



# AGENDA

COUNCIL MEETING

18 JUNE 2026

**SHIRE OF NORTHAMPTON – COUNCIL MEETING AGENDA****18 JUNE 2026****NOTICE TO ALL COUNCILLORS**

**An Ordinary Meeting of Council is called for Thursday 18 June 2026 commencing at 2:00 PM in the Council Chamber, Hampton Road, Northampton.**



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**Andrew Campbell  
CHIEF EXECUTIVE OFFICER**

11 June 2026

**DISCLAIMER**

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**In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for licence, any statement, limitation or approval made by a member or officer of the Shire of Northampton during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Northampton. The Shire of Northampton warns that anyone who has lodged an application with the Shire of Northampton must obtain and should only rely on Written Confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Northampton in respect of the application.**

**SHIRE OF NORTHAMPTON****COUNCIL MEETING THURSDAY 18 JUNE 2026****TO BE HELD  
IN THE COUNCIL CHAMBER, HAMPTON ROAD,  
NORTHAMPTON****COMMENCING AT 2:00 PM****AGENDA**

1. **DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:**
2. **ANNOUNCEMENTS BY THE PRESIDENT:**

Acknowledgement of Country

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

3. **ATTENDANCE:**
  - 3.1 Apologies:
  - 3.2 Approved Leave of Absence:

4. **DECLARATIONS OF INTEREST:**

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

5. **PUBLIC QUESTION TIME:**

- 5.1 Response to public questions taken on notice:
- 5.2 Public Question Time:

*[Under meeting procedure this is the only opportunity for members of the public to ask up to a maximum of two questions of Council. There is no further opportunity to question the Shire of Northampton during the meeting. Questions can be asked on any Shire matter, not just on issues included in the meeting agenda and each person shall have up to 3 minutes to ask their questions which may be extended by an additional 3 minutes where considered appropriate by the Presiding Member. Persons asking questions are entitled to a response unless the question is declared "out of order" by the Presiding Member. If a matter requires further investigation, that response may be in writing. Any person asking questions of Council must state their correct name and address as this will form part of the public record of this meeting]*

**6. PRESENTATIONS:**

- 6.1 Petitions:
- 6.2 Presentations:
- 6.3 Deputations:
- 6.4 Councillor reports:
- 6.5 Conference Reports:

**7. CONFIRMATION OF PREVIOUS MINUTES:**

\_\_\_\_\_ / \_\_\_\_\_

**That the Minutes of the Ordinary Meeting of the Council held on 21 May 2026, and the Minutes of the Special Meeting of the Council held on 4 June 2026, and the Minutes of the Special Meeting of the Council held on 9 June 2026 be confirmed.**

**8. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:****9. OFFICERS' REPORTS:**

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<b>ABSOLUTE</b>	9.9.3	Unconfirmed Minutes of Local Emergency Management Committee Meeting held on 26 May 2026	82

### 9.1.1 Proposed Redistribution of Funds Toward the Purchase of Lot 2 Second Avenue, Northampton

<b>PROPONENT OWNER</b>	Shire of Northampton P&K Maver
<b>LOCATION / ADDRESS:</b>	Lot 2 Second Avenue, Northampton
<b>ZONE:</b>	Residential R10
<b>BUSINESS AREA:</b>	Enter text
<b>FILE REFERENCE:</b>	A4796
<b>LEGISLATION:</b>	Office of the CEO
<b>AUTHOR:</b>	Andrew Campbell
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	3 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

#### BACKGROUND:

At the Council meeting held 19 February 2026 council resolved:

<b>COUNCIL RESOLUTION:</b>			
<b>MOVED: Burges, R</b>		<b>SECONDED: Suckling, K</b>	
<b>02/26-36</b>			
<b>That Council:</b>			
1) Authorises the Chief Executive Officer to proceed to acquire the land being the subject of this confidential report, subject to the subdivision application, being Western Australian Planning Commission Reference 202720, being successful;			
2) Agree to dispose of the Caretakers Residence at Half Way Bay in accordance with required statutory processes; and			
3) Amend the 2025/26 Annual Budget in accordance with the following table:			
<b>Item</b>	<b>Current 2025/26 Budget (inc. GST)</b>	<b>Proposed 2025/26 Budget (inc. GST)</b>	<b>Difference</b>
<b>Purchase of Land</b>	<b>\$0</b>	<b>\$299,000</b>	<b>\$299,000</b>
<b>Vacant Land Sales Surplus – Lots 22 &amp; 29 Rake Place</b>	<b>\$0</b>	<b>(\$48,000)</b>	<b>(\$48,000)</b>
<b>Projected sale of Caretakers Residence Half Way Bay</b>	<b>\$0</b>	<b>(\$150,000)</b>	<b>(\$150,000)</b>

	<b>Current 2025/26 Budget (ex. GST)</b>	<b>Proposed 2025/26 Budget (ex. GST)</b>	
<b>Strategic Opportunities Reserve</b>	<b>\$316,451</b>	<b>\$215,431</b>	<b>(\$101,000)</b>
		<b>net</b>	<b>\$0</b>

**MOTION CARRIED 5/0**

**FOR**

Cr L Sudlow  
Cr R Burges  
Cr D Pike  
Cr K Suckling  
Cr R Suckling

**AGAINST**

Part of the resolution was to use the proceeds of the sale of the old Caretakers Residence at Halfway Bay to fund the acquisition of Lot 2 Second Avenue Northampton along with other funding sources. The sale of the Caretakers Residence has now occurred with settlement pending, and the purpose of this item is to redistribute the funding sources for Lot 2 Second Avenue Northampton based on the outcome of the sale.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The Caretakers Residence at Half Way Bay was sold by auction on 27 May 2026 for a sum of \$335,000 (inc. GST). This sum far exceeded the valuation estimate of \$150,000 to \$250,000 (inc. GST). The reserve set for auction purposes was \$150,000 (inc. GST) which aligned to the valuation and the anticipated revenue in the acquisition of Lot 2 Second Avenue, Northampton report and Council resolution.

On the basis that the Shire of Northampton has received \$335,000 (inc. GST) at auction less approximately \$10,000 (inc. GST) for auction costs and valuation costs, it is intended that the sale of the Caretakers Residence should fund the entirety of the acquisition of Lot 2 Second Avenue, Northampton. The other excess revenue is proposed to remain unallocated and used as part of the carry forward position from the tight budget year of 2025/26 and carried into 2026/27.

**STATUTORY ENVIRONMENT:**

The *Local Government Act 1995* enables the redistribution of budget expenditure and revenue.

**POLICY / STRATEGIC IMPLICATIONS:**

The use of unexpected revenue to fund committed projects is a good financial strategy.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered insignificant.

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

Under the proposal it is expected that the entire acquisition of Lot 2 Second Avenue, Northampton can be funded by the sale of the Caretakers Residence at Half Way Bay leaving approximately \$74,000 (inc. GST) to be applied to the carry forward from 2025/26 to 2026/27 and the proposed \$101,000 (ex. GST) from the Strategic Opportunities Reserves not to be drawn upon.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: Nil.

Social: Nil.

**VOTING REQUIREMENTS: ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. Approve the 2025/26 budget amendment in accordance with the following table:

<b>Item</b>	<b>Current 2025/26 Budget (inc. GST)</b>	<b>2025/26 budget amended on 19 February 2026 (inc. GST)</b>	<b>Proposed 2025/26 budget at 18 June 2026 (inc. GST)</b>	<b>Difference from 2025/26 original budget</b>
<b>Purchase of Land</b>	<b>\$0</b>	<b>\$299,000</b>	<b>\$299,000</b>	<b>\$299,000</b>
<b>Proceeds of sale of Caretakers Residence Half Way Bay</b>	<b>\$0</b>	<b>(\$150,000)</b>	<b>(\$335,000)</b>	<b>(\$335,000)</b>
<b>Approximate costs associated with the sale of Caretakers Residence Half Way Bay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Surplus funds from the sale of Caretakers Residence Half Way Bay to be applied to the starting position of the 2026/27 budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>	<b>\$26,000</b>
			<b>net</b>	<b>\$0</b>

2. Utilise untied surplus revenue from the changes in point 1 above from the sale of Caretakers Residence Half Way Bay, plus the untied surplus revenue from the sale of Lots 22 and 29 Rake Place, Northampton, total surplus being approximately \$74,000 (inc. GST) from the three sales, to assist with the starting position of the 2026/27 budget; and
3. Not draw \$101,000 (ex. GST) from the Strategic Opportunities Reserve as per Council resolution 02/26-36 from 19 February 2026.

**ATTACHMENT****9.2.1 Monthly Financial Statements for the Period Ending 31 May 2026**

<b>PROPONENT OWNER</b>	Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Corporate and Financial Services
<b>FILE REFERENCE:</b>	1.1.1
<b>LEGISLATION:</b>	<i>Local Government (Financial Management) Regulation 1996, Local Government Act 1995</i>
<b>AUTHOR:</b>	Leanne Rowe
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	3 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

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

The Monthly Statements of Financial Activity for the period ending 31 May 2026 are detailed from page 1 to page 24 per the attached Monthly Financial Report.

A copy of the Monthly Financial Report is attached.

**ATTACHMENT: 9.2.1 (1)**

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

A summary of the 31 May 2026 financial position is comprised of the following which are variances between year-to-date budget and actual figures from the Statement of Financial Activity (page 2).

- Total operating revenue was below year-to-date budget by \$571,918 (5.13%). Variance due to timing in receiving grants and contributions, and processing of assets as they are disposed.
- Operating expenditure was below year-to-date budget by \$679,952 5.40% due to timing as the year progresses with budgeted works and overall efficient financial management within tight budget constraints.

- Capital inflows were below year-to-date budget by \$11,247,124 (86.16%), as the year progresses funding will be received and recognised.
- Capital outflows were below year-to-date budget by \$15,667,298, 89.90%, as capital projects progress the variance will reconcile.
- The 2025/26 rates of \$5,648,743 were raised on 29 August 2025.

Further explanations of material variances are detailed by reporting program in Note 3 (page 6) of the Monthly Financial Report.

### STATUTORY ENVIRONMENT:

*Local Government (Financial Management) Regulation 1996.*  
*Local Government Act 1995.*

### POLICY / STRATEGIC IMPLICATIONS:

Nil.

### ORGANISATIONAL RISK MANAGEMENT:

The associated risk would be the failure to comply with Financial Management Regulations requiring monthly reporting of Financial Activity. Risk rating is considered Level 2 - Minor.

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:**

As noted in comment section above.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: Nil.

Social: Nil.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council receives the Monthly Financial Report for the period ending 31 May 2026 in accordance with ATTACHMENT: 9.2.1(1).**

**ATTACHMENTS**

<b>1</b>	<b>Monthly Financial Statements for the Period Ending 31 May 2026</b>	<b>24 Pages</b>
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**ATTACHMENT****9.2.2 Proposed May 2026 List of Accounts for Endorsement on 18 June 2026**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Corporate and Financial Services
<b>FILE REFERENCE:</b>	1.1.1
<b>LEGISLATION:</b>	<i>Local Government (Financial Management) Regulation 1996, Local Government Act 1995</i>
<b>AUTHOR:</b>	Leanne Rowe
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	3 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

A full list of May 2026 payments is submitted to Council on 18 June 2026 for consideration.

A copy of the Payment List is attached.

**ATTACHMENT: 9.2.2 (1)**

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

Council is requested to endorse the payments as presented.

**STATUTORY ENVIRONMENT:**

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

**POLICY / STRATEGIC IMPLICATIONS:**

Council delegation allows the CEO to make payments from the Municipal bank accounts. These payments are required to be presented to Council each month in accordance with the *Local Government Act 1995 (Financial Management) Regulations 1996 Section 13 (1)* for recording in the minutes.

**ORGANISATIONAL RISK MANAGEMENT:**

The associated risk would be the failure to comply with *Local Government Act 1995 (Financial Management) Regulations 1996 Section 13 (1)* is considered moderate as the presentation of payments forms part of the Shires due diligence to ensure payments are presented as required. Risk rating is considered Level 3 - Moderate.

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
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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 list of payments is required to be presented to Council as per section 13 of the *Local Government Act 1995 (Financial Management) Regulation 1996*.

### SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

### VOTING REQUIREMENTS: SIMPLE MAJORITY

### OFFICER RECOMMENDATION:

That Council note Municipal EFT payments numbered EFT29210 to EFT29351 totalling \$977,544.73; Municipal Fund Cheques 22659 to 22667 inclusive totalling \$1,024.25; Direct Debit payments numbered GJ1104 to GJ1111 inclusive, payroll and superannuation totalling \$312,324.39; and itemised fuel card purchases, be declared authorised expenditure in accordance with ATTACHMENT: 9.2.2 (1).

### ATTACHMENTS

1 Proposed May 2026 List of Accounts for Endorsement on 18 June 2026

8 Pages

**ATTACHMENT  
APPENDIX**

**9.2.3 Proposed Disposal of Property By Way Of Lease of Lucky Bay Caretakers Cottage on Portion of Lot 11221 Halfway Bay Reserve 34945 Undertaken by Public Auction**

<b>PROPONENT OWNER</b>	Spring Park Farms Pty Ltd State of Western Australia Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Portion of Lot 11221 Halfway Bay (Reserve 34945)
<b>ZONE:</b>	Reserve 34945
<b>BUSINESS AREA:</b>	Corporate and Financial Services
<b>FILE REFERENCE:</b>	4.2.20
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i> <i>Land Administration Act 1997</i>
<b>AUTHOR:</b>	Michelle Allen
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	3 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

Reserve 34945, located on Lot 11221 at Halfway Bay (also known as Lucky Bay), is a Crown reserve vested in the State of Western Australia and managed by the Shire of Northampton (the Shire) under a Management Order. Gazetted on 14 October 1977, the reserve is designated for recreation and holiday cottages.

The Shire leases portions of the reserve to various occupants who maintain cottages or fishing shacks within the area, collectively known as the Halfway Bay Cottages.

Historically, the Shire of Northampton maintained a Ranger/Caretaker's cottage on Reserve 34945 at Halfway Bay. The caretaker, whose position was funded by the Shire, resided on the reserve and assisted with the day-to-day management of the cottage settlement, including monitoring occupancy, maintaining local facilities, and acting as a point of contact for cottage lessees and visitors.

Following changes to land administration and tenure arrangements, Council determined that it would no longer fund the on-site caretaker position at Halfway Bay. As a result, the Shire-funded caretaker role was discontinued and the cottage ceased to be used for that purpose.

Subsequently, the cottage was periodically used by the Department of Biodiversity, Conservation and Attractions (DBCA) to provide accommodation for staff and campground hosts undertaking operational, environmental management, and conservation-related activities within the area.

Following sale of the property on 27 May 2026, the purpose of this report is to seek Council approval for a proposed lease agreement.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

Local Planning Policy

The *Halfway Bay Cottages Reserve 34945* Local Planning Policy provides a framework for the redevelopment and management of existing cottages on Reserve 34945, ensuring development maintains the area's low-key coastal character and environmental values while prohibiting the construction of additional cottages.

**APPENDIX: 9.2.3 (A)**

The Site

The legal description of the site is a portion of Lot 11221 Halfway Bay Reserve 34945, contained in Deposited Plan 214049 Certificate of Title Volume LR3011 Folio 871.

The site comprises 545m<sup>2</sup>, as shown in the attached Lease Area Plan, and is situated on the coast between Port Gregory and Kalbarri within an established campground at Halfway Bay and occupies a remote coastal setting characterised by sandy beaches, vegetated dunes, and a natural coastal landscape.

**ATTACHMENT: 9.2.3 (1)**

The property was previously the Ranger/Caretaker's residence providing a modern 1 bed transportable residence, workshop and Donga style office.

Further Context

Reserve 34945 is where 31 cottages are located at Halfway Bay which is exempt from Native Title. The Shire administers these lease agreements and is guided by the Halfway Bay Cottages Reserve 34945 Local Planning Policy which guides development and redevelopment within the settlement in a consistent and coordinated manner.

As Crown land, the reserve remains under State ownership. Cottage owners generally own the buildings and other improvements situated on their leased sites; however, the underlying land remains Crown land and is occupied under lease arrangements administered by the Shire. This management framework enables the continued recreational use of the area while protecting its environmental and heritage values.

Reserve 34945 is shown as a rectangle in the diagram Figure 1 and Reserve 35206 is shown as a circle where 4 cottages are located which are not exempt from native title. The four cottages are administered by DBCA.



**Figure 1 – Location Plan**

### Zoning

According to Local Planning Scheme No. 10 – Shire of Northampton, Reserve 34945 is zoned ‘Local Scheme Reserves – Parks and Recreations’ intended to provide areas for public recreation, conservation and amenity use. Furthermore Reserve 34945 is located within Special Control Area 1 – Coastal Planning and Management and as such development within this zone is limited to uses that are compatible with its recreational and environmental purpose and any buildings or works require development approval. The zoning seeks to protect the natural and scenic values of coastal and reserve areas while allowing for low-impact facilities that support public access and enjoyment.

### Legislation

The Shire is bound under the *Local Government Act 1995* (the Act) with regard to the disposal of property. Section 3.58 of the Act enables a local government to dispose of a property to the highest bidder at a public auction; by way of a public tender process; or by giving local public notice of the proposed disposition and following the public consultation process as prescribed in subsection section 3.58 (3) of the Act.

In this context the disposal of property includes its sale, lease, or disposal by public auction, whether absolutely or subject to conditions.

#### *Local Government Act 1995 – Section 3.58(2) Disposing of Property*

- (2) *Except as stated in this section, a local government can only dispose of property to –*
- (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

### Market Value Assessment

The current market value of the Caretaker’s Cottage was assessed by an independent valuer on 11 May 2026. The assessment considered leasehold

tenure (not green title) to be held on an initial 20-year lease proposed to be implemented in the same manner and intent as the existing lease agreements held by owners of the existing 31 cottages.

A market valuation of \$175,000 was assessed, with recommendation that for auction purposes a market value range of \$150,000 to \$200,000 be used setting the reserve price at the lower end of this range.

#### Sale by Auction

The Caretaker's Cottage was advertised prior and auctioned on 27 May 2026 at a real estate agency office in Geraldton and sold for \$335,000 being \$185,000 above the independent assessed range of minimum value.

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995 - Section 3.58 Disposing of Property.*

Any private treaty negotiations to dispose of property will be required to comply with section 3.58 *Disposing of Property* under the *Local Government Act 1995* which sets out the requirements for the disposal of property, including leased and licensed land and buildings.

#### **POLICY / STRATEGIC IMPLICATIONS:**

The proposed disposal of the Caretaker's Cottage at Halfway Bay will be in accordance with Council Policy 4.1 *Disposal of Shire of Northampton Property*.

Council Policy 2.8 *Authority to Execute Documents on Behalf of Council* requires matters concerning the disposal Shire property to be put before Council. For reference, Council Policy 4.1 and Council Policy 2.8 are provided in Appendices 9.2.3(A) and 9.2.3(B).

**APPENDIX: 9.2.3 (B)**

**APPENDIX: 9.2.3 (C)**

Council's *Strategic Community Plan 2025 – 2035* outlines the community's long-term vision, aspirations and priorities and recognises that the Shire's performance strongly influences the liveability, productivity, wellbeing, connection and identity of the community. Central to achieving these outcomes is the effective development, maintenance and optimisation of the Shire's properties, assets and facilities to ensure they meet current and future community needs.

#### **ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered moderate due to financial and social accountability obligations attached to the disposal of public assets. While the risks can be managed through compliance, transparency and governance processes, the potential for financial, reputational and community attention elevates the rating above the low.

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:

Under the *Local Government Act 1995* (WA), a local government disposing of property by public auction is not required to obtain a formal valuation as a statutory prerequisite. However, the local government must ensure that the disposal process is conducted in an open and accountable manner and that it is reasonably expected to achieve the best outcome in the circumstances.

Nevertheless, a valuation was obtained due to the unique nature of the asset. The property is leasehold in nature, and comparable sales or disposals in the area are limited, meaning the local market for this type of interest is not well established or routinely tested.

The valuation therefore provided an independent assessment to inform the disposal process and support sound decision-making in the absence of a reliable and active market benchmark.

Accepting an offer to purchase property by auction provides the Shire with immediate financial gain through sale proceeds, while also offering certainty if the offer is unconditional. Whilst transaction costs will be incurred including

valuation, administrative and settlement fees, overall, the sale will convert a fixed asset into liquid funds to implement initiatives as planned in the approved budget.

**SUSTAINABILITY:**

Environmental: Sale of property allows for planning and managed development that incorporates sustainable practices, reduces environmental risks and supports responsible land use.

Economic: Sale of property will provide immediate revenue and generate required funds for budgeted initiatives.

Social: Sale of property allows the local government to fund projects and infrastructure that enhance the wellbeing and quality of life of residents.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council in accordance with section 3.58 of the *Local Government Act 1995* and subject to approval of the Minister for Lands authorises the Chief Executive Officer to execute a lease agreement with Spring Park Farms Pty Ltd for a portion of Lot 11221 Halfway Bay Reserve 34945 for a term of 20 years with a renewal option for a further term of 20 years.**

**ATTACHMENTS**

**1** Lease Area Plan - Caretaker/Ranger Cottage    1 Page

**APPENDICES**

<b>A</b>	Local Planning Policy - Halfway Bay Cottages Reserve 34945	3 Pages
<b>B</b>	Council Policy 4.2 - Disposal of Shire of Northampton Property	3 Pages
<b>C</b>	Council Policy 2.8 - Authority to Execute Documents on Behalf of Council	2 Pages

**ATTACHMENT****9.2.4 Manager Corporate Services Activity Report - January to June 2026**

<b>PROPONENT OWNER</b>	Manager Corporate Services
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Corporate and Financial Services
<b>FILE REFERENCE:</b>	N/A
<b>LEGISLATION:</b>	Various
<b>AUTHOR:</b>	Michelle Allen
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	5 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

This report has been produced to assist Council to understand the activity of the Manager Corporate Services (MCS) for the six-month period from January to June 2026.

A copy of the MCS Activity Report January to June 2026 is attached.

**ATTACHMENT: 9.2.4 (1)****PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The purpose of the agenda item and attached report is to inform Councillors of the activities of the MCS and the employees under their supervision for the period between January to June 2026.

**STATUTORY ENVIRONMENT:**

Various legislation is applicable to the activities undertaken by the MCS and the employees under their supervision.

**POLICY / STRATEGIC IMPLICATIONS:**

Maintaining an open and transparent dialogue between the MCS and Councillors is considered highly beneficial in maintaining a functional local government organisation and understanding of activities undertaken and future activities planned.

**ORGANISATIONAL RISK MANAGEMENT:**

Open dialogue between the Council and MCS is important and failure to do so could result in a considerable degree of risk to the organisation. Risk rating is considered Level 3 – Moderate.

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:

All activities have been undertaken in accordance with the Shire's adopted budget for the 2025/2026 financial year.

### SUSTAINABILITY:

Environmental: Activities of the MCS often deal with environmental related matters both from a compliance perspective and an improvement perspective.

Economic: The MCS administers and reports on the integrity of the organisation's administrative functions and provides input into the financial planning, budgeting and reporting of the activities for which the organisation is responsible.

Social: The MCS plays a key role in the management of the organisation's finance, physical and human resources.

### VOTING REQUIREMENTS: SIMPLE MAJORITY

### OFFICER RECOMMENDATION:

**That Council receive the Manager Corporate Services Activity Report January to June 2026 in accordance with ATTACHMENT: 9.2.4(1).**

**ATTACHMENTS**

- |          |   |            |
|----------|---|------------|
| <b>1</b> | Activity Report - Manager Corporate Services January to June 2026 | 4<br>Pages |
|----------|---|------------|

**ATTACHMENT****9.2.5 Proposed Shire of Northampton Schedule of Fees and Charges 2026/27**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Corporate and Financial Services
<b>FILE REFERENCE:</b>	4.1.1
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Leanne Rowe
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	7 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

Council is asked to consider the recommended Schedule of Fees and Charges for the 2026/27 financial year.

A copy of the proposed Shire of Northampton Schedule of Fees and Charges 2026/27 are attached.

**ATTACHMENT 9.2.5 (1)****PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

Council was presented with a draft Schedule of Fees and Charges 2026/27 at the budget workshop on 9 June 2026.

Council is requested to adopt the Schedule of Fees and Charges 2026/27 for commencement on 1 July 2026 and inclusion into the 2026/27 Budget.

**STATUTORY ENVIRONMENT:**

*Local Government Act 1995*  
*Division 5 Subdivision 2 – Fees and Charges*

**POLICY / STRATEGIC IMPLICATIONS:**

The Shire's Schedule of Fees and Charges are reviewed annually to ensure cost effective financial management.

**ORGANISATIONAL RISK MANAGEMENT:**

The risk of not approving the Schedule of Fees and Charges is considered moderate, and is a requirement of the Local Government Act 1995. Level 3 – Moderate.

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 adopted Schedule of Fees and Charges 2026/27 is an inclusion in the 2026/27 budget.

### SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

### VOTING REQUIREMENTS: ABSOLUTE MAJORITY

### OFFICER RECOMMENDATION:

That Council:

1. Adopts the Schedule of Fees and Charges for the 2026/27 financial year as presented in ATTACHMENT 9.2.5 (1); and
2. In accordance with the *Local Government Act 1995 s.6.19*, give local public notice of the Shire of Northampton's intention to impose the adopted Schedule of Fees and Charges for the 2026/27 financial year.

**ATTACHMENTS**

<b>1</b>	<b>Proposed Shire of Northampton Schedule of Fees and Charges 2026/27</b>	<b>13</b> <b>Pages</b>
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**ATTACHMENT****9.3.1 Proposed Adoption of Shire of Northampton Draft Bush Fire Management Plan and Bush Fire Mitigation Plans**

<b>PROPONENT OWNER</b>	Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Various
<b>ZONE:</b>	Whole of Shire
<b>BUSINESS AREA:</b>	All
<b>FILE REFERENCE:</b>	Community, Development and Regulation
<b>LEGISLATION:</b>	5.1.1
<b>AUTHOR:</b>	<i>Local Government Act 1995</i>
<b>APPROVING OFFICER:</b>	<i>Bush Fires Act 1954</i>
<b>DATE OF REPORT:</b>	Brian Robinson
<b>DECLARATION OF INTEREST:</b>	Brian Robinson
	2 June 2026
	Nil

**BACKGROUND:**

The Department of Fire and Emergency Services (DFES) administers the State Government's Mitigation Activity Fund (MAF) Grant program. The purpose of the program is to assist local governments to complete bush fire mitigation works in accordance with approved Bush Fire Management and Mitigation Plans.

With the Shire of Northampton's Bush Fire Management and Mitigation Plans being out of date the Shire has not been eligible for grant funding for a number of years. To assist local governments that are currently ineligible, DFES facilitated the creation of a Bushfire Risk Planning Coordinator shared with a number of other Shire's in the Midwest.

Whilst the inaugural Bushfire Risk Planning Coordinator has since resigned, prior to doing so they completed the following plans on behalf of the Shire of Northampton:

- a) Shire of Northampton Bushfire Risk Management Plan 2026-2028;
- b) A Bushfire Treatment Plan for the Kalbarri Townsite; and
- c) A Bushfire Treatment Plan for the balance of the Shire of Northampton.

Copies of the above plans are shown attached.

**ATTACHMENT: 9.3.1 (1)**

**ATTACHMENT: 9.3.1 (2)**

**ATTACHMENT: 9.3.1 (3)**

The purpose of this agenda item is to seek Council approval to those plans. Once approved, the plans will be forwarded to the Office of Bushfire Risk Management (OBRM). Subject to OBRM approval, the plans may be used as the basis for future MAF grant funds.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

To assist Council in its consideration of the draft plans, the following officer comments are provided:

Bushfire Risk Management Plan 2026-2028

The draft Bushfire Risk Management Plan (the BRMP) as submitted contained a number of spelling, format and textural errors. The document as shown at Attachment: 9.3.1 (1) has been amended to address these matters.

As outlined within clause 1.2 of the BRMP, the objectives of the plan are to reduce the threat of bushfire, through:

- Coordinating a cross-tenure, multi-stakeholder approach.
- Optimising financial and physical resources for mitigation.
- Integrating risk owners' objectives with operational outcomes.
- Documenting processes for monitoring and review to maintain acceptable risk levels.

The plan identifies the roles of the relevant agencies including the Shire, the Department of Fire and Emergency Services (DFES), the Department of Biodiversity, Conservation and Attractions (DBCA), the Department of Planning, Lands and Heritage (DPLH), the Water Corporation, Western Power and private landowners.

The plan identifies the economic activities, strategic transport routes, the influence of topography and vegetation, climate and weather patterns that influence the behaviour of fire within the district. The BRMP also identified that unacceptable fire risks are concentrated within:

- **Coastal townsites** (Kalbarri, Horrocks, Port Gregory) adjacent to vegetated reserves and dune systems
- **Unallocated Crown Land** abutting the Northampton and Isseka Townsites.
- **Vegetation corridors** located within undeveloped public open space in Northampton and Kalbarri townsites.
- **Agricultural zones** with high fuel loads and machinery ignition risk
- **Remote conservation areas** with limited access and ecological sensitivity
- **Transport corridors** such as the Northwest Coastal Highway and Horrocks Road, critical for evacuation and freight.

The following primary treatment types have been identified to address the risk of bush fire:

Location / Area	Preferred Treatments
Coastal townsites	Strategic firebreaks, verge maintenance, community education

Agricultural zones	Machinery protocols, stubble management, perimeter firebreaks
Conservation reserves	Low-intensity prescribed burns, ecological fire regimes, access track upgrades
Undeveloped Public Open Space	Roadside fuel reduction, vegetation trimming, Strategic firebreaks, community education
Transport corridors	Roadside fuel reduction, vegetation trimming, emergency signage
Remote infrastructure	Asset protection zones, mobile water tanks, vegetation clearance

The BRMP and associated treatment plans are required to be treated as a dynamic living document, with a review of the plan required during the 2027/2028 fire season.

#### Bushfire Treatment Plan for the Kalbarri Townsite

The proposed Kalbarri Treatment Plan shown at Attachment: 9.3.1 (2) builds on the Bushfire Risk Management Plan, focusing on the fire risks and treatment plans specifically relating to the Kalbarri townsite.

The treatment plan reflects the need for a multiple organisational approach to the mitigation of bushfire risks given the mixed land tenure environment surrounding the Kalbarri townsite. Kalbarri Burn/Mitigation Week is a reflection of the multi-agency approach to fire mitigation that has been occurring in the Kalbarri area.

With respect to land under the management of the Shire of Northampton, the plan identifies specific treatments for each Shire managed reserve, including the Murchison River Foreshore. These treatments are strongly recommended in order to protect life and property within Kalbarri.

#### Bushfire Treatment Plan for the balance of the Shire

The Northampton Treatment Plan shown at Attachment: 9.3.1 (3) outlines the fire risks and proposed treatment plans for the balance of the Shire that is located outside of the Kalbarri townsite, including the townsites of Northampton, Horrocks, Port Gregory, Isseka, Binnu and Ajana townsites. The plan focuses on land owned in freehold and Crown land where the Shire holds the Management Order.

The Plan as prepared by the previous Bushfire Risk Planning Co-ordinator provides specific recommendations on the following land holdings:

##### Northampton Townsite

- The Nookanena Brook and adjacent reserves; and
- The Shire's refuse site.

Whilst specific plans are not identified for other Shire owned/managed land, the treatment principles outlined for the above land can be applied to other landholdings.

#### Horrocks Townsite

Lots 9002 and 9003 owned in freehold by the Shire of Northampton, with these properties enveloping the Horrocks Townsite. Mitigation treatments are centred around re-establishment of strategic firebreaks around the townsite.

#### Port Gregory

Mitigation treatments around Port Gregory are focused on low impact treatments on unallocated crown land, such as maintenance of existing firebreaks, in order to ensure that dune instability and erosion impacts are avoided.

#### Isseka Townsite

The Isseka townsite contains a mix of land tenures including DFES managed Unallocated Crown Land (UCL), DBCA managed UCL and private, restricting the Shire's ability to undertake mitigation works. Alternatively, a multi-agency approach is required to achieve effective risk management.

#### Binnu Townsite

Similar to the Isseka townsite, Binnu contains a mix of land tenures including DFES managed UCL, DBCA managed UCL, Education Department managed land and freehold land. A multi-agency approach is also required in Binnu to ensure effective fire mitigation works.

#### Ajana Townsite

The Shire has limited landholdings in the Ajana townsite. The townsite and surrounding land consists predominantly of private land and DFES managed UCL. A multi-agency approach is also required in Ajana to ensure effective mitigation works are implemented.

#### Strategic Community Water Supply Access

In addition to the BRMP and Treatment Plans, the previous Bushfire Risk Planning Co-ordinator commenced the preparation of a Strategic Community Water Supply Access Plan for the Shire. The purpose of the plan was to document the location of existing and desired future locations for strategic water access. As the document is currently incomplete, it is proposed that Shire Officers will progress finalisation of this document in consultation with the Shire's Bush Fire Advisory Committee.

#### Conclusion

Adoption of the draft Bushfire Risk Management Plan, Kalbarri and Northampton Treatment Plans as proposed will result in the Shire being eligible for grant funding under Mitigation Activity Fund. This grant funding will provide the Shire with the financial assistance that is required to implement an

appropriate level of bush fire mitigation works to ensure the protection of life and property within the Shire.

As reflected within the Comment section above, each of those documents are required to be treated as a dynamic living document with a formal review of the plans to be completed during the 2027/2028 fire season.

#### **STATUTORY ENVIRONMENT:**

*Bushfires Act 1954, Local Government Act 1995 and Shire of Northampton Bush Fire Brigades Local Law 2017.*

#### **POLICY / STRATEGIC IMPLICATIONS:**

Appropriate mitigation works are required to reduce the threat of bushfire within the Shire of Northampton, protecting both life and property. Adoption of the proposed Bushfire Risk Management Plan and the draft Treatment Plans are consistent with Community Aspirations and Desired Outcomes relating to the themes of Our Economy, Our Environment, Our People and Our Leadership as contained within the Shire of Northampton's adopted Strategic Community Plan 2025-2035.

#### **ORGANISATIONAL RISK MANAGEMENT:**

Adoption of the plans as proposed will result in increased funding for bush fire mitigation works. A failure to implement appropriate mitigation works could have significant consequences for the community, representing a catastrophic risk.

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:**

Future mitigation works will be subject to funding from the Shire's annual budget and grant funds under the State of Western Australia's Mitigation Activity Fund, being administered by the Department of Fire and Emergency Services.

**SUSTAINABILITY:**

Environmental: Best practice management is required to minimise the potential for environmental impact as a result of fire.

Economic: The economic impact of a fire event can be greatly reduced through the timely response by brigades that are well resourced.

Social: Successful operation of bushfire brigades adds the community's sense of safety in the event of a fire.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

- 1. Endorse the draft Shire of Northampton Bushfire Risk Management Plan shown at Attachment: 9.3.1 (1), Kalbarri Treatment Plan shown at Attachment: 9.3.1 (2) and Northampton Treatment Plan shown at Attachment: 9.3.1 (3); and**
- 2. The plans referred to above be submitted to the Office of Bushfire Risk Management for approval.**

**ATTACHMENTS**

<b>1</b>	<b>Attachment No 1 - Shire of Northampton Bushfire Risk Management Plan</b>	<b>34</b> <b>Pages</b>
<b>2</b>	<b>Attachment No 2 - Bushfire Treatment Plan for Kalbarri</b>	<b>28</b> <b>Pages</b>
<b>3</b>	<b>Attachment No 3 - Draft Northampton Treatment Plan</b>	<b>28</b> <b>Pages</b>

## ATTACHMENT

## 9.4.1 Delegated Planning Decisions for May 2026

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	Various
<b>LOCATION / ADDRESS:</b>	Various
<b>ZONE:</b>	Various
<b>BUSINESS AREA:</b>	Planning Services
<b>FILE REFERENCE:</b>	10.4.1
<b>LEGISLATION:</b>	<i>Planning and Development Act 2005</i> <i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Kaylene Roberts
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	3 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

To ensure the efficient and timely process of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve applications for Development Approval that meet the requirements of both Local Planning Schemes being *No. 10 – Northampton* and *No. 11 – Kalbarri* (the Schemes) and adopted Local Planning Policies.

Delegated planning decisions are reported to Council monthly to ensure that Council has an appropriate level of oversight on the use of this delegation. The updated statistics are shown below.

A register of Delegated Development Approvals, detailing those decisions made under delegated authority in May 2026 is shown attached.

**ATTACHMENT: 9.4.1 (1)**

**PUBLIC CONSULTATION UNDERTAKEN:**

Where required, applications were advertised in accordance with the Schemes and Council's adopted Local Planning Policy as detailed in the Policy/Strategic Implications overleaf.

**COMMENT (Includes Options):**

During May a total of three (3) applications were determined under delegated authority and three (3) applications were determined by Council.

**Table 1** shows the number and value of development applications determined under both delegated authority and by Council for May 2026 compared to May 2025.

**Table 1: Planning Decisions made in May 2025 and May 2026**

	May 2025	May 2026
Delegated Decisions	5 - \$148,750 **1	3 - \$1,247,451 **
Council Decisions	1 \$70,000	3 - \$1,056,000 **1
<b>Total</b>	<b>6 - \$218,750</b>	<b>6 - \$2,303,451</b>

**Table 2** compares the Year-To-Date statistics for delegated authority and Council decisions for 2025-26 compared to previous Financial Year.

**Table 2: Planning Decisions Made Year-To-Date 2025 and 2026**

	YTD 2025	YTD 2026
Delegated Decisions	25 - \$1,721,020 **7	16 - \$1,592,451 **5
Council Decisions	7 - \$471,412 1 Refusal	16 - \$6,121,500 **1 1 Refusal
<b>Total</b>	<b>32 - \$2,192,432</b>	<b>32 - \$7,713,951</b>

\*\*includes administrative applications which are attributed to no value in Delegated and Council decisions and include Commercial Recreational Tourism Licence and Temporary and Exemption Approval applications.

### **STATUTORY ENVIRONMENT:**

The *Local Government Act 1995* creates and gives powers to Local Governments. The Act then empowers the local government to delegate its powers on behalf of the local government.

The Shire's Local Planning Schemes, made in accordance with the *Planning and Development Act 2005* and associated regulations, set out procedures for the assessment and determination of development applications.

In accordance with Regulation 19 of the *Local Government (Administration) Regulations 1996*, a written record of each delegated decision is kept.

### **POLICY / STRATEGIC IMPLICATIONS:**

Applications for Development Approval must be assessed against the requirements of the Schemes and Local Planning Policies that have been adopted in accordance with the Schemes. These Policies include Local Planning Policy *Consultation for Planning Proposals*, which details the level and scope of advertising required for Applications for Development Approval.

Each application determined under delegated authority has been processed and advertised, where required in accordance with the Local Planning Scheme provisions and Shire of Northampton adopted policies.

### **ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
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 required planning fees have been paid for all applications for Development Approval process under delegated authority.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: Nil.

Social: Nil.

**VOTING REQUIREMENTS:**

**SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council receive the report on Delegated Development Approvals for May 2026 as detailed in ATTACHMENT: 9.4.1 (1).**

**ATTACHMENTS**

1 Attachment No. 1 - Planning Decisions May 2026 1 Page

## ATTACHMENT

## 9.4.2 Proposed Signage for Glance Over Lookout - Glance Street and Reserve, Horrocks

<b>PROPONENT OWNER</b>	Horrocks Community Centre Inc. Crown Land vested with Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Reserve 54286 - Mitchell Street, Horrocks
<b>ZONE:</b>	Reserve for Public Open Space
<b>BUSINESS AREA:</b>	Planning Services
<b>FILE REFERENCE:</b>	10.5.1.3
<b>LEGISLATION:</b>	<i>Planning and Development Act 2005</i> <i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Kaylene Roberts; Brian Robinson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	5 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

Council has received an application from the Horrocks Community Centre Inc seeking approval to the erection of interpretative signage to be located at the Glance Over Lookout on Glance Street, Horrocks. As reflected within the Location Plan below, the Lookout is located at the southern end of Glance Street.

**Location Plan**

The proposed signage will include two signs, as follows:

- Sign 1 will provide a brief history of the Horrocks area, the Lookout and “Osprey” eagles which have an artificial nest in the vicinity of the lookout; and

- Sign 2 will provide background information on the construction of the Pedestrian Bridge structure located within the Glance Over Lookout area.

The two signs are proposed to be located adjacent to the path network and the pedestrian bridge structure. The signs will be mounted on low poles and angled to enhance visibility and readability for users of the path network. Copies of the designs for Signs 1 and 2 are attached.

**ATTACHMENT: 9.4.2 (1)**

The application is referred to Council for determination on the basis the applicants are requesting:

- a) That the Development Application fee be waived; and
- b) That funds held by the Shire for the Horrocks Glance Over Lookout Project be released in full to the Horrocks Community Centre Inc.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The provisions of the Shire's Local Planning Scheme No 10 (the Scheme) reserve the subject land for the purposes of Public Open Space. Clause 14 of the Scheme identifies that the objectives of the Public Open Space Reserve are:

- To set aside areas for public open space, particularly those established under the *Planning and Development Act 2001* s152; and
- To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.

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

Matters to be Considered

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

- (a) *The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (g) *Any local Planning Policy for the Scheme Area.*
- (j) *In the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (m) *The compatibility of the development with its setting; and*
- (n) *The amenity of the locality.*

### Reservation Objectives

The Glance Over Lookout and other community initiatives in the vicinity have been established in a manner that is consistent with the objective of the reservation.

### Local Planning Policy

The only Local Planning Policy relevant to the application is the Shire's Signage Policy. The objectives of the Signage Policy are to *"control advertising signs in order to safeguard the visual amenity of the district and to meet the safety and amenity needs of all thoroughfare users."*

Although the exact height and location of the sign are yet to be determined, the applicants intend to install the sign in a manner to provide information on the area, whilst not obstructing the views of the beach and artificial Osprey nest.

Clause 10 of Local Planning Policy – Signage outlines specific requirements for signs to be located on thoroughfares/reserves under the management of the Shire. In order to ensure compliance with the Policy, it is recommended that conditions be imposed to ensure that sign location complies with the standards set out in the policy. These standards include:

- a) be securely fixed to any structure which supports it;
- b) be structurally sound and capable of withstanding any forces to which it would be reasonably subjected to without collapsing, deforming or moving from the position on which it was erected or displayed;
- e) be maintained in a good order and clean condition;
- g) not be erected or displayed in a position; and
  - i) so as to obstruct the passage of or so as to create a hazard for vehicles or pedestrians;
  - ii) that in the opinion of the Shire adversely affects the local amenity; and
  - iii) so as to significantly obstruct or impeded all or part of a view of a river, the sea or other place or feature which in Council's opinion is of significance to the district.

### Glance Over Lookout Project

In 2022, the Horrocks Town Team, a subcommittee of the Horrocks Community Centre Inc., was successful in securing funding through the RAC WA Connecting Communities Grant. Additional funding was also obtained from several other sources. Collectively, these funds were allocated to the development of the Glance Over Lookout Project, which aimed to transform an underutilised area into a coastal lookout featuring a sundial, seating, paving, native landscaping and connecting pathways.

As a condition of the grant funding, the project funds were required to be auspiced by the Shire of Northampton. Accordingly, the Shire has held and administered the funds, including processing payments for various activities associated with the Glance Over Lookout Project.

To finalise the Glance Over Lookout Project, the installation of signage is now proposed. Accordingly, it is proposed that the remaining project funds, be

disbursed in full to the Horrocks Community Centre Inc. to enable completion of the project.

#### Fee Waiver

As the Horrocks Community Centre Inc are a not-for-profit community group, the applicant has requested that the Development Application Fee (\$147) be waived. A resolution to waive fees may only be granted by Absolute Majority.

It is common practice in Western Australia for fees to be waived development application fees for not-for-profit organisations and community groups, with the ability to waive fees being reflected in Clause 14 of the *Planning and Development (Local Government Planning Fees) Regulations 2000*. As Council policy does not currently provide any guidance on the waiving of development application fees, it is proposed to address the waiving of fees as part of the current review of Council's Local Planning Policies.

#### Request to Release Funds

As reflected on page 122 of the Shire of Northampton 2025/2026 Annual Budget, the Shire currently holds the balance of funds relating to works associated with the Gance Over Lookout Project at Horrocks. The fund balance currently held is \$1,353.

The applicants are requesting release of the funds in order to pay for the design and production of two signs by a Geraldton Sign business. No objection is raised to this request, and it is recommended that the balance of the funds being \$1,353 be released to the Horrocks Community Centre Inc.

#### Conclusion

The Horrocks Community Centre Inc have progressively been developing the Gance Over Lookout at Horrocks in consultation with the Shire. As the interpretative signage will provide visitors to the area with information on the locality, local Ospreys and the pedestrian bridge structure, conditional approval is recommended subject to approval of the sign location and installation details.

#### **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005, Shire of Northampton Local Planning Scheme No. 10 – Northampton.*

#### **POLICY / STRATEGIC IMPLICATIONS:**

The provisions of Local Planning Policy *Signage* apply, as detailed above.

#### **ORGANISATIONAL RISK MANAGEMENT:**

The risk associated with determining the request is insignificant.

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

As outlined within the Comment Section above.

### SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

### VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY**

### OFFICER RECOMMENDATION:

That Council:

- A) In accordance with the authority granted by clause 6.12 of the *Local Government Act 1995* waive the application fee of \$147 as contained in the Shire of Northampton adopted Schedule of Fees and Charges at it relates to the proposed shelter on Lot 9503 Mitchell Street, Horrocks on the basis that the applicant is a recognised not-for-profit organisation operating on Shire land;
- B) Authorise the Chief Executive Officer to release all funds held on behalf of the Horrocks Community Centre Inc. for the Horrocks

**Glance Over Lookout Project, having a current balance of \$1,353 as reflected on page 122 of the 2025/2026 annual budget;**

**C) In accordance with clause 68 of the Deemed to Apply provisions contained within the Planning and Development (Local Planning Scheme) Regulations 2015, grant approval to the proposed interpretative signage on Reserve 54286 as shown at ATTACHMENT: 9.4.2 (1), subject to compliance with the following conditions:**

- 1. The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Northampton;**
- 2. Prior to installation of the signage hereby approved, the exact location of the proposed signage shall be identified to the satisfaction of the Shire of Northampton's Chief Executive Officer in order to ensure that the sign is not erected in a position:**
  - i) so as to obstruct the passage of or so as to create a hazard for vehicles or pedestrians;**
  - ii) that in the opinion of the Shire adversely affects the local amenity;**
  - iii) so as to significantly obstruct or impeded all or part of a view of a river, the sea or other place or feature which in Council's opinion is of significance to the district.**
- 3. The signage hereby approved shall be, to the satisfaction of the Shire of Northampton securely fixed to the supporting structure which shall be structurally sound and capable of withstanding any forces to which it would be reasonably subjected to without collapsing, deforming or moving from the position on which it was erected or displayed; and**
- 4. The sign shall be maintained by the applicant in good order and condition, to the satisfaction of the Shire of Northampton.**

**Advice to Applicant:**

- a) Further to condition No 2 above, the applicants are requested to arrange an inspection of the site with Shire Officers in order to confirm the approved location and form of the sign.**

## **ATTACHMENTS**

- 1 Proposed Signage (2) for Glance Over Lookout 2 Pages**

## ATTACHMENT

## 9.5.1 Building Approvals Report May 2026

<b>PROPONENT OWNER</b>	Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	Various
<b>BUSINESS AREA:</b>	Building
<b>FILE REFERENCE:</b>	N/A
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i> <i>Building Act 2011</i> <i>Building Registrations 2012</i>
<b>AUTHOR:</b>	Michaela Simpson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	2 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

This report has been produced to provide Council with an overview of the Building and Demolition Permits approved and used for the period of 1 May 2026 to 31 May 2026. A spreadsheet summarising approvals is attached.

**ATTACHMENT: 9.5.1 (1)**

A further breakdown of the permits by building type and value is also attached.

**ATTACHMENT: 9.5.1 (2)**

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

During May a total of 6 building related applications were received, and 8 permits were issued through the Shire of Northampton's Building Services team with a combined construction value of over \$2.7 million.

In addition, as reflected at Attachment: 9.5.1 (1) two building permits were processed and issued for the Shire of Mingenew.

**Table 1** below shows a comparison between May 2026 and May 2025 for the Shire of Northampton.

**Table 1: Building Permit Applications for May 2025 and May 2026**

	<b>May 2025</b>	<b>May 2026</b>
<b>Applications Received</b>	6	6
<b>Permits Issued</b>	10	8
<b>Permits Total Value</b>	\$2,784,699	\$2,706,320

**Table 2** overleaf provides a summary of permits issued within the Shire in the year date in 2026 compared to 2025.

**Table 2: Building Permits made Year to Date 2025 and 2026**

	2025	2026
<b>Applications Received</b>	N/A	54
<b>Permits Issued</b>	49	46
<b>Permits Total Value</b>	\$3,687,383	\$5,510,913

No site inspections were undertaken for the month other than a pool barrier inspection due to the availability of the Building Surveyor.

Building surveying services are currently being covered by a Building Surveying Contractor in the absence of the Building Surveyor, who is currently on leave.

**STATUTORY ENVIRONMENT:**

Nil.

**POLICY / STRATEGIC IMPLICATIONS:**

Nil.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
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 required building fees have been paid for all Building and Demolition applications processed under delegated authority.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: Nil.

Social: Nil.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council receive the Building Approvals Report for the month of May 2026 in accordance with ATTACHMENT: 9.5.1 (1) and (2).**

**ATTACHMENTS**

- 1 Building Approvals Report May 2026    1 Page
- 2 Building Approvals Statistics May 2026    1 Page

**ATTACHMENT****9.6.1 Application for Stallholders Permit - Knives R Us**

<b>PROPONENT OWNER</b>	Mr William Korvei Shire of Northampton
<b>LOCATION / ADDRESS:</b>	<i>Reserve 52436 Lot 200 and Part Reserve 25307 Grey Street, Kalbarri</i>
<b>ZONE:</b>	Local Recreation
<b>BUSINESS AREA:</b>	Environmental Health
<b>FILE REFERENCE:</b>	7.1.9
<b>LEGISLATION:</b>	<i>Activities in Thoroughfares and Public Places and Trading Local Laws 2017</i>
<b>AUTHOR:</b>	Wendy Dallywater/Brian Robinson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	5 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

An application has been received seeking approval to operate a marquee stall called "Knives R Us" on the Murchison River foreshore in Kalbarri. This business offers knife and other implement sharpening as well as selling of kitchen, fishing, hunting knives and wares. The applicant travels around the State offering his service to locals for a fee as there is a demand for the sharpening of knives and tools/equipment.

The application is for three days being Friday 17 July 2026 to Sunday 19 July 2026. Times of operation are proposed to be from 10:00am to 4:00pm each day. The applicant is staying at a local caravan park and the truck and marquee will be stored there when he is not set up for trading.

The pop-up marquee tent which usually has 3 trestle tables set up in an 'L' shape plus a fourth folding table where people can place their items that need sharpening. The actual sharpening work takes place in the applicant's truck which is positioned behind the marquee, powered by solar system and generator.

A copy of the documentation submitted in support of the application is attached.

**ATTACHMENT: 9.6.1 (1)****PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

To assist Council in determining the application, the following comments and advice are offered:

### Shire Local Laws

The provisions of the Shire of Northampton's Trading in Thoroughfares and Public Places Local Law 2017 (the Local Law) outlines the requirements for proposed land uses on Shire land. The Local Law defines a stall as:

***Stall*** – means a moveable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire.

In accordance with clause 6.2 of the Local Law, a person shall not conduct a stall on a public place unless that person is the holder of a valid stallholders permit, or their assistant. As outlined in clause 6.5 of the Local Law, when determining an application for a permit, the local government is to have regard to the following:

- (a) any relevant policies of the local government;
- (b) the desirability of the proposed activity;
- (c) the location of the proposed activity;
- (d) the principles set out in the Competition Principles Agreement; and
- (e) such other matters as the local government may consider to be relevant in the circumstances of the case.

### Proposed Location

Currently the Shire has no policy or guidelines relating to the location of stall holders, except for Mobile Food Vehicles. Given this, it is recommended that the approved site locations listed under the Shire's Mobile Food Vehicles Policy be considered as potentially suitable.

Within Kalbarri, the Land-Backed Wharf and large carpark off Grey Street opposite Clotworthy Street are identified as preferred locations for Mobile Food Vehicles. Both of these locations could be considered suitable for the stall given the land and area available for parking.

The applicant has confirmed that he has weights to hold down the marquee if allowed to trade from the bitumen carpark.

### Proposed Hours of Operation

Currently there are no operating time restrictions listed under either the Local Laws or Shire Policy. It is considered that the proposed trading times of 10:00am – 4:00pm will not result in inappropriate impacts, including noise, on residents or other members of the public living/staying nearby the stall.

### Potential for Retail Competition

With a number of retail premises offering knives for sale, there is potential for the activity to compete with existing retail premises. Research by Shire Officers was not able however to identify any business offering a knife sharpening service.

### Insurance

The applicant has provided a copy of his business Indemnity Insurance Certificate which is for a general liability of up to \$20 million.

### Conditions of Approval

Clause 6.6 of the Local Law outlines that if the local government approves an application, conditions may be imposed in respect of range of matters. In this case, it is recommended that should Council grant approval, conditions be imposed to:

- a) Restrict the location and operation times;
- b) Require the applicant to keep the area clean and tidy at all times;
- c) Ensure that the activity does not impact on the amenity of the area, or users of the Shire Reserve;
- d) Require materials associated with the activity are removed from site outside of the operation; and
- e) Reserve the right to revoke the application should the Shire receive any substantiated complaints regarding the activity.

### Conclusion

The applicant and his wife are proposing to operate a stall on Shire land to provide a range of services that are currently limited in the townsite of Kalbarri. Whilst a number of existing businesses offer knives for sale, the business will provide residents and visitors an opportunity to access services not normally available.

Given the limited hours of proposed operation, it is recommended that conditional approval be granted.

### **STATUTORY ENVIRONMENT:**

The Shire of Northampton *Activities in Thoroughfares and Public Places and Trading Local Laws 2017*.

### **POLICY / STRATEGIC IMPLICATIONS:**

Nil.

### **ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered Level 2 – Minor.

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:

If approved, the applicant will be required to pay a permit fee the same as listed under the Shire's Mobile Food Vehicles Policy. The permit fee under this local law for less than a 3 month period is \$100.00.

### SUSTAINABILITY:

Environmental: Appropriate conditions of approval are required to ensure that the operation of this stall does not impact on the environment or the aesthetic aspects of an area.

Economic: Approval of the application will provide an economic opportunity to the applicant and allow locals to benefit from a service that is not currently available in Kalbarri.

Social: The proposed operating hours are mindful of residents living/staying near to where the stall might be set up and acknowledging that their service does create noise. Locals and tourists walking or driving along the Murchison River foreshore can take the opportunity to visit this stall and purchase services or items for sale.

### VOTING REQUIREMENTS:     **SIMPLE MAJORITY**

### OFFICER RECOMMENDATION:

**That Council Grant approval under the Shire of Northampton Activities in Throughfares and Public Places and Trading Local Laws 2017 to the applicant, Mr William Korvei, to operate their stall business known as Knives R Us subject to compliance with the following conditions:-**

- 1. Operation of the stall is restricted to either the Land-Backed Wharf area or the large carpark off Grey Street opposite Clotworthy Street, Kalbarri between the hours of 10am to 4pm from Friday 17 July 2026 to Sunday 19 July 2026 only;**
- 2. The applicant is required to removal all rubbish associated with the operation of the stall, and leave the area is a clean and tidy condition at the end of each day's trading;**
- 3. Any additions to, or changes to the approved use (not the subject of this consent/approval) requires further application and planning approval for that use/addition;**

4. **The Stallholder Permit issued shall be displayed on the dash or another prominent visible location of the approved vehicle at all operating times;**
5. **The approval is for one (1) stall only and this approval is issued only to Mr William Korvei and is NOT transferrable to any other person or to any other land parcel without further application and approval of the Shire of Northampton. Should there be any change in respect of which this development approval is issued, this approval shall no longer be valid;**
6. **The stall and associated services shall at no time interfere or obstruct the operations and activities of Reserve 25307 and Reserve 52436 Lot 200 Grey Street, Kalbarri or any approved users of the Reserves and shall at no time cause obstruction to the access or traffic flow of the car parking area to the satisfaction of the local government;**
7. **The land use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibrations, waste product, or other nuisance;**
8. **The stall is required to be removed from the area at the close of business each day. The stall or any stall items are not to be stored within the approved operating areas; and**
9. **Should substantiated ongoing complaints be received in relation to any of the above conditions, the Shire of Northampton reserves the right to review and/or revoke this approval.**

#### **ATTACHMENTS**

- 1 Stallholders Application Form, Support Information & Emails 13 Pages

## APPENDIX

## 9.7.1 Proposed Adoption of Shire of Northampton Parking Local Laws

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	All
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Community, Development and Regulation
<b>FILE REFERENCE:</b>	4.2.3
<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>	8 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

At its Ordinary Meeting held in September 2025, Council resolved (Resolution 09/25-140) to give statewide and local notice that the Shire intended to make the Shire of Northampton Parking Local Laws with the following purpose and effect:

Purpose – to provide for the management and regulation of parking throughout the Shire of Northampton.

Effect – to require a person parking a vehicle within the district is to comply with the provisions of this local law and any restrictions within areas specifically signed or marked.

A copy of the draft Local Laws as endorsed by Council is appended.

**APPENDIX: 9.7.1 (A)**

With advertising of the proposed Local Law now complete, Council is requested to consider adoption of the Local Law.

**PUBLIC CONSULTATION UNDERTAKEN:**

In accordance with section 3.12(3) and (3a) of the *Local Government Act 1995*, a public notice was placed in the Western Australian Newspaper along with local papers circulating within the district.

No submissions were received.

**COMMENT (Includes Options):**

Within Western Australia, Local Government may make local laws it considers necessary for the good governance of their districts under the powers conveyed by the *Local Government Act 1995*. The procedure for making a local law is prescribed by Section 3.12 of the Act, which is summarised as follows:

<b>Step</b>	<b>Status</b>
Drafting of a Local Law;	Completed
Council resolving to make a local law and the presiding member to give notice of the purpose and effect of the local law;	Completed
Providing Statewide public notice summarising and calling for submissions over a minimum of six weeks;	Completed
Providing a copy of the proposed local law to the Department of Local Government for submission to the relevant Minister;	Completed
Council resolving by absolute majority to make the local law taking into account any submissions received;	The purpose of this agenda item.
Providing Statewide notice that the Local Law has come into effect;	To be completed.
Providing an explanatory memorandum to the Joint Standing Committee on Delegated Legislation for assessment.	To be completed.

In accordance with Section 3.14 of the Act, local laws come into effect 14 days after the Gazettal Notice. It should be noted however that following gazettal, the local laws are still subject to review by the Joint Standing Committee on Delegated Legislation. The Joint Standing Committee can require modifications to the local laws following their gazettal or disallow the local laws where necessary.

#### Modification of Local Law Title

Notwithstanding that no submissions were received, it is recommended that the title of the draft local law be modified to read "Shire of Northampton Parking Local Laws 2026".

#### Review of Parking Hampton Road

Once the Local Laws have been gazetted, it is suggested that parking restrictions in Hampton Road should be examined in further detail. As highlighted within the submission, there are several issues to address such as:

- If and where timed parking should be implemented;
- A review of identified ACROD parking bays;
- Potential restrictions on the parking of larger commercial vehicles or cars towing caravans/boats; and
- Identification of areas where no parking or standing should be permitted due to sightlines being interrupted.

Additionally, it is suggested that the location of pedestrian crossings need to be reviewed. Currently there are several pedestrian crossings that do not provide a clear path of travel for pedestrians. For example, a pram ramp on the western side of Hampton Road directs pedestrians to cross between car parking bays

on the eastern side. There are opportunities to rationalise the current crossings and parking bay locations to:

- a) Ensure clear paths of travel for all pedestrians crossing Hampton Road; and
- b) Use the locations of pram ramps and associated kerb treatments to restrict the parking of trucks, caravans and other long vehicles where their parking is not considered appropriate (where damage is occurring to building verandah posts for example).

#### Further Public Consultation

In accordance with the provisions of the draft Local Law, proposals to introduce restrictions for timed parking must be further advertised for public comment. This ensures that local business and residents are provided opportunities to comment on specific proposed changes.

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995.*

#### **POLICY / STRATEGIC IMPLICATIONS:**

Adoption of the Draft Local Laws as proposed will facilitate Shire Officers dealing with parking issues that occur within the district.

#### **ORGANISATIONAL RISK MANAGEMENT:**

The Risk rating is considered Moderate given existing signage relating to parking is not currently enforceable.

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
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### FINANCIAL IMPLICATIONS:

Costs associated with finalising the Draft Local Law will be wholly contained within the Shires approved budget.

### SUSTAINABILITY:

Environmental: Nil.

Economic: The introduction of Local Laws will permit Council to introduce formal time limits on parking within identified areas. The Local Laws will also enable Shire Rangers to enforce existing timed parking signage such as adjacent to the Northampton Post Office where signs were erected to discourage longer periods of parking and ensure opportunities to access to the business premise are maximised.

Social: The regulation of parking within the district ensures that the parking of vehicles does not detrimentally impact on the amenity or safety of the community.

### VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY**

### OFFICER RECOMMENDATION:

That Council:

1. Adopt the draft *Shire of Northampton Parking Local Laws 2025* for final approval subject to the renaming of the local laws to *Shire of Northampton Parking Local Laws 2026*;
2. Request the Chief Executive Officer provide Statewide Notice of the above decision in accordance with clause 3.15 of *the Local Government Act 1995*; and
3. Request the Chief Executive Officer submit the *Shire of Northampton Parking Local Laws 2025* to the Joint Standing Committee on legislation.

### APPENDICES

**A** Appendix A - Draft Parking Local Law 2025 18 Pages

**ATTACHMENT  
APPENDIX**

**9.7.2 Endorsement of 2026/2027 Annual Firebreak and Fuel Hazard Reduction Notice for Shire of Northampton**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	All
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Community, Development & Regulation
<b>FILE REFERENCE:</b>	5.1.1
<b>LEGISLATION:</b>	<i>Bushfires Act 1954</i>
<b>AUTHOR:</b>	Brian Robinson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	4 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

As a measure for preventing the outbreak of a bushfire, and to prevent the spread of bush fire, Section 33 of the *Bush Fires Act 1954* allows local government to issue an Annual Firebreak and Fuel Hazard Reduction Notice. The notice, which must be served on all landowners within the district set outs the requirements for fire breaks and other mitigation measures that must be undertaken and maintained for the duration of the notice period.

A copy of the 2025/2026 Shire of Northampton Annual Firebreak Notice, as adopted by Council in August 2025 (Resolution 08/25-121) is shown appended.

**APPENDIX: 9.7.2 (A)**

Council is requested to consider and endorse the Annual Firebreak and Fuel Hazard Reduction Notice for the 2026/2027 fire season, which has been endorsed by the Shire's Bush Fire Advisory Committee. A draft copy of the notice is shown attached, whilst the proposed changes are detailed in the comment section below.

**ATTACHMENT: 9.7.2 (1)**

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

Pursuant to the *Bush Fires Act 1954*, the annual firebreak notice may be used to require landowners or occupiers to complete the specified mitigation works within a specified time do all or any of the following things:

- (a) Plough, cultivate, scarify, burn or otherwise clear firebreaks as directed and thereafter maintain the fire breaks for an identified period;

- (b) To act as and when specified to do so, *“with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bushfire.”*;
- (c) Specify restricted and prohibited burning times; and
- (d) Impose restrictions on the burning of garden refuse.

To assist Council in considering the proposed 2026-2027 Annual Firebreak and Fuel Reduction Notice, the following comments are offered:

#### Brigade Captains and Key Personnel

The list of Brigade Captains and Key Personnel have been updated to reflect that there are new captains at both the Isseka and Horrocks Bush Fire Brigades.

#### Restricted and Prohibited Burning Period

Consistent with the 2025/2026 Notice, it is proposed that:

- a) The restricted burning period will commence on 1 September 2026, with permits to burn required;
- b) Works to comply with the Notice are required to be completed prior to 15 October 2026, and must be maintained until 28 February 2027;
- c) Burning will be prohibited between 15 October 2026 and 28 February 2027;
- d) Restricted burning period recommenced on 1 March 2026, with permits to burn required; and
- e) Burning will be permitted from 7 April 2026.

#### Individual Property Requirements

As part of the previous notice, the use of firebreaks within townsites was restricted to properties over 4,000m<sup>2</sup> given it is often not possible to establish adequate firebreaks on smaller properties. Properties less than 4,000m<sup>2</sup> in townsites were required to be mowed/slashed/mulched to a height of between 50mm and 100mm, except for live standing trees. Retention of shrubs more than 3m from any structure was encouraged to reduce soil instability.

The introduction of the above requirements appears to have been successful with a reduction in fuel levels whilst maintaining soil stability. It is noted that less soil erosion and dust issues were experienced than the previous season during which bare earth was required on lots less than 2,000m<sup>2</sup>.

No changes are proposed for requirements relating to rural-residential or rural properties, being based around 3.0 external firebreaks and 20 metre low fuel zones around all buildings.

#### Health Local Provisions

In considering the issue of Permits to Burn, consideration must be given to the provisions of the Shire’s Health Local Laws 2007 (Local Laws). The primary purpose of the Local Laws is to set out suitable standards relating to buildings, refuse management and prevent the creation of nuisance to protect the health and amenity of residents within the Shire.

As set out in clause 4.2.13 of the Local Laws, the approval of the Council is required to set fire to any rubbish or refuse. Sub-clause 4.2.13(2) identifies that an approval of Council is issued subject to a number of conditions, including but not limited to:

- “(a) The material to be burnt-*
- (i) shall not include any “plastic, rubber, food scraps, green garden cuttings or other material which may become offensive when burnt; and*
  - (ii) is of such quantity, or of such a nature, as to be unsuitable for removal by the Council’s refuse service;*
- (b) There is no other appropriate means of disposal.”*

In accordance with clause 4.2.13(3) *“subject to the local fire rules the Council may grant approval to clear by burning firebreaks or vacant blocks of grass, straw, hay, undergrowth, herbage and similar vegetation.”*

It is considered that properties with an area of less than 2,000m<sup>2</sup> do not generate a level of vegetation growth that could not be disposed of by other means (i.e. refuse collection or depositing the material at the Shire refuse site).

#### Proposed Permit Restrictions on Lots less than 2,000m<sup>2</sup>

Given this, and the greater potential for fire and smoke to impacting on neighbouring properties, Shire Bush Fire Permit officers are proposing that the following rules will apply to the issue of permits for the 2026/2027 fire season:

- Blocks Under 1,000m<sup>2</sup> - no permits to be issued (except fireplaces, wood fire cooking and fire pit);
- Blocks 1,000m<sup>2</sup> to 2,000m<sup>2</sup> - no permits to be issued unless the property is located out of a townsite; and
- Blocks over 2,000m<sup>2</sup> - burning within townsites may be allowed with a permit.

#### Obtaining Permits

Previously Permits to Burn have been issued by the Shire Rangers, the Executive Manager of Community, Development and Regulations and several bush fire brigade members. As volunteers are not always available, and to ensure consistency in process and decision making, it is recommended that the issue of permits be restricted to Shire Officers as list above and the Shire’s Community Emergency Services Manager/Chief Bush Fire Control Officer through the Shire Office.

#### Conclusion

The draft 2026-2027 Annual Firebreak and Mitigation Notice builds on improvements introduced for the 2025/2026 season. Restricting the issue of permits for the burning of waste material on townsite lots less than 2,000m<sup>2</sup> will further reduce the potential for fire, whilst ensuring that the amenity of the residential area is protected.

**STATUTORY ENVIRONMENT:**

*Bush Fires Act 1954.*

**POLICY / STRATEGIC IMPLICATIONS:**

Ensuring the Shire's Annual Firebreak and Fuel Reduction Notice reflects best practice limits the potential for bushfire to impact on the community and its assets. An effective notice is consistent with the Strategic Community Plan 2025-2035 Desired Outcome 3.3, being *"We feel safe in our Shire and have reliable access to services that support our health and wellbeing."*

**ORGANISATIONAL RISK MANAGEMENT:**

The risk rating associated with the proposed Annual Notice as proposed is considered to be Minor.

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:**

Costs associated with production of the Annual Fire Break and Mitigation Notice will be wholly contained within the 2026/2027 annual budget.

**SUSTAINABILITY:**

Environmental: Environmental impacts associated with soil/wind erosion was reduced by provisions introduced within the 2025/2026 Annual Fire Break and Mitigation Notice.

Economic: The modifications of the notice as proposed will result in the owners of land within townsites having to comply with the notice at their cost.

Social: Compliance with the notice will maximise the protection of the community and its assets in the event of a Bushfire whilst maintaining the residential amenity in townsites.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. **Adopt the 2026/2027 Annual Fire Break and Mitigation Notice as shown at Attachment: 9.7.2 (1);**
2. **Request the Chief Executive Officer to arrange for publication of the Shire of Northampton Annual Fire Break and Fuel Reduction Notice referred to in point 1 above, to be published in the Government Gazette as required by provisions of the *Bushfire Act 1954*; and**
3. **Request the Chief Executive Officer to arrange for notice of the following appointments for the 2026/2027 financial year in accordance with clause 38(2) of the Bushfires Act 1954:**
  - i) **Ms Tatiana Vafiades as Chief Bush Fire Control Officer;**
  - ii) **Mr Matt Johnson – Deputy Chief Bush Fire Control Officer;**
  - iii) **Mr Scott Bridgeman – Deputy Chief Bush Fire Control Officer; and**
  - iv) **Mr Damien Harris – Deputy Chief Bushfire Control Officer.**

#### **ATTACHMENTS**

- |   |            |
|---|------------|
| 1 Attachment No 1 - Draft Annual Fire Break and Fuel Reduction Notice | 2<br>Pages |
|---|------------|

#### **APPENDICES**

- |   |            |
|---|------------|
| A Appendix A - 2025-2026 Annual Firebreak and Fuel Reduction Notice | 2<br>Pages |
|---|------------|

**ATTACHMENT****9.8.1 Consideration of George Grey Drive Kalbarri Speed Reduction**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Works and Technical Services
<b>FILE REFERENCE:</b>	12.1.3
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Jamie Muir
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	26 May 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

The purpose of this item is to consider a speed zone reduction on George Grey Drive, Kalbarri, this item was raised during a Council briefing session following community concerns regarding vehicle speeds along this section of road. As an outcome of that discussion, the Shire of Northampton formally wrote to Main Roads Western Australia (MRWA) requesting consideration of a reduction in the posted speed limit.

MRWA subsequently advised that, prior to any further assessment of the request, community consultation should be undertaken to determine local support for a speed limit reduction. In response, the Shire conducted a survey of the Kalbarri community to gauge public opinion on the matter.

The survey results indicated overwhelming community support for retaining the existing speed limit on George Grey Drive, with most respondents not in favour of a speed zone reduction. These results have been provided to inform Council's consideration of the matter.

**PUBLIC CONSULTATION UNDERTAKEN:**

Community consultation was undertaken by way of a public survey conducted over a two-month period from 19 March 2026 to 19 May 2026. The survey sought feedback from the Kalbarri community regarding the proposed speed zone reduction on George Grey Drive.

To ensure broad community awareness and participation, the survey was advertised through multiple channels, including the Kalbarri Town Talk, the Shire of Northampton website, and the Shire's official Facebook page. Copies of the survey were also made available for download on the Shire's website and in hard copy from the Shire office in Kalbarri.

This consultation process was undertaken in accordance with advice provided by Main Roads Western Australia (MRWA) to gauge community sentiment and inform Council's consideration of the matter.

**COMMENT:****Survey Overview**

A community survey was undertaken to understand local perceptions of road safety, driver behaviour, road conditions, and support for proposed speed limit changes on George Grey Drive and Red Bluff Road. A total of 34 responses were received, primarily from residents with strong local connections. These are presented in the Council attachments.

**ATTACHMENT 9.8.1(1)****Respondent Profile**

- Most respondents were local residents, with many also identifying as property owners, workers, or business owners in the area.
- Most respondents were aged 40–69 years, indicating feedback largely reflects the views of established and long-term community members.

**Road Safety and Condition Concerns**

Overall concern levels across road-related issues were generally low:

- Speed, road safety, and road conditions were not considered major issues by most respondents.
- Driver behaviour attracted comparatively higher concern, with a notable proportion expressing moderate to high concern.

**Perceived Safety by Road User Type**

Respondents generally feel safe using the road network:

- Drivers reported the highest levels of perceived safety.
- Pedestrians also largely reported feeling safe.
- Cyclists reported slightly lower levels of safety compared to other users, although no respondents indicated feeling unsafe.

**Support for Speed Limit Reductions - George Grey Drive – Proposed 70 km/h**

- There is strong opposition to the proposed speed reduction.
- A significant majority of respondents indicated they do not support the change.
- Only a small number expressed strong support.

**Red Bluff Road – Proposed 50 km/h**

- Similar results were recorded, with low overall support for the reduction.
- Most respondents indicated they do not support the proposed speed limit change.

**Overall Key Messages for Council**

- Survey feedback predominantly reflects the views of local residents.
- Community concern is lowest for road condition and speed, and highest for driver behaviour.
- Respondents generally feel safe, particularly when driving.

- There is clear community resistance to the proposed speed limit reductions on both roads.
- Any consideration of speed limit changes may require additional justification, community engagement, or consideration of alternative safety treatments.

### **Community Comments**

A detailed community submission raised a range of road safety issues around, Wildlife and Roadkill Impacts, Side Road and Tourist Access Safety, Traffic Growth and Noise Amenity, Industry and Resource Sector Traffic Tourism Growth and amenity concerns relating primarily to George Grey Drive, with reference to Red Bluff Road and key access points. These are presented in the Council attachments.

### **ATTACHMENT 9.8.1(2)**

### **In conclusion**

- Perceived safety risks are associated with wildlife activity, side-road access, speed transitions, and increasing traffic volumes.
- The submission links speed management to reduced wildlife fatalities, improved safety at access points, and reduced residential noise impacts.
- Traffic growth from tourism, residential development, freight, and mining activity is a recurring concern.
- The issues raised focus on specific locations and operational conditions, rather than uniform treatment across the entire road network.

### **STATUTORY ENVIRONMENT:**

The setting and amendment of speed zones within Western Australia are regulated under the Road Traffic Code 2000 and administered by Main Roads Western Australia (MRWA) in accordance with its Speed Zoning Policy and Application Guidelines. While local governments may receive requests for speed zone changes on local roads and provide recommendations, the authority to assess, approve, and implement any change to a posted speed limit rests with Main Roads Western Australia.

In considering any request for a speed zone amendment, Main Roads Western Australia assesses a range of factors including road function, traffic volumes, road environment, safety considerations, surrounding land use, and community expectations, in accordance with applicable legislation and policy. Community consultation may also be undertaken where considered necessary to inform the assessment process.

### **POLICY / STRATEGIC IMPLICATIONS:**

There are no direct policy implications arising from this matter. The consideration of speed zone amendments is governed by Main Roads Western Australia (MRWA) under its statutory authority and applicable speed zoning policies.

From a strategic perspective, the Shire's involvement in this matter demonstrates its commitment to community engagement, road safety, and responsive governance by facilitating community consultation and providing feedback to the relevant road authority. The survey results indicating strong community support for retaining the existing speed limit on George Grey Drive will assist in informing Council's position and any further liaison with Main Roads Western Australia.

This matter aligns with the Shire's broader strategic objectives of promoting community safety, ensuring transparent decision-making, and responding to community concerns in a balanced and evidence-based manner.

### ORGANISATIONAL RISK MANAGEMENT:

The risk rating is considered minor 2, as retaining the current speed limit is consistent with community feedback and existing traffic management arrangements, with no significant financial, operational, legal, or reputational impacts anticipated for the Shire.

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 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: There are no significant direct environmental implications associated with this matter. Any change to the posted speed limit on George Grey Drive would not be expected to result in material environmental impacts.

Economic: There are no immediate economic implications for the Shire arising from this matter. Should a speed zone reduction have been approved, implementation costs associated with signage changes would generally be subject to assessment and approval by Main Roads Western Australia. Retention of the existing speed limit avoids any associated infrastructure or administrative costs.

Social: Road speed limits have a direct relationship to community perceptions of road safety, driver behaviour, and local amenity. Community consultation undertaken as part of this process provided residents with an opportunity to express their views on the proposed speed zone reduction. The survey results indicated strong community support for retaining the existing speed limit on George Grey Drive, reflecting local sentiment and contributing to informed and transparent decision-making.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

- 1. Notes the outcome of the community consultation regarding the proposal to reduce the speed limit on George Grey Drive, Kalbarri, from 80 km/h to 60 km/h.**
- 2. Resolves not to pursue a reduction in the speed limit on George Grey Drive at this time, noting the level of community opposition to the proposal.**
- 3. Requests that the Chief Executive Officer formally write to Western Australia Police Force seeking increased speed enforcement activities on George Grey Drive, Kalbarri, to encourage compliance with the existing 80 km/h speed limit to improve road safety outcomes.**
- 4. Notify survey respondents of the outcome.**

**ATTACHMENTS**

- 1 Survey Responses    2 Pages**
- 2 Survey Comments    4 Pages**

### 9.8.2 Proposed Request to award Tender RFT 03-2026 Horrocks Road Widening

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Works and Technical Services
<b>FILE REFERENCE:</b>	12.1.3
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Jamie Muir
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	4 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

#### **BACKGROUND:**

Horrocks Road is a local distributor road providing a key transport link between the townships of Horrocks and Northampton. The road accommodates a mix of local, tourism, agricultural and freight traffic and forms an important connection within the Shire's road network.

The existing road geometry and pavement width do not meet current Main Roads Western Australia (MRWA) standards for a road of this classification, resulting in safety concerns for road users. In recognition of these deficiencies, funding was successfully secured through the Australian Government Black Spot Program to undertake safety improvements along the route.

The Horrocks Road Black Spot Project is a fully funded initiative that will upgrade the road to a 7.4 metre sealed carriageway incorporating audible edge lines and centre lines. The works also include shoulder reconstruction, shoulder grading and associated drainage and ancillary works required to improve road safety and asset performance.

The project aims to enhance safety outcomes for all road users, improve network reliability, and bring the road closer to contemporary MRWA standards for a local distributor road.

#### **PUBLIC CONSULTATION UNDERTAKEN:**

RFT03-2026 – Horrocks Road Widening was publicly advertised in The West Australian and The Geraldton Guardian from 4 March 2026 to 25 March 2026 in accordance with the Shire's procurement requirements and the Local Government (Functions and General) Regulations 1996.

#### **COMMENT (Includes Options):**

Greenfield Technical Services, on behalf of the Shire, prepared and managed the Request for Tender RFT03-2026 Horrocks Road Widening. The tender was publicly advertised and, following the issue of an addendum extending the closing date to 1 April 2026, three conforming submissions were received.

Tender submissions were opened by Shire representatives and forwarded to Greenfield for evaluation.

The contract provides for the widening and reconstruction of the sealed pavement on Horrocks Road between Northampton-Kalbarri Road and White Cliffs Road. The works are divided into two separable portions due to differing completion dates and scope requirements, being Separable Portion A – Horrocks Rd Slk 0 – 4.70 and Separable Portion B – Horrocks Rd Slk 4.70 – 16.80.

Three (3) tender submissions were received as follows:

- Fulcher Contractors (Fulcher)
- Hiway (Hiway)
- Red Dust Holdings (RDH)

Additionally, each contractor also provided alternative pricing.

Greenfield reviewed and assessed each tender submission based on the compliance criteria. Tenderers needed to be assessed as compliant before they could proceed through the qualitative or price evaluation.

Fulcher's submission had no concerns, and no critical assumptions were provided. As such, Fulcher's submission was assessed as compliant and proceeded to the next stage of the evaluation.

Hiway's submission contained several qualifications that materially altered the contractual risk allocation, including rise and fall provisions, post-award rate reviews, and cement supply availability. As these conditions constituted an Alternative Tender under Section 2.17 of the RFT and were not accompanied by a Conforming Tender, the submission was deemed non-conforming and was not considered further.

RDH's submission contained qualifications that materially altered the contract requirements, including a reduced bank guarantee and a cap on liquidated damages, thereby reducing the Shire's contractual protections. As these conditions constituted an Alternative Tender under Section 2.17 of the RFT and were not accompanied by a Conforming Tender, the submission was deemed non-conforming and was not considered further.

Fulcher submitted a high-quality tender in which they clearly demonstrated their experience with similar work in similar areas, provided a good level of detail on their proposed resources and their plans to manage contingencies and demonstrated their understanding of the scope via a detailed methodology and associated program. As such, they scored very highly in the qualitative assessment, reflecting their experience and capability in this type of work. Unfortunately, as they were the only Conforming Tender, it is not possible to compare their submission with others.

Based on Greenfield's assessment above, the submissions from Hiway and RDH have been assessed as Alternative Tenders. As neither of these tenderers

submitted Conforming Tenders to accompany their Alternative Tenders, neither submission was considered further. As such, only Fulcher submitted a Conforming Tender that was considered in the subsequent evaluation stages.

### STATUTORY ENVIRONMENT:

This procurement has been undertaken in accordance with the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*. The use of the WALGA Preferred Supplier Program satisfies the legislative requirements for tendering, as it is a recognised purchasing arrangement available to local governments.

### POLICY / STRATEGIC IMPLICATIONS:

The procurement process is consistent with the Shire's Purchasing Policy and relevant statutory obligations. No adverse policy implications have been identified.

### ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Minor 2

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 Horrocks Road Widening Project is funded through the Australian Government Black Spot Program and is subject to achieving and maintaining a minimum Cost Benefit Ratio (CBR) to satisfy funding requirements.

Tendered prices received were higher than originally anticipated and, if adopted in full, had the potential to increase the overall project cost beyond the threshold required to maintain an acceptable CBR, placing the funding allocation at risk.

Following discussions with Main Roads Western Australia, to maintain the CBR within required limits, it was agreed that Separable Portion A – Horrocks Rd Slk 0 – 4.70 would be delivered by the Shire using internal resources at an estimated cost of \$397,500, with Separable Portion B – Horrocks Rd Slk 4.70 – 16.80 be awarded to Fulcher, at a contract value of \$2,763,676. This results in a total estimated project cost of \$3,163,676.

This delivery model maintains the project within the approved Black Spot funding parameters and preserves the required Cost Benefit Ratio, ensuring the project remains eligible for funding.

**SUSTAINABILITY:**

Environmental: The project will improve the existing road alignment and shoulder condition within the established road reserve, reducing the likelihood of vehicle departures from the carriageway and associated environmental impacts. Construction activities will be undertaken in accordance with relevant environmental management requirements, with vegetation clearing limited to that necessary for the safe completion of the works.

Economic: The project is funded through the Australian Government Black Spot Program and will improve the efficiency, reliability and safety of a key transport link between Northampton and Horrocks. Improved road standards will support the movement of residents, tourists, agricultural producers and freight operators, while reducing ongoing maintenance requirements and whole-of-life asset costs.

Social: The widening of Horrocks Road will deliver significant road safety benefits for all users through the provision of a wider sealed pavement, reconstructed shoulders, and audible edge and centre lines. The project will improve connectivity between communities, enhance access to essential services and recreational destinations, and contribute to improved driver confidence and overall community wellbeing.

**VOTING REQUIREMENTS:                      ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

- 1. Does not award tender RFT03-2026 Horrocks Rd Widening, Separable Portion A Slk 0 – 4.70 as this stage will be completed with Shire internal resources; and**

- 2. Accept the Tender submitted by Fulcher for RFT03 – 2026 Horrocks Road Widening, Separable Portion B Slk 4.70 – 16.80, for the lump sum amount of \$2,763,676 (ex GST).**

## ATTACHMENT

### 9.8.3 Proposed Compulsory Acquisition, of a Portion of Lot 110 White Cliffs Road Horrocks

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	Oriental Property Holdings Pty Ltd
<b>LOCATION / ADDRESS:</b>	Lot 110 & 204 White Cliffs Road, Horrocks
<b>ZONE:</b>	Road Reserve
<b>BUSINESS AREA:</b>	Works and Technical services
<b>FILE REFERENCE:</b>	12.1.3.4
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i> <i>Land Administration Act 1997</i>
<b>AUTHOR:</b>	Jamie Muir
<b>APPROVING OFFICER:</b>	Andrew Campbell
<b>DATE OF REPORT:</b>	4 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

#### BACKGROUND:

It is requested to consider the acquisition of a portion of privately owned land to be incorporated into the existing road reserve, as the current access road to the Little Bay Camping Area is located within private property boundaries. The road originated as an informal coastal track and has been progressively upgraded over many years to provide safe and reliable public access. Reconstructing the road within the existing road reserve would require substantial clearing and earthworks through a largely undisturbed coastal dune system, resulting in significant environmental impacts and the potential for future erosion and instability associated with disturbance of the pristine dune landscape.

The Shire has undertaken negotiations with the owner, Oriental Property Holdings over several months in an effort to secure the acquisition of approximately 5.59 hectares of land required to be incorporated into the existing road reserve, providing legal and permanent access to the Little Bay Camping Area.

Despite the Shire's continued efforts to reach a mutually acceptable commercial agreement, negotiations have not resulted in a successful outcome. The acquisition of the subject land remains necessary to formalise public access arrangements and ensure the long-term management and operation of the Little Bay Camping Area.

As all reasonable avenues to negotiate a voluntary land transaction have been exhausted, Council is now requested to consider commencing compulsory acquisition proceedings under the provisions of the *Land Administration Act 1997*. This process will enable the Shire to acquire the land required for public road purposes and resolve the longstanding access issue.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The acquisition of the affected land represents the most cost-effective and environmentally responsible solution. Relocation of the road to the original surveyed reserve would require significant reconstruction works, environmental and heritage approvals, vegetation clearing and disturbance of established coastal dune systems, with costs substantially exceeding the proposed acquisition value of \$14,000.

During a site inspection conducted on 2 June 2026, it was observed that the proposed new alignment would require the clearing of substantial areas of pristine native vegetation and would present significant construction challenges due to the steep and constrained topography of the site.

Benefits of obtaining the portion of land include:

- The access track is formed and functioning.
- Acquisition cost is modest (\$14,000).
- Relocation would require significant expenditure.
- Relocation would disturb established coastal dune systems.
- Clearing approvals would likely be required, that would take considerable time.
- Heritage investigations and approvals may be necessary.
- Environmental impacts would be substantially greater than acquisition.
- Acquisition represents the most practical and cost-effective outcome for the community.

**ATTACHMENT: 9.8.3 (1)**

**ATTACHMENT: 9.8.3 (2)**

**STATUTORY ENVIRONMENT:**

The compulsory acquisition of the subject land for road reserve purposes will be undertaken pursuant to Part 9 of the *Land Administration Act 1997*. The proposed acquisition is for a public work and is consistent with the Shire's responsibilities for roads under section 3.53 of the *Local Government Act 1995*.

**POLICY / STRATEGIC IMPLICATIONS:**

The proposed compulsory acquisition supports the Shire's strategic objective of providing and maintaining safe and accessible public infrastructure and road networks. The acquisition is consistent with the intent of the Shire's strategic planning framework, including the Strategic Community Plan and Corporate Business Plan, by facilitating lawful public access and improving transport infrastructure. The proposal aligns with the Shire's broader objectives relating to road management, public asset stewardship and community access.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered Level 2 Minor. Failure to acquire the required land presents a risk to the Shire's ability to provide safe and lawful public access to the Little Bay Camping Area. The legal, financial and reputational risks associated with compulsory acquisition will be managed through adherence to

the requirements of the *Land Administration Act 1997* and the engagement of appropriately qualified advisors throughout the process.

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 compulsory acquisition will result in compensation costs payable to the landowner in accordance with the *Land Administration Act 1997*. The Valuer General has assessed the value of the required portion of land at \$14,000. In addition, the Shire will incur associated costs relating to valuation, surveying, legal services and the compulsory acquisition process. Funding for these costs will need to be accommodated within the Shire's budget.

### SUSTAINABILITY:

**Environmental:** The acquisition of land for road reserve purposes will facilitate the formalisation and ongoing management of access to the Little Bay Camping Area, assisting the Shire to better manage vehicle movements and minimise environmental impacts on surrounding coastal and natural areas.

**Economic:** Securing lawful and permanent access to the Little Bay Camping Area supports tourism and visitor activity within the Shire, contributing to local economic development and providing certainty for the future management and maintenance of the access road.

**Social:** The acquisition will ensure safe, reliable and lawful public access to the Little Bay Camping Area, supporting community recreation, tourism opportunities and equitable access to a valued public coastal asset.

**VOTING REQUIREMENTS: ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. Notes that negotiations with Oriental Property Holdings Pty Ltd for the acquisition of approximately 5.59 hectares of land required for road reserve purposes have been attempted and have not resulted in a mutually acceptable agreement.
2. Notes the Valuer-General's assessment of the required land at a value of \$14,000.
3. Determines that the acquisition of the subject land is necessary for a public work, being the provision of lawful and permanent road access to the Little Bay Camping Area.
4. Authorises the Chief Executive Officer to commence compulsory acquisition proceedings for the required portion of land in accordance with Part 9 of the *Land Administration Act 1997*.
5. Authorises the Chief Executive Officer to undertake all actions necessary to progress the compulsory acquisition process, including engaging surveyors, valuers, legal advisors and other consultants as required, and to prepare and submit all necessary documentation to the Minister for Lands.
6. Authorises the affixing of the Common Seal and execution of all documents necessary to give effect to this resolution.
7. Notes that the acquisition of the land represents the most practical, cost-effective and environmentally responsible option to secure long-term public access to the Little Bay Camping Area, compared to the significant financial, environmental and heritage impacts associated with relocating the existing road to the original surveyed alignment.

#### **ATTACHMENTS**

- |   |  |        |
|---|--|--------|
| 1 | Location of Proposed revised Cadastral Boundry | 1 Page |
| 2 | Little Bay Road Extension and Carpark          | 1 Page |

**ATTACHMENT  
APPENDIX**

**9.9.1 Unconfirmed Minutes of Bush Fire Advisory Committee Meeting held on 22 May 2026**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Community, Development & Regulation
<b>FILE REFERENCE:</b>	5.1.2
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i> <i>Bush Fires Act 1954</i>
<b>AUTHOR:</b>	Brian Robinson/Tatiana Vafiades
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	2 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

Council is requested to consider the unconfirmed minutes from a meeting of the Shire's Bush Fire Advisory Committee held on 22 May 2026. A copy of the draft unconfirmed minutes is shown attached.

**ATTACHMENT: 9.9.1 (1)**

The Bush Fire Advisory Committee is an Advisory Committee of Council, formed in accordance with the requirements of Division 2 of the *Local Government Act* and Division 4 of the Shire of Northampton *Bush Fire Local Law 2017*. A copy of the adopted Terms of Reference is appended.

**APPENDIX: 9.9.1 (A)**

Council is requested to consider the unconfirmed minutes and the matters contained therein.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

During the meeting a total of four recommendations were passed by the Committee are reflected within the table below.

<b>Committee Recommendation</b>		<b>Officer Comment</b>
1.	The minutes from the BFAC meeting held on 23 March 2026 be confirmed.	Council should receive and note the unconfirmed minutes. No further action required.
2.	That a request an extension for the Small Election Commitment funding for	Refer to Comment Section below.

	<p>communication be sought and updated quotes be obtained for the following:</p> <ul style="list-style-type: none"> <li>• 4 Starlink units to be purchased, including subscription; and</li> <li>• 3-4 Starlink units to be purchased without subscriptions.</li> </ul>	
3.	Tatianna Vafiades to remain as Chief Bush Fire Control Officer, but guide and mentor Matt Johnson – Deputy Chief Bush Fire Control Officer for the role at a future time.	That the recommendation be supported.
4.	That the Shire of Northampton provide a letter of support to the Department of Fire and Emergency Services in order to secure another Heavy Vehicle for the area, whether it be housed within the townsite at the Volunteer Fire and Rescue Service or one of the Bushfire Brigades.	That the recommendation be supported.

As reflected within the unconfirmed minutes, multiple other matters were discussed during the meeting and a number of running minutes will be occurring prior to the next BFAC meeting. The following comments are provided to guide elected members on those matters requiring Council consideration.

#### Starlink Communication Devices

As Council was advised at the 19 April 2026 meeting, the Shire is in receipt of a small election grant promise of \$20,000 which the State of Western Australia identified was for a trailer mounted communication device. At its March 2026 meeting, the BFAC has determined that for a number of reasons, the purchase and use of vehicle rather than trailer mounted satellite communication devices were preferred.

The CESM subsequently obtained quotes for 7 starlink devices including vehicle mounting equipment and including initial 1 year subscriptions. With that quote coming in at a value exceeding available funds and ongoing subscriptions not being covered by the Local Government Grant Scheme, the BFAC discussed the following at their most recent meeting:

- a) The potential to reduce the number of communication devices; and
- b) The potential for members to pay annual subscriptions to allow their private use of the devices which would be Shire owned, reducing the annual cost for the Shire, whilst ensuring the devices are available for fire fighting purposes.

Subsequent to the committee meeting, the CESM has obtained a revised quote based on the communication devices being purchased without the associated equipment required to permanently mount the equipment to vehicles. This approach allows for 6 of the Starlink Units to be purchased including the following subscriptions:

- i) Four units with a 24 month subscription included in the price; and
- ii) Two units with a 12 month subscription included.

Costs associated with the above purposes will be fully met by the current grant. It should be noted that the Department of Fire and Emergency Services Local Government Grant Scheme does not cover the cost of subscriptions. Given this, the Shire of Northampton will be responsible for the costs of ongoing subscriptions, currently being a cost of approximately \$1,380 per unit/per annum for the 100GB/month subscription.

Options to potentially minimise ongoing costs include:

- a) Switching the systems off outside of the bushfire season, with the data plan being on a monthly basis; and/or
- b) The Deputy Bush Fire Control Officer's indicating that they would be prepared to meet the cost of the subscription if they were able to utilise the Starlink devices for the personal use. This option is currently being examined and a further report will be provided to Council in due course.

Prior to the devices being allocated to key bush fire volunteer personnel, each person will be required to enter into agreement regarding the use and ensuring the Shire retains ownership of the units.

#### Bush Fire Management and Treatment Plans

Council was advised at the April 2026 meeting that the previous Bushfire Risk Planning Co-ordinator prepared a Bushfire Management Plan and two mitigation plans, being one for the townsite of Kalbarri and one for the balance of the Shire. At the April 2026 meeting, Council resolved to support the BFAC recommendation to merge the two mitigation documents.

Subsequent to this, the Shire's Community Emergency Services Manager (CESM) has received advice from the Department of Fire and Emergency Services that the two separate documents were prepared consistent with their scope and that they must be presented as separate documents to the Office of Bushfire Risk Management (OBRM).

The above said, once the documents and their content have been approved by OBRM, the Shire is free to merge the documents for its own purposes. A separate agenda item (Item No 9.3.1 of this agenda) has been prepared in respect of these documents.

#### Annual Firebreak and Fuel Mitigation Notice 2026/27

The Shire's CESM has prepared a draft Annual Firebreak and Fuel Mitigation Notice for the 2026/2027 financial year. The draft notice was presented to BFAC for their consideration and comment at the May meeting. With some minor modifications required, the draft notice has been subsequently updated and supported by BFAC through a flying minute.

A separate agenda item relating to the draft notice has been prepared for Council consideration as shown at Item 9.7.2.

### Chief Fire Control Officer Position

During the meeting discussion occurred around the CESH continuing to perform as the Shire's Chief Bush Fire Control Officer given the potential for conflict of interest to occur during a significant fire event. By way of summary, BFAC supported:

- a) The mentoring/training up of a Deputy Bush Fire Control Officer; and
- b) Ms Vafiades being retained in both roles in the interim.

Shire Officers support the BFAC position on this matter.

### Updating Terms of Reference

The Horrocks Bush Fire Brigade has appointed a new Captain, being Mr Chadd Gaby. To reflect this change, there is a need for the current Terms of Reference to be updated. Additionally, the Terms of Reference have been updated to reflect the resignation of the Shire Ranger from the position of Deputy Fire Control Officer - Central and update the Shire logo.

A new draft Terms of Reference has been prepared to reflect this personnel change as shown attached.

**ATTACHMENT: 9.9.1 (2)**

### Request for Letter of Support

At the meeting DFES Volunteer Mr Scott Rintoul informed the committee that the Northampton Volunteer Fire and Rescue Service now has less capability to assist in fighting Bushfires after losing their high season appliance, leaving them with a light tanker and the Hazmat Structural Rescue truck which holds a maximum of 1,400L. Mr Rintoul requested a letter of support to seek allocation of a heavy vehicle to the Northampton VFRS.

The primary function of the Northampton VFRS is for attendance at structural fires, asset protection and road crash rescues. Mr Teale from DFES advised that the allocated equipment was sufficient for the protection of assets consistent with the VFRS primary function. Mr Teale suggested that approval could be sought for allocation of a high season appliance to one of the existing bush fire brigades, or perhaps a new Northampton Bush Fire Brigade.

Whilst the primary function of the VFRS is noted, the VFRS regularly turns out to vegetation fires within the townsite as part of their asset protection role. With local bush fire brigades located outside of the Northampton townsite, the VFRS have on numerous occasions been first on scene, using a heavy fire fighting appliance to preventing fires spreading to nearby assets.

As reflected within the Unconfirmed Minutes the BFAC resolved to support the request for a letter of support to seek the permanent allocation of a high season appliance. Shire Officers support the BFAC position on this matter and recommend that a letter of support be lodged with DFES.

### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995;*

*Bushfires Act 1954*; and  
Shire of Northampton Bush Fire Local Law 2017.

### **POLICY / STRATEGIC IMPLICATIONS:**

Effective operation of the Shire's Volunteer Bush Fire Brigades is consistent with the Strategic Community Plan 2025-2035 Desired Outcome 3.3, being "We feel safe in our Shire and have reliable access to services that support our health and wellbeing."

### **ORGANISATIONAL RISK MANAGEMENT:**

Ineffective management of Bushfire risks represents a Major risk to the Shires reputation and the potential for property damage and loss of life.

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:**

As outlined within the Comment Section above.

### **SUSTAINABILITY:**

Environmental: Best practice management is required to minimise the potential for environmental impact as a result of fire.

Economic: The economic impact of a fire event can be greatly reduced through the timely response by brigades that are well resourced.

Social: Successful operation of bushfire brigades adds the community's sense of safety in the event of a fire.

**VOTING REQUIREMENTS: ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. Receive and note the unconfirmed minutes of the Shire of Northampton Bush Fire Advisory Committee meeting held on 22 May 2026;
2. In order to improve communication networks for the Shire's Volunteer Bush Fire Brigades, endorse the proposed use of the Small Election Promise Communication Trailer for the purchase of:
  - a) Four Starlink Devices including 24 month subscriptions; and
  - b) Two Starlink Devices including 12 month subscriptions.
3. Support the decision of the Bush Fire Advisory Committee to retain Tatiana Vafiades as Chief Bushfire Control Officer;
4. Request the Chief Executive Officer to provide a letter of support to the Department of Fire and Emergency Services in order to secure another Heavy Vehicle for the area, whether it be housed within the townsite at the Volunteer Fire and Rescue Service or one of the Bushfire Brigades;
5. Amend the current Terms of Reference for the Shire of Northampton Bush Fire Advisory Committee to reflect the newly appointed Horrocks Bush Fire Brigade captain as shown at Attachment: 9.9.1 (2)

#### **ATTACHMENTS**

- |   |  |            |
|---|--|------------|
| 1 | Attachment No 1 - Unconfirmed Minutes of BFAC Meeting held 22 May 2026 | 9<br>Pages |
| 2 | Attachment No 2 - Proposed Terms of Reference                          | 2<br>Pages |

#### **APPENDICES**

- |   |   |         |
|---|---|---------|
| A | Appendix A - Current Terms of Reference | 2 Pages |
|---|---|---------|

## ATTACHMENT

### 9.9.2 Unconfirmed Minutes of the Road Infrastructure and Plant Advisory Committee Meeting Held 28 May 2026

<b>PROPONENT OWNER</b>	Shire of Northampton
<b>LOCATION / ADDRESS:</b>	Shire of Northampton
<b>ZONE:</b>	Whole of Shire
<b>BUSINESS AREA:</b>	All
<b>FILE REFERENCE:</b>	Works and Technical Services
<b>LEGISLATION:</b>	12.1.3
<b>AUTHOR:</b>	<i>Local Government Act 1995</i>
<b>APPROVING OFFICER:</b>	Tina Souroup
<b>DATE OF REPORT:</b>	Jamie Muir
<b>DECLARATION OF INTEREST:</b>	3 June 2026
	Nil

#### BACKGROUND:

A meeting of the Road Infrastructure and Plant Advisory Committee (RIPAC) was held on 28 May 2026 in the Council Chambers, Northampton.

The purpose of this report is for Council to consider the minutes of the meeting, as shown attached.

**ATTACHMENT: 9.9.2 (1)**

#### PUBLIC CONSULTATION UNDERTAKEN:

Nil.

#### COMMENT (Includes Options):

The primary purpose of the RIPAC meeting held on 28 May 2026 was to enable the Committee to review and assess the proposed heavy fleet plant replacement program for 2025/26, together with a high-level overview of the 2025/26 Program of Works.

There are two recommendations made by RIPAC to Council.

Committee Recommendation	Administration Comment
That Council support the sale of P263 and the funds to be placed in the plant replacement reserve with the potential of purchasing a new Crew Cab Maintenance Truck and replace some of the utilities.	Recommendation supported
That the Committee approves the updated Plant Replacement Program for adoption in the 2026/27 Budget and Corporate Business Plan.	Recommendation supported

**STATUTORY ENVIRONMENT:**

The *Local Government Act 1995* and subsidiary legislation prescribe the requirements of creating an Advisory Committee in a Local Government organisation in Western Australia.

**POLICY / STRATEGIC IMPLICATIONS:**

The Road Infrastructure and Plant Advisory Committee will enable Council to strategically approach requests for Road Constructions and Plant Replacements for implementation through the Annual Budget process.

**ORGANISATIONAL RISK MANAGEMENT:**

Risk rating is considered Level 1 - Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
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 disposal of the Grader (P263) via auction is expected to generate proceeds of approximately \$150,000. These funds will be directed to the Plant Replacement Budget for the 2026/2027 financial year, contributing toward the renewal of ageing fleet assets.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: While the replacement program will require upfront capital outlay, it is expected to deliver operational efficiencies, including reduced maintenance and repair costs, improved reliability, and decreased downtime. These benefits are anticipated to offset lifecycle costs and support more efficient service delivery.

Social: Nil.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council receive the unconfirmed minutes of the Road Infrastructure and Plant Advisory Committee held on 28 May 2026 in accordance with ATTACHMENT: 9.9.2 (1).**

**ATTACHMENTS**

<b>1</b>	<b>Road Infrastructure and Plant Advisory Committee Minutes 28 May 2026</b>	<b>4</b>
		<b>Pages</b>

**ATTACHMENT****9.9.3 Unconfirmed Minutes of Local Emergency Management Committee Meeting held on 26 May 2026**

<b>PROPONENT</b>	Shire of Northampton
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>ZONE:</b>	All
<b>BUSINESS AREA:</b>	Community, Development and Regulation
<b>FILE REFERENCE:</b>	5.1.7.1
<b>LEGISLATION:</b>	<i>Local Government Act 1995; and Emergency Management Act 2005</i>
<b>AUTHOR:</b>	Brian Robinson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	4 June 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

The Local Emergency Management Committee (LEMC) is a local government advisory committee formed under both the *Local Government Act 1995 and Emergency Management Act 2005*. The primary functions of the Northampton LEMC are as set down in Section 39 of the *Emergency Management Act 2005*, being:

- (a) to advise and assist the Council in ensuring that local emergency arrangements are established;
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by regulations.

A Draft Terms of Reference was previously prepared for the LEMC and presented to members of the Committee in October 2005. Those Terms of Reference are yet to be endorsed by Council. A copy of the draft as prepared is shown attached.

**ATTACHMENT: 9.9.3 (1)**

A meeting of the LEMC was held on 26 May 2026. Council is requested to consider the draft minutes and a resolution of the Committee passed at that meeting. A copy of the Unconfirmed minutes is shown attached.

**ATTACHMENT: 9.9.3 (2)****PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

As reflected at Attachment: 9.9.3 (2), relevant government agencies and health care services provided updates to the committee on current issues and matters relating to TC Narelle. Representatives from Australian Garnet Mine and GMA Garnet were also invited to attend and outlined their companies on-site emergency management/fire fighting capabilities.

Only one motion was passed by the committee relating to the membership composition as follows:

**Moved:** Jules Leighton

**Seconded:** Mark Teale

That the Terms of Reference be modified to reflect Cr Chad Smith as Chair, Cr Liz Sudlow as proxy, Mr Brian Robinson to Deputy Chair and Tatiana Vafiades be appointed as Executive Officer.

**Motion Passed: 9/0**

In anticipation of Council's support of the above resolution, the draft Terms of Reference have been updated. Updates have also occurred to reflect the following the following government agencies having voting rights which were discussed and detailed as standard practice for LEMC's in Western Australia:

- a) Department of Communities – 1 voting member; and
- b) Department of Fire and Emergency Services – 1 voting member.

A copy of the updated draft Terms of Reference is shown attached.

**ATTACHMENT: 9.9.3 (3)****STATUTORY ENVIRONMENT:**

*Emergency Management Act 2005 and Local Government Act 1995.*

**POLICY / STRATEGIC IMPLICATIONS:**

Efficient operation of the LEMC ensures that the local government and its community are prepared for emergency events and recovery efforts.

**ORGANISATIONAL RISK MANAGEMENT:**

The risk rating associated with receiving the minutes and amending the Terms of Reference is considered Minor.

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:**

**ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

- 1. Receive and note the unconfirmed minutes from the meeting of the Northampton Local Emergency Management Committee held on 26 May 2026 as shown at Attachment: 9.9.3 (2); and**
- 2. Adopt the Terms of Reference for the Northampton Local Emergency Management Committee as shown at Attachment: 9.9.3 (3)**

**ATTACHMENTS**

- |          |  |            |
|----------|--|------------|
| <b>1</b> | Attachment No 1 - Draft Terms of Reference   | 5<br>Pages |
| <b>2</b> | Attachment No 2 - Unconfirmed Local Emergency Management Committee Minutes 26 May 2026 | 5<br>Pages |
| <b>3</b> | Attachment No 3 - Updated Draft Terms of Reference                                     | 5<br>Pages |

**10. LATE REPORTS:**

**11. QUESTIONS FROM MEMBERS:**

11.1 Response to questions from members taken on notice.

11.2 Questions from members.

**12. MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING:**

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

**14. APPLICATIONS FOR LEAVE OF ABSENCE:**

**15. CLOSURE:**

**There being no further business to discuss the Shire President to thank those in attendance and close the meeting at.....pm.**