIEWED N/A**

**NEXT DUE FOR REVIEW 19 JULY 2029**

**The Administration of this Policy is by Office of CEO.**

**Corporate Policy****2.8****Authority to Execute Documents on Behalf of Council****Purpose**

The purpose of this policy is to provide guidance regarding the delegation of authority to the Chief Executive Officer to execute documents on behalf of the Council in accordance with the *Local Government Act 1995*, Sections 9.49A and 9.49B.

**Policy Measures**

The delegation of authority to the Chief Executive Officer to execute documents allows for efficient administration and avoids the need to prepare Council reports on matters considered routine, minor or straightforward.

All matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority are to be put before Council for authorisation prior to execution. The reason for this practice is the view that long term or permanent change to public property should be a matter for Council consideration.

Authority is delegated to the Chief Executive Officer to execute documents on behalf of Council other than for matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority.

In cases where there is a requirement to execute documents for matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority and require the use of the Common Seal, the Shire President and Chief Executive Officer are authorised subject to decision on the matter of Council.

**Administration**

This policy will be administered by the Office of CEO.

**Adoption and Date Due for Revision**

**ADOPTED 20 JUNE 2024  
REVIEWED N/A**

**NEXT DUE FOR REVIEW 20 JUNE 2029**

**Corporate Policy**  
**2.8**  
**Authority to Execute Documents on Behalf of Council**

**The Administration of this Policy is by Office of CEO.**

**The Shire of Northampton has commenced a major review of policies. This Policy Manual contains policies yet to be reviewed and incorporated into the new Policy Framework.**



## **POLICY MANUAL**

Revised 24 April 2025

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**1. ADMINISTRATION**

**1.1 SMOKING - BUILDINGS & WORKING ENVIRONMENT**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**1.2 PUBLIC RELATIONS - PRESS RELEASES**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.3 REVIEW OF POLICY MANUAL**  
Rescinded by Council 20 June 2024

**1.4 SCHOOLS - WORK EXPERIENCE PROGRAMS**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**1.5 EXECUTION OF DOCUMENTS**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.6. LEGAL REPRESENTATION – COSTS INDEMNIFICATION**  
Policy Reviewed by Council 17 June 2022

**1.6.1 Introduction**

This policy is designed to protect the interests of council members and employees (including past members and former employees) where they become involved in civil legal proceedings because of their official functions. In most situations the local government may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.

In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the district. This policy applies in that respect.

### 1.6.2 General Principles

- a) The local government may provide financial assistance to members and employees in connection with the performance of their duties provided that the member or employee has acted reasonably and has not acted illegally, dishonestly, against the interests of the local government or otherwise in bad faith.
- b) The local government may provide such assistance in the following types of legal proceedings:
  - i) proceedings brought by members and employees to enable them to carry out their local government functions (eg where a member or employee seeks a restraining order against a person using threatening behaviour).
  - ii) proceedings brought against members or employees [this could be in relation to a decision of Council or an employee which aggrieves another person (eg refusing a development application) or where the conduct of a member or employee in carrying out his or her functions is considered detrimental to the person (eg defending defamation actions)]; and
  - iii) statutory or other inquiries where representation of members or employees is justified.
- c) The local government will not support any defamation actions seeking the payment of damages for individual members or employees in regard to comments or criticisms leveled at their conduct in their respective roles. Members or employees are not precluded, however, from taking their own private action. Further, the local government may seek its own advice on any aspect relating to such comments and criticisms of relevance to it.
- d) The legal services the subject of assistance under this policy will usually be provided by the local government's solicitors. Where this is not appropriate for practical reasons or because of a conflict of interest then the service may be provided by other solicitors approved by the local government.

### 1.6.3 Applications for Financial Assistance

- a) Subject to item (e), decisions as to financial assistance under this policy are to be made by the Council.
- b) A member or employee requesting financial support for legal services under this policy is to make an application in writing, where possible in advance, to the Council providing full details of the circumstances of the matter and the legal services required.
- c) An application to the Council is to be accompanied by an assessment of the request and with a recommendation, which has been prepared by, or on behalf of, the Chief Executive Officer (CEO).

- d) A member or employee requesting financial support for legal services, or any other person who might have a financial interest in the matter, should take care to ensure compliance with the financial interest provisions of the *Local Government Act 1995*.
- e) Where there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO may give an authorisation to the value of \$5000 provided that the power to make such an authorisation has been delegated to the CEO in writing under section 5.42 of the *Local Government Act 1995*.
- f) Where it is the CEO who is seeking urgent financial support for legal services the Council shall deal with the application.

#### **1.6.4 Repayment of Assistance**

- a) Any amount recovered by a member or employee in proceedings, whether for costs or damages, will be off set against any moneys paid or payable by the local government.
- b) Assistance will be withdrawn where the Council determines, upon legal advice, that a person has acted unreasonably, illegally, dishonestly, against the interests of the local government or otherwise in bad faith; or where information from the person is shown to have been false or misleading.
- c) Where assistance is so withdrawn, the person who obtained financial support is to repay any moneys already provided. The local government may take action to recover any such moneys in a court of competent jurisdiction.

**1.7 STATE RECORDS ACT**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**1.8 REPRESENTATION – NORTHERN ZONE WA LOCAL GOVERNMENT ASSOCIATION**  
Rescinded by Council 20 June 2024

**1.9 RISK MANAGEMENT POLICY**  
Policy Reviewed by Council 20 March 2025

**1.10 LEGISLATIVE COMPLIANCE POLICY**  
Policy reviewed by Council 20 March 2025

**1.11 RELATED PARTY DISCLOSURES POLICY**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.12 COMMUNITY ENGAGEMENT POLICY**  
Policy reviewed by Council 17 June 2022

## **COMMUNITY CONSULTATION POLICY**

### **Purpose**

This policy sets out the governing principles for community engagement and consultation that underpin the Integrated Planning and Reporting framework to ensure the strategic direction of the organisation is with in keeping with community values and aspirations.

### **Objectives**

The objective of this policy is to provide guidance to Councillors and Officers in planning, implementing and reviewing community engagement and consultation for key projects, strategic planning and policy development. This will ensure informed decision-making, transparency, timely and effective communication with key stakeholders and the general community.

### **Adopted Policy**

- Council is committed to providing leadership and a strong commitment to information sharing, consultation and active participation of the community in contributing to the decision making process.
- Council acknowledges the right of the community to access information, provide feedback, be consulted and actively participate in strategic planning or in key projects of service development. Council's obligations to respond to the community when exercising these rights will be clearly stated in specific consultation processes.
- Objectives for, and limits to, information, consultation and active participation during planning, project and key service development will be defined from the outset. The respective roles and responsibilities of the community (including individuals and groups) and Council (including Councillors and officers) will be made clear as well as to who makes final decisions once the information is analyzed.
- The approach for specific consultations will be tailored to the target audiences and consider all other factors outlined in this

policy.

- Consultation will be undertaken as early in the planning process as possible to allow to widen the scope of consultation and to improve the outcomes. Adequate time will be made available for consultation to be effective.
- Information provided by Council during planning, project and key service development will be objective, complete and accessible. All those involved in a consultation process will have equal treatment when exercising their rights of access to information and participation.
- Council will ensure adequate financial, human and technical resources are available to make a consultation initiative effective. The allocation of resources will be considered in relation to broader budgetary restraints and the implications to existing priorities. Council will support its officers in consultation initiatives.
- Consultation on specific planning, project and key service development will be coordinated across Council to enhance knowledge management, ensure policy coherence, avoid duplication and reduce the risk of “consultation fatigue” within the community.
- Council will be accountable for the use made of input from a consultation process. Council will ensure consultation processes are open, transparent and amenable to external scrutiny and review.
- Council will actively and openly evaluate its consultation processes and practices in planning, project and key service development. The results of evaluation will directly impact upon future consultation initiatives.

### **Outcomes**

Measures of success of consultation will include assessments of whether:

- The interests of all parties have been served.
- Expectations concerning the process have been met.
- Consensus, consent and commitment have emerged.
- The process has encouraged generation of the best options.
- Objective criteria have been used to assess the different options under consideration.
- Understanding has been enhanced.
- Relationships between Council and the community and within the community have been enhanced.

- The decision resulting from the consultation has been stable and enduring.

### **Responsibility**

Responsibility for the implementation of this policy rests with the Council, CEO and staff of the Shire.

**1.13 ATTENDANCE AT EVENTS POLICY**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.14 INFORMATION TECHNOLOGY USE POLICY**  
Reviewed by Council 20 March 2025 now a policy named "ICT Systems Acceptable Use"

**1.15 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER POLICY**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.16 ELECTED MEMBER TRAINING & PROFESSIONAL DEVELOPMENT POLICY**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**1.17 CHILD SAFETY & WELFARE POLICY**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**2. FINANCE****2.1 LOCAL PURCHASE POLICY**

Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**2.2 TENDER PROCEDURE**

Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**2.3 PURCHASING AND TENDER GUIDE PURCHASING POLICY**

Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**2.4 REGULATORY COMPLIANCE**

Rescinded by Council 20 June 2024

**2.5 INVESTMENT OF SURPLUS FUNDS**

Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**2.6 IMMATERIALITY BASE FOR FINANCIAL REPORTING**

Rescinded by Council 20 June 2024

**2.7 GIFTS**

Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**2.8 FUNDING FOR ONGOING COMMUNITY EVENTS**

Rescinded by Council 20 June 2024

**2.9 CORPORATE CREDIT CARD POLICY**  
 Reviewed by Council 20 June 2024 and converted to a Management Policy

**2.10 DEBT RECOVERY**  
 Policy reviewed by Council 17 June 2022

**RATES DEBTORS**

**1. Rate Notices**

Rate Notices shall be sent out to all ratepayers as soon as possible after the budget has been set, or in the case of interim rates, as soon as possible after a revaluation has been received. Instalment Notices are to be sent at the specified dates.

**2. Issue Final Notice – 14 Days After Due Date**

A Final Notice is to be issued for all rates/charges remaining outstanding 14 days after the due date, (apart from those ratepayers who have opted to pay by instalments or special arrangement). Letter-advising ratepayers of applicable interest charges on the outstanding amounts should be issued in lieu of a final notice.

**3. 14 Days after Final Notice – Notice of Intent to Summons**

If payment not received within 14 days of final notice being issued, (allowing for postal delays), a Notice of Intent to Summons is to be issued, allowing 14 days for payment of the account, prior to commencement of legal action. Debtors who have made an arrangement to pay - A Notice of Intent to Summons is to be issued 14 days after the default of an arrangement to pay.

**4. Authority to Undertake Legal Action**

The Chief Executive Officer is authorised to undertake legal action for the recovery of all current and arrears rates and charges remaining outstanding 14 days after the date of issue of the Notice of Intent to Summons (in note 4 above). Discretion is to be exercised on the amount owed and/or term outstanding when initiating such legal action.

**5. Form of Legal Action**

Legal Action for debts may be either through the Local Court, by Council Solicitors or any Commercial Debt Collection Agencies with the CEO's approval.

#### **6. Sale of Land**

The Chief Executive Officer is to bring to the Council's attention, any rates which remain unpaid for a period of three years for: -

- (i) A determination on taking possession, or
- (ii) Selling the land for the recovery of rates in accordance with the provisions of the Local Government Act 1995.
- (iii) Or alternatively, placing a caveat against the land to secure Council's interest.

#### **7. Other Considerations**

The Council would need to consider the following issues when determining whether to sell land for outstanding rates: -

- (i) Whether the cost to recover the rates or transfer the land outweighs the amount outstanding,
- (ii) Whether it would be more cost effective to caveat the land rather than take possession.

### **SUNDRY DEBTORS**

#### **1. Initial Invoice**

An invoice should be sent as soon as possible after the debt has been incurred.

#### **2. Statement Issued at End of Month**

Statements for all amounts outstanding should be issued at the end of each month.

### 3. After One Month - Second Statement and Letter of Demand

Sundry debtors should be sent a first statement at month's end, then a final account one month later. The second account is to be accompanied by a letter pointing out that if money is not paid, or reasons given why it cannot be paid within 14 days, legal action will be proceeded with in accordance with sections 4, 5 and 6 of the Rate Collection Policy.

Exceptions are employees who have arranged to have payments deducted from wages or salaries.

#### 2.11 FINANCIAL HARDSHIP POLICY & PROCEDURES – RATE DEBTORS Policy adopted by Council 16 September 2022

##### OBJECTIVE

To give effect to Council's commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Council recognises these challenges will result in financial hardship for our ratepayers.

This Procedure is intended to ensure that Council offers fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

This Procedure applies to:

1. Outstanding Rates Notice charges as at the date of adoption of this Procedure; and
2. Rates Notice charges levied for the 2020/2021, 2021/2022 & 2022/2023 financial year.

It is a reasonable community expectation, as Council deals with the effects of the pandemic for those with the capacity to pay Rates Notice charges will continue to do so. For this reason the Procedure is not intended to provide relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

**MANAGEMENT PROCEDURE STATEMENT/S:****Payment difficulties, hardship and vulnerability**

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay Rates Notice charges debt.

Financial hardship occurs where a person is unable to pay Rates Notice charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependents. The Council recognises the likelihood COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This Procedure is intended to apply to all ratepayers experiencing financial hardship regardless of their status.

**Anticipated Financial Hardship due to COVID19**

Council recognises many ratepayers are already experiencing financial hardship due to COVID19. Council respects and anticipates the probability of additional financial difficulties will arise when their Rates Notice charges are received.

Council will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this Procedure and encourage eligible ratepayers to apply for hardship consideration.

**Financial Hardship Criteria**

While evidence of hardship will be required, Council recognises not all circumstances are alike. Council will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment.
- Sickness or recovery from sickness.
- Low income or loss of income.
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. Council will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying to its statutory responsibilities.

### **Payment Arrangements**

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- A ratepayer has made genuine effort to meet Rates Notice charges obligations in the past.
- The payment arrangement will establish a known end date which is realistic and achievable.
- The ratepayer will be responsible for informing the Shire of any change in circumstance which jeopardises the agreed payment schedule.

In the case of severe financial hardship, Council reserves the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

### **Interest Charges**

A ratepayer meeting the Financial Hardship Criteria and entering into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

### **Deferment of Rates**

Deferment of Rates Notice charges may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred Rates Notice charges balance:

- remains as a debt on the property until paid.
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property.
- may be paid at any time, BUT the concession will not apply when the debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

### **Rate Notice Charges Debt Recovery**

Council will suspend its debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises Council and makes an alternative plan before defaulting on the 3<sup>rd</sup> due payment, then Council will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates Notice charges debts which remain outstanding on 1 July, Council will offer the ratepayer one further opportunity of adhering to

a payment plan to clear the total debt by the end of the 2022/2023 financial year.

Rates Notice charges debts which remain outstanding at the end of the 2022/2023 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

#### **Review**

Council will establish a mechanism for review of decisions made under this Procedure, and advise the applicant of their right to seek review and the procedure to be followed.

#### **Communication and Confidentiality**

Council will maintain confidential communications at all times and will undertake to communicate with a nominated support person or other third party at the rate payers request.

Council will advise ratepayers of this Procedure and its application, when communicating in any format (ie verbal or written) with a ratepayer with outstanding Rates Notice charges debt.

Council recognise applicants for hardship consideration are experiencing additional stresses, and may have complex needs. Council will provide additional time to respond to communication and will communicate in alternative formats where appropriate. Council will ensure all communication with applicants is clear and respectful.

### **3. MEMBERS**

#### **3.1 COUNCILLORS OUT OF POCKET EXPENSES – TRAVEL EXPENSES Rescinded by Council 20 June 2024**

#### **3.2 ATTENDANCE TO WA LOCAL GOVERNMENT CONVENTION Rescinded by Council 20 June 2024**

### **4. STAFF**

#### **4.1 SENIOR STAFF Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework**

**4.2 STAFF TRAINING**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.3 STAFF & COUNCILLORS ATTENDANCE AT CONFERENCES,  
TRAINING SEMINARS ETC**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.4 STAFF TELEPHONES IN RESIDENCES**  
Rescinded by Council 20 June 2024

**4.5 STAFF - BANK ACCOUNTS**  
Rescinded by Council 20 June 2024

**4.6 STAFF - OCCUPATIONAL SAFETY & HEALTH POLICY**  
Policy reviewed by Council 22 August 2024 and converted to a Management Policy

**4.7 FITNESS FOR WORK – DRUG & ALCOHOL POLICY**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.8 EQUAL OPPORTUNITY**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.9 HARASSMENT AND COMPLAINTS/GRIEVANCE PROCEDURE**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.10 STAFF – PROTECTION FROM THE SUN FOR OUTDOOR WORK**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.11 SEVERANCE PAY POLICY**  
Rescinded by Council 20 June 2024

**4.12 REDUNDANCY POLICY**  
Rescinded by Council 20 June 2024

**4.13 SUPERANNUATION CONTRIBUTION**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

**4.14 SENIOR STAFF CAR POLICY**  
Rescinded by Council 20 June 2024

**4.15 LONG SERVICE RECOGNITION – GIFT VALUE**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**4.15 STANDARDS FOR CEO RECRUITMENT, PERFORMANCE & TERMINATION**  
Policy reviewed by Council 20 June 2024 and now forms part of the new policy framework

## **5. PROPERTIES**

**5.1 STAFF HOUSING - APPLIANCES**  
Rescinded by Council 20 June 2024

**5.2 TENANCY AGREEMENTS**  
**Reviewed by Council 20 June 2024 and converted to a Management Policy**

**5.3 CAMPING FOR ABORIGINAL CULTURAL PURPOSES**  
**Policy reviewed by Council 17 June 2022**

It is the policy of Council that where the use of a reserve/land that is under the control/management and or ownership of the Shire of Northampton, by Aboriginal people for customary/cultural purposes, being: “preparing or consuming food customarily eaten by Aboriginal people, preparing or using medicine customarily used by Aboriginal people, engaging in artistic ceremonial or other cultural activities undertaken by Aboriginal people or other activities incidental to those purposes” and that use requires overnight camping then that use is approved subject to:

1. 24 hours notice of that activity being provided to the CEO and/or the Lucky Bay Camping area caretaker.
2. All rules and regulations relating to the area are adhered to.
3. Use is to be in accordance with all current Council Local Laws; and
4. That the payment of the current camping fee applying to such areas is exempt.
5. That the policy shall apply for up to 30 persons, with any event that shall have a number greater than 30 persons requiring Council approval.

**6. ENGINEERING/WORKS/PLANT**

**6.1 VEHICLE EMBLEMS**  
**Rescinded by Council 20 June 2024**

**6.2 OPERATIONS OF PLANT BY STAFF ONLY**  
**Reviewed by Council 20 June 2024 and converted to a Management Policy**

**6.3 PRIVATE WORKS**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**6.4 ROAD DRAINAGE**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**6.4 GRAVEL CONSTRUCTION OF RURAL ROADS**  
Rescinded by Council 20 June 2024

**6.6 CROSSOVERS**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**6.7 RURAL ROAD TREE PLANTING**  
Reviewed by Council 20 June 2024 and converted to a Management Policy

**6.8 ADVERTISING COSTS FOR ROAD CLOSURES**  
Rescinded by Council 20 June 2024

**6.9 ROADSIDE VEGETATION CLEARING – FENCE LINE CLEARING**  
Policy reviewed by Council 17 June 2022

It is the policy of Council that it will receive applications for clearing of areas, outside farmers' fence lines immediately adjacent to the fence, for a maximum of 1.5 metres, regardless of the road reserve width. All works are to be carried out in accordance with Department of Environment Act and Regulations. The costs for such works to be applied as follows:

- Any plant that is used outside of Council plant (ie dozer) be hired by and paid for entirely by the landholder.
- All Council plant that is used and tied in with local road works is cost shared equally 50/50 between the landholder and Council.
- Each application is to be considered by management staff in terms of road engineering and timing.

**6.10 GRAVEL/SAND ROYALTIES**  
**Policy reviewed by Council 17 June 2022**

Following is the policy and procedures Council Staff will undertake when attempting to secure road building materials from private land:

-

- a) The Chief Executive Officer and/or Manager for Works shall approach landowners and request acquisition from their property by way of right of entry to search for materials.
- b) If suitable materials are located a written agreement (as attached) is to be reached with the landowner for compensation for materials removed.
- c) Payment for road building materials acquired from the landowner will be at a rate of \$1.50 per cubic metre for all materials and this fee to be reviewed annually by Council. Prior to any payment a written agreement is to be entered into with Council and the landowner. This will be in the format of a standard form.
- d) Should agreement for the removal of road building not be reached with the landowner, procedures to take such materials in accordance with the Legislation detailed in the Local Government Act, 1995 will be considered by Council prior to commencement.
- e) Once gravel has been pushed it legally becomes the property of the Shire and will be paid for in accordance with the measurements undertaken by the Manager for Works at the time gravel is removed from the property.

**6.11 ROADSIDE MEMORIALS**  
**Policy reviewed by Council 17 June 2022**

This policy only applies to roads under the control of the Northampton Shire Council.

**Definition of a Roadside Memorial**

A roadside memorial can be described as an object or image constructed, erected, planted, painted or placed within the road reserve in honour of family or friends whose lives have been lost on the road or road reserve.

**Statement of Policy**

The Northampton Shire Council (NSC) has an obligation to provide a safe and efficient road network.

The NSC will:

- Be considerate and respectful of the needs of persons wishing to install roadside memorials.
- Approve the placement of roadside memorials.
- Assist in the installation of roadside memorials at suitable locations as detailed in this policy.
- Not accept responsibility for the security or maintenance of roadside memorials.
- Remove any roadside memorials not conforming to this policy.
- Not approve or provide roadside memorials for animals; and
- Will only approve or provide roadside memorials for accident sites where fatalities have occurred.

**Requests for Roadside Memorials**

Persons wishing to erect a Roadside Memorial are required to submit their request in writing to the Chief Executive Officer (CEO). When a request has been received the CEO will assist to ensure the applicants understand the requirements of this policy and install or assist in the installation of a suitable roadside memorial at the safest location. It should be noted that this policy is intended to provide guidance to NSC Officers, and each case is to be dealt with on an individual basis.

**Recording Requests for Roadside Memorials**

NSC will maintain a record of requests for roadside memorials. The details will be documented so the person/s responsible for the roadside memorial can be contacted if necessary.

### **Memorial Requirements to Maximise Road Safety**

NSC will approve and assist with the installation of a cross, paver, or decal as per the specifications below, depending on the family and/or friends' preference. Alternatively, the applicant may purchase a plant compliant with this policy.

### **Roadside Memorials – Types and Structure**

In consideration of safety to all, the following specifications are recommended. Note these specifications should be used as a guide only. Common sense should prevail when assessing specific locations for placement of roadside memorials.

#### 1. Cross

Crosses are to be constructed from timber and be:

- 850mm long (600mm out of the ground) and 400mm wide.
- Built from pieces 40mm x 18mm; and
- Painted white and be non-reflective.

Crosses shall be located:

- No closer than 3 metres from the edge of any bitumen/road seal.
- No closer than 1 metre from behind the line of guideposts; and
- No closer than 1 metre from the edge of any shared path.

Crosses shall not be located:

- Where they may interfere with the role of any traffic control item.
- In close proximity to residential dwellings where they may cause concern to the occupants.

#### 2. Paver

Pavers to be of concrete and to be 600mm long and 300mm wide unless otherwise approved by the CEO. Pavers should be flush with the existing surface and are to be located:

- No closer than 1 metre from behind the line of guideposts.
- No closer than 3 metres from the edge of any bitumen/road seal.
- No closer than 1 metre from the edge of any shared path.
- On traffic islands and medians where the landscaping permits.

Pavers shall not be located:

- Within the area which is regularly graded during shoulder grading or drain maintenance.

- In close proximity to residential dwellings where they may cause concern to the occupants.
- On landscaped verges; and
- On roundabouts.

### 3. Decals

Decals are to be adhesive labels, 160mm long and 130mm wide, which display a white cross on a black background. No other decal design is allowed.

Decals are to be located:

- At the base of traffic signal poles; and
- At the base of streetlight columns.

Decals shall not be located:

- On any traffic signs; and
- On street name signs.

### Plants

The planting of plants is at the discretion of the NSC Officer's. A request for a plant type must be stated as part of the application/approval process and NSC Officers' to verify the appropriateness of the plant type for the location. Only locally/native occurring plants are permitted, ie Geraldton Wax.

Plants are to be located:

- Outside of the maintenance clearing zone.
- No closer than 1 metre from the edge of any shared path.
- On traffic islands and medians where the landscaping permits.

Plants shall not be located:

- Where they may interfere with the role of any traffic control item.
- In close proximity to residential dwellings where they may cause concern to the occupants; and
- On landscaped verges.

### 5. Memorial Options

If a cross is not suitable an application for an alternative is to be submitted to the CEO for consideration and determination.

## 6. Memorabilia and Personalisation

In the interest of preserving safety for all, items such as flowers, toys and other personal effects must be firmly secured to the memorial. Where possible, memorabilia should not exceed the dimensions outlined in the memorial requirements, the reason being that such items may be a visual distraction to road users. Physical objects could harm road users and the possible movement of personal items onto the road could be a potential road safety hazard.

Only one (1) roadside memorial shall be allowed per life lost.

Some items that are considered a safety hazard and are not be used include:

- Reflective material such as foil and cellophane
- Solar lights
- Rocks, bricks or other non frangible items

Personalisation of crosses should be limited to non-reflective material.

### **Installation of Roadside Memorials**

An NSC Officer representative will assist in the installation of approved roadside memorials

The Officer is to ensure its placement is in accordance with this policy and take into consideration the safety of road users. The Officer is to consider safety issues such as where the road geometry is less than optimum i.e. road crests, bends and high-speed locations.

### **Maintenance of Roadside Memorials**

If the condition of a memorial has deteriorated, the NSC will endeavour to contact the owners of a memorial to discuss its condition and to confirm their wish for the memorial to remain in place.

### **Roadworks / Maintenance Near Approved Roadside Memorials**

The NSC will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials.

Where works are required to the ground on which an approved roadside memorial is located, the memorial will be carefully shifted away from the work area for the duration of works and then re-installed as close as practical to the original location at the conclusion of works unless otherwise advised by the memorial owner. Care will be taken to minimise damage to the roadside memorial.

For unregistered memorials, the NSC will make every effort to locate the owners of the memorial before the removal. The NSC will store removed

memorials for 4 months or the period of the roadworks (whichever is the greater).

#### **Roadside Memorial Removal Procedure**

Any roadside memorial presenting a safety hazard will be removed without notice. Every effort is to be made to contact the responsible person/s regarding the removal of the roadside memorial.

Person/s responsible for roadside memorials that comply with this policy but require removal because of their poor state of repair or concerns raised by the local community is to be contacted by the NSC. If the NSC is unsuccessful in contacting the appropriate person then the memorial is to be removed and stored for a period of 4months.

#### **Existing Memorials**

The NSC will treat all existing roadside memorials in a sensitive manner and will address each one on an individual basis with the aim of making all roadside memorials compliant with this policy.

### **7. BUSH FIRE**

#### **7.1 AUTHORITY TO BURN**

Reviewed by Council 20 June 2024 and converted to a Management Policy

#### **7.2 BURNING ON PUBLIC HOLIDAYS**

Reviewed by Council 20 June 2024 and converted to a Management Policy

#### **7.3 BUSHFIRE TRAINING COURSES**

Rescinded by Council 20 June 2024

#### **7.4 BANNING OF CAMPFIRES**

Rescinded by Council 20 June 2024

#### **7.5 FIRE REPORTS**

Rescinded by Council 20 June 2024

**7.6 AERIAL INSPECTION OF FIREBREAKS**  
Rescinded by Council 20 June 2024

**8. BUILDING & HEALTH CONTROL**

**8.1 BUILDING ON KALBARRI FORESHORE**  
Rescinded by Council 20 June 2024

**8.2 TRADING IN PUBLIC PLACES POLICY**  
Policy reviewed by Council 17 June 2022

Policy Objective

To guide the application of the Council's *Local Law relating to Activities on Thoroughfares and Public Places*.

This Policy does not apply to Itinerant Food Vendors as covered under Part 10 of the Shire of Northampton *Health Local Laws 2007* and Policy 8.5 – Conditions of Approval of Itinerant Food Vendors. This policy also does not apply to Mobile Food Vehicles who are dealt with separately under Local Planning Policy – Mobile Food Vendors.

Desirability of Trading Activity

Generally, the offering of a service, product or merchandise that is freely available through normal business outlets within a town will not be considered a desirable trading activity, and therefore will not have a licence issued.

However if the trading site is so isolated from those businesses it is deemed that it is not likely to have any significant effect on those businesses, then a licence may still be issued for the activity.

A general test of desirability will be applied to each application in the context of the service or goods to be provided and overall benefit that may be realized from allowing the trade.

Relationship to other Local Laws and Town Planning Scheme

Issue of a Licence under these Local Laws is deemed to also meet the requirements under any other Local Law or the Town Planning Scheme.

Application for Licence

An application shall be in writing and is to include the following information:

- Applicants name and address,
- Details of goods, wares, merchandise and or services to be offered,
- Details of van/vehicle intended to be used for trading. Such vehicle or van will be subject to assessment to see of if it of a suitable standard for the purpose proposed,
- Details of area(s) where licence to trade is sought,
- Details of public indemnity insurance provider.

Trading at approved Public Events

The Local Law relating to Trading in Public Places will not apply to events such as market days or similar events approved by the Council.

Approval of places where Trading will be Permitted

A place will only be approved if:

- It affords suitable access and parking for customers.
- It is not going to interfere with access to other facilities and/or businesses, or unduly vehicle parking; and
- Only one licensee is to be approved to operate at any one time.

In Kalbarri, the only site where a licence to trade general merchandise and/or services, but not food, in a public place will be issued is in the North-East portion of the Car park opposite the Black Rock Cafe and Murchison Caravan Park.

In the case of Food Vendors, the provisions of Local Planning Policy – Mobile Food Vendors, and Policy 8.5 relating to Itinerant Food Vendors, will apply.

Period during which trading will be permitted

Licences will not be issued where it is for periods of greater than.

1. Three days consecutively, in any consecutive period of seven days, and where the period of trading does not exceed 10 hours on any of those days, or
2. For more than 2 hours in any one locality per day over consecutive days.

Certificate of Currency of Insurance

The applicant before the issue of a trading licence will provide a copy of the certificate of currency of public indemnity insurance.

General Conditions of Licence

All licences will have the following conditions applied unless approval is granted otherwise.

1. The Licensee shall not display any sign except that incorporated as part of the vehicle. If additional signage is required, only a single sandwich board sign or similar to be located in the immediate vicinity of the approved trading site will be approved.
2. A trader shall:
  - Not cause any nuisance,
  - Not obstruct pedestrians or vehicles
  - Not use any amplification system unless specifically approved by Council
  - Keep the immediate trading area in a clean and orderly condition
  - Provide receptacles to appropriately dispose of any refuse or other waste generated during the course of trading
  - Not keep any vehicle or other materials on the trading site outside the hours approved for trading unless specific approval has been granted otherwise.

3. A trading Licence is not Transferable.
4. The licence can be cancelled at any time by Council if there are any breaches of the conditions on the licence or breach of any Local Law of the Council.

**8.3 INFRINGEMENT NOTICES – BREACHES OF SWIMMING POOL REGULATIONS**  
**Rescinded by Council 20 June 2024**

**8.4 PROTECTION OF KERBS/VERGES AND PATHWAYS**  
**Reviewed by Council 20 June 2024 and converted to a Management Policy**

**8.5 CONDITIONS OF APPROVAL OF ITINERANT FOOD VENDORS**  
**Policy reviewed by Council 17 June 2022**

An application under the Shire of Northampton Health Local Laws 2007 Part 10 Section 10.1.2 Itinerant Food Vendor's Licence shall only be approved subject to the following:

- (i) excepting where specifically approved by Council so that the proprietor or proprietors do not operate within 500 Metres of any business within the Shire offering similar produce for sale.
- (ii) excepting where specifically approved by Council the proprietor or proprietors shall not operate within a Townsite during the normal trading hours of any business within that Townsite which is offering similar produce for sale.
- (iii) the proprietor or proprietors shall not park in any Car Park, Rest Area, Roadside or Verge excepting for the period it takes to serve his immediate customer after which he/they must move on.
- (iv) the proprietor or proprietors only offering for sale foods for which they have been specifically approved and licensed by the Council.
- (v) the Itinerant Food Vendors vehicle meeting the requirement of the Health Act 1911 and any associated Regulations; and
- (vi) the proprietor or proprietors meeting any other conditions which the Council may from time to time impose."

**8.6 ISSUING OF SECTION 23 CERTIFICATES UNDER THE STRATA TITLES ACT 1985**  
Rescinded by Council 20 June 2024

**8.7 INDEPENDENT INSPECTION OF COUNCIL OWNED ASSETS - BUILDINGS**  
Policy reviewed by Council 17 June 2022

That commencing from 2008 and in order to protect its assets, Council requires that all Council owned buildings, including dwellings, with a value of \$500,000 or more be independently inspected and reported upon by a Structural Engineer as to their structural soundness. The frequency of such inspections to be:-

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| Complexes               | every Five (5) Years. |
| Major Public Facilities | every Five (5) Years. |
| Residences              | every Ten (10) Years. |

That these inspections be co-coordinated by the EHO/Building Surveyor who shall provide copies of the received reports to the Ordinary Meeting of Council immediately following their receipt.

**9. TOWN PLANNING**

**9.1 LANDSCAPING BOND – DEVELOPMENTS**  
Rescinded by Council 20 June 2024

**9.2 REQUIREMENTS FOR LICENCE AGREEMENTS TO USE CROWN RESERVES FOR COMMERCIAL, RECREATIONAL AND TOURISM ACTIVITIES**  
Policy reviewed by Council 17 June 2022

**9.2.1 Purpose**

This Policy relates to the exercise of Council's discretion, as management body, to approve activities on reserves under its care, control and management.

The commercial use of Reserves for Mobile Food Vehicle purposes is considered exempt from this Policy, and will instead be dealt with under Local Planning Policy – Mobile Food Vehicles.

**9.2.2 Policy requirements**

- (a) The proposed use be consistent with the purpose for which the reserve is vested in the Shire, unless otherwise approved by the Minister.
- (b) The proposed use be consistent with any Management Plan adopted in respect of the reserve pursuant to section 49 of the Land Management Act 1997.
- (c) Council's approval of the use and the agreement with the service provider is subject to endorsement and consent of the Minister of Lands in accordance with the provisions of the Land Administration Act 1997.
- (d) The proposed use shall have been separately granted planning consent under the Scheme prior to the Shire's approval of that use as management body of the reserve.

### **9.2.3 General Licence Agreement Terms**

- 9.2.3.1 All Agreement terms will be valid for a maximum of 3 years, coinciding with the nearest financial year.
- 9.2.3.2 Existing Agreement holders and other applicants must apply for renewal of the Agreement no later than 31 March of the application year.
- 9.2.3.3 At the end of the second year, a new application (and advertising) will be required. Council will not automatically re-issue Agreements and activities will be reviewed upon expiry of the permitted period, and where agreement numbers are limited for a particular activity or area, renewal may be subject to a competitive application process.
- 9.2.3.4 An operator must ensure that the Agreement is not held inactive and will be expected to carry out the approved activity during the peak tourist season. Failure to commence the activity by January 01 each year of the Agreement will result in immediate revocation of the Agreement and agreements may be entered into with other applicants to ensure that the approval is utilised.
- 9.2.3.5 The Agreement holder must continue to operate until the end of peak season in each year (eg Christmas school holidays and Easter holidays) or the Agreement could be cancelled for the next year or used as a factor not favoring renewal.

#### **9.2.4 Licence Agreements**

9.2.4.1 Council will prepare all Agreements.

9.2.4.2 All Agreements will commence on 01 July and terminate on 30 June the third year.

9.2.4.3 A draft Agreement will be forwarded to the Department for Planning, Lands and Heritage (DPLH) for consent prior to execution.

9.2.4.4 Once written consent is received from DPLH, two (2) copies of the Agreement will be finalised with one (1) copy to be forwarded to the applicant, and one (1) copy to be retained by Council.

9.2.4.5 The Agreement should be signed prior to the commencement of the permitted period to which the agreement relates.

9.2.4.6 The Agreement will include an automatic termination clause, if the activity is found to breach any of the conditions of the Agreement.

#### **9.2.5 Fees**

9.2.5.1 Licence Agreement Preparation Fees and other costs

9.2.5.1.1 \$150

9.2.5.1.2 Standard 'template' Agreements should cover most 'simple' applications, however, should Council consider that an application is 'complex' and warrants legal preparation of the Agreement then these legal costs will be additionally charged to the applicant.

9.2.5.1.3 Any mapping required to be undertaken to support the Licence Agreement will be at the Applicant's cost.

9.2.5.2 Reserve User Fee

9.2.5.2.1 \$500 (per year)

9.2.5.2.2 As commercial activity will increase the number of visitors on reserves, and as these commercial operators will benefit by commercial gain from the use of the reserve or UCL, Council considers it appropriate to charge a fee for the use of the land.

9.2.5.2.3 Revenue collected from these fees will be used for management, including the improvement of visitor services and facilities and the protection of the natural environment.

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| <b>10 MISCELLANEOUS</b> |
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| <b>10.1 PARKING ON KALBARRI FORESHORE RESERVE</b><br>Rescinded by Council 20 June 2024 |
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| <b>10.2 SIDE SHOWS ON COUNCIL CONTROLLED LAND</b><br>Rescinded by Council 20 June 2024 |
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| <b>10.3 COMMUNITY BUS</b><br>Policy reviewed by Council 19 September 2024 |
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| <b>10.4 MEMORIAL SEATS</b><br>Policy reviewed by Council 17 June 2022 |
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Policy to allow for interested person to place memorial seats on land/reserves under the control of Council.

- The administration of all Memorial Seats and the purchase of all Memorial Plaques will be through the Chief Executive Officer.
- All Memorial Plaques are to be purchased through Council with the applicant to reimburse all costs associated with the purchase of the Memorial Plaque.
- All Memorial Seats are to be purchased through Council with the applicant to reimburse all costs associated with the purchase of the Memorial Seat.
- The purchaser of the Memorial Seat can request a location of the seat and all effort will be taken to accommodate the request but the final decision for the location of the Memorial Seat will be decided by the Chief Executive Officer.
- All care will be taken to maintain and care for the seats and plaques but if the seats or plaques are vandalised or damaged no responsibility will be taken for the damage and further should a seat or plaque be required to be removed from the site due to damage inflicted rendering the seat or plaque to be a safety concern, Council takes no responsibility in replacing the seat or plaque.
- Personal items are not to be fixed to the Memorial Seat or placed at the base of the seat.
- No ashes will be placed in or near the Memorial Seat

- Military niches are allowed on seats providing they conform to other plaques.
- No more than one plaque will be allowed per Memorial Seat.

**10.5 SPORTING AND NON SPORTING ACHIEVEMENT SCHOLARSHIP PROGRAM**  
Rescinded by Council 20 June 2024

**10.6 PETROLEUM, GAS, MINING & EXTRACTIVE INDUSTRIES POLICY**  
Policy reviewed by Council 17 June 2022

**Policy Statement**

The Shire of Northampton supports the expansion of industry that helps deliver economic prosperity to its residents however, in providing this support Council supports every effort being undertaken to ensure that the initial assessment as well as compliance and monitoring of any activity is carried out at a level that protects the amenity of the natural and built environment and that of residents.

**Objectives**

- To ensure that local values relating to lifestyle and quality of life, including public health, amenity, biodiversity, water (both surface and ground), and other economic sectors (such as agriculture and tourism) are adequately considered and protected from the development or expansion of any extractive industry activity in the Shire of Northampton.
- To ensure that any future or existing extractive industry activity is thoroughly assessed, monitored and managed effectively to meet all conditions of development consent, and endeavour to continuously improve operational practices to reduce the environment impacts wherever practicable.
- To ensure petroleum, gas and mining companies build a commitment to best practice standards for petroleum, gas and mining activity in the Shire of Northampton, and actively participate in local communities.

**Guidelines**

The principal role for Council is to advocate on behalf of the Shire of Northampton and its communities. Council is not the determining authority for mining applications.

The primary economic land use within the Shire of Northampton is food production through agriculture.

The Shire of Northampton's communities and businesses are dependent on access to clean groundwater. The protection of water resources and infrastructure (including underground aquifers, catchment and recharge areas, rivers, creeks, lakes, wetlands, dams, wells and bores) from pollution or overuse is therefore of paramount importance to the sustainability of the local economy and communities in the region.

On this basis the Council does not support any extractive industry by use of "fracking" methods.

The Shire of Northampton contains areas of natural vegetation (including the Kalbarri National Park) that are unique and of global ecological significance. These areas not only provide a basis for nature-based tourism industries, but are worthy of protection in their own right in order to support the maintenance of ecosystem services including clean air, water and biological diversity.

In respect to current and future proposal for on-shore petroleum or other extractive industries, Council will;

- a. Effectively consult communities within the Shire regarding onshore petroleum or other extractive industries development and represents the concerns and interests of these communities in decision making on all matters relating to these developments;
- b. Assume a leadership role in negotiating with the State Government and resources companies to ensure that any petroleum or mineral resource projects in the Shire provide benefit to the community, and individuals within the community where appropriate;
- c. Ensure that the protection of the health of communities and the protection of groundwater resources is afforded the highest priority in decision making by the Council;
- d. Support and advocate for the rights of communities and residents within the Shire to clean water, clean air and enjoyment of land without pollution or nuisance;
- e. Support and advocate for the existing economic land uses within the Shire to continue to operate unhindered by impacts of petroleum or extractive industries;
- f. Facilitate an open dialogue and discussion within the community of all stakeholders, based on the sharing of accurate information to encourage an informed debate about issues relating to mining;

**Council support for specific onshore petroleum development or exploration proposals**

- a. Council does not support petroleum and/or gas resource development within the Shire (including exploration) which has not first undergone thorough and independent assessment of environmental, health, agricultural and socio-economic impacts (including cumulative impacts) by the Environmental Protection Authority, Department of Health and other relevant agencies, or if use of “fracking”
  
- b. The Shire of Northampton will consider each proposal for petroleum and/or gas resource development or exploration within the Shire by applying the following criteria for decisions making. To be supported by the Shire, exploration and development must:
  - Undertake thorough community consultation and achieve demonstrated broad community support for development;
  - Maintain and protect the amenity and character of the Shire, and its existing communities and land uses;
  - Ensure zero impact on groundwater resources used for drinking, agriculture and other existing uses, including the catchment and recharge areas for these resources;
  - Ensure zero impact on the health of communities or individuals within the Shire;
  - Ensure that the impacts on Council infrastructure are adequately compensated for in the immediate and future life of that asset, and that the full costs are recovered for any additional infrastructure required;
  - Provide full transparency to the community regarding all environmental compliance and monitoring data, including air quality and groundwater monitoring results, chemicals used, and any other relevant information which must be disclosed in a timely manner;
  - Accept a “presumption of liability” for any groundwater pollution that is detected in the vicinity of oil and gas extraction operations and which can reasonably be associated with those operations;
  - Provide guarantees of full reparation and remediation of groundwater, land, infrastructure, public health or other unplanned impacts that arise from the development.

- c. The Shire of Northampton is not willing to provide its support or assistance to proponents or other parties (including the State Government) who seek to undertake or promote petroleum and/or gas or mining activities within the Shire that do not meet these standards.

## **11. TOURISM**

### **11.1 TOURISM POLICY** Policy reviewed by Council 17 June 2022

#### **SHIRE VISION FOR TOURISM**

The Shire of Northampton will be a tourist destination that is highly attractive to national and international visitors. To achieve this vision, the Shire will provide leadership and support to:

- Infrastructure planning and management.
- Unifying and identifying stakeholders' functions.
- Strategic project initiatives.
- Cultural planning processes.
- Marketing the Northampton Shire as a tourist destination.

#### **OBJECTIVES OF THE TOURISM POLICY**

The objectives of the Shire of Northampton tourism policy are:

- To recognise that tourism is a social and economic force and is a major employer within the Shire of Northampton.
- To foster and create community awareness of the benefits of tourism within the Northampton Shire.
- To ensure the Shire of Northampton guides and influences the development of tourism.
- To provide the basic facilities and infrastructure sufficient to encourage tourism development.
- To ensure that facilities within the area are adequate to cater for visitors and residents.

**SHIRE OF NORTHAMPTON TOURISM POLICY**

1. The Shire of Northampton will liaise with the Western Australian Tourism Commission and other relevant Tourism and Government organisations and members of the public in all aspects of tourist development.
2. The Shire of Northampton will endeavour to provide adequate budget allocation for tourism expenditure.
3. The Shire of Northampton will endeavour to assist tourist organisations or events, which have the potential to develop tourism in the area.
4. The Shire of Northampton will seek representation on the Northampton and Kalbarri Tourist Associations.
5. In the formulation of its planning regulations and preparation of by-laws and other regulations, the Shire of Northampton will have regard to the requirements of tourism development.
6. The Shire of Northampton in its review of planning instruments will take into consideration policies on tourism and other leisure related issues.
7. In the preparation of local laws and regulations, the Shire of Northampton will have regard to their impact on tourism and the balanced development application process.
8. The Shire of Northampton will encourage tourism product development and investment throughout the area and will facilitate the development application process.
9. The Shire of Northampton will encourage a high standard of design and aesthetics in all forms of tourist development.
10. The Shire of Northampton will ensure the welfare of the whole community when supporting tourism development and the provision of facilities.
11. When considering tourism developments, the Shire of Northampton will consider the social, cultural, economic and environmental impact of the proposal within the area.
12. The Shire of Northampton will ensure that where sensitive environmental, historic or cultural areas exist, these areas will be adequately protected in relation to development or usage.
13. The Shire of Northampton will initiate the provision of facilities sufficient to cater for destination and day trip visitors to appropriate areas within its boundaries.
14. The Shire of Northampton will seek financial involvement from other sources wherever possible in the provision of tourist facilities and will encourage tourism organisations to work toward financial independence.

15. The Shire of Northampton, where practicable, will promote landscaping of residential and commercial centres to make the various towns an attractive visitor destination.
16. The Shire of Northampton, where practicable, will support the enhancement of specific natural features, conservation areas of outstanding scenic beauty, and recognise items of heritage significance.
17. The Shire of Northampton will facilitate the development of scenic routes and lookouts and review signage needs in strategically important tourist areas within areas under the control of the Shire.

**1.6. LEGAL REPRESENTATION – COSTS INDEMNIFICATION**  
**Policy Reviewed by Council 17 June 2022**

**1.6.1 Introduction**

This policy is designed to protect the interests of council members and employees (including past members and former employees) where they become involved in civil legal proceedings because of their official functions. In most situations the local government may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings.

In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the district. This policy applies in that respect.

**1.6.2 General Principles**

- a) The local government may provide financial assistance to members and employees in connection with the performance of their duties provided that the member or employee has acted reasonably and has not acted illegally, dishonestly, against the interests of the local government or otherwise in bad faith.
- b) The local government may provide such assistance in the following types of legal proceedings:
  - i) proceedings brought by members and employees to enable them to carry out their local government functions (eg where a member or employee seeks a restraining order against a person using threatening behaviour).
  - ii) proceedings brought against members or employees [this could be in relation to a decision of Council or an employee which aggrieves another person (eg refusing a development application) or where the conduct of a member or employee in carrying out his or her functions is considered detrimental to the person (eg defending defamation actions)]; and
  - iii) statutory or other inquiries where representation of members or employees is justified.
- c) The local government will not support any defamation actions seeking the payment of damages for individual members or employees in regard to comments or criticisms leveled at their conduct in their respective roles. Members or employees are not precluded, however, from taking their own private action. Further, the local government may seek its own advice on any aspect relating to such comments and criticisms of relevance to it.
- d) The legal services the subject of assistance under this policy will usually be provided by the local government's solicitors. Where this is not appropriate for practical reasons or because of a conflict of interest then the service may be provided by other solicitors approved by the local government.

**1.6.3 Applications for Financial Assistance**

- a) Subject to item (e), decisions as to financial assistance under this policy are to be made by the Council.
- b) A member or employee requesting financial support for legal services under this policy is to make an application in writing, where possible in advance, to the Council providing full details of the circumstances of the matter and the legal services required.
- c) An application to the Council is to be accompanied by an assessment of the request and with a recommendation, which has been prepared by, or on behalf of, the Chief Executive Officer (CEO).
- d) A member or employee requesting financial support for legal services, or any other person who might have a financial interest in the matter, should take care to ensure compliance with the financial interest provisions of the *Local Government Act 1995*.
- e) Where there is a need for the provision of urgent legal services before an application can be considered by Council, the CEO may give an authorisation to the value of \$5000 provided that the power to make such an authorisation has been delegated to the CEO in writing under section 5.42 of the *Local Government Act 1995*.
- f) Where it is the CEO who is seeking urgent financial support for legal services the Council shall deal with the application.

#### **1.6.4 Repayment of Assistance**

- a) Any amount recovered by a member or employee in proceedings, whether for costs or damages, will be off set against any moneys paid or payable by the local government.
- b) Assistance will be withdrawn where the Council determines, upon legal advice, that a person has acted unreasonably, illegally, dishonestly, against the interests of the local government or otherwise in bad faith; or where information from the person is shown to have been false or misleading.
- c) Where assistance is so withdrawn, the person who obtained financial support is to repay any moneys already provided. The local government may take action to recover any such moneys in a court of competent jurisdiction.

## **2.10 DEBT RECOVERY** **Policy reviewed by Council 17 June 2022**

### **RATES DEBTORS**

#### **1. Rate Notices**

Rate Notices shall be sent out to all ratepayers as soon as possible after the budget has been set, or in the case of interim rates, as soon as possible after

a revaluation has been received. Instalment Notices are to be sent at the specified dates.

**2. Issue Final Notice – 14 Days After Due Date**

A Final Notice is to be issued for all rates/charges remaining outstanding 14 days after the due date, (apart from those ratepayers who have opted to pay by instalments or special arrangement). Letter-advising ratepayers of applicable interest charges on the outstanding amounts should be issued in lieu of a final notice.

**3. 14 Days after Final Notice – Notice of Intent to Summons**

If payment not received within 14 days of final notice being issued, (allowing for postal delays), a Notice of Intent to Summons is to be issued, allowing 14 days for payment of the account, prior to commencement of legal action. Debtors who have made an arrangement to pay - A Notice of Intent to Summons is to be issued 14 days after the default of an arrangement to pay.

**4. Authority to Undertake Legal Action**

The Chief Executive Officer is authorised to undertake legal action for the recovery of all current and arrears rates and charges remaining outstanding 14 days after the date of issue of the Notice of Intent to Summons (in note 4 above). Discretion is to be exercised on the amount owed and/or term outstanding when initiating such legal action.

**5. Form of Legal Action**

Legal Action for debts may be either through the Local Court, by Council Solicitors or any Commercial Debt Collection Agencies with the CEO's approval.

**6. Sale of Land**

The Chief Executive Officer is to bring to the Council's attention, any rates which remain unpaid for a period of three years for: -

- (i) A determination on taking possession, or
- (ii) Selling the land for the recovery of rates in accordance with the provisions of the Local Government Act 1995.
- (iii) Or alternatively, placing a caveat against the land to secure Council's interest.

**7. Other Considerations**

The Council would need to consider the following issues when determining whether to sell land for outstanding rates: -

- (i) Whether the cost to recover the rates or transfer the land outweighs the amount outstanding,
- (ii) Whether it would be more cost effective to caveat the land rather than take possession.

### **SUNDRY DEBTORS**

#### **1. Initial Invoice**

An invoice should be sent as soon as possible after the debt has been incurred.

#### **2. Statement Issued at End of Month**

Statements for all amounts outstanding should be issued at the end of each month.

#### **3. After One Month - Second Statement and Letter of Demand**

Sundry debtors should be sent a first statement at month's end, then a final account one month later. The second account is to be accompanied by a letter pointing out that if money is not paid, or reasons given why it cannot be paid within 14 days, legal action will be proceeded with in accordance with sections 4, 5 and 6 of the Rate Collection Policy.

Exceptions are employees who have arranged to have payments deducted from wages or salaries.

## **2.11 FINANCIAL HARDSHIP POLICY & PROCEDURES – RATE DEBTORS** **Policy adopted by Council 16 September 2022**

### **OBJECTIVE**

To give effect to Council's commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Council recognises these challenges will result in financial hardship for our ratepayers.

This Procedure is intended to ensure that Council offers fair, equitable, consistent and dignified support to ratepayers suffering hardship, while

treating all members of the community with respect and understanding at this difficult time.

This Procedure applies to:

1. Outstanding Rates Notice charges as at the date of adoption of this Procedure; and
2. Rates Notice charges levied for the 2020/2021, 2021/2022 & 2022/2023 financial year.

It is a reasonable community expectation, as Council deals with the effects of the pandemic for those with the capacity to pay Rates Notice charges will continue to do so. For this reason the Procedure is not intended to provide relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

#### **6.9 ROADSIDE VEGETATION CLEARING – FENCE LINE CLEARING** Policy reviewed by Council 17 June 2022

It is the policy of Council that it will receive applications for clearing of areas, outside farmers' fence lines immediately adjacent to the fence, for a maximum of 1.5 metres, regardless of the road reserve width. All works are to be carried out in accordance with Department of Environment Act and Regulations. The costs for such works to be applied as follows:

- Any plant that is used outside of Council plant (ie dozer) be hired by and paid for entirely by the landholder.
- All Council plant that is used and tied in with local road works is cost shared equally 50/50 between the landholder and Council.
- Each application is to be considered by management staff in terms of road engineering and timing.

## **MANAGEMENT PROCEDURE STATEMENT/S:**

### **Payment difficulties, hardship and vulnerability**

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay Rates Notice charges debt.

Financial hardship occurs where a person is unable to pay Rates Notice charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependents. The Council recognises the likelihood COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This Procedure is intended to apply to all ratepayers experiencing financial hardship regardless of their status.

### **Anticipated Financial Hardship due to COVID19**

Council recognises many ratepayers are already experiencing financial hardship due to COVID19. Council respects and anticipates the probability of additional financial difficulties will arise when their Rates Notice charges are received.

Council will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this Procedure and encourage eligible ratepayers to apply for hardship consideration.

### **Financial Hardship Criteria**

While evidence of hardship will be required, Council recognises not all circumstances are alike. Council will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment.
- Sickness or recovery from sickness.
- Low income or loss of income.
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. Council will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying to its statutory responsibilities.

### **Payment Arrangements**

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- A ratepayer has made genuine effort to meet Rates Notice charges obligations in the past.
- The payment arrangement will establish a known end date which is realistic and achievable.
- The ratepayer will be responsible for informing the Shire of any change in circumstance which jeopardises the agreed payment schedule.

In the case of severe financial hardship, Council reserves the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

#### **Interest Charges**

A ratepayer meeting the Financial Hardship Criteria and entering into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

#### **Deferment of Rates**

Deferment of Rates Notice charges may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred Rates Notice charges balance:

- remains as a debt on the property until paid.
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property.
- may be paid at any time, BUT the concession will not apply when the debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

#### **Rate Notice Charges Debt Recovery**

Council will suspend its debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises Council and makes an alternative plan before defaulting on the 3<sup>rd</sup> due payment, then Council will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates Notice charges debts which remain outstanding on 1 July, Council will offer the ratepayer one further opportunity of adhering to a payment plan to clear the total debt by the end of the 2022/2023 financial year.

Rates Notice charges debts which remain outstanding at the end of the 2022/2023 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

#### **Review**

Council will establish a mechanism for review of decisions made under this Procedure, and advise the applicant of their right to seek review and the procedure to be followed.

#### **Communication and Confidentiality**

Council will maintain confidential communications at all times and will undertake to communicate with a nominated support person or other third party at the rate payers request.

Council will advise ratepayers of this Procedure and its application, when communicating in any format (ie verbal or written) with a ratepayer with outstanding Rates Notice charges debt.

Council recognise applicants for hardship consideration are experiencing additional stresses, and may have complex needs. Council will provide additional time to respond to communication and will communicate in alternative formats where appropriate. Council will ensure all communication with applicants is clear and respectful.

**Project Name: Story Harvest – Echoes of the Past**

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**Briefly Describe the Project.**

We are seeking funding to implement an all-community event in Northampton on the 5-year anniversary date of Cyclone Seroja.

**Introduction:**

We are seeking the support for an enriching community initiative that promises to celebrate and preserve the vibrant history of Northampton—"Story Harvest – Echoes of the Past" This event offers a unique platform for residents to share their personal narratives and collectively reflect on the resilience that has shaped our town. By emphasizing community involvement, cultural heritage, and mental well-being, this project aligns perfectly with our shared goals of fostering community spirit and pride.

**Project Overview:**

Set to take place on Saturday, April 11, 2026, marking the 5-year anniversary of Cyclone Seroja, this event aims to bring together community members from diverse backgrounds to share their stories and experiences. By focusing on themes of resilience, we intend to highlight how our town has overcome challenges and thrived through cooperation, unity, and historical strength. When the Community Development Officers starting to form an idea of an oral history presentation, we started to interview several residents that have ties to Northampton's historic stories. The common theme that each resident spoke of was "Resilience". How the community always stuck together throughout the various events that took place and shaped Northampton into the town that it is today. That inspiration led to the idea of having a Cyclone Seroja anniversary event focussing on the town's collective resilience throughout the ages.

Cyclone Seroja tore through the Shire of Northampton and 15 other Local Government areas on 11 April 2021, leaving behind a trail of heartbreak across 133,000 km<sup>2</sup>. The close-knit communities of Kalbarri and Northampton suffered immense loss as homes were shattered, roads and critical infrastructure were destroyed, and the natural beauty that defined the region was scarred. Families faced months without stable shelter or communication, enduring uncertainty and grief in the aftermath. Now, after a long and difficult road to recovery, the people of Northampton are only beginning to process the pain of what was lost and the strength it took to rebuild. To honour their journey and the loved ones who supported them, a heartfelt community gathering is being planned—a moment to remember, to grieve together, and to recognize the resilience that continues to define the town.

The inclusion of local groups—such as the Northampton Historical Society, farming families, Indigenous representatives, and sporting organizations—will ensure that we present a broad spectrum of stories that reflect the heart and soul of our community.



Gwalla Station – Northampton



Ruins of Gwalla Station

### Why Fund This Project?

#### 1. Strengthening Community Bonds:

This event will serve as a catalyst for creating meaningful connections between residents of all ages, fostering dialogue and understanding within our community.

#### 2. Promoting Cultural Heritage:

By showcasing the rich tapestry of Northampton's history, we encourage residents to take pride in their heritage and instil a sense of responsibility for preserving it.

#### 3. Encouraging Volunteerism:

The event aims to generate interest in local organizations, such as the Historical Society

and the Botanic Line, by encouraging attendees to engage and volunteer in preserving our town's history and culture.

#### **4.Enhancing Mental Health Awareness:**

The commemoration of the Cyclone Seroja anniversary offers a poignant moment for reflection and healing. By facilitating conversations around mental health, we can support residents as they navigate their experiences and foster a stronger, healthier community.

#### **5.Economic Contributions:**

The event will source catering from a local business, and the venue will be at the Northampton Community Centre which is the heart of the community and holds most of the community functions.

#### **Event Details:**

Format: An evening gathering at the Northampton Community Centre featuring captivating storytelling, shared meals, and live music.

Tickets: Low-cost tickets (\$30-\$40) will ensure accessibility for all.

Marketing and Outreach: Strong engagement with local media and community organizations will ensure widespread awareness and participation.

We are requesting financial support from external funding groups which will cover the costs of this event. This investment will yield significant long-term benefits for our community by enriching local culture and promoting social well-being.

In conclusion, "Story Harvest – Echoes of the Past" is more than just an event; it is a celebration of our community's strength, heritage, and collective resilience. Your support for this initiative would not only help us honour the past but also pave the way for a more connected and vibrant future for Northampton.

This event aligns with the **Shire of Northampton's strategic plan 2025-2035**.

#### ***Our Natural Environment***

*2.2 A protected landscape.*

#### ***Our People***

*3.1 Socially connected and included.*

*3.2 Outstanding recreation and tourism experiences.*

*3.3 Healthy and safe community.*

#### ***Our Leadership***

*5.3 Collaborating for our future*

**How much will it cost**

| <b>Income</b>   | <b>Ex GST</b> | <b>GST</b> | <b>TOTAL</b>    |
|---|---------------|------------|-----------------|
| Ticket Sales x 95 @\$30 per ticket                            |               |            | \$2,850         |
| Shire of Northampton  |               |            | \$6,450         |
| External Funding  |               |            | \$10,000        |
| <b>Total</b>  |               |            | <b>\$19,300</b> |
| <b>Expenditure</b>  |               |            |                 |
| Hire of MC  | \$2500        | \$250      | \$2,750         |
| Hire of venue – NR Community Centre (,bar & audio visual)     |               |            | \$1,000         |
| Printing of programs for the evening                          |               |            | \$450           |
| Advertising, newspaper and social media                       |               |            | \$100           |
| Miscellaneous venue set up and decorations                    |               |            | \$500           |
| Catering grazing platter dinner and dessert \$75 120 per head |               |            | \$9,000         |
| Band  | \$5000        |            | \$5,500         |
|   |               |            |                 |
|   |               |            |                 |
| <b>Total</b>  |               |            | <b>\$19,300</b> |

**Who will be involved**

- Shire of Northampton, Northampton Historical Society, Local Indigenous engagement, Shire Councillors, Farming and Football families,

**Work to be in consultation with**

Paul Hasleby

Northampton Historical Society

Long term generational individuals that have historical connection with Northampton

Mental Health Wellbeing Agency

Youth Rural Ambassador for Northampton district

Indigenous leaders

Cyclone Recovery Officers

Shire of Northampton

Executive Manager of Community Development and Regulations

Executive Manager of Works and Technical services

Manager of Parks and Gardens

Environmental Health Officer

**How will your measurer your success**

Performance measure

- Well attended event
- Feedback from the community
- Social Media tags of signage

**Key Milestone**

| <b>Date</b>           | <b>Key Milestones</b>   |
|-----------------------|---|
| <b>May 2025</b>       | Engage individuals/organisations to raise interest in the event/brainstorm  |
| <b>June 2025</b>      | Engage Shire Officers and Councillors for approval  |
| <b>September 2025</b> | Apply for FRRR grant  |
| <b>September 2025</b> | Engage a corporate sponsor  |
| <b>September 2025</b> | Talk to Mental health agency (Red cross meeting in September to talk about needs in community and Preparedness sessions). |
| <b>October 2025</b>   | Send organisations/individuals expression of interest to present a story  |
| <b>October 2025</b>   | Book Master of Ceremonies   |
| <b>October 2025</b>   | Book venue- Shire paperwork   |
| <b>November 2025</b>  | Decide on stories for presenters  |
| <b>January 2025</b>   | Book Catering for event   |
| <b>January 2025</b>   | Send VIP invites, Cyclone Recovery officers, Shire councillors etc  |
| <b>February 2025</b>  | Advertise event – social media, posters, Shire website  |
|                       | Use Humanitix to book tickets and Northampton Tourist Association for event   |
| <b>March 2025</b>     | Reconfirm all presenters, caterers etc  |
| <b>April 2025</b>     | Event organization  |
|                       |   |

### **Evening Timeline**

Doors open at 5pm. Community members can purchase drinks, look at old photo displays etc and find their named tables.

Grazing plates are set up on tables prior to the doors opening.

Speeches begin at 5.30pm.

2 speakers up to 6pm.

2 speakers up to 6.30pm.

6.30pm Dinner service – buffet style help yourself. Staff to start collecting plates at 6.45pm

7.15pm - Dessert platters and tea and coffee urns.

7.30pm - speeches to resume until 8.15pm

8.30pm Speech wrap up.

8.45pm - Band starts to play music

10.30pm - Finish closed and locked

**ATTACHMENT****9.4.3 Proposed Drilling and Temporary Accommodation Camps - Vacant Crown Land and 5065 (4138) Balla-Whellarra Road, Binnu**

|                                 |  |
|---------------------------------|--|
| <b>PROPONENT OWNER</b>          | Warrego Energy EP512 Pty Ltd<br>Outback Carbon Pty Ltd; and<br>State of Western Australia                |
| <b>LOCATION / ADDRESS:</b>      | Lot 5065 (4138) Balla-Whellarra Road,<br>Binnu; and<br>Portion of Unallocated Crown Land, Binnu<br>Rural |
| <b>ZONE:</b>                    | Planning Services  |
| <b>BUSINESS AREA:</b>           | 10.9.1   |
| <b>FILE REFERENCE:</b>          | <i>Planning and Development Act 2005</i>   |
| <b>LEGISLATION:</b>             | <i>Local Government Act 1995</i>   |
| <b>AUTHOR:</b>                  | Brian Robinson   |
| <b>APPROVING OFFICER:</b>       | Brian Robinson   |
| <b>DATE OF REPORT:</b>          | 10 March 2025  |
| <b>DECLARATION OF INTEREST:</b> | Nil  |

**BACKGROUND:**

The applicant is proposing to drill one stratigraphic well (Yuna East 1) and one exploration well with a stratigraphic component (Yuna West 1) under Exploration Permit 512. The Yuna West 1 (YW1) well program is to consist of:

1. A mini temporary workers accommodation camp and associated officers at the drill site; and
2. A main temporary accommodation site for between 55 and 60 workers to support the drill site.

The proposed developments are located approximately 98km north/north-east of Northampton and 116 km from Kalbarri. A location plan is shown overleaf.

The well site, which has been approved by the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) and mini temporary works camp are proposed to be established on approximately 2.56ha of unallocated Crown Land. The main camp will however be located on approximately 1ha of freehold land being Lot 5065.

Details provided by the applicant indicate that both the mini and main camps will be on-site for a period of up to 3 months, before demobilising and being relocated to their next site. A further application will be made for Council approval should the exploration well yield positive results.



This agenda item has been prepared in relation to applications for planning approval to both the Mini and Main Temporary Workers Accommodation Camps. Council is requested to determine the applications as objections have been received in response to consultation processed associated with the main temporary accommodation camp.

The Main Camp is proposed to consist of:

- 24 transportable accommodation buildings, providing 48 self-contained accommodation units;
- 2 transportable buildings providing a recreation room and gym for the workers;
- 3 joined transportable units providing a kitchen/dining facility;
- A transportable laundry building and store;
- A transportable containing an office, store and additional ablutions;
- A transportable containing utilities and generator;
- A water tank system; and
- A self-contained effluent disposal system, being an Anaerobic Treatment Unit.

The Main Camp is proposed to be established as the primary accommodation camp. If approved, it will be located on the eastern side of Balla-Whelarra Road approximately 2km south of the intersection with Wickens Road. A more detailed location plan and site plan are shown attached.

**ATTACHMENT: 9.4.3 (1)**

Details submitted with the application indicate that the mini-camp will consist of a total 8 transportable units, being;

- 3 transportable providing 2 self-contained accommodation units each (i.e. 6 accommodation units) for use by staff associated with operation of the drill rig that are association with operation of the drill rig (required on-site 24hr/day),
- A transportable dining/training room,
- A transportable to be used for storage, rig gear and toilets; and
- 3 transportables being used for a mud lab and offices to administer the activities.

The well site and Mini-camp are proposed to be located approximately 8-10km north-east of the Main Camp. It is proposed to be established via an existing track, being an extension of Wickens Road. The accommodation on the well site is proposed to be used for employees associated with the operation of the rig once established.

**PUBLIC CONSULTATION UNDERTAKEN:**

Details of the proposed main camp were provided to adjacent landowners, providing an opportunity to comment over a 21 day period in accordance with Local Planning Policy – Public Consultation. In response a total of 3 submissions were received, one supportive and two expressing concern and raising objections to the proposal.

Copies of the submissions are shown attached, whilst their content is discussed in the comment section below.

**ATTACHMENT: 9.4.3 (2)**

**COMMENT (Includes Options):**

To assist Council in determining the applications as submitted, the following comments and advice are offered:

Matters to be Considered

In determining an application for Development Approval, clause 67 (2) of the *Planning and Development (Local Planning Scheme) Regulations 2015 – Deemed to Apply provisions* requires that Council have regard to various matters including:

- a) The aims and provisions of the Scheme (including and planning codes that are read into the Scheme);
- b) The requirements of orderly and property planning;
- c) Any Local Planning Policy adopted within the Scheme area;
- d) The compatibility of the development with its setting, including:
  - i) the desired future character of its setting;
  - ii) the relationship of the development to development on adjoining land or other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development; and
  - iii) The amenity of the locality including the character of the locality.
- e) The amenity of the locality including the following:

- i) Environmental impacts of the development;
- ii) The character of the locality;
- iii) Social impacts of the development;
- f) The suitability of the land for the development, taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk;
- g) The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety; and
- h) Any submissions received on the application.

#### Zoning

The provisions of the Shire's Local Planning Scheme No 10 (the Scheme) include both Lot 5065 and the Unallocated Crown land within the Rural Zone.

#### Land Use Definition & Permissibility

Temporary accommodation camps fall within the land use classification of "Workforce Accommodation", which the Scheme defines as follows:

**Workforce Accommodation:** means premises, which may include modular or relocatable buildings used:

- (a) Primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) For any associated catering, sporting and recreation facilities for the occupant and authorised visitors.

Workforce Accommodation is an "A" use within the Rural Zone. That is a use which is not permitted unless approved at the discretion of the local authority following public consultation.

#### Public Consultation

As detailed above, three submissions have been received. These submissions are summarised as follows:

1. Mr C Thompson – owner of 1044 Dartmore Road and 836 Wickers Road Not impressed with a camp site arriving on our boundary and object to the proposal for the following reasons:
  - Increased traffic during peak traffic movement times April-June (seeding) and October-December (Harvest) when moving oversize equipment.
  - Transporting accommodation during these periods.
  - What road will be used as Binu East Road will not handle extra traffic or oversized loads.
  - Staff movements. We will have extra vehicles driving around during "off times". Is our security guaranteed.
  - Noise and Light pollution. Camp and Well site is within 4.5km of our houses.
  - Short notice of application until works commence.

### B & P Burns

- Whilst not opposed to proposal, are considered that both Shire and local ratepayers could be left with even more deteriorated roads than we have now given the winter of 2024 saw both gravel and sealed roads fall below acceptable standards.
- There seems little communication between companies and local communities with regard to road use in general. Given the movement of both infrastructure and personnel on our already deteriorated roads at one of our busiest times, this may be a concern for all parties. Imagine a 24 bar meeting a transportable building on our narrower roads.
- We need clear information of dates and times when large infrastructure movements are to occur so common sense decision making can occur.
- We don't need extra work created for our local communities. It should not be to the detriment of residents.

### 2. A Bettison – Director of Splintex Pty Ltd

- Object to proposal a direct neighbour and owner of Lot 4228 Binnu East Road:
  - The detrimental impact the proposal will have on our roads, especially Balla-Whelarra Road and Binnu East Road.
  - Roads leading to and from the camp are gravel and already resulted in vehicles being bogged.
  - The additional road damage caused by traffic from the camp will further restrict agricultural activities and pose a safety hazard to drivers.
  - In particular Binnu Rd East contains blind corners and sandy sections.
  - This object is based on road degradation and safety not being address by Warrego, especially as the road user agreement is not in place.
  - Strongly request road up-grades being made a requirement before any development.

The comments raised are addressed below.

### Proposed Well Site

In determining the application, it must be acknowledged that the actual establishment of the well has been approved by the State of Western Australia and no approval is required from the Shire given that and the fact the proposal is located on Unallocated Crown land. Council is therefore effectively requested to approve the accommodation arrangements.

In the event that the applications for temporary accommodation are not approved, this will not prevent the well from being established and could result in additional traffic volumes with all workers arriving and leaving the site daily using as of right vehicles.

#### Road Access and Condition

It is proposed that the operation will utilise the existing public roads to access both the Main and Mini-Camps, and a portion of the unmaintained 'rabbit proof fence' and an access road which is pending approval from the Department of Planning, Lands and Heritage.

Initially it was proposed that Bella-Whellara Road and Ajana East Road/Wickens Roads would be utilised under a "Road Use and Maintenance Agreement" with the Shire of Northampton. As reflected within the submissions received, several objections and concerns have been raised in respect of the proposed access and its suitability for use, both in terms of the initial transportation of the drill rig and transportable accommodation units and the ongoing operation.

The Executive Manager of Works and Technical Services supports the concerns expressed within the submissions received and has advised that Ajana East Road and Wickens Road are completely unsuitable.

As a result, and to ensure a safe road network, the applicants have now revised the proposed traffic routes and will utilise Balla-Whallara Road and Binu East Road only. The use of these roads is supported by the Executive Manager of Works and Services.

In terms of the timing of vehicle movements, the applicants have advised that the project is anticipated to commence at the end of June. These dates will ensure the potential for traffic conflict during seeding and harvesting periods will be avoided.

#### Impact on Amenity

Due to its proximity to other private property in the area, the installation, operation and demobilisation of the main camp has the greatest potential to impact on the amenity of the adjacent properties. That said the Main Camp location is approximately 2km away from the nearest dwelling not on the same property as the proposal.

Given the limited period for which approval is being sought, the potential for impact is minimised. Impacts can be further minimised through:

- a) Maintenance of the local road network;
- b) Appropriate management of the accommodation and its occupants; and
- c) On-site lighting being designed to minimise any light spillage.

Appropriate conditions of approval are recommended in order to minimise the impact of the proposal during its anticipated operational period of 3 months.

#### Local Planning Policy

The Shire's Local Planning Policy – Temporary Accommodation Camps was adopted in 2014 to guide both applicants and the Shire in the design and assessment process. An assessment of the proposal has identified that subject

to road access arrangements being finalised, the proposal complies with the Policy Requirements.

### Conclusion

The applicants have an approval from the State of Western Australia for the installation of an exploration well and seek the Shire's approval to the temporary accommodation at both the well site and the main site at which accommodation will be provided for construction crew associated with the well construction and commissioning.

Given that the accommodation sites will only be in place for a period of approximately 3 months, the primary issues relate to the suitability and use of the local road network. In this regard the applicants are proposing to undertake a prior condition report and enter into a road user agreement with the Shire to ensure maintenance of the road network.

To allow for the construction and demobilisation periods, it is recommended that approval be granted for a period of six months subject to appropriate conditions.

### **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005.*

### **POLICY / STRATEGIC IMPLICATIONS:**

As outlined within Comment Section above.

### **ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered Minor provided that appropriate road access is established and maintained.

| 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<br>(5) | Fatality,<br>permanent<br>disability | More than<br>\$150,000 | Indeterminate<br>prolonged<br>interruption of<br>services – non-<br>performance<br>> 1 month | Non-<br>compliance<br>results in<br>litigation,<br>criminal<br>charges or<br>significant<br>damages or<br>penalties | Substantiated,<br>public<br>embarrassment,<br>very high<br>multiple<br>impacts, high<br>widespread<br>multiple news<br>profile, third<br>party actions | Extensive<br>damage requiring<br>prolonged period<br>of restitution<br>Complete loss of<br>plant, equipment<br>& building | Uncontained,<br>irreversible<br>impact |
|---------------------|--------------------------------------|------------------------|--|---|--|---|--|

**FINANCIAL IMPLICATIONS:**

The application fee has been paid for each of the two applications in accordance with the Schedule of Fees and Charges adopted as part of the 2024/25 annual budget.

**SUSTAINABILITY:**

Environmental: The applicant will be installing appropriate self-contained effluent disposal systems. Whilst the main camp will be located on cleared land, the mini-camp will require some clearing. This clearing has been approved by the State.

Economic: Operation of the temporary accommodation will result in some economic benefit for the local community, with some use of accommodation in Northampton expected to occur prior, during and after the activity.

Social: No detrimental impacts are anticipated given the short nature of the use hereby approved.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

**A. In accordance with Local Planning Scheme No 10 - Northampton grant approval to the proposed Temporary Accommodation Camp at Lot 5065 (4138) Balla-Whelarra Road, Binnu subject to compliance with the following conditions:**

**1. The use hereby permitted shall operate in accordance with the submitted plans and supporting documents as listed below:**

| Reference | Document Title   | Dated            |
|-----------|--|------------------|
| 1         | Application Form   | 12 December 2024 |
| 2         | Revised Location Plan  | 19 December 2024 |
| 2         | Mobile Gas Rig Village Design  | 19 December 2023 |
| 3         | Supporting correspondence and attached information relating to the 'main camp' | 15 November 2024 |

**2. Unless otherwise approved, this approval shall be valid for a period of six (6) months from the date of the approval.**

**3. Prior to commencement of the use hereby approved:**

- i) A Road Condition Report shall be prepared by a suitably qualified consultant, to the satisfaction of the Shire of Northampton to:-
- assess the current condition and suitability of the local road network to safely cater for all traffic movements associated with the activity; and
  - identify any upgrades and maintenance requirements to ensure that the road network is maintained in the same or better condition, catering for the safe movement of vehicles.
- ii) A road user agreement shall be entered into with the Shire of Northampton on the basis of the findings from the Road Condition Report referred to in Condition 3(i) above.
4. Any change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
  5. The use hereby approved shall be managed so as not to detrimentally impact on the amenity of the private properties to the west through noise, light or other means to the satisfaction of the Shire of Northampton.
  6. Unless otherwise approved, all stormwater and drainage runoff is to be retained on the subject property to the satisfaction of the Shire of Northampton;
  7. Arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by the local government subject to any conditions which may be laid down by the Commissioner for Health.
  8. On expiration of the temporary accommodation use, all temporary structures, waste disposal facilities, road, parking areas and drainage facilities are permanently removed from the site. The site is to be left in a neat and tidy condition to the satisfaction of the Shire of Northampton.

**Advice Notes:**

- i) This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
- ii) A private Building Surveyor will need to be appointed by the landowner to certify the structural integrity of the building and

compliance with the requirements of the Building Code of Australia.

- iii) Further to condition 6 above, the potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day and all tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.
- iv) All ablution facilities shall be connected to an appropriate effluent disposal system in accordance with the requirements of the Department of Environment and Conservation and Health Department of Western Australia.

**B. In accordance with Local Planning Scheme No 10 – Northampton grant approval to the proposed Temporary Accommodation Camp (Mini-Camp) on Unallocated Crown Land subject to compliance with the following conditions:**

- 1. The use hereby permitted shall operate in accordance with the submitted plans and supporting documents as listed below:

| Reference | Document Title   | Dated            |
|-----------|--|------------------|
| 1         | Application Form   | 12 December 2024 |
| 2         | Mobile Gas Rig Village Design  | 19 December 2023 |
| 3         | Supporting correspondence and attached information relating to the 'mini camp' | 15 November 2024 |

- 2. Unless otherwise approved, this approval shall be valid for a period of six (6) months from the date of the approval.
- 3. Prior to commencement of the use hereby approved:
  - i) A Road Condition Report shall be prepared by a suitably qualified consultant, to the satisfaction of the Shire of Northampton to:-
    - assess the current condition and suitability of the local road network to safely cater for all traffic movements associated with the activity; and
    - identify any upgrades and maintenance requirements to ensure that the road network is maintained in the same or better condition, catering for the safe movement of vehicles.
  - ii) A road user agreement shall be entered into with the Shire of Northampton on the basis of the findings from the Road Condition Report referred to in Condition 3(i) above.
- 4. Any conditions to or change of use of any part of the building or land (not the subject of this consent/approval) requires

further application and development approval for that use/addition;

5. Unless otherwise approved, all stormwater and drainage runoff is to be retained on the subject property to the satisfaction of the Shire of Northampton;
6. Arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by the local government subject to any conditions which may be laid down by the Commissioner for Health.
7. On expiration of the temporary accommodation use, all temporary structures, waste disposal facilities, road, parking areas and drainage facilities are permanently removed from the site. The site is to be left in a neat and tidy condition to the satisfaction of the Shire of Northampton.

**Advice Notes:**

- v) This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
  - vi) A private Building Surveyor will need to be appointed by the landowner to certify the structural integrity of the building and compliance with the requirements of the Building Code of Australia.
  - vii) Further to condition 6 above, the potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day and all tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.
  - viii) All ablution facilities shall be connected to an appropriate effluent disposal system in accordance with the requirements of the Department of Environment and Conservation and Health Department of Western Australia.
- C. The Chief Executive Officer be authorised to enter into the road user agreement, prepared to their satisfaction, based on the findings of the Traffic Impact Assessment required under conditions A3 and B3 above.

**ATTACHMENTS**

- |   |  |         |
|---|--|---------|
| 1 | Attachment No 1 - Location and Site Plan for Main Camp | 1 Page  |
| 2 | Attachment No 2 - Copy of Submissions Received         | 4 Pages |

**Ordinary Meeting****COUNCIL RESOLUTION:****MOVED: Pike, D                      SECONDED: Hay, T****03/25-39****That Council:**

**A. In accordance with Local Planning Scheme No 10 - Northampton grant approval to the proposed Temporary Accommodation Camp at Lot 5065 (4138) Balla-Whelarra Road, Binnu subject to compliance with the following conditions:**

**1. The use hereby permitted shall operate in accordance with the submitted plans and supporting documents as listed below:**

| <b>1. Reference</b> | <b>2. Document Title</b>  | <b>3. Dated</b>             |
|---------------------|---|-----------------------------|
| <b>4. 1</b>         | <b>5. Application Form</b>  | <b>6. 12 December 2024</b>  |
| <b>7. 2</b>         | <b>8. Revised Location Plan</b>   | <b>9. 19 December 2024</b>  |
| <b>10.2</b>         | <b>11. Mobile Gas Rig Village Design</b>  | <b>12. 19 December 2023</b> |
| <b>13.3</b>         | <b>14. Supporting correspondence and attached information relating to the 'main camp'</b> | <b>15. 15 November 2024</b> |

**2. Unless otherwise approved, this approval shall be valid for a period of six (6) months from the date of the approval.**

**3. Prior to commencement of the use hereby approved:**

**i) A Road Condition Report shall be prepared by a suitably qualified consultant, to the satisfaction of the Shire of Northampton to:-**

- assess the current condition and suitability of the local road network to safely cater for all traffic movements associated with the activity; and**
- identify any upgrades and maintenance requirements to ensure that the road network is maintained in the same or better condition, catering for the safe movement of vehicles.**

**ii) A road user agreement shall be entered into with the Shire of Northampton on the basis of the findings from the Road Condition Report referred to in Condition 3(i) above.**

4. Any change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
5. The use hereby approved shall be managed so as not to detrimentally impact on the amenity of the private properties to the west through noise, light or other means to the satisfaction of the Shire of Northampton.
6. Unless otherwise approved, all stormwater and drainage runoff is to be retained on the subject property to the satisfaction of the Shire of Northampton;
7. Arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by the local government subject to any conditions which may be laid down by the Commissioner for Health.
8. On expiration of the temporary accommodation use, all temporary structures, waste disposal facilities, road, parking areas and drainage facilities are permanently removed from the site. The site is to be left in a neat and tidy condition to the satisfaction of the Shire of Northampton.

**Advice Notes:**

- i) This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
  - ii) A private Building Surveyor will need to be appointed by the landowner to certify the structural integrity of the building and compliance with the requirements of the Building Code of Australia.
  - iii) Further to condition 6 above, the potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day and all tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.
  - iv) All ablution facilities shall be connected to an appropriate effluent disposal system in accordance with the requirements of the Department of Environment and Conservation and Health Department of Western Australia.
- B. In accordance with Local Planning Scheme No 10 – Northampton grant approval to the proposed Temporary Accommodation Camp

(Mini-Camp) on Unallocated Crown Land subject to compliance with the following conditions:

1. The use hereby permitted shall operate in accordance with the submitted plans and supporting documents as listed below:

| 16. Reference | 17. Document Title   | 18. Dated            |
|---------------|--|----------------------|
| 19.1          | 20. Application Form   | 21. 12 December 2024 |
| 22.2          | 23. Mobile Gas Rig Village Design  | 24. 19 December 2023 |
| 25.3          | 26. Supporting correspondence and attached information relating to the 'mini camp' | 27. 15 November 2024 |

2. Unless otherwise approved, this approval shall be valid for a period of six (6) months from the date of the approval.
3. Prior to commencement of the use hereby approved:
- i) A Road Condition Report shall be prepared by a suitably qualified consultant, to the satisfaction of the Shire of Northampton to:-
- assess the current condition and suitability of the local road network to safely cater for all traffic movements associated with the activity; and
  - identify any upgrades and maintenance requirements to ensure that the road network is maintained in the same or better condition, catering for the safe movement of vehicles.
- ii) A road user agreement shall be entered into with the Shire of Northampton on the basis of the findings from the Road Condition Report referred to in Condition 3(i) above.
4. Any conditions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
5. Unless otherwise approved, all stormwater and drainage runoff is to be retained on the subject property to the satisfaction of the Shire of Northampton;
6. Arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by

the local government subject to any conditions which may be laid down by the Commissioner for Health.

7. On expiration of the temporary accommodation use, all temporary structures, waste disposal facilities, road, parking areas and drainage facilities are permanently removed from the site. The site is to be left in a neat and tidy condition to the satisfaction of the Shire of Northampton.

**Advice Notes:**

- v) This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
  - vi) A private Building Surveyor will need to be appointed by the landowner to certify the structural integrity of the building and compliance with the requirements of the Building Code of Australia.
  - vii) Further to condition 6 above, the potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day and all tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.
  - viii) All ablution facilities shall be connected to an appropriate effluent disposal system in accordance with the requirements of the Department of Environment and Conservation and Health Department of Western Australia.
- C. The Chief Executive Officer be authorised to enter into the road user agreement, prepared to their satisfaction, based on the findings of the Traffic Impact Assessment required under conditions A3 and B3 above.

**MOTION CARRIED 7/0**

**FOR**

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

**AGAINST**

POSTED  
10035673

①

22 JAN 2025

Ref: 10.9.1/A2259  
Attention: Planning Department



### SUBMISSION FORM

**PROPOSED TEMPORARY WORKERS ACCOMMODATION CAMP  
LOT 5005 (No. 3810) BALLA-WHELARRA ROAD, BINNU**

Name: CRAIG TOMPSON

Postal Address: 1044 DARTMOOR WTR RD # 836 WICKENS SOUTH RD

Phone Number: \_\_\_\_\_

**SUBMISSION:**     Support     Object     Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

I am not that impressed with a camp site arriving on our boundary. I have attached concerns to this.

Signature: [Handwritten Signature]    Date: 22/01/2025

Please return to: Chief Executive Officer  
Shire of Northampton  
PO Box 61  
NORTHAMPTON WA 6535

**NOTE:** The local government in determining the application will take into account the submissions received but is not obliged to support those views.

Submissions Close: 28<sup>th</sup> January 2025

POSTED  
142 35698

28 JAN 2025

**Submission: Proposed temporary Workers Accommodation Camp Lot 5005 (No.3810) Balla-Whelarra Road, Binnu.**

**Name:** Brad and Raylene Burns

**Postal Address:** P.M.Bag 23, Geraldton, WA, 6520

**Email Address (please use this for all communications):**

kalinyafarming@bigpond.com

**Phone Numbers:**

**Submission:** Supportive

1. While not being opposed to this development we are concerned that both the Shire and local ratepayers by default could be left with even more deteriorated roads than we have now given that the winter of 2024 saw both gravelled and sealed roads fall well below acceptable levels. Rate payers should not be made to bear the price of this. There will be no free gravel from our business for this project.
2. There seems little communication between companies and local communities with regard to extraordinary road use in general. Given that the movement of both infrastructure and then personnel will happen on our already degraded roads at one of our busiest times when we are moving oversized agricultural machinery; this may be a cause for concern and angst by both parties. Imagine a 24m bar meeting a transportable building on our narrower roads.
3. Maybe we are being a little old fashioned to think that we need to be included in other peoples' plans but no one likes surprises, and a little information goes a long way. We need clear confirmation of dates and times when large infrastructure movements are to occur so common-sense decision making can occur.

4. There is a lot more to living in this area than swanning in and out with no regard for causing local communities' extra work. This was highlighted this past Saturday, 25<sup>th</sup> January with all the pole top fires. Many properties are now owned by absentee landlords, particularly on the northern end of the Balla-Whelarra Road, but it was the local community who extinguished the fires and had to watch over them for the hours and days it took for them to die. We need more put back into our local communities and shire by the companies and individuals whose choice it is to conduct business this way. It should not be to the detriment of residents.
5. Please note that at the southern end of the Balla-Whelarra Road in the Shire of Chapman Valley there is an incorrectly spelled road sign. This incorrect spelling has been used in the Warrego Energy document. We have written to Main Roads and this signage fault has been assigned as a fault on the Chapman Valley Rd to the responsible Main Roads region under report number FR-2025-0001754. We have also notified Chapman Valley Shire.

Regards,  
Brad and Raylene Burns



Burns

27-01-2025

POSTED  
VCR 35732

30 JAN 2025

Ref: 10.9.1/A2259  
Attention: Planning Department



## SUBMISSION FORM

**PROPOSED TEMPORARY WORKERS ACCOMMODATION CAMP  
LOT 5005 (No. 3810) BALLA-WHELARRA ROAD, BINNU**

Name: Adam Bettison as Director for Splintex Pty Ltd

Postal Address: PO BOX 355, Beechboro, WA, 6063

Phone Number: [REDACTED]

**SUBMISSION:**     Support                       Object                       Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

This letter is to register my objection to the proposed temporary workers accommodation camp at lot 5005 Balla-Whelarra Rd, Binnu. The property I occupy at 4778 Balla-Whelarra Rd is a direct neighbour of the camp location. I also own another property within the project area at 4228 Binnu Road East, Dartmoor. I am objecting to the construction of the camp due to the detrimental impact it will have on our local roads, especially to Balla-Whelarra Road and Binnu Road East. The roads leading to and from the camp are gravel and already show signs of extensive erosion and wear. The current condition of the road has already resulted in vehicles becoming bogged requiring recovery and makes access very difficult at times. The additional damage caused by the traffic from this camp will further restrict the agricultural activities possible by ourselves and other farmers in the area, due to both limited access and difficulty in moving agricultural equipment. The additional road use and degeneration of the road surface will also pose a safety hazard to drivers. In particular on Binnu Rd East, which lies between the main camp and the Yuna East camp. This road contains blind corners and sandy sections. This objection is based on these concerns regarding road degradation and safety not being addressed by Warrego Energy in the proposal, especially as their Road Use and Maintenance Agreement is currently under development and not yet in place. I strongly request that road upgrades be made a requirement before any development by Warrego Energy, in particular to Balla-Whelarra Rd and to Binnu rd East.

Signature: [Signature]                      Date: 30/01/2025

Please return to:            Chief Executive Officer  
Shire of Northampton  
PO Box 61  
NORTHAMPTON WA 6535

**NOTE:** *The local government in determining the application will take into account the submissions received but is not obliged to support those views.*

Submissions Close: 31<sup>st</sup> January 2025

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

|                       |   |  |  |
|-----------------------|---|--|--|
| <b>RESPONSIBILITY</b> | Chief Executive Officer as per the Delegations Policy and Register. |  |  |
| <b>ADOPTION</b>       | 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:

- 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 1m<sup>2</sup> 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



Proposed mobile food vehicle parking areas

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**

|  |  |
|--|--|
|  |  |
|--|--|

**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**

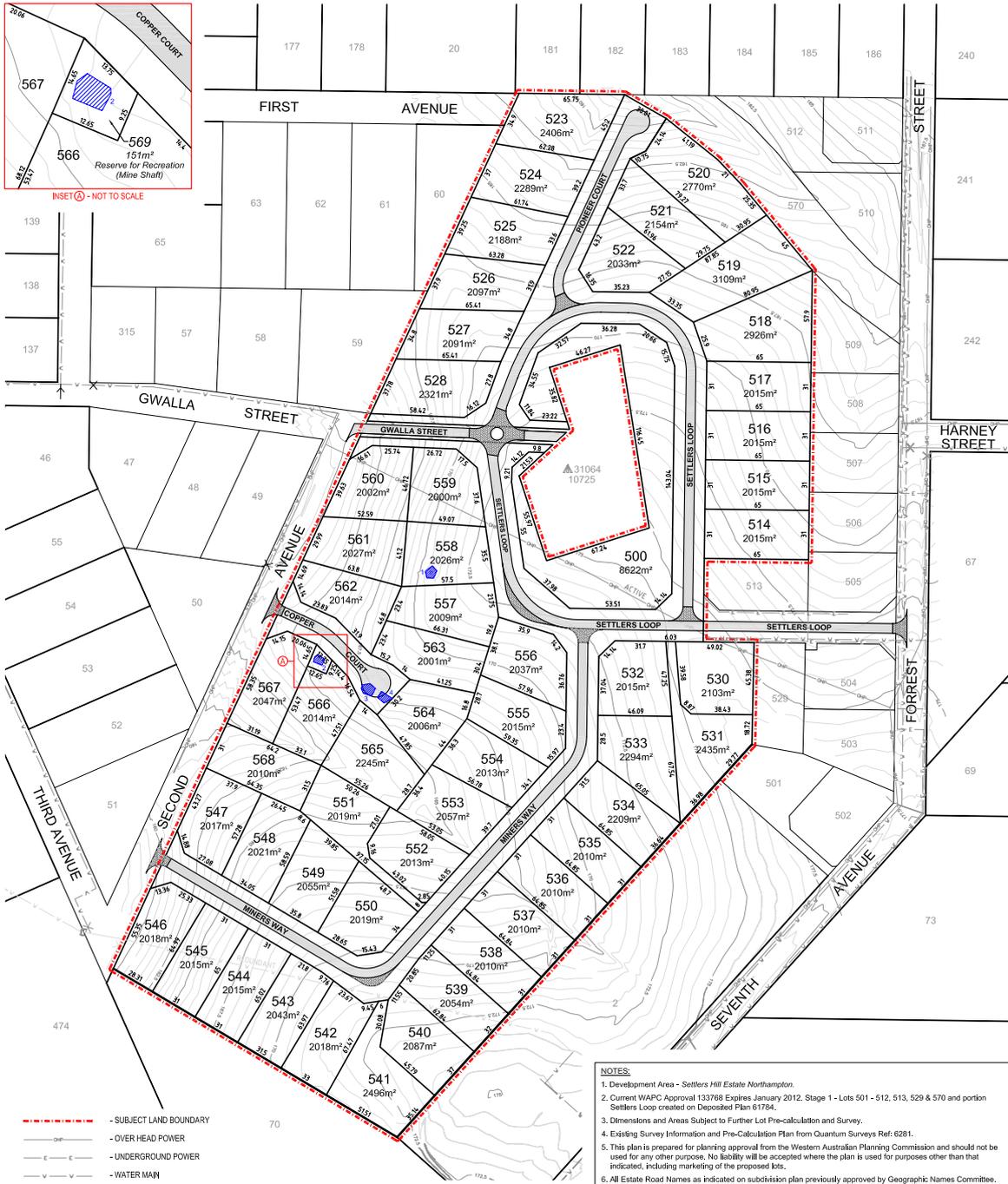
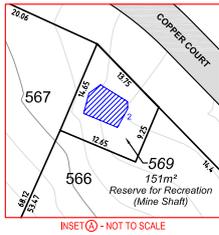
If your application is successful, what date would you prefer the permit to commence? (Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

**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.

|                              |              |
|------------------------------|--------------|
| <b>Name</b> (please print):  |              |
| <b>Signature:</b>            |              |
| <b>Position / authority:</b> | <b>Date:</b> |



- - - - - SUBJECT LAND BOUNDARY
- - - - - OVER HEAD POWER
- - - - - UNDERGROUND POWER
- - - - - WATER MAIN
- 1 MINE SHAFTS WITHIN DEVELOPMENT AREA ONLY (Located by Survey)

| SUBDIVISION CALCULATIONS                              |                       |
|---|-----------------------|
| GROSS SUBDIVISIONAL AREA                              | 15.06 ha              |
| PROPOSED LOT YIELD                                    | Residential - 54 Lots |
|   | Reserves - 2 Lots     |
| AREA OF PROPOSED ROAD                                 | 2.8103 ha             |
| LENGTH OF PROPOSED ROAD                               | 1342 m                |
| NET SUBDIVISIONAL AREA                                | 12.2492 ha            |
| POS CALCULATION                                       | Refer POS Schedule    |
| POS PROVISION   | Refer POS Schedule    |
| MINIMUM LOT SIZE                                      | 2000m <sup>2</sup>    |
| SHIRE OF NORTHAMPTON TOWN PLANNING SCHEME No 6 ZONING | SPECIAL RESIDENTIAL   |
| MINIMUM LOT SIZE                                      | 2000 m <sup>2</sup>   |

| POS Schedule<br>(For Total Development Area) |                                     |                       |
|--|-------------------------------------|-----------------------|
| Site Area                                    |                                     | 18.97ha               |
| (Total Development Area)                     |                                     | 0                     |
| Less Other Zoned Lots                        |                                     | 0                     |
| Less Deductions                              |                                     | 0                     |
| Gross Subdivisible Area                      |                                     | 18.97ha               |
| Total POS Contribution                       | 10% Requirement                     | 1.897ha               |
| To Comprise                                  | 8% Unrestricted POS Maximum         | 1.5182ha              |
|  | 2% Restricted Use POS Maximum       | 0.3788ha              |
|  | Unrestricted POS Lot 500            | 0.6622ha              |
| POS Provision Actual                         | Restricted Use Lot 570 - 0.5981ha   | 0.3798ha              |
|  | Cash-In-Lieu Provision 34.5% of 10% | 1.838ha less 1,2418ha |
|  |                                     | 0.656ha               |

NOTES:  
 Lot 567 sited in Stage 1 of Development.  
 Lot 569 not included in calculations - to be vested as POS Reserve but has no POS function.

- NOTES:
- Development Area - Settlers Hill Estate Northampton.
  - Current WAPC Approval 133768 Expires January 2012. Stage 1 - Lots 501 - 512, 513, 529 & 570 and portion Settlers Loop created on Deposited Plan 61784.
  - Dimensions and Areas Subject to Further Lot Pre-calculation and Survey.
  - Existing Survey Information and Pre-calculation Plan from Quantum Surveys Ref: 6281.
  - This plan is prepared for planning approval from the Western Australian Planning Commission and should not be used for any other purpose. No liability will be accepted where the plan is used for purposes other than that indicated, including marketing of the proposed lots.
  - All Estate Road Names as indicated on subdivision plan previously approved by Geographic Names Committee.
  - Geotechnical Report for full development area completed previously - appended to this application. Previously cleared by the Department of Health and Shire of Northampton.
  - Detailed engineering design previously completed for full development area. Approved by all relevant agencies including Water Corporation, Western Power & Shire of Northampton.
  - Agreement previously reached with Shire of Northampton and Heritage Council of WA regarding treatment of and land management for historical mining shafts. Shaft 1, 3 & 4 as noted on this plan to be filled and compacted. Shaft 2 as noted on this plan to be covered, fencing and interpretative signage provided. Shaft to be contained in a POS reserve vested with the local authority.
  - Archaeological Investigation required by Heritage Council WA previously completed - appended to this application. Previously cleared by Heritage Council of WA.
  - Detailed Area Plan for Estate previously adopted by the Shire of Northampton as Local Planning Policy - appended to this application. Previously cleared by the Heritage Council of WA.
  - Department of Environment and Conservation Contaminated Sites Register - See Basic Summary Record (BSR) appended to this application.
  - Lot 10725 (▲31064) vested with Shire of Northampton. Land use - Cemetery, Conservation Historical Building.



Suite 1 & 2 Geraldton Central  
 65 Chapman Road Geraldton WA 6530  
 PO BOX 1597 Geraldton WA 6531  
 Email : [Info@landwest.net.au](mailto:Info@landwest.net.au)  
 Phone : (08) 9965 0550  
 Fax : (08) 9965 0559

CLIENT: GWALLA DEVELOPMENTS PTY LTD

TITLE: PROPOSED SUBDIVISION  
 LOT 9000 ON DP 61784 & PORTION OF LOT  
 10725 (RESERVE 31064) ON D 30288  
 SECOND AVENUE, NORTHAMPTON

CERTIFICATE OF TITLE: 2731-349 & LR3074-596

DATE LAST MODIFIED: 26/10/2011

REV: DATE: DETAILS:

APPROVED:

BY: APPROVED:

PLAN: 11027-01

\* This plan remains the property of Landwest and must not be used for any purpose other than which it was prepared for. In relation to the land study described, Landwest accepts no responsibility for any losses or damages caused to any person's who may use the information for a purpose for which it was not intended.

SCALE: 1:1750 @ A2

DESIGNED: GMB

DRAWN: SD

|   |   |         |
|---|---|---------|
| 2 | Attachment No. 2 - List of Machinery & Vehicles                 | 1 Page  |
| 3 | Attachment No 3 - Photos of Existing Commercial Vehicle Parking | 2 Pages |

### Ordinary Meeting

#### COUNCIL RESOLUTION:

**MOVED: Sudlow, L      SECONDED: Burges, R**

**07/25-96**

**That Council:**

1. **In accordance with Local Planning Scheme No. 10 – Northampton REFUSE to grant planning approval for the proposed outbuilding on Lot 89 (111) Wannerenooka Road, Northampton on the following grounds:**
  - a) **The storage of more than two commercial vehicles as proposed falls within the land use definition of transport depot as contained within Local Planning Scheme No 10, which is a prohibited use within the Residential Zone;**
  - b) **Approval to the application would facilitate the storage of commercial vehicles within the Residential Zone, contrary to the requirements; and**
  - c) **Given that the construction of a dwelling has not commenced on the property, approval to the application would be contrary to clause 32(9) of Local Planning Scheme No 10;**
2. **Advise the applicant that the current and ongoing storage of commercial vehicles on Lot 89 (111) Wannerenooka Road is occurring contrary to the provisions of the Shire’s Local Planning Scheme No 10 and that in accordance with clause 32(18) of the Scheme, Council may permit the parking of one commercial vehicle on a lot; and**
3. **Require the current and ongoing storage of commercial vehicles on Lot 89 is required to cease within 90 days. A failure to relocate the vehicles off the property and cease the ongoing storage may result in further action being taken to enforce the provisions of Local Planning Scheme No 10.**

**MOTION CARRIED 5/0**

**FOR**

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

**AGAINST**

**ATTACHMENT****9.4.1 Proposed Retaining Wall and Alterations to Existing Contours at Lot 77 (No. 106) Mitchell Street, Horrocks**

|                                 |  |
|---------------------------------|--|
| <b>PROPONENT</b>                | G Kay & K Waters   |
| <b>OWNER</b>                    | G Kay & K Waters   |
| <b>LOCATION / ADDRESS:</b>      | Lot 77 (No. 106) Mitchell Street, Horrocks                                   |
| <b>ZONE:</b>                    | Residential R12.5  |
| <b>BUSINESS AREA:</b>           | Planning Services  |
| <b>FILE REFERENCE:</b>          | 10.5.1.1; A859   |
| <b>LEGISLATION:</b>             | <i>Planning and Development Act 2005</i><br><i>Local Government Act 1995</i> |
| <b>AUTHOR:</b>                  | Kaylene Roberts/Brian Robinson   |
| <b>APPROVING OFFICER:</b>       | Brian Robinson   |
| <b>DATE OF REPORT:</b>          | 29 October 2025  |
| <b>DECLARATION OF INTEREST:</b> | Nil  |

**BACKGROUND:**

Council is requested to consider an application for a retaining wall and alterations to existing contours at Lot 77 (No. 106) Mitchell Street, Horrocks. Portion of the works having been undertaken without approval, the application is retrospective in nature. A location plan is shown below.

**LOCATION PLAN**

The subject property has an area of 809m<sup>2</sup> and contains a dwelling with an garage attached and paved area to the left side of the property. The rear of the property is vegetated with a limestone embankment at the rear.

The applicant has commenced and is proposing to continue to excavate the rear of the property in order to increase the area of usable land, battering the bank to mitigate land slippage and erosion. A copy of the application is attached.

**ATTACHMENT: 9.4.1 (1)**

The following is a summary of the timeline of events around the excavation works:

- On the morning of 1 August 2025, an adjacent landowner contacted the Shire via email to express concern regarding an excavation occurring on Lot 77. The email expressed concern that the earthworks were to continue into the weekend, although the complainant was not able to get a clear understanding from the landowners as to what their intention was;
- On 1 August, the Shire's Planning Officer attended the site and took photos of some work that had been undertaken. Some of the photographs taken on the day are shown attached;

**ATTACHMENT: 9.4.1 (2)**

- On Saturday 2 August 2025, the adjacent landowner forwarded three additional emails advising that earthworks were continuing and stating that they did not feel safe at their residence as the home was trembling due to the extensive cliff cutting and deep earthworks. Also that no safety barricades had been put in place to address potential rock fall/landslip;
- On Sunday 3 August, the adjacent landowner advised that the excavation was set to continue on Monday 4 August and that the owners of Lot 77 and CAT operator requested to enter the adjacent landowners property. That email also provided the Shire with copies of correspondence to the contractor outlining their concerns with non-compliance with relevant legislation requesting that they cease and desist;
- The Executive Manager of Community, Development and Regulation returned from annual leave on Monday 4 August and received advice that the adjacent landowner had called asking for an urgent response;
- At approximately 2:40pm the Executive Manager attended Lot 77 and spoke to both the landowner and contractor advising them to cease the excavation and emphasising the need for prior approval to be obtained. Photographs taken by the Executive Manager are shown attached;

**ATTACHMENT: 9.4.1 (3)**

- At 4:20pm, the Executive Manager forwarded a formal written direction to cease the works under Section 214 of the *Planning and Development Act 20025*, and providing the landowner with a copy of the Development Application Pack. The applicant was required to provide existing and proposed contours, with the works to be certified by an appropriately qualified structural engineer;
- On 15 September, the Shire received a formal application for Development Approval relating to the proposed site works (including work undertaken). A copy of the information submitted is shown at Attachment: 9.4.1 (1);

- The proposal was referred to the adjacent landowners, with the comment period closing on 29 October 2025; and
- The adjacent landowner who raised the concerns regarding the earthworks was given an extension of time to submit their comments.

The application is referred to Council for their determination as Shire officers do not have the delegation to approve the works given the retrospective nature of the works undertaken to date and an objection being received in response to the consultation process.

**PUBLIC CONSULTATION UNDERTAKEN:**

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

The application was advertised for a 21 day period to two (2) adjoining landowner with one submission having no objection. The second submission received is an objection to the proposal raising concerns about the unauthorised works that have been carried out. The second submission being supported by correspondence from a Building Certifier/Practitioner.

A copy of the objection received is shown attached.

**ATTACHMENT: 9.4.1 (4)**

**COMMENT (Includes Options):**

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

Matters to be Considered

Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed to Apply Provisions*, requires that in determining an application for Development Approval, local governments must have a regard to various matters, including:

- (a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) Any approved State planning policy;
- (c) Any policy of the Commission;
- (d) The compatibility of the development with its setting, including:
  - i) the desired future character of its setting;
  - ii) the relationship of the development to development on adjoining land or other land in the locality, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
  - iii) the amenity of the locality including the character of the locality; and
- (e) Comments received in response to consultation on a proposal.

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

Zoning and Zone Objectives

The provisions of Local Planning Scheme No. 10 (the Scheme) include the subject land within the Residential Zone, with an applicable density of R12.5 in accordance with the Residential Design Codes of Western Australia (R-Codes).

As set out in Part 3 of the Scheme, the objectives of the Residential Zone are:

- To provide for a range of housing and choice of residential densities to meet the needs of the community;
- To facilitate and encourage high quality design, built form and streetscaped throughout residential areas; and
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

As outlined in the balance of the agenda item, it is considered that the proposal as submitted is not consistent with the third objective stated above.

Amenity

In determining the potential impact a development may have on the Amenity of the area, consideration must be given to the following matters in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- the desired future character of its setting;
- the relationship of the development to development on adjoining land or other land in the locality, including, but not limited to, the likely effect of the appearance of the development; and
- the amenity of the locality including the character of the locality.

Prior to commencement of the excavation, the bank at the rear of the subject land was well vegetated. With this vegetation having been removed, there is currently an issue with wind blown soil detrimentally impacting on the adjacent landowner. It is considered that soil stabilisation techniques, including revegetation of disturbed areas is required to prevent ongoing impacts on the amenity of the area.

Given the height and location of the proposed retaining wall, there is potential for overlooking of the adjacent property to occur.

Residential Design Codes (R-Codes)

Clause 5.3.7 of the R-Codes relates to Site Works states the under the Design Principles P7.3 states that retaining walls that result in land which can be effectively used for the benefits of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to visual privacy.

The proposed retaining wall is shown as a straight retaining has a height of 1.3m with a length of 20.1m and is to be constructed of reconstituted limestone

blocks with a size of 350x240x1000 each. Whilst engineering details submitted in support of the application include a detail for the retaining wall to return along each side boundary, the site plan only shows a straight retaining wall. The site plans also shows another retaining wall to the northern side boundary, this is the adjoining landowners retaining wall and is not part of this application. The plans as submitted appear to rely on this retaining wall which is not acceptable.

An assessment against the R-Codes has identified that the proposal does not meet Deemed to Comply provisions relating to retaining walls and potential overlooking of the design principles part P7.1 and the deemed to comply notes (iii) visual privacy as detailed below.

#### Visual Privacy

Clause 5.4.1 – Visual Privacy states under Part P1.2 development needs to demonstrate that maximum visual privacy to side and rear boundaries through measures such as screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).

The deemed to comply part C1.1 states development with major openings and outdoor active habitable spaces, with a level of more than 0.5m above natural ground level and overlook any other residential property are to be provided with permanent screening to restrict views within the cone of vision from any major opening or outdoor active habitable space. Screening devices are to be at least 1.6m in height, permanently fixed, made of durable material and restrict view in the direction of overlooking into any adjoining property.

The plans as submitted do not detail how overlooking of the adjacent property will be achieved.

#### Structural Engineering

During the site inspection on 4 August 2025, the applicants were advised that the application for the proposed works would need to be accompanied by details certified by a practicing structural engineer.

Details submitted with the application (refer Attachment: 9.4.1 (1)), include structural details prepared by Flow Engineering in respect of both the revetment of the soil and relating to the proposed retaining wall. A cross section shown on Plan 2 of 5 from Flow Engineering details that further excavation is proposed upslope from the current works.

As shown on the plans the retaining wall does not have a retaining wall return on the side boundaries of the subject property. The adjacent landowner has a minor retaining wall on the boundary and has a length of 6m and height of 0.6m. In order to ensure that altered ground levels are wholly contained within the applicants property, the plans should detail retaining walls on both side boundaries. If approved, the plans should be revised to show retaining walls to both side boundaries.

In accordance with the Building Code of Australia, applications for the construction of retaining walls having a height of more than 600mm are required

to be structurally certified. The application for a building permit will be required to be supported by a structural certification from a structural engineer. An advice note to this effect is recommended on any approval if granted.\

#### Drainage

Modification of land contours impacts on the management of stormwater. Comments received from the adjacent landowner indicates that there are now issues with stormwater entering her property.

Clause 5.3.9 of the R-Codes relates to stormwater management. Section P9.1 of the Design Principles states that stormwater should be managed on site wherever possible with either containment or infiltration, as permitted by the soil and other site conditions and which reduce the export of nutrients and sediments from the site into waterways or otherwise appropriately managed prior to off-site discharge.

The application as presented, does not address how the stormwater will be contained on the subject site and a stormwater management plan has not been submitted with the application.

#### Further Excavation of Slope

The works undertaken to date has resulted in the removal of both vegetation and soil and essentially destabilised the original bank. Prior to the commencement of the works in August, the entire bank was covered in native vegetation ensuring the slope was stable. As reflected within the adjacent landowner objection, the land is currently not stable and they are being impacted by wind blow topsoil.

As detailed above, Plan 2 of 5 prepared by Flow Engineering indicates that further excavation is proposed upslope in order to achieve a 33% gradient, ensuring the future stability of the bank.

Currently the remainder of the original bank contains a significant level of existing vegetation. Particularly given that the applicant has not demonstrated how exposed soil will be stabilised, it is recommended that further excavation of the bank should not be supported.

#### Landscaping

With the excavation and removal of native vegetation occurring on the subject property, the application does not show how the proposed earthworks are to be stabilised to stop landslides etc. Landscaping of the destabilised works would contribute to the appearance and amenity of the development.

#### Submissions

As reflected above, two submissions were received, one supporting the proposal while the second one objected to the proposal on a wide range of grounds relating to stability of the bank, stormwater management, unlawful earthworks prior to gaining approval, changing of the natural landform and no demonstration of any boundary retaining of the existing landform located on No 108 Mitchell.

Supporting information from an accredited building surveyor states that the works carried out to date have been completed without due regard to the established common boundary. The current and proposed engineering does not adequately address site stabilisation, remediation or the preservation of the adjoining properties.

The building surveyor has, in his professional opinion, stated that the proposed design must include stormwater management measures, removal and structural independence of the existing garage or retaining wall elements, proposed privacy screen to the new development area be installed.

#### Potential Legal Action

Irrespective of Council's decision as to whether to approve or refuse the current application, it is open to Council to commence legal action against the landowner for the unlawful works undertaken without a prior Development Approval.

Additionally, as a result of information included within the submission it has been identified that there has been building work undertaken previously on an approved carport located (not by current owner) and the current owner has commenced marketing and use of the property for the purposes of Short Stay Residential without the prior approval of the Shire.

Item No 9.4.2 of this agenda deals with the potential for legal action to be commenced and/or further orders to be given to address the above issues.

#### Conclusion

Works undertaken to date on Lot 77 have resulted in the substantial alteration of contours, removal of vegetation and destabilisation of the embankment. Further works are required to ensure that soils are retained on the property, are stabilised to prevent loose rock or soil falls and for the purposes of preventing wind blown soil and to address drainage.

However, the application as submitted does not provide sufficient information in respect of:

- a) How exposed soils will be stabilised to prevent erosion and wind blown soil;
- b) How drainage will be contained on site; and
- c) Containment of soil within the property given that the design inappropriate relies on a minor retaining wall located on adjacent Lot 78.

In addition, Shire Officers do not support the further removal of vegetation and soil from the embankment, particularly in the absence of information on how the soils will be stabilised or any revegetation works.

Given the above, it is considered that the current application should be refused and the applicant be invited to make a revised application that does not include further clearing or alteration of soil on the embankment. Such an application to

include revision of the retaining wall along with details relating to drainage, soil stabilisation and privacy.

**STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005* and the Sire of Northampton Local Planning Scheme No. 10 – Northampton.

**POLICY / STRATEGIC IMPLICATIONS:**

Nil.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered Level 4 - Major given unlawful earthworks on the subject property and non-compliance with the Scheme.

| 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:**

The standard application fee has been paid, but as the application is retrospective there is an outstanding amount which will need to be paid prior to any approval being granted.

**SUSTAINABILITY:**

Environmental: Due to the nature of works and the lack of retaining wall and stormwater plans, there is a potential that the works will result in significant erosion.

Economic: Nil.

Social: Works undertaken to date appear to have resulted in detrimental impacts on the owner of Lot 78 through windblown soil.

**VOTING REQUIREMENTS: SIMPLE MAJORITY  
OFFICER RECOMMENDATION:**

**That Council:**

1. Refuse to grant planning approval to the proposed development of Lot 77 (No. 106) Mitchell Street, Horrocks as shown at ATTACHMENT: 9.4.1 (1) for the following reasons:
  - (a) The Shire does not support the removal of further vegetation or soil from the existing bank due to the potential for erosion from water and wind;
  - (b) The application as submitted falls to demonstrate how top soil to erosion and detrimental impacts on the amenity of the adjacent land due to erosion will be avoided;
  - (c) Approval to the application as submitted is likely to detrimentally impact on the adjacent land through stormwater due to the lack of retaining between the subject land and Lot 78 to the north and the lack of information relating to how the stormwater will be managed on the property;
  - (d) Approval to the retaining wall as proposed being contrary to the provisions of the Residential Design Codes of Australia due to the potential for overlooking; and
  - (e) The submitted plans fail to demonstrate the method of retaining soil within the subject land with specific reference to the common boundary with Lot 108.

**Advice Note:**

- i) Should the applicant be aggrieved by Council's decision, an application for review of the decision may be lodged with the Western Australian State Administrative Tribunal.
2. Advise the applicant that Council is prepared to consider a revised application that complies with the following principles:
    - a) No further disturbance to the remaining embankment and associated vegetation;
    - b) Demonstration as to how exposed soils on site will be stabilised to prevent water and wind based erosion;
    - c) Demonstration as to how stormwater associated with the development of the subject land will be managed;
    - d) Revision of the proposed retaining wall design to ensure disturbed soils are wholly contained within the subject land and do not rely on any structure located on adjacent properties; and

- e) Identification of an appropriate methods to prevent overlooking in accordance with the Residential Design Codes of Western Australia.

#### **ATTACHMENTS**

|   |  |             |
|---|--|-------------|
| 1 | Attachment No 1 - Submitted Application Details  | 8<br>Pages  |
| 2 | Attachment No 2 - Some of the Photographs Taken by Shire Planner                                 | 1 Page      |
| 3 | Attachment No 3 - Photographs Taken on 4 August 2025   | 3<br>Pages  |
| 4 | Attachment No 4 - Copy of objection received and supporting correspondence from Barron Surveying | 13<br>Pages |

#### **Ordinary Meeting**

#### **COUNCIL RESOLUTION:**

**MOVED: Suckling, K      SECONDED: Smith, C**

**11/25-158**

**That Council:**

1. Refuse to grant planning approval to the proposed development of Lot 77 (No. 106) Mitchell Street, Horrocks as shown at ATTACHMENT: 9.4.1 (1) for the following reasons:
  - (a) The application as submitted falls to demonstrate how top soil to erosion and detrimental impacts on the amenity of the adjacent land due to erosion will be avoided;
  - (b) Approval to the application as submitted is likely to detrimentally impact on the adjacent land through stormwater due to the lack of retaining between the subject land and Lot 78 to the north and the lack of information relating to how the stormwater will be managed on the property;
  - (c) Approval to the retaining wall as proposed being contrary to the provisions of the Residential Design Codes of Australia due to the potential for overlooking; and
  - (d) The submitted plans fail to demonstrate the method of retaining soil within the subject land with specific reference to the common boundary with Lot 108.

#### **Advice Note:**

- i) Should the applicant be aggrieved by Council's decision, an application for review of the decision may be lodged with the Western Australian State Administrative Tribunal.

2. Advise the applicant that Council is prepared to consider a revised application that complies with the following principles:
- a) Demonstration as to how exposed soils on site will be stabilised to prevent water and wind based erosion;
  - b) Demonstration as to how stormwater associated with the development of the subject land will be managed;
  - c) Revision of the proposed retaining wall design to ensure disturbed soils are wholly contained within the subject land and do not rely on any structure located on adjacent properties; and
  - d) Identification of an appropriate methods to prevent overlooking in accordance with the Residential Design Codes of Western Australia.

MOTION CARRIED 7/0

**FOR**

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

**AGAINST**

**10.1 - PROPOSED REALIGNMENT (CLOSURE OF PORTIONS) OF COOLCALALAYA ROAD, COOLCALALAYA – LOTS 5138-5140, 5142, 5144 & 5145 ON DEPOSITED PLAN 232552**

|                            |  |
|----------------------------|--|
| <b>Location</b>            | Lots 5136 – 5140, 5142, 5144 & 5145 on DP 232552                         |
| <b>Applicant</b>           | Shire of Northampton   |
| <b>Owner/Lessee</b>        | State of Western Australia   |
| <b>File Reference</b>      | 10.8.2 (A5120) (A2529)   |
| <b>Date of Report</b>      | 13 April 2023  |
| <b>Reporting Officers</b>  | Hayley Williams, Consultant Planner and Michelle Allen, Planning Officer |
| <b>Responsible Officer</b> | Maurice Battilana, Acting Chief Executive Officer                        |

**SUPPORTING DOCUMENTS:**

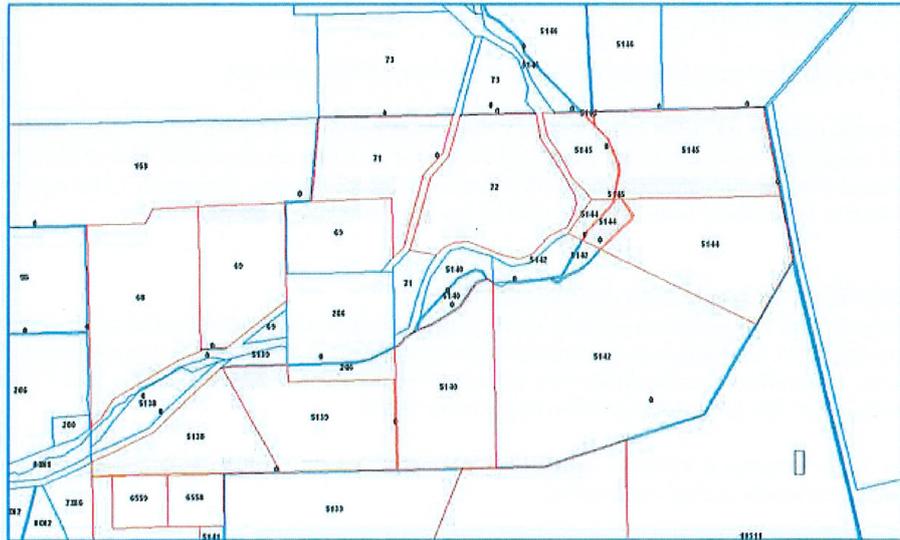
| Reference  | Description                                 | In Report | Separate Cover |
|------------|---|-----------|----------------|
| Appendix 1 | Plans denoting road realignment and closure | ✓         |                |

**BACKGROUND:**

There are sections of Coolcalalaya Road where the actual constructed alignment is not within the road reserve but on private property, refer **Appendix 1**.

Council considered the matter and determined to publicly advertise its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) for a period of 35 days in accordance with the section 58 of the *Land Administration Act 1997*.

**Figure 10.1(a) – Location map for Lots 5136-5140, 5142, 5144 and 5145**



This matter was first raised with Council in April 2012 due to a request from Mr Bob Porter to have sections of the road re-surveyed and create a road reserve for the correct alignment of the road. The Council at the time resolved to list for consideration a provision of \$50,000 in the 2012/13 Budget however this provision was deleted when adopting that budget.

The matter of the alignment was raised again recently by the Department of Biodiversity, Conservation and Attractions (DBCA) to allow areas of bushland under a restrictive covenant with the Department of Biodiversity, Conservation and Attractions however the actual road reserve and constructed road needs to be rectified to allow the restrictive covenant to progress.

The DBCA provided advice that Mr Porter indicated that in 1990 he gave land to the Shire to make the road suitable for road train use and relocate the road from flood prone areas however at the time the actual property boundaries to reflect the above changes on a correct road reserve was not undertaken.

The Department of Planning Lands and Heritage also advise that as there has been no request from the Shire of Northampton (Shire) to close portions of Coolcalalaya Road and dedicate an alternate route through the Lots owned by Mr Porter, it is the position of DPLH that the redundant portions of dedicated road should be formally closed and amalgamated into the land owned by Mr Porter. Action to initiate road closure and dedication rests with the Shire.

Council at their Ordinary Meeting held on 18 February 2022 resolved:

*That Council progress with survey and subdivision to re-align the road reserve onto the actual constructed road where this occurs along the Coolcalalaya Road, and appoint HTD Surveyors to undertake the required survey and subdivision process at an estimated cost of \$ 35,000 and this be declared authorised expenditure.*

However, a resolution to resolve to advertise the proposed road closure in accordance with section 58 of the *Land Administration Act 1997* (LAA) had not occurred and was the subject of a recent report to Council.

Council at their Ordinary Meeting held on 17 February 2023 resolved:

*That Council publicly advertise its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) for a period of 35 days in accordance with the section 58 of the Land Administration Act 1997.*

#### **COMMUNITY & GOVERNMENT CONSULTATION:**

Following Council's resolution to publicly advertise its intention to close portions of Coolcalalaya Road to facilitate its realignment, advertisement was placed in the local newspaper and local community newsletters in accordance with section 58 of the *Land Administration Act 1997* (LAA) and section 9 of the *Land Administration Regulations 1998*.

Section 58(3) requires a minimum advertising period of 35 days along with consideration of any objections made during that period.

The application was advertised for a period of 35 days from 3 March to 7 April 2023 with no submissions forthcoming in relation to the proposal.

**FINANCIAL IMPLICATIONS:**

Advertising costs were incurred by Council during the advertising process for the sum of \$348-73.

**STATUTORY IMPLICATIONS:**

State: Planning and Development Act 2005

Land Administration Act 1997

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

Section 58 of the *Land Administration Act 1997* outlines the process for closing roads, while section 9 of the *Land Administration Regulations 1998* outlines the requirements for Local Government in requesting to close a road permanently:

9. Local government request to close road permanently (Act s. 58(2)), requirements for For the purposes of preparing and delivering under section 58(2) of the Act a request to the Minister to close a road permanently, a local government must include with the request —
- (a) written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require; and
  - (b) sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed; and
  - (c) copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received, and the local government's comments on those submissions; and
  - (d) a copy of the relevant notice of motion referred to in paragraph (c); and
  - (e) any other information the local government considers relevant to the Minister's consideration of the request; and
  - (f) written confirmation that the local government has complied with section 58(2) and (3) of the Act.

The subject land that will form part of the road closure and realignment will also need to be rezoned at some point in the future. A record of this will be kept so as to update the Scheme Maps when the road closure is finalised.

**POLICY/PROCEDURE IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**COMMENT:**

The process to realign Coolcalalaya Road commenced in 2022, however, in order to proceed further Council resolved to advertise the proposed road closure/s in accordance with section 58 of the *Land Administration Act 1997*. Advertising of Council's intention occurred on 3 March 2023 and closed on 7 April 2023 during which time no submissions were received in relation to the proposed application.

Council's resolution to publicly advertise its intention to close those portions of the road specified (refer **Appendix 1**), also proposed that all submissions received during the advertising period would be presented to Council for consideration. As no submissions were forthcoming, Council is

asked to consider making a formal resolution of its intention to close the portions of road reserve to facilitate the realignment of Coolcalalaya Road and continue with the formal application for Road Closure to be lodged with the Department of Planning Lands and Heritage.

#### RISK ASSESSMENT:

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

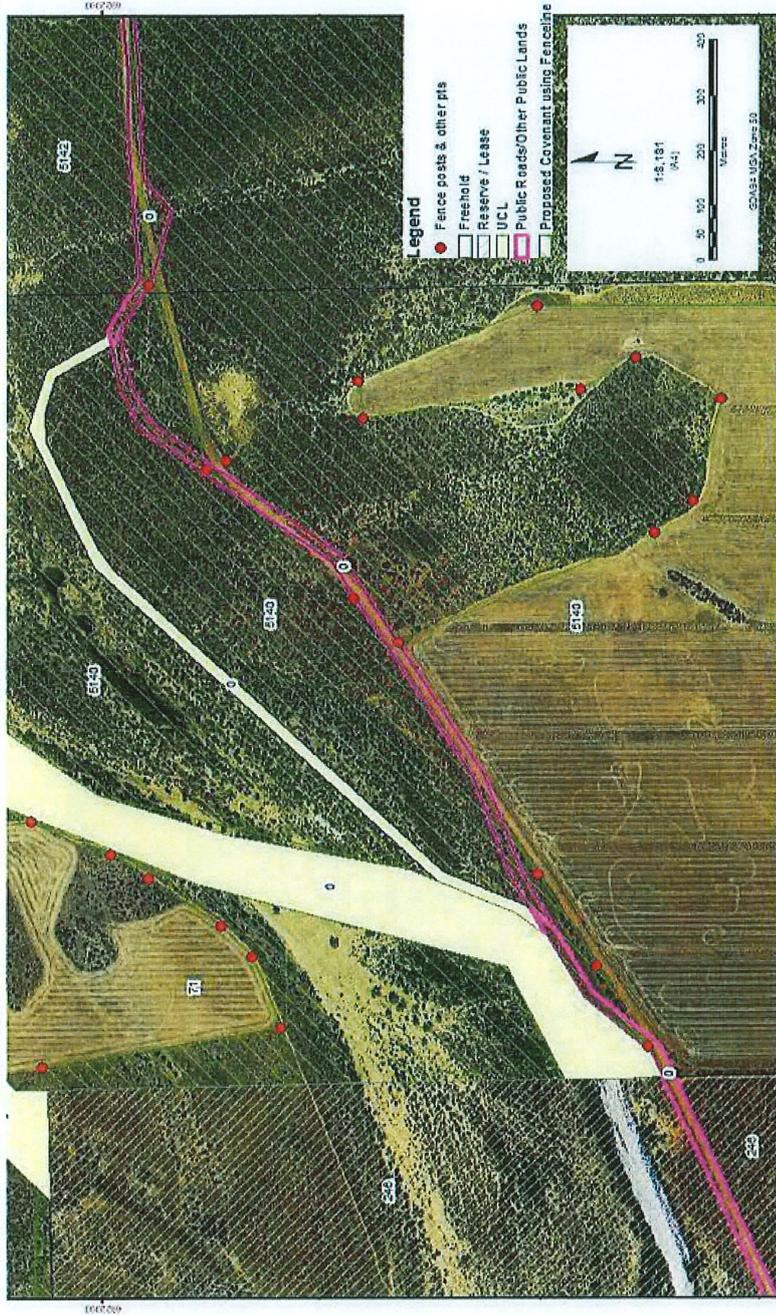
#### VOTING REQUIREMENT:

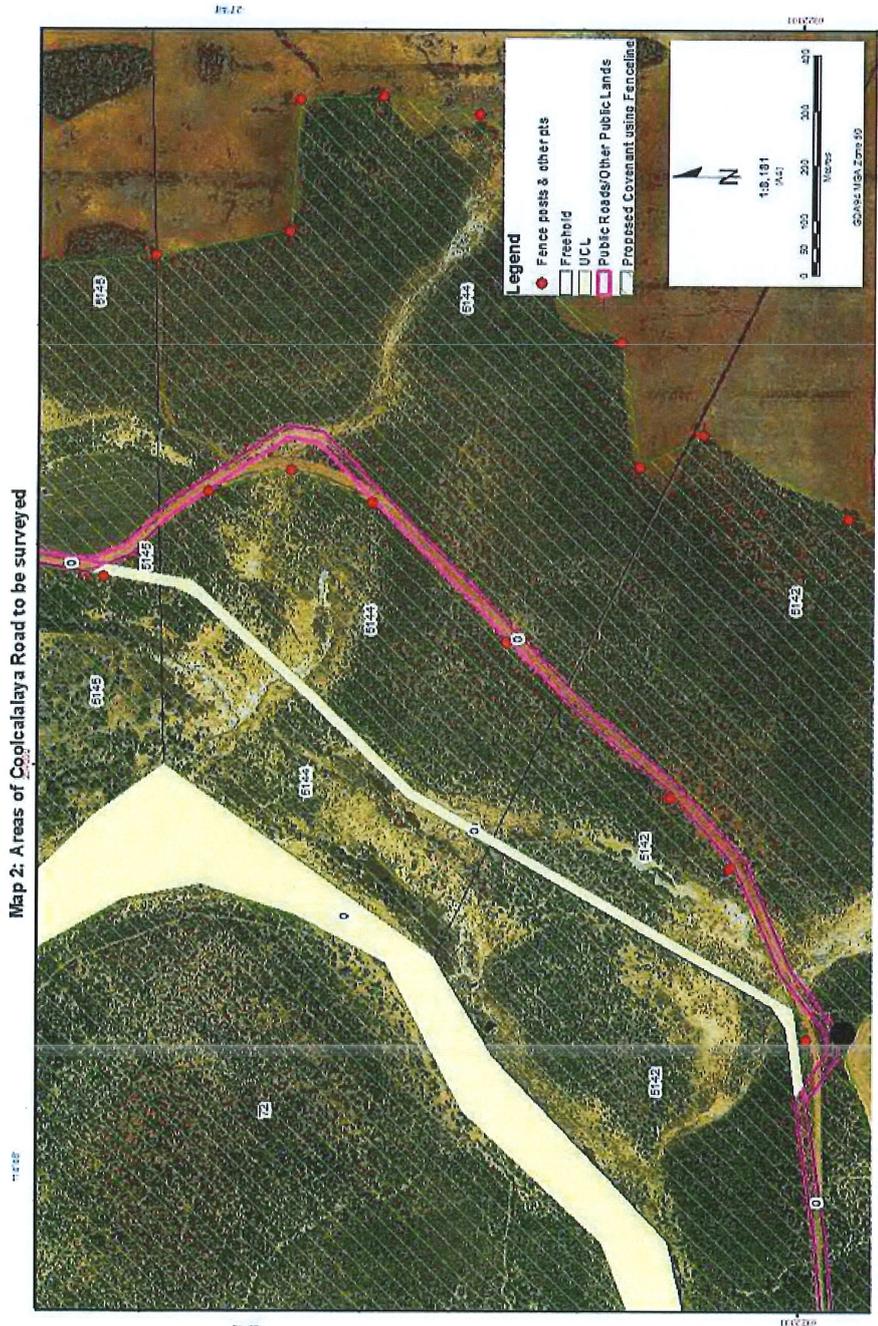
*Simple Majority required*

#### STAFF RECOMMENDATION:

That Council proceed with its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) in accordance with the section 58 of the *Land Administration Act 1997*.

APPENDIX 1 – Maps of Road Alignment











### Public Road Closure

Notice is hereby given, pursuant to Section 58 of the Land Administration Act 1997, that the Shire of Northampton has resolved to close a portion of Coolcalalaya Road in the locality of Coolcalalaya. The purpose of the closure is to close the portions of road reserve outside of the adjusted alignment of Coolcalalaya Road.

Plans and documents setting out and explaining the proposed road closure have been published on the Shire of Northampton website: [www.northampton.wa.gov.au](http://www.northampton.wa.gov.au) Copies have also been deposited at the Shire of Northampton Council Offices, Hampton Road, Northampton and the Allen Centre, Grey Street, Kalbarri and will be open for inspection during office hours up to and including) **Friday 7<sup>th</sup> April 2023**. Comments on the proposed road closure may be lodged in writing to Council on or before **4.00pm Friday 7<sup>th</sup> April 2023**.

**MAURICE BATTILANA**  
**Acting Chief Executive Officer**  
PO Box 61, NORTHAMPTON WA 6535





**SHIRE OF NORTHAMPTON**  
**Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on**  
**Friday 21<sup>st</sup> April 2023**

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**10 TOWN PLANNING REPORT**

- 10.1 PROPOSED REALIGNMENT (CLOSURE OF PORTIONS) OF COOLCALALAYA ROAD, COOLCALALAYA – LOTS 5138-5140, 5142, 5144 AND 5145 ON DEPOSITED PLAN 232552

Moved Cr HORSTMAN seconded Cr PIKE

That Council proceed with its intention to close those portions of Coolcalalaya Road Reserve, where it passes through Lots 5138-5140, 5142, 5144 & 5145 on Deposited Plan 232552 as shown as an attachment to the February 2023 Ordinary Council Meeting (Appendix 1) in accordance with the section 58 of the *Land Administration Act* 1997.

CARRIED 6/0

- 10.2 PROPOSED DEVELOPMENT APPROVAL AND LICENCE AGREEMENT – MOBILE FOOD VEHICLE – NHANDA BILLY TEA AND DAMPER TOURS – RESERVE 26591 MURCHISON FORESHORE AND RESERVE 12996 AJANA-KALBARRI ROAD, KALBARRI

Moved Cr BURGESS seconded Cr PIKE

That Council grant Development Approval for a Commercial Recreational Tourism Activity (Mobile Food Vehicle 'Nhanda Billy Tea and Damper) over Reserve 26591 Ajana-Kalbarri Road, Kalbarri and Reserve 12996 Ajana-Kalbarri Road, Kalbarri subject to the following conditions:

- 1 This Planning Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;
- 2 This Development Approval is valid until 19 April 2024, after which further renewal of the approval by the local government will be required. It is the responsibility of the operator to reapply in good time before expiration, and the local government will not automatically re-issue approvals
- 3 Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
- 4 A licence agreement being entered into by the applicant and the Shire in accordance with Council's *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*;
- 5 This Development Approval shall remain valid whilst the licence agreement referred to in Condition (d) remains current and valid, and on the expiration or in the termination of such licence agreement, this Development Approval shall cease to be valid.
- 6 Should consistent and regular provision of the commercial recreational tourism activity