



UNCONFIRMED MINUTES

COUNCIL MEETING

20 AUGUST 2026

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SHIRE OF NORTHAMPTON

Minutes of the Ordinary Meeting of Council held in the Allen Centre, Kalbarri, Thursday, 20 August 2026.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:

The Shire President declared the meeting open at **2.00pm**.

2. ANNOUNCEMENTS BY THE PRESIDENT:

Acknowledgement of Country

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

3. ATTENDANCE:

PRESENT:

Councillors

Cr Liz Sudlow (Shire President)
Cr Richard Burges (Deputy President)
Cr Des Pike
Cr Karl Suckling
Cr Roslyn Suckling
Cr Chad Smith

Staff

Mr Kenn Donohoe (Temporary Chief Executive Officer)
Mr Brian Robinson (Executive Manager of Community, Development and Regulation)
Mr Jamie Muir (Executive Manager Works and Technical Services)
Mrs Leanne Rowe (Manager Financial Services)
Ms Sonya Hasleby (Executive Support Officer)
Mrs Kaylene Roberts (Planning Officer)

Gallery

Neil Miller, Christine Holt, Stuart Wilke.

3.1 Apologies: Nil.

3.2 Leave Of Absence: Nil.

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.]

Cr Liz Sudlow declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as she is a social member of the Northampton Community Centre.

Cr Roslyn Suckling declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as she is a member of the Northampton Community Centre.

Cr Roslyn Suckling declared an impartiality interest in relation to item 9.4.5 – Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 Northa Court, Horrocks – as she is the Shire Representative for Horrocks Community Centre.

Cr Chad Smith declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as he is a sporting member of the Northampton Community Centre.

Cr Chad Smith declared an impartiality interest in relation to item 9.4.5 – Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 North Court, Horrocks – as he is the Shire Representative for Horrocks Community Centre.

Cr Karl Suckling declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as he is the Shire Representative for the Northampton Community Centre.

5. PUBLIC QUESTION TIME:

5.1 Response to public questions taken on notice: Nil.

5.2 Public Question Time:

Neil Miller – In regards to the Kalbarri Foreshore Redevelopment are we considering a crosswalk across Grey St from the shopping centre to the play area?

Brian Robinson – Main Roads are required to approve all crosswalks in our region. As part of the Kalbarri Foreshore Redevelopment we are proposing to use both vegetation and a shifting of the tram ramps away from the intersection and there is a recommendation to change the location of the carpark on Porter Street, Kalbarri.

Christine Holt – I would like clarification regarding the lease agreement with Medibloom. Is the lease still current, please explain the default and can the building be used as a different business?

Liz Sudlow – We want to make sure this is rectified in a very timely manner, we are well aware this is of great concern to the community that there is not GP service.

Kenn Donohoe – Council has a lease agreement in place for ten years however the current GP provider advised by SMS and flyer notices that they were ceasing their practice. The Council has issued a default notice as under their lease agreement in there was a clause that they would provide a service and by ceasing their practice that service has not been provided. The lessee was requested to remedy the situation and now we are in negotiations with the provider. Our next course of action is to provide a Deed of Surrender so the lease can be freed up and we can advertise for other medical providers that have expressed interest in a lease over the building and providing services for the Kalbarri community and surrounds.

6. PRESENTATIONS:

6.1 Petitions: Nil.

6.2 Presentations: Nil.

6.3 Deputations: Nil.

6.4 Councillor reports:

Since the last Council meeting **Cr L Sudlow** reported on her attendance at:

- 21/07/2026 - Kalbarri Foreshore Revitalisation Advisory Committee Meeting at Allen Centre, Kalbarri.
- 23/07/2026 – rPPP Project Control Group Meeting at Northampton Chambers.
- 28/07/2026 – Northern Country Zone Working Group to plan NCZ Conference Meeting via Teams.
- 29/07/2026 – CEO Review Panel Interviews for CEO position at Chapman Valley Shire Office.
- 10/08/2026 – CEO Review Panel met via Teams Meeting to discuss CEO position.
- 17/08/2026 – Northern Country Zone workshop re shared services and collaboration opportunities.
- 17/08/2026 – Northern Country Zone Meeting.
- 17/08/2026 – Phone meeting with Durack MP, Melissa Price re Kalbarri Doctors.
- 18/08/2026 – CEO Review Panel 2nd Round Interviews at Northampton Chambers.
- 19/08/2026 – On-site meeting at Horrocks Foreshore with Stuart Barr, Coastal Engineer from Seashore Engineering and Jamie Muir (Executive Manager of Works and Technical Services) and Frances McNabola (Works Co-ordinator).
- 19/08/2026 – WALGA Finance and Services Committee Meeting via Teams.

Since the last Council meeting **Cr R Burges** reported on his attendance at:

- 20/07/2026 – Kalbarri Visitors Committee meeting re Health.
- 21/07/2026 – Kalbarri Foreshore Revitalisation Advisory Committee Meeting at Allen Centre, Kalbarri.
- 22/07/2026 – CEO Recruitment workshop.
- 29/07/2026 – CEO Review Panel Interviews for CEO position at Chapman Valley Shire Office.
- 03/08/2026 – Kalbarri Development Association Meeting re Health.
- 04/08/2026 – Special Meeting of Council.
- 10/08/2026 – CEO Review Panel Teams Meeting to discuss CEO position.
- 17/08/2026 – Northern Country Zone meeting.
- 18/08/2026 – CEO Review Panel 2nd Round Interviews at Northampton Chambers.

Since the last Council meeting **Cr C Smith** reported on his attendance at:

- 20/07/2026 – Horrocks Community Centre meeting.
- 22/07/2026 – CEO Recruitment workshop.
- 29/07/2026 - CEO Review Panel Interviews for CEO position at Chapman Valley Shire Office.
- 05/08/2026 – Special Meeting of Council.
- 10/08/2026 – CEO Review Panel Teams Meeting to discuss CEO position.
- 18/08/2026 - CEO Review Panel 2nd Round Interviews at Northampton Chambers.
- 19/08/2026 - On-site meeting at Horrocks Foreshore with Stuart Barr, Coastal Engineer from Seashore Engineering and Jamie Muir (Executive Manager of Works and Technical Services)

Since the last Council meeting **Cr D Pike** reported on his attendance at:

- 21/07/2026 - Kalbarri Foreshore Revitalisation Advisory Committee Meeting at Allen Centre, Kalbarri.
- 22/07/2026 - CEO Recruitment workshop.
- 04/08/2026 - Kalbarri Development Association Meeting re Health.
- 05/08/2026 - Special Meeting of Council.
- 06/08/2026 – Kalbarri Development Association Meeting.
- 12/08/2026 – Kalbarri Development Association Meeting.
- 18/08/2026 - CEO Review Panel 2nd Round Interviews at Northampton Chambers.

Since the last Council meeting **Cr K Suckling** reported on his attendance at:

- 20/07/2026 – Northampton Community Centre Meeting.
- 22/07/2026 - CEO Recruitment workshop.
- 23/07/2026 – rPPP Project Control Group Meeting via Teams.
- 29/07/2026 - CEO Review Panel Interviews for CEO position at Chapman Valley Shire Office.
- 03/08/2026 – Roads and Fleet meeting with Jamie Muir in Northampton Chambers.
- 05/08/2026 - Special Meeting of Council.

- 18/08/2026 - CEO Review Panel 2nd Round Interviews at Northampton Chambers.

Since the last Council meeting **Cr R Suckling** reported on her attendance at:

- 20/07/2026 – Horrocks Community Centre Meeting.
- 22/07/2026 - CEO Recruitment workshop.
- 23/07/2026 - rPPP Project Control Group Meeting at Northampton Chambers.
- 29/07/2026 - CEO Review Panel Interviews for CEO position at Chapman Valley Shire Office.
- 05/08/2026 - Special Meeting of Council.
- 08/08/2026 – CEO Recruitment Meeting via Teams.
- 11/08/2026 – Country Women’s Association (CWA) Morning Tea where Northampton was awarded the Clarice Rudduck Award presented by the CWA State President. Northampton drew with Mandurah CWA.
- 12/08/2026 – Northampton Tourist Association AGM.
- 18/08/2026 - CEO Review Panel 2nd Round Interviews at Northampton Chambers.
- 19/08/2026 - On-site meeting at Horrocks Foreshore with Stuart Barr, Coastal Engineer from Seashore Engineering and Jamie Muir (Executive Manager of Works and Technical Services)

6.5 Conference reports: Nil.

7. CONFIRMATION OF MINUTES:

MOVED: Suckling, R SECONDED: Smith, C

08/26-146

That the Minutes of the Ordinary Meeting of the Council held on 16 July 2026, and the Minutes of the Special Meeting of the Council held on 5 August 2026 be confirmed.

MOTION CARRIED 6/0

FOR

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

AGAINST

8. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil.

9. OFFICERS' REPORTS:

9.1.1	Proposed Rate Waivers and Concessions 2026/27
9.1.2	Proposed Adoption of 2026/27 Budget
9.1.3	WALGA Annual General Meeting Representation
9.1.4	Northampton Economic Development Precinct Project
9.2.1	Proposed July 2026 List of Accounts for Endorsement on 20 August 2026
9.3.1	Proposed Adoption of Draft Kalbarri Foreshore Master Plan for Advertising Purposes
9.3.2	Funding Request from Northampton Community Centre - Community Events Coordinator Pilot Program
9.3.3	Proposed Advertising of Shire of Northampton Draft Bike and Shared Path Plan - Enhancing Community Connectivity
9.4.1	Proposed Award of Request for Quote for Installation of Reticulated Sewerage at Lot 514 Woods Street, Kalbarri
9.4.2	Delegated Planning Decisions for July 2026
9.4.3	Proposed Holiday House Renewal at Lot 231 (No. 24) Patrick Crescent, Kalbarri
9.4.4	Proposed Oversize Outbuilding at Lot 305 (No. 78) Explorer Avenue, Kalbarri
9.4.5	Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 North Court Road, Horrocks
9.4.6	Proposed Approach to Short Stay Rental Accommodation within the Shire of Northampton
9.4.7	Modification of Proposed Scheme Amendment Provisions Relating to Nature Based Camping - Local Planning Scheme Amendment No 10
9.5.1	Building Activity Report for July 2026
9.5.2	Proposed Memorandum of Understanding and Associated Fees and Charges - Contract Building Services for Shire of Mingenew
9.9.1	Minutes of Kalbarri Foreshore Revitalisation Advisory Committee Meetings Held on 7 July and 21 July 2026
9.9.2	Appointment of New Shire of Northampton Chief Bush Fire Control Officer for 2026/2027 Bushfire Season

9.1.1 Proposed Rate Waivers and Concessions 2026/27

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Office of the CEO
FILE REFERENCE:	3.1.3
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Leanne Rowe
APPROVING OFFICER:	Kenn Donohoe
DATE OF REPORT:	21 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Each year Council is presented with a list of properties that could be considered for a waiver or concessions on rates. Some of the properties are located on Shire of Northampton managed land, and others have special circumstances attached.

For 2026/27, Council is requested to consider the waiver of rates for the following properties in accordance, with s.6.47 of the *Local Government Act 1995*:

- Northampton Bowling Club – Northampton Lot 39 (255) Hampton Road, (A2175).
- Northampton Golf Club – Portion of Reserve 23432 (A1974) and Crown Grant in Trust Volume 1620 Folio 052, (A1852).
- Northampton Community Centre – Portion of Reserve 23432, (A1974).
- Kalbarri Camp and Community Hall – Kalbarri Town Lot 500 Reserve No 35559, (A2457).
- Kalbarri Golf and Bowling Club – part of Reserve No 30953, (A2628).
- Kalbarri Sport and Recreation Club – part of Reserve No 25447, (A5327).
- Regional Early Education and Development Inc. (REED) – Lot 233 (A1877) and 232 (A1878) Smith Street, Kalbarri,
- Regional Early Education and Development Inc. (REED) (Edna Bandy Centre) – Reserve 2038, Stephen Street Northampton, (A1693).

- Old School Community Centre – Lot 31, Robinson Street Northampton, (A4899;).
- Binu Tennis Club – Reserve 23699, Northwest Coastal Highway, Binu, (A3721).
- Northampton Doctors Surgery - Lot 10 (51) Robinson Street, Northampton, (A1594).
- Kalbarri Doctors Surgery – Lot 833 (24) Hackney Street, Kalbarri, (A2398).
- LIA Units 4 Kitson Circuit Northampton, Unit 1, Unit 2, Unit 3, Unit 4, (A5039).
- Kalbarri Town Talk – Lot 175 (5) Kaiber Street, Kalbarri, (A2450).
- Horrocks Community Centre - Lot 9503 North Court, Horrocks, (A4932).

Aged Care Facilities

- Pioneer Lodge Inc. - Lot 7 (A2642) Robinson Street & 52 (A1894) Essex Street, Northampton.
- Kalbarri Aged Care (Department of Housing) - Lot 1001 Hackney Street, (A2941).

Health Housing

- Housing (Community Housing Ltd) Lot 921 (14) Gliddon Avenue, Kalbarri (A3256).
- Housing (Community Housing Ltd) Lot 929 (20) Crocos Circuit, Kalbarri (A3297).
- Housing (Community Housing Ltd) Lot 607 (9) Bateman Street, Northampton (A4876).

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Council considers the waiving and discounting of rates each year for various clubs, organisations and community groups in accordance with requirements specified in the *Local Government Act 1995*.

STATUTORY ENVIRONMENT:

The *Local Government Act 1995* (s.6.47) enables Council to consider Rate waivers and concessions.

POLICY / STRATEGIC IMPLICATIONS:

Rate waivers and concessions provide financial assistance to community groups, clubs and special circumstance operators which enable them to continue providing services and support to the local community.

ORGANISATIONAL RISK MANAGEMENT:

The associated Risk Rating of not approving a rate waiver or concession for the listed properties is considered Moderate mainly due to reputational impacts and possibly service interruption.

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:

There will be no impact to the Shires financial position associated with the Rate waivers or concession as the properties have not been rated in prior years, or have concessions applied, and are not included in the 2026/27 budget. There are no new proposed additions to this list in 2026/27.

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: The approval of rate waivers and concessions facilitate the provision of support to the community.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council:

1) In accordance with s.6.47 of the *Local Government Act 1995* waive the rates on the following properties in the 2026/27 financial year:

- **Northampton Bowling Club – Lot 39 (255) Hampton Road Northampton;**
- **Northampton Golf Club – Portion of Reserve 23432 and Crown Grant in Trust Volume 1620 Folio 052;**
- **Northampton Community Centre – Portion of Reserve 23432;**
- **Kalbarri Camp and Community Hall – Kalbarri Town Lot 500 Reserve No 35559;**
- **Kalbarri Golf and Bowling Club – part of Reserve No 30953;**
- **Kalbarri Sport and Recreation Club – part of Reserve No 25447;**
- **Kalbarri Occasional Childcare Centre – Lot 233 and 232 Smith Street, Kalbarri;**
- **Northampton Child Care Centre (Edna Bandy Centre) – Reserve 2038, Stephen Street, Northampton;**
- **Old School Community Centre – Lot 475, Stephen Street Northampton;**
- **Binnu Tennis Club – Reserve 23699, Northwest Coastal Highway, Binnu;**
- **Doctors Surgery – 51 (Lot 10) Robinson Street, Northampton;**
- **Doctors Surgery – 24 (Lot 833) Hackney Street, Kalbarri;**
- **LIA Units 1 – 4 lot 83 (4) Kitson Circuit, Northampton;**
- **Kalbarri Town Talk - Lot 175 Kaiber Street, Kalbarri;**
- **Horrocks Community Centre - Lot 9503 North Court Horrocks;**
- **Pioneer Lodge Inc – Lot 7 Robinson Street & 52 Essex Street, Northampton; and**

- Department of Housing (Kalbarri Aged Care Units) - Lot 1001 Hackney Street, Kalbarri.
- Housing (Community Housing Ltd) Lot 921 (14) Gliddon Avenue, Kalbarri.
- Housing (Community Housing Ltd) Lot 929 (20) Crocos Circuit, Kalbarri.
- Housing (Community Housing Ltd) Lot 607 (9) Bateman Street, Northampton.

COUNCIL RESOLUTION:

MOVED: Burges, R **SECONDED:** Suckling, R

08/26-147

That Council:

- 1) In accordance with s.6.47 of the *Local Government Act 1995* waive the rates on the following properties in the 2026/27 financial year:
 - Northampton Bowling Club – Lot 39 (255) Hampton Road Northampton;
 - Northampton Golf Club – Portion of Reserve 23432 and Crown Grant in Trust Volume 1620 Folio 052;
 - Northampton Community Centre – Portion of Reserve 23432;
 - Kalbarri Camp and Community Hall – Kalbarri Town Lot 500 Reserve No 35559;
 - Kalbarri Golf and Bowling Club – part of Reserve No 30953;
 - Kalbarri Sport and Recreation Club – part of Reserve No 25447;
 - Kalbarri Occasional Childcare Centre – Lot 233 and 232 Smith Street, Kalbarri;
 - Northampton Child Care Centre (Edna Bandy Centre) – Reserve 2038, Stephen Street, Northampton;
 - Old School Community Centre – Lot 475, Stephen Street Northampton;

- **Binnu Tennis Club – Reserve 23699, Northwest Coastal Highway, Binnu;**
- **Doctors Surgery – 51 (Lot 10) Robinson Street, Northampton;**
- **Doctors Surgery – 24 (Lot 833) Hackney Street, Kalbarri;**
- **LIA Units 1 – 4 lot 83 (4) Kitson Circuit, Northampton;**
- **Kalbarri Town Talk - Lot 175 Kaiber Street, Kalbarri;**
- **Horrocks Community Centre - Lot 9503 North Court Horrocks;**
- **Pioneer Lodge Inc – Lot 7 Robinson Street & 52 Essex Street, Northampton; and**
- **Department of Housing (Kalbarri Aged Care Units) - Lot 1001 Hackney Street, Kalbarri.**
- **Housing (Community Housing Ltd) Lot 921 (14) Gliddon Avenue, Kalbarri.**
- **Housing (Community Housing Ltd) Lot 929 (20) Crocos Circuit, Kalbarri.**
- **Housing (Community Housing Ltd) Lot 607 (9) Bateman Street, Northampton.**

MOTION CARRIED BY ABSOLUTE MAJORITY 6/0

FOR

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

AGAINST

ATTACHMENT**9.1.2 Proposed Adoption of 2026/27 Budget**

PROPONENT	Shire of Northampton
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Office of CEO
FILE REFERENCE:	4.1.1
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Leanne Rowe
APPROVING OFFICER:	Kenn Donohoe
DATE OF REPORT:	21 July 2026
DECLARATION OF INTEREST:	The authors are both employees of the organisation and this has an impact on budget.

BACKGROUND:

The Shire of Northampton Annual Budget for the year ended 30 June 2027 is attached for Council's consideration and adoption.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Council has provided input and review of the 2026/27 Annual Budget through multiple budget workshops held from April to July 2026.

At the Budget workshop held on the 16 July 2026 Council considered the draft 2026/27 Budget and following that workshop the 2026/27 budget computations were finalised and the statutory budget documentation completed.

The Statutory Budget format for the 2026/27 financial year is presented as a balanced budget for Council's consideration with a net current assets surplus position at the start of the 2026/27 financial year of \$4,413,558.

The 2026/27 carry forward position includes, amongst other items, the following items of restricted and unrestricted cash:

Prepaid Financial Assistance Grant	\$2,583,270
MWDC Kalbarri Workers Accommodation Funding	\$72,183
DFES Community Benefit Grant	\$66,350
MRD BlackSpot Funding	\$1,935,320
DFES Bushfire Mitigation Officer Funding	\$116,584
DPIRD Kalbarri Foreshore & Beach Revitalisation Funding	\$137,319
NAB Unspent Loan	\$300,000

Lucky Bay Sale Funds
Reserve Funds

\$299,000
\$1,410,195

In accordance with the *Local Government Act 1995* and associated regulations, Council is requested to consider the adoption of the 2026/27 Budget.

STATUTORY ENVIRONMENT:

Adoption of the budget

Section 6.2 of the *Local Government Act 1995* requires a Local Government to prepare and adopt an annual budget for the financial year 1 July to 30 June each year but with the adoption being no later than the 31 August in that financial year.

Granting of a discount for early payment

Section 6.46 of the *Local Government Act 1995* "Discounts" is applicable. As with previous years, it is proposed that for the 2026/27 budget, no early payment discounts apply.

Granting of rate concessions

Section 6.47 of the *Local Government Act 1995* "Concessions" prescribes circumstances where concessions and waivers can be applied. Concessions are proposed for some properties that are situated on leased Shire land and are the subject of a separate Agenda item.

POLICY / STRATEGIC IMPLICATIONS:

Various strategic initiatives identified in the Shire of Northampton's Strategic Community Plan and underlying documents are included in the 2026/27 Budget.

ORGANISATIONAL RISK MANAGEMENT:

Adoption of the 2026/27 Budget reduces financial risk to the organisation by clearly articulating what the Shire of Northampton's priorities are for the coming 12 months and how rates money is to be expended in achieving those priorities. Risk rating is considered Level 4 – Major.

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 requirement s 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 Annual Budget has been prepared as a balanced budget and incorporates items from the Corporate Business Plan process plus other budget requests identified by Councillors and Staff.

The financial implications of the 2026/27 budget are summarised below with further details provided in the Statutory Budget 2026/27 document.

Rate Rise

It is proposed that an average general rate rise across the shire of 7.75%. This will result in increased rate revenue of \$429,157 compared to the rate revenue raised during 2025/26. The driver of the 7.75% rate increase is the necessity of the Shire facilitating medical services across the Shire. Of the additional \$429,157 rates raised, \$286,478 is budgeted to be transferred to the Health Services Reserve, with an additional \$62,649 from the General Untied Financial Assistance Grant. The total budgeted transfer to the Health Services Reserve is \$349,127.

For comparative reference, Perth Consumer Price Index March 2026 was 4.6%, and the State Minimum Wage increase on 1 July 2026 was 4.75%.

The Valuer General assessed Shire of Northampton Unimproved Value (UV) properties as at 1 July 2026. This revaluation has seen an overall increase to the UV data base of approximately 14.79%.

The Valuer General undertook a revaluation of Shire of Northampton Gross Rental Value (GRV) properties in 2024/25 with GRV adjustments across the district. GRV valuation occurs within 3 to 6 years as advised by the Valuer General.

Total general rates to be raised 2026/27 Budget is \$6,026,484.

General Rates

That the rate in the dollar for all rateable Gross Rental Value properties be set at \$0.0846 (8.4599¢) and the rate in the dollar for all rateable Unimproved Value properties be set at \$0.0056 (0.5636¢).

Minimum Rates

The minimum rate on rateable Gross Rental Value and Unimproved Value properties is proposed at \$716.50 per assessment.

Specified Area Rates

Port Gregory Specified Area Rate

Each year Council raises a specified area rate on properties located in the Port Gregory townsite to assist with the cost to operate and maintain the Port Gregory water supply. The specified area rate to be raised is based on the cost of operating the supply the previous financial year which has been estimated more than \$29,000 for 2025/26 excluding major repair works and upgrades. (Capital works not included approximately \$15 000)

To raise \$29,000 for 2026/27 all rateable Port Gregory Gross Rental Value properties within the Port Gregory Townsite will be levied a Specified Area Rate of \$0.0394 (3.9352c).

Kalbarri Tourism Specified Area Rate

Each year Council raises a Specified Area Rate on Kalbarri properties for TV, digital and print media campaigns and attendance at tourism trade shows. The amount to be raised for 2026/27 is proposed at \$30,000.

To raise \$30,000 for 2026/27 all rateable Kalbarri Gross Rental Value properties zoned Residential, Residential Development, Places of Public Assembly, Special Site, Special Rural, Commercial, Tourist Accommodation, Service Industry, Light Industry, Composite Light Industry, within the Kalbarri Town Planning Scheme No. 11 be set at \$0.0013 (0.1283¢).

Refuse Charge

The following charges have been incorporated into the 2026/27 Budget;

Kalbarri Residential Collection	\$465
Kalbarri Business Collection (Double)	\$930
Northampton & Other Residential Collection	\$465
Northampton & Other Business Collection (Double)	\$930
Half Way Bay Cottages	\$280.78 (ex GST)

Fees & Charges

Council adopted the 2026/27 Schedule of Fees & Charges at Council meeting 18 June 2026 (minute 06/26-109). At Council budget workshop on 16 July 2026 Council were advised of legislative increases to Building Fees, and a \$0.50 increase to Swimming Pool Fees. These fee increases are in the revised Schedule of Fees & Charges 2026/27, included in the Statutory Budget 2026/27 for Council consideration and adoption.

Loan Funds

The proposed 2026/27 Budget has no additional loans.

Bonds and Deposits and Reserve Fund

The Bonds and Deposits (Ex Trust) and Reserve Fund Budgets for 2026/27 are included in the 2026/27 Budget for adoption.

Tenders for Plant, Vehicles, Bitumen, Goods & Services

Management, as per previous years, seeks authorisation from Council to commence calling tenders for material items over \$250,000. Purchases required under this amount are now dealt with in accordance with Council's Purchasing Policy.

Material Variance

Council is required annually to adopt what it considers to be material variances that are required to be reported to Council. These are as a percentage and/or dollar value. Materiality levels are recommended to be set as \$10,000 or 10% whichever is greater, for the 2026/27 financial year.

SUSTAINABILITY:

Environmental: The proposed 2026/27 Budget endeavours to financially support key environmental initiatives and components of the operations of the Shire of Northampton.

Economic: Sound financial management and accountability is the fundamental component of economic sustainability. The proposed 2026/27 Budget delivers a sustainable and responsible economic outcome on behalf of Council.

Social: Local Government is a foundation of local community governance in Australia and sound financial management is required to execute responsibilities to the social betterment of the district.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1. Adopt the Shire of Northampton Annual Budget for the year ended 30 June 2027 as attached and set the following rates, discounts, instalments and interest for the 2026/27 financial year:**
 - a. General Rates**
 - (i) Gross Rental Value \$0.0846 (8.4599¢) cents in the dollar**
 - (ii) Unimproved Value \$0.0056 (0.5636¢) cents in the dollar**
 - b. Minimum Rates**
 - (i) Gross Rental Value \$716.50**
 - (ii) Unimproved Value \$716.50**
 - c. Specified Area Rates**
 - (i) Port Gregory Specified Area Rate \$0.0394 (3.9352¢)**
 - (ii) Kalbarri Tourism Specified Area Rate \$0.0013 (0.1283¢)**

d. Discounts

That no rate discount be provided on 2026/27 rates.

e. Due Date and Instalments

The due date for payment of rates shall be 2 October 2026.

Ratepayers will be offered the option of paying their general rates only by four instalments, and that the following additional charges will apply on the second (2nd), third (3rd), and fourth (4th) instalments:

- Interest 5.0%
- Administration Charge - \$5.00 for each instalment.

Further that the instalment due dates are as follows:

1st instalment	Due 2/10/2026
2nd instalment	Due 4/12/2026
3rd instalment	Due 5/02/2027
4th Instalment	Due 9/04/2027

f. Late Payment Interest

That a late payment interest charge of 7.0% be applied to outstanding moneys to Council as follows:

- Commence accruing daily (simple interest calculation) thirty five (35) days after the date stated on the account as being the due date the account was issued.
 - Late payment interest is to apply to all general rates, rubbish and waste management rates, and sundry debtors.
- *Pensioners and Seniors are exempt from penalty interest.

2. Adopt the following waste collection fees and charges for the 2026/27 financial year:

Rubbish Bin Collection Service		
240 Litre Bin Collection - Residential per bin	\$465.00	
240 Litre Bin collection - Business per bin	\$930.00	
Half Way Bay Cottages – per property	\$280.78	GST exclusive.

3. Bonds and Deposits, and Reserve Fund

That the Bonds and Deposits, and Reserve Fund Budgets for 2026/27 be adopted.

4. Tenders

That the Chief Executive Officer be authorised to call tenders, as per the requirements and provisions of the *Local Government Act 1995*, for the provision of goods and services as approved within the 2026/27 Budget.

5. **Material Variance**
That the Budget Variance parameters for the 2026/27 financial year be set at \$10,000 or 10% whichever is greater, as per *Local Government (Financial Management) Regulations 1996 r.34(5)*.
6. **Fees & Charges 2026/27**
Adopt the revised Schedule of Fees & Charges 2026/27 within the attached Shire of Northampton Annual Budget for the year ended 30 June 2027.

COUNCIL RESOLUTION:

MOVED: Suckling, R **SECONDED:** Smith, C

08/26-148

That Council:

1. **Adopt the Shire of Northampton Annual Budget for the year ended 30 June 2027 as attached and set the following rates, discounts, instalments and interest for the 2026/27 financial year:**
 - a. **General Rates**
 - (i) **Gross Rental Value \$0.0846 (8.4599¢) cents in the dollar**
 - (ii) **Unimproved Value \$0.0056 (0.5636¢) cents in the dollar**
 - b. **Minimum Rates**
 - (i) **Gross Rental Value \$716.50**
 - (ii) **Unimproved Value \$716.50**
 - c. **Specified Area Rates**
 - (i) **Port Gregory Specified Area Rate \$0.0394 (3.9352¢)**
 - (ii) **Kalbarri Tourism Specified Area Rate \$0.0013 (0.1283¢)**
 - d. **Discounts**
That no rate discount be provided on 2026/27 rates.
 - e. **Due Date and Instalments**
The due date for payment of rates shall be 2 October 2026.
Ratepayers will be offered the option of paying their general rates only by four instalments, and that the following additional charges will apply on the second (2nd), third (3rd), and fourth (4th) instalments:
 - **Interest 5.0%**
 - **Administration Charge - \$5.00 for each instalment.**

Further that the instalment due dates are as follows:

1st instalment	Due 2/10/2026
2nd instalment	Due 4/12/2026
3rd instalment	Due 5/02/2027
4th Instalment	Due 9/04/2027

f. Late Payment Interest

That a late payment interest charge of 7.0% be applied to outstanding moneys to Council as follows:

- Commence accruing daily (simple interest calculation) thirty five (35) days after the date stated on the account as being the due date the account was issued.
- Late payment interest is to apply to all general rates, rubbish and waste management rates, and sundry debtors.
*Pensioners and Seniors are exempt from penalty interest.

2. Adopt the following waste collection fees and charges for the 2026/27 financial year:

Rubbish Bin Collection Service

240 Litre Bin Collection - Residential per bin	\$465.00	
240 Litre Bin collection - Business per bin	\$930.00	
Half Way Bay Cottages – per property	\$280.78	GST exclusive.

3. Bonds and Deposits, and Reserve Fund

That the Bonds and Deposits, and Reserve Fund Budgets for 2026/27 be adopted.

4. Tenders

That the Chief Executive Officer be authorised to call tenders, as per the requirements and provisions of the *Local Government Act 1995*, for the provision of goods and services as approved within the 2026/27 Budget.

5. Material Variance

That the Budget Variance parameters for the 2026/27 financial year be set at \$10,000 or 10% whichever is greater, as per *Local Government (Financial Management) Regulations 1996* r.34(5).

6. Fees & Charges 2026/27

Adopt the revised Schedule of Fees & Charges 2026/27 within the attached Shire of Northampton Annual Budget for the year ended 30 June 2027.

MOTION CARRIED BY ABSOLUTE MAJORITY 6/0

FOR

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

AGAINST

Unconfirmed

ATTACHMENT APPENDIX

9.1.3 WALGA Annual General Meeting Representation

PROPONENT	Western Australian Local Government Association (WALGA)
OWNER	N/A
LOCATION / ADDRESS:	N/A
ZONE:	N/A
BUSINESS AREA:	N/A
FILE REFERENCE:	4.1.8
LEGISLATION:	N/A
AUTHOR:	Kenn Donohoe
APPROVING OFFICER:	Kenn Donohoe
DATE OF REPORT:	7 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

The Western Australian Local Government Association has advised that the Annual General Meeting (AGM) of all member local governments and regional local governments will be held on the 17th of September 2026.

This agenda item seeks Council's consideration to attend the event and to determine the voting members for motions as put before delegates of the AGM.

PUBLIC CONSULTATION UNDERTAKEN:

Nil

COMMENT (Includes Options):

WALGA has written to all member Councils to advise of the Annual General Meeting and to request Council consider delegating a member to attend the Heads of Agency meeting for 2026.

ATTACHMENT: 9.1.3 (1)

Council's Policy 1.4 refers;

Authority is delegated to the Chief Executive Officer to register Councillors for conferences, seminars and training, and prepay registration fees, accommodation and meals, subject to available budget. If the proposed attendance at a conference, seminar or training is not covered by an appropriate budget, the prior approval of the Council must be sought by the Councillor to attend, including prior authorisation of expenses. Travel and expense reimbursement arising from authorised attendance will need to be submitted to the CEO for approval, and where any doubt exists, referred to Council for approval. On their return from a conference or seminar, Councillors

who attended should provide a brief verbal report on the event to Council as part of the Council meeting procedure.

The above policy does not refer to voting members for the WALGA AGM and does not refer to proxies.

APPENDIX: 9.1.3 (A)

This Agenda item recommends the President and Deputy President as the voting Members for the 2026 Annual General Meeting of WALGA and for Council to choose 2 of its members as proxies should they be required.

Each year the Council member, generally the Shire President meets during the Annual General Conference with a Head of Agency to discuss a single pertinent item to the Council. Two such emerging issues are:

- 1) The coastal impacts from storm damage and erosion.
- 2) The impacts on the commercial fishing fleet and small tourism businesses operation out of Kalbarri impacted by the demersal fishing ban.

STATUTORY ENVIRONMENT:

N/A

POLICY / STRATEGIC IMPLICATIONS:

Councillor Training and Professional Development

The purpose of the policy is to ensure Councillors are provided opportunity to undertake non-statutory training and development.

1. Authority is delegated to the Chief Executive Officer to register Councillors for conferences, seminars and training, and prepay registration fees, accommodation and meals, subject to available budget.
2. If the proposed attendance at a conference, seminar or training is not covered by an appropriate budget, the prior approval of the Council must be sought by the Councillor to attend, including prior authorisation of expenses.
3. Travel and expense reimbursement arising from authorised attendance will need to be submitted to the CEO for approval, and where any doubt exists, referred to Council for approval.
4. On their return from a conference or seminar, Councillors who attended should provide a brief verbal report on the event to Council as part of the Council meeting procedure.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Insignificant.

Attendance at the AGM is not anticipated to activate a consequence matrix.

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:

Council allocates \$17,000 in its draft budget Code 0022.09 for conference expenses.

SUSTAINABILITY:

Environmental: N/A

Economic: N/A

Social: N/A

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council;

- 1) Appoints Shire President L Sudlow and Deputy Shire President R Burges as Council's voting delegates for the 2026 Annual General Meeting of the Western Australian Local Government Association (WALGA);
- 2) Appoints Cr....., and Cr....., as proxy voting members should they be required to attend the Annual General Meeting of WALGA.

- 3) Requests the Shire President, Cr L Sudlow to attend the Heads of Agency meeting to meet with the Director General of Department of Transport to discuss storm damage and coastal erosion at Horrocks and Port Gregory or alternatively meet with the CEO of Fisheries WA to discuss the demersal fishing ban and impacts on Northampton's coastal towns.

COUNCIL RESOLUTION:

MOVED: Suckling, K SECONDED: Pike, D

08/26-149

That Council;

- 1) Appoints Shire President L Sudlow and Deputy Shire President R Burges as Council's voting delegates for the 2026 Annual General Meeting of the Western Australian Local Government Association (WALGA);
- 2) Appoints Cr C Smith, and Cr Pike as proxy voting members should they be required to attend the Annual General Meeting of WALGA.
- 3) Requests the Shire President, Cr L Sudlow to attend the Heads of Agency meeting to meet with the Director General of Department of Transport to discuss storm damage and coastal erosion at Horrocks and Port Gregory or alternatively meet with the CEO of Fisheries WA to discuss the demersal fishing ban and impacts on Northampton's coastal towns or alternatively meets to discuss the medical services in our local government

MOTION CARRIED 6/0

FOR

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

AGAINST

ATTACHMENT APPENDIX

9.1.4 Northampton Economic Development Precinct Project

PROPONENT	Keith Anthonisz
OWNER	Shire of Northampton
LOCATION / ADDRESS:	District
ZONE:	District
BUSINESS AREA:	District
FILE REFERENCE:	13.2.1
LEGISLATION:	N/A
AUTHOR:	Kenn Donohoe
APPROVING OFFICER:	Kenn Donohoe
DATE OF REPORT:	10 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

The Shire of Northampton has contracted Mr Ketih Anthonisz t/a Future Systems to administer and develop a Northampton Economic Development Precinct Project (NEDPP) as resolved at Council's meeting of 4 June 2026.

This item seeks to submit the notes from the Project Control Group together with a Memorandum of Understanding and Terms of Reference for Council's consideration and adoption.

This project is estimated at \$700,000 together with a co-contribution of \$100,000 from the Shire of Northampton.

PUBLIC CONSULTATION UNDERTAKEN:

Nil

COMMENT (Includes Options):

Attached to the Agenda are a series of notes and documents submitted from Mr Anthonisz for Council consideration. (Two of which are a Term of Reference and a Memorandum of Understanding – MOU).

While the Temporary Chief Executive Officer (TCEO) is not aware of the discussions between the parties (as listed in documents as signatories) having commenced after the project adoption it appears that there is an obvious intention to work collaboratively. Words for future concepts such as pooling together resources and discussions around new pastoral and farmland diversification concepts, Hydrogen take-off points et al are identified in the Terms of Reference and appear to reflect a whole of government or joined up approach.

There are other opportunities that may come to the district through economic development particularly through any future Hydrogen investment and value add such as road network upgrades or waste site development as obvious examples and these may be as advantageous as other community support contributions. Emerging opportunities may need to be considered as part of the Terms of Reference or MOU as these are identified over the next twelve months.

However, care should be taken to ensure that Northampton is the owner of its own destiny and able to benefit from economic development opportunities that may eventuate while remaining sustainable.

The attached Terms of Reference, Memorandum of Understanding and notes are submitted for Council on the basis that Council has fully supported the project and investment.

ATTACHMENT: 9.1.4 (1)
ATTACHMENT: 9.1.4 (2)
ATTACHMENT: 9.1.4 (3)
ATTACHMENT: 9.1.4 (4)
ATTACHMENT: 9.1.4 (5)
APPENDIX: 9.1.4 (A)

STATUTORY ENVIRONMENT:

N/A

POLICY / STRATEGIC IMPLICATIONS:

Shire Strategic Plan desired outcome 1.2.

1.2 Diverse and prosperous We are driving balanced and sustainable growth by embracing new opportunities for our economy, people, and culture to thrive, whilst ensuring primary industries remain profitable into the future.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered – Major

This risk is allocated to the project on the basis or cost of the project being \$700,000 (\$100,000) from the Shire of Northampton.

It is also important for Council to note that references to a MOU not being a legally binding agreement can be erroneous. As there are terms in the MOU that reflect elements of a contract there could be a perception between parties that a contract is being enacted. Council should oversee resource allocations over the next twelve months as the work develops to achieve its ambitions.

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:

\$700,000 has been included in the draft 2026/2027 Financial Budget.

\$100,000 has been funded from the Shire of Northampton as a contributor to the funding.

SUSTAINABILITY:

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY**OFFICER RECOMMENDATION:**

That Council;

- 1) Endorses the Terms of Reference and Memorandum of Understanding for the Northampton Economic Development Precinct Project; and
- 2) Receives the notes and schedules as submitted as attachments from Future Systems.

COUNCIL RESOLUTION:

MOVED: Pike, D

SECONDED: Smith, C

08/26-150

That Council;

- 1) Endorses the Terms of Reference and Memorandum of Understanding for the Northampton Economic Development Precinct Project; and**
- 2) Receives the notes and schedules as submitted as attachments from Future Systems.**

MOTION CARRIED 6/0

FOR

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

AGAINST

ATTACHMENT**9.2.1 Proposed July 2026 List of Accounts for Endorsement on 20 August 2026**

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	All
BUSINESS AREA:	Corporate and Financial Services
FILE REFERENCE:	1.1.1
LEGISLATION:	<i>Local Government (Financial Management) Regulation 1996, Local Government Act 1995</i>
AUTHOR:	Leanne Rowe
APPROVING OFFICER:	Kenn Donohoe
DATE OF REPORT:	31 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

A full list of July 2026 payments is submitted to Council on 20 August 2026 for consideration.

A copy of the Payment List is attached.

ATTACHMENT: 9.2.1 (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
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 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 EFT29442 to EFT29566 totalling \$1,568,001.68; Municipal Fund Cheques 22673 to 22680 totalling \$968.32; Direct Debit payments numbered GJ0102 to GJ0109 inclusive of credit cards; payroll and superannuation totalling \$494,436.07; and itemised fuel card purchases, be declared authorised expenditure as detailed in ATTACHMENT: 9.2.1 (1).

COUNCIL RESOLUTION:**MOVED: Suckling, K SECONDED: Suckling, R****08/26-151**

That Council note Municipal EFT payments numbered EFT29442 to EFT29566 totalling \$1,568,001.68; Municipal Fund Cheques 22673 to 22680 totalling \$968.32; Direct Debit payments numbered GJ0102 to GJ0109 inclusive of credit cards; payroll and superannuation totalling \$494,436.07; and itemised fuel card purchases, be declared authorised expenditure as detailed in ATTACHMENT: 9.2.1 (1).

MOTION CARRIED 6/0**FOR**

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

AGAINST

ATTACHMENT**9.3.1 Proposed Adoption of Draft Kalbarri Foreshore Master Plan for Advertising Purposes**

PROPONENT OWNER	Shire of Northampton Crown Land with Shire of Northampton holding Management Order
LOCATION / ADDRESS:	Reserves 25307 & 26591 Grey Street, Kalbarri
ZONE:	Public Open Space
BUSINESS AREA:	Community, Development and Regulation
FILE REFERENCE:	10.6.7
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	5 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

The purpose of this agenda item is to seek Council's endorsement of a new draft Kalbarri Foreshore Master Plan for advertising purposes. The draft Master Plan, as shown attached, has been developed by consultants Realm Studio having regard to responses from a detailed public consultation process and consultation with the Kalbarri Foreshore Revitalisation Advisory Committee (KFRAC).

ATTACHMENT: 9.3.1 (1)

By way of further background, Tourism is a primary economic driver for the town of Kalbarri, with the permanent population of approximately 1,478 (2021 ABS Census) swelling to more than 8,000 during peak holiday seasons. In April 2021, Tropical Cyclone Seroja (Seroja) caused significant damage to both private and public infrastructure in Kalbarri. The response to the disaster was multifaceted and included the following in relation to public infrastructure on the Murchison foreshore and coastline:

- Federally funded disaster recovery funding, facilitating re-instatement of infrastructure from Chinaman's point to Jacques Point; and
- Preparation of the 2022 Kalbarri Foreshore Revitalisation Master Plan by Tourism Western Australia in consultation with the State of Western Australia, the Shire and a public consultation process.

In 2024, the Shire of Northampton became the recipient of an \$8.1 million grant from the Western Australian State Government to fund Stage 1 of the Kalbarri Foreshore Revitalisation Project relating to a number of specific elements identified within the 2022 Master Plan. Prior to proceeding with the project, at

its 19 December 2024 meeting Council indicated a preference to advertise proposed Stage 1 and the associated budget, prior to entering into a Financial Assistance Agreement with the State of Western Australia.

At its March 2025 Council meeting, Council considered the results of the detailed public consultation process and survey that resulted in 201 submissions. Having regard to the submissions received, Council resolved (Resolution 03/25-26) not to support various elements within the Landscape Master Plan and associated budget.

Subsequently in April 2025, Council resolved (Resolution 04/25-54) to enter an amended Financial Assistance Agreement that allocated an initial payment of \$300,000 for revision of the Master Plan, an opinion of probable cost, engineering assessments and preparation of a project management. Realm Studios were then appointed by Council (Resolution 10/25-88) to complete the Master Plan review process.

Following a thorough consultation process with KFRAC the consultants presented the draft Master Plan to Council on 16 July 2026 which had incorporated refinements identified by KFRAC at its meeting held on 7 July 2026. Details of the KFRAC meeting and a subsequent meeting held on 21 July 2026 are provided within Item No 9.9.1 of this agenda.

Council is now requested to endorse the Draft Master Plan for the purposes of advertising and the preparation of an opinion of probable cost having regard to recommendations of KFRAC that were passed on 21 July 2026.

PUBLIC CONSULTATION UNDERTAKEN:

In 2022, Council supported the Master Plan concepts for the purposes of the grant funding application. However, there was no public consultation process undertaken on the 2022 Master Plan. The Shire's subsequent consultation process in relation to the State of Western Australia's Stage 1 funding proposal consisted of:

- A total of 164 surveys being sent to the landowners along Grey Street;
- Correspondence to key stakeholders such as Kalbarri Development Association, the Pelican Feeders and Kalbarri Volunteer Marine Rescue;
- Advertisements on the Shire's electronic media and local newspapers/publications circulating in the district;
- Copies of the surveys were made available on-line and in person;
- A drop-in Session held at the Allen Centre held by the Executive Manager of Community, Development and Regulation; and
- Council's two Community Development Officers attending Kalbarri on numerous occasions handing out copies of the surveys at the local news agency and post office.

In response a total of 201 submissions were received.

It is now proposed that the Shire undertake a further 30 day public consultation process in relation to the new Draft Master Plan.

COMMENT (Includes Options):

To assist Council in determining whether to adopt the revised draft Kalbarri Foreshore Master Plan shown at Attachment: 9.3.1 (1), the following comments are offered:

Overall Vision

The Master Plan builds on the business case and objectives of the 2022 Kalbarri Foreshore Master Plan, establishing a long-term vision and delivery framework for the revitalisation Master Plan. The Plan responds to the extensive community consultation processes, technical investigations and post Cyclone Seroja recovery works, refining the overall vision and spatial framework to better align with the community aspirations, operational requirements, cultural values and long-term stewardship of the foreshore.

The overall vision of the Master Plan is for the Kalbarri Foreshore to become a connected, culturally grounded and climate responsive waterfront that celebrates its unique coastal and riverine setting, strengthening the towns' identity and economy, and continues to serve as the primary gathering place for residents and visitors for generations to come.

Design Directions

As set out Section 4 of the Draft Master Plan, plans have been underpinned by a Strategic Framework consisting of design directions, being:

1. Reframe the Foreshore Precinct Structure with a clear sequence of connected places that supports rationalisation, identity and staged delivery;
2. Establish a Continuous Foreshore Spine providing a safe, accessible and intuitive public promenade linking destinations, amenities and experiences;
3. Embed Cultural Landscape Interpretation by recognising Nanda Country, embedding culture within the structure of the landscape, rather than as an overlay;
4. Rationalise Amenity and Shelter Infrastructure delivering practical, durable and right sized public infrastructure that supports everyday use and long - term stewardship;
5. Strengthen Event and Tourism Nodes, supporting community events and tourism through flexible, multi-functional spaces that respond to seasonal demand;
6. Reinforce Civic, Memorial and Settlement Heritage celebrating Kalbarri's civic identity and layered history through inclusive public spaces and places of remembrance;
7. Integrate Ecological and Water Sensitive Systems, strengthening biodiversity, improve water management and build resilience through landscape-led design;
8. Improve Vehicle, Parking and Crossing Logic, creating safer, calmer and legible movement networks that balance vehicles with pedestrian priority.
9. Consolidate Working waterfront Functions supporting marine industries, tourist and commercial operations while improving public access and experience; and

10. Deliver Compact, Stage Interventions, focusing investment where it delivers the greatest public benefit through practical, fundable and adaptable implementation.

Establishing layers of cultural landscape and interpretation are key design directions, with cultural storytelling to be integrated along the entire foreshore spine celebrating Nanda culture alongside Kalbarri's maritime, fishing and settlement history. The Master Plan recommends embedding Nanda place names, landscape features and gathering points incorporating interpretive landscape treatments, gather spaces and pause points.

Continuous Spine

Currently the foreshore footpath network and connections to the Town Centre and urban interface consist of a number of disjointed paths. Similar to the 2022 Master Plan, the new Draft Master Plan elements are centred around a continuous path spine that will:

- Establish a continuous dual use path network extending the full length of the foreshore;
- Remove or rationalise path sections that un-necessarily divert to road corridors;
- Connect fragmented path segments;
- Simplify and consolidate Grey Street road crossings at strategic locations;
- Use planting, verge shaping and surface transitions to guide pedestrians;
- Integrate accessible gradients to support DDA compliance; and
- Embed cultural interpretation, wayfinding and pause points throughout the promenade.

KFRAC has supported the design of the proposed connected path network for the purposes of public consultation and the preparation of an opinion of probable cost.

Defined Precincts

The draft Master Plan redefines the foreshore precincts identified in the 2022 Master Plan, now identifying seven interconnected precincts being:

1. Giddamarra Spring Precinct – This precinct is centred around the Giddamarra Spring, enveloped by the Fisherman's Wharf Precinct.
2. Fisherman's Wharf Precinct – This precinct contains the existing infrastructure and parking areas (both formal and informal) associated with the Fisherman's Wharf and the northern public boat ramp;
3. Casuarina Precinct – With its name being drawn from the distinct stands of Casuarina's between the Fisherman's Wharf to the north and terminating opposite Coles Street;
4. Pelican Precinct – Named to reflect the Pelican Feeding area being central to the precinct. This precinct extends southward from the Casuarina Precinct to the Gabba Gabba Creek.

5. Gabba Gabba Precinct – Named to reflect the Gabba Gabba Creek and associated reserve, this precinct extends southward to a position aligned with the southern end of the Shire's Kalbarri Administration Centre;
6. Town Beach Precinct – Located opposite the Commercial Centre of Kalbarri, this precinct contains the Adventure Playground, Sallys Tree, Town Beach, Boat Launching Facilities and associated parking, the town jetty, Volunteer Marine Rescue Building and RSL Memorial areas. To ensure connectivity and a working relationship with the commercial centre, the precinct also takes in the carparking areas located to the south/south-east of Grey Street and the Porter Street intersection; and
7. Rivermouth Precinct – This precinct extends from the parking area associated with the Town Beach precinct westward to Chinaman's Point and includes the extensive grass areas associated with Chinaman's Beach and the Spit.

A summary of the elements proposed within each precinct is provided below.

Giddamarra Spring and Fisherman's Wharf Precinct

The Master Plan recommends establishing Giddamarra Spring as the primary cultural anchor. With a significantly larger footprint than contained within the 2022 Master Plan, it is proposed to revitalise the native landscape and reveal and restore the spring hydrology within a culturally grounded landscape incorporating interpretation, gathering spaces, nature play and endemic plantings. Improved public amenities including shelters, barbeques are also proposed along with a new toilet between the spring cultural area and the adjacent boat ramp.

The design incorporates gathering spaces and opportunities for guided cultural engagement using a looped path connecting the spring to the river which will pass over the disused boat ramp that is to be naturalised through edge planting and revegetation. The plans also allow for the long term expansion of the adjacent constructed boat ramp facilities and associated parking area for use by both boat trailers and long vehicles.

With respect to the Wharf area, it is proposed to formalise the existing gravel parking area, complete native landscaping using water sensitive urban design principles. It is also proposed to rationalise the road access by closing the southern access driveway and relocating the existing Fisherman Artwork.

At the 21 July meeting of KFRAC, the Advisory Committee resolved to support the proposed designs for the Giddamarra Spring and Fisherman's Wharf project subject to the revised access arrangements associated with the Fisherman's Wharf being supported by the Fisherman's Co-operative and Department of Transport.

It should also be noted that in accordance with the design principles there is a need to liaise with the Nanda Peoples over the detailed design, interpretative landscape, place names, language and narratives.

It is recommended that the Fisherman's Co-operative, Department of Transport and Nanda Board be consulted as part of a public consultation process. Further consultation with the Nanda Board and its representatives will be required as part of the preparation of future detailed designs relating to both the Giddamarra Spring Precinct and other cultural elements along the Foreshore Spine.

Casuarina Precinct

The primary recommendations of the Master Plan for this precinct include strengthening the northern beach node by improving access, seating and informal gathering space, protecting and enhancing the mature Casuarina canopy. The foreshore spine will be established on the roadside of the Casuarinas, with grass between the path and tree line to be removed and replaced with native foreshore planting to stabilise, expand the foreshore planting, improve biodiversity and reduce erosion whilst maintain existing river views.

Turf will also be replaced with resilient native planting on steep slopes. Vegetated swales are to be used to soften infrastructure and capture stormwater, strengthening the coastal landscape character.

It is proposed that the existing carpark will be formalised with line marking and access, with capacity for future service connections to support events and food trucks. Compliant disability access will be provided from parking areas and beach access adjacent to the existing beach shelters, introducing seating and gathering space that reinforces the precinct as a relaxed social destination. The Master Plan also recommends relocating the existing beach wheelchair to a prominent easily accessible location.

Within the southern section of the Casuarina Precinct, it is proposed to:

1. Remove the Grey Street slip lane adjacent to the IGA supermarket and introduce a new pedestrian crossing with traffic refuge island to significantly improve pedestrian safety;
2. Connect and consolidate the two carparks, providing long vehicle parking in the most southern portion and strengthen the beach arrival node, introducing seating and gathering space to support higher levels of daily use near the IGA;
3. Connect the existing path network by placing the foreshore spine with a clear waterfront alignment;
4. Restore the foreshore by removing turf from the riverside of the foreshore spine and expand foreshore planting to reduce erosion and strengthen the coastal landscape character;
5. Introduce perimeter planting and shade trees around carparks to soften the streetscape along with increased tree canopy and informal seating around the beach; and
6. Provided managed vehicle beach access.

With respect to managed vehicle access, Council previously considered this matter at its meeting on 21 May 2026, where having regard to a recommendation of KFRAC Council resolved (Resolution 05/26-96)

3. *Request that the Chief Executive Officer undertake a survey of Kalbarri residents over a period of 21 days. The Survey is to outline the need for repair/consolidation of Murchison River riparian vegetation and seek comment on the following two options with respect to future vehicular access to the Murchison River foreshore via the existing vehicle ramp off the Shire Carpark located off Grey Street south of Auger Street:*

- *Restricting access to identified vehicle tracks; or*
- *Closing the area to vehicles.*

It is proposed that this consultation will occur as part of the wide consultation process for the Draft Master Plan.

At its 21 July 2026 meeting, KFRAC resolved to support the draft designs for the Casuarina Precinct as contained in the Master Plan for the purposes of public consultation and preparation of an opinion of probable cost.

Pelican Precinct

The Pelican Precinct is centred around the Pelican Feeding Area, being an existing and popular tourist attraction on the Kalbarri Foreshore. The primary elements of proposed Master Plan design for this precinct are summarised as follows:

1. Upgrade the Pelican Feeding area to provide additional tiered seating and shade with DDA compliant access whilst protecting the existing pelican movement between the beach and feeding zone;
2. Relocate the existing vehicle parking area away from the feeding zone and adjacent intersection, providing a new safer pedestrian connection to the Pelican Café via a traffic island with pedestrian refuge;
3. Increase parking in the area by converting existing parallel parking bays to angled parking;
4. Realignment of the foreshore spine to roadside of the Pelican Feeding area;
5. Modify the boat hire carpark to accommodate the foreshore spine and utilise the existing elevated terrace as a lookout and informal gather space with seating and shade overlook the Murchison River; and
6. Enhance the public area surrounding the Pelican Café with improved seating, planting and pedestrian connections, reinforcing its role as a key waterfront destination.

KFRAC resolved to support the proposed Pelican Precinct design at its 21 July 2026 meeting, subject to “The delineation of the pull off bay opposite the caravan park entrance ensuring that the slipway lines up with the park entrance driveway”. It is recommended that the KFRAC recommendation be supported to ensure traffic congestion is avoided on Grey Street.

Gabba Gabba Creek

Located between the Pelican Feeding area and the Town Beach precinct, the primary function of this area can currently be defined as a drainage corridor with underground stormwater infrastructure connecting the creek (located south-east of Grey Street) to the Murchison River foreshore. The topography is

dominated by turfed areas with a significant slope downward from Grey Street. For this precinct the Draft Master Plan designs are based on:

1. Reframing Gabba Gabba Gully as a cultural and ecological asset integrating water storytelling, landscape rehabilitation, naturalizing the drainage corridor to reduce the erosion and reveal its ecological function;
2. Introduce a pedestrian refuge island facilitating access from the carpark associated with the Visitor Centre/Shire Administration and the associated long vehicle/electric vehicle charging carpark;
3. Strengthen movement along the gully to provide a shared pedestrian connection to the public open space; and
4. Replace turf on steep slopes with low maintenance native vegetation and remove turf from the river side of the spine, expanding the foreshore planting to stabilise the edge, reduce erosion and strengthen the coastal landscape character.

The Master Plan also contains recommendations for land on the eastern side of Grey Street, recommending that the Visitors Centre forecourt be revitalized and the entry points and parking associated with the Motel and Jeffery Browne Way be rationalized to simplify vehicle access, improve pedestrian and vehicle safety.

KRAC resolved on 21 July 2026 to support the Master Plan designs for the purposes of public consultation and the preparation of an opinion of probable cost. It is recommended that the Advisory Committee's recommendation be supported.

Town Beach Precinct

This precinct is the most heavily utilised area on the foreshore, containing the Town Beach, separated from the adventure playground and Sally's tree area by a carpark, primary boat launching facilities and associated trailer parking area, the Volunteer Marine Rescue Building. Currently the area is the most utilised space on the foreshore with markets and events regularly being held.

The draft design contained within the Masterplan recommends a significant number of changes in this area, which are summarised as follows:

1. Location of the foreshore spine immediately adjacent to the foreshore, passing riverside of the adventure playground and town beach carpark, deviating around the boat ramp to provide a level crossing before continuing on the Grey Street side of the Volunteer Marine Rescue Building;
2. Reduce irrigated turf between the foreshore spine and river foreshore, expanding foreshore vegetation along the riverside of the spine to stabilise the edge, improve drainage and strengthen the coastal landscape character;
3. Established terraced seating between the carpark and foreshore beach, along with a secondary path to beach level for people of all ages and abilities, avoiding the need for use of the boat ramp for beach access;

4. Upgrade and reshape the nature playground to better manage stormwater and enhance long term functionality;
5. Rationalise shelters, BBQ's and gathering spaces into two defined nodes either side of the playground to simplify servicing and improve functionality;
6. Strengthen facilities at Sally's Tree with enhanced landscaping and the integration of discrete power and service connections to support community events;
7. Provide clear secondary paths connecting to Grey Street, parking areas and toilets, including connections between parking areas and the RSL memorial; and
8. Upgrade the RSL memorial including transformation of the existing grass embankment with access compliant terraced seating.

This precinct abuts the Kalbarri townsites primary commercial area at the intersection of Grey Street and Porter Street, with use of the area contributing significantly to traffic and pedestrian movements. In recognition of the need to improve pedestrian safety, traffic management and connectivity between the town centre and foreshore, the master plan designs extend across Grey Street. Primary elements associated with this portion of the precinct are summarised as follows:

1. Removal of the redundant cul-de-sac head adjacent to the Kalbarri Motel;
2. Connecting the parking areas between the carpark abutting the Red Bluff Bakery/Newsagency and Kalbarri Lane;
3. Closing the Kalbarri Lane connection with Porter Street to reduce traffic congestion at the Porter Street/Grey Street intersection and improve pedestrian safety;
4. Reconnect Kalbarri Lane to Grey Street in proximity of the Kalbarri Pharmacy;
5. Improve pedestrian safety through the use of low vegetation plantings along Grey and Porter Streets, formal path networks with Pram Ramps and the introduction of pedestrian refuge islands on both Grey Street and Porter Street; and
6. Provide seating/shelters between Porter Street and the adjacent carpark.

At its 21 July 2026 meeting, KFRAC resolved to support the draft plans for the Town Beach precinct for the purposes of advertising and preparation of an opinion of probable cost, subject to:

- a) The provision of an additional tier of grass seating south of the RSL memorial;
- b) Additional advice on traffic management being sought with respect to the proposal to revised connection/access to Grey Street for the carparking area located south of Grey Street; and
- c) The existing grass area immediately south of the western end of the Adventure Playground being retained as grass.

For the western portion of the Town Beach Precinct, identified on the plan entitled Town Beach to Rivermouth Precinct, KFRAC also resolved to support this plan, subject to:

- d) Deletion of the proposed additional boat rigging area;
- e) Retention of an additional 3 boat trailer parking bays on the northern side of the RSL memorial;
- f) Truncation of the carpark intersection located north east of the RSL memorial and adjustment of the associated pram ramps;
- g) Introduction of BBQ facilities and a shelter at the western end of the Volunteer Marine Rescue Building; and
- h) Retaining of the grass area located west of the Volunteer Marine Rescue Building.

It is recommended that the KFRAC resolutions with respect to the Town Beach Precinct be supported by Council. Additional advice regarding the traffic management aspect of opening Kalbarri Lane to Grey Street will be sought from both the Shire consultants and the Executive Manager of Works and Services during the public consultation period.

Rivermouth Precinct

The Rivermouth Precinct relates to all of that area west of the Town Beach Precinct including the areas commonly known as Chinaman's Beach, Chinaman's Point and the Spit. The primary elements of the design are summarised as follows:

- i) Position the foreshore spine as a threshold between parking and turf, strengthening the planted riverside edge and reducing the potential for erosion.
- ii) Extension of the Foreshore Spine to the lookout at Chinaman's Point;
- iii) Upgrade access to the lookout on Chinaman's Point and complete modest upgrades to the lookout, maintaining its informal character;
- iv) Consolidate the existing turf areas in order to introduce a flat, contiguous turf area to support gatherings, markets and larger community events through rationalisation vehicle movements within the precinct by removing the existing gravel access road and beach side carpark;
- v) Integrate event services by providing discreet power, water and service connections to support markets, community events, food vendors and seasonal activation;
- vi) Incorporate shelters, BBQ's and flexible event infrastructure;
- vii) Identify a preferred location for a future flexible shelter structure to support peak seasonal use, community gatherings and events;
- viii) Establish a new sealed parking area away from the immediate foreshore edge, with structured shade planting to improve comfort, reduce heat and strengthen the landscape settings;
- ix) Deliver a new contemporary amenities building to replace the existing toilets; and
- x) Ensure disability access compliant connected pathways throughout the precinct.

In response to the draft plans, KFRAC resolved to support the proposed designs for the purposes of public consultation and preparation of an opinion of probable cost subject to the following:

- a) The proposed carparking area as shown being reduced to a maximum of 40 car parking bays utilising the existing access road for carpark access; and
- b) The consolidated turf area being a minimum of 4,500m² in order to cater for future events.

Through discussion with KFRAC it was identified that there is a desire to avoid the introduction of substantial carparking facilities in the area. Having regard to additional parking established as part of the recovery works on Chinaman's Point, it is recommended that the KFRAC resolution be supported. Should additional parking be required in the future, there would be potential to expand the 40 parking bays.

Submissions Response

As Council may recall, there were a number of matters raised within the 201 submissions previously received where Council sought to obtain comment from KFRAC. In response to those matters KFRAC recommended the following:

- a) Shire Officers liaise with the Department of Transport to utilise the dredging program to complete sand replenishment at Chinaman's Beach;
- b) Support the establishment of additional native vegetation within the foreshore for the purposes of rehabilitation and shade;
- c) Improvements to pedestrian access, additional seating and the use of interpretative signage be supported;
- d) Not support comments relating to the retention of current toilet facilities at Chinaman's Beach; and
- e) With respect to the style of infrastructure and shelters, be open to other styles outside of the Town Beach and Rivermouth Precinct.

Next Steps

Should Council support the recommendations of KFRAC, the consultants will be requested to proceed with the identified refinements. It is proposed that those refined designs be advertised over a period of 30 days to allow members of the public and other stakeholders to review the designs. During the public consultation process, the consultants will proceed with the preparation of an opinion of probable cost.

It is proposed that the consultation process will include advertisement on the Shire website and other electronic media, local newspapers and a minimum of two information sessions at the Allen Centre.

KFRAC will then be requested to consider any submissions received and to utilise the opinion of probable cost to prioritise those elements to be established under Stage 1 of the Foreshore Revitalisation Project.

Conclusion

In preparing the draft Master Plan and associated designs, Realm Studios have taken into account the content of the previous submissions, Council's response to those submissions, facilitated workshops with KFRAC and liaised closely with KFRAC over refinement of the designs. Whilst there are a number of design changes still recommended, these are considered minor in the context of the overall design.

It is therefore recommended that Council conditionally endorse the draft Master Plan for the purposes of completing further public consultation process and to allow the consultants to proceed with the preparation of an opinion of probable cost.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS:

The Murchison River Foreshore is a significant element of the Kalbarri Community being the primary recreation, gathering area and location for events. The foreshore plays a significant role in connecting the Kalbarri Community and Tourists with the Murchison River and wider coastal environment. Comprehensive improvements to the Foreshore Reserve and level of facilities provided are consistent with the following desired outcomes of the Shire of Northampton Strategic Community Plan 2025-2035:

1.1 Local and Thriving

We feel supported to work and grow out businesses in the Shire and are confident in the Shire's willingness to make appropriate commercial investment to fill unmet needs for future development.

1.2 Diverse and prosperous

We are diving balanced and sustainable growth by embracing new opportunities for our economy, people, culture to thrive, whilst ensuring primary industries remain profitable in the future.

1.3 Attractive and Popular

Our reputation as a prime visitor destination is strong and we are optimising an ecologically friendly tourism industry.

2.1 A healthy ecosystem

The interconnected biodiversity of our flora and fauna is protected and nurtured.

2.2 A protected landscape

Our Shire balances human wealth and pleasure with protection of our coastlines, riverbeds, and other natural landscape and marine features.

2.3 Nature-based aesthetic appeal

The natural beauty of our Shire is conserved for our residents and to attract visitors.

1.2 Outstanding recreation and tourism experiences

Community life and tourism is being enriched through a strong portfolio of events, activities, attractions and historical heritage.

4.1 Fit for purpose infrastructure

Out buildings and other physical assets enhance functionality, experience and ambience. Where appropriate and beneficial to the community, we are supporting the development of light commercial areas.

4.3 We can move around effectively

A comprehensive strategy is driving effective management of roads, drainage, paths and parking facilities, ensuring maintenance and improvement of infrastructure is meeting increasing transport demands.

ORGANISATIONAL RISK MANAGEMENT:

The risk rating is considered Major given the potential for substantial reputational damage should the project or its potential impacts fail to be appropriately managed or fail to be delivered in a timely co-ordinated manner as required by the grant.

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:

Works and consultant fees associated with Stage 1 of the Foreshore Revitalisation Project must be contained within the \$8.1 million State Grant.

Whilst the grant is substantial, it will be necessary for clear priorities to be identified for Stage 1 based on the opinion of probable costs.

To ensure the implementation of meaningful revitalisation of the foreshore it will also be necessary that additional complimentary funding to be sought, such as:

- Funding through road programs to complete modifications to Grey Street;
- Other State Government grants such as the Western Australian Bike Network (WABN);
- Funding through non-government organisations such as Lotteries West, and RSL; and
- Potential corporate sponsorships or grants such as the RAC Safer Roads program.

Additional State Government funding will also need to be sought for future stages of the revitalisation program not covered by the funding options detailed above.

Whilst the consultants' draft designs are based on minimising the impact on Shire resources, it should be noted that with an increased level of facilities, it is expected that future maintenance obligations will increase and that Shire funding will be required to provide additional staff resources and maintenance funding in the short to medium term.

SUSTAINABILITY:

Environmental: Opportunities exist for the redevelopment work on Kalbarri Foreshore to provide environmental outcomes such as increased shade, increased areas of native vegetation and reduced water usage.

Economic: A revitalised foreshore precinct will result in a higher standard of facilities, providing additional drawcards for tourists. Opportunities exist to consolidate, and potentially expand events programs, existing income generating commercial activities and tourist facilities.

Social: The Kalbarri Foreshore provides for a wide range of both active and passive recreational opportunities. The foreshore is an integral part of the community fabric and tourist experience.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1. Endorse the 2026 Draft Kalbarri Foreshore Master Plan as shown at ATTACHMENT: 9.3.1 (1) for the purposes of a public consultation process subject to the following modifications:**
 - a) The delineation of the pull off bay opposite the Tasman Park caravan park entrance on Grey Street, ensuring that the slipway lines up with the park entrance driveway;**

- b) Provision of an additional tier of grass seating south of the RSL memorial;
 - c) The existing grass area immediately south of the western end of the Adventure Playground being retained as grass;
 - d) Deletion of the proposed additional boat rigging area abutting the RSL memorial;
 - e) Retention of an additional 3 boat trailer parking bays on the northern side of the RSL memorial;
 - f) Truncation of the carpark intersection located northeast of the RSL memorial and adjustment of the associated pram ramps;
 - g) Introduction of BBQ facilities and a shelter at the western end of the Volunteer Marine Rescue Building;
 - h) Retaining of the grass area located west of the Volunteer Marine Rescue Building;
 - i) The proposed car parking area in the Rivermouth Precinct being reduced to a single row consisting of a maximum of 40 car parking bays utilising the existing access road for carpark access; and
 - j) The consolidated turf in the Rivermouth Precinct being a minimum of 4,500m² in order to cater for future events.
2. Require the revision of the Master Plan in accordance with point 1 above;
 3. On completion of the revisions to the 2026 Draft Master Plan in accordance with points 1 and 2 above, request that the Temporary Chief Executive Officer proceed with a public consultation period of not less than 30 days, with the consultation process to consist of:
 - i) A survey on the future management of vehicle access to the Murchison River Foreshore adjacent within the Casuarina Precinct in accordance with Council Resolution 05/26-96;
 - ii) Advertising on the Shire website and other electronic media;
 - iii) Advertisement within local newspapers circulating in the district;
 - iv) The holding of two public information sessions at the Allen Centre, Kalbarri;
 - v) Presentation of the Revised Master Plan to the Board of the Nanda Peoples; and
 - vi) Correspondence being forwarded to the Fisherman's Co-operative, the Department of Transport and the Nanda Board.
 4. Request consultants Realm Studios to proceed with the preparation of an opinion of probable costs associated with the implementation of the full Master Plan as amended in accordance with Points 1 and 2.

COUNCIL RESOLUTION:

MOVED: Burges, R SECONDED: Smith, C

08/26-152

That Council:

- 1. Endorse the 2026 Draft Kalbarri Foreshore Master Plan as shown at ATTACHMENT: 9.3.1 (1) for the purposes of a public consultation process subject to the following modifications:**
 - a) The delineation of the pull off bay opposite the Tasman Park caravan park entrance on Grey Street, ensuring that the slipway lines up with the park entrance driveway;**
 - b) Provision of an additional tier of grass seating south of the RSL memorial;**
 - c) The existing grass area immediately south of the western end of the Adventure Playground being retained as grass;**
 - d) Deletion of the proposed additional boat rigging area abutting the RSL memorial;**
 - e) Retention of an additional 3 boat trailer parking bays on the northern side of the RSL memorial;**
 - f) Truncation of the carpark intersection located northeast of the RSL memorial and adjustment of the associated pram ramps;**
 - g) Introduction of BBQ facilities and a shelter at the western end of the Volunteer Marine Rescue Building;**
 - h) Retaining of the grass area located west of the Volunteer Marine Rescue Building;**
 - i) The proposed car parking area in the Rivermouth Precinct being reduced to a single row consisting of a maximum of 40 car parking bays utilising the existing access road for carpark access; and**
 - j) The consolidated turf in the Rivermouth Precinct being a minimum of 4,500m² in order to cater for future events.**
- 2. Require the revision of the Master Plan in accordance with point 1 above;**
- 3. On completion of the revisions to the 2026 Draft Master Plan in accordance with points 1 and 2 above, request that the Temporary Chief Executive Officer proceed with a public consultation period of not less than 30 days, with the consultation process to consist of:**
 - i) A survey on the future management of vehicle access to the Murchison River Foreshore adjacent within the Casuarina Precinct in accordance with Council Resolution 05/26-96;**

- ii) Advertising on the Shire website and other electronic media;
 - iii) Advertisement within local newspapers circulating in the district;
 - iv) The holding of two public information sessions at the Allen Centre, Kalbarri;
 - v) Presentation of the Revised Master Plan to the Board of the Nanda Peoples; and
 - vi) Correspondence being forwarded to the Fisherman's Co-operative, the Department of Transport and the Nanda Board.
4. Request consultants Realm Studios to proceed with the preparation of an opinion of probable costs associated with the implementation of the full Master Plan as amended in accordance with Points 1 and 2.

MOTION CARRIED 6/0

FOR

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

AGAINST

Cr Karl Suckling declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as he is the Shire Representative for the Northampton Community Centre.

Cr Liz Sudlow declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as she is a social member of the Northampton Community Centre.

Cr Roslyn Suckling declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as she is a member of the Northampton Community Centre.

Cr Chad Smith declared an impartiality interest in relation to item 9.3.2 – Funding Request from Northampton Community Centre – Community Events Coordinator Pilot Program – as he is a sporting member of the Northampton Community Centre.

APPENDIX

9.3.2 Funding Request from Northampton Community Centre - Community Events Coordinator Pilot Program

PROPONENT OWNER	Shire of Northampton
LOCATION / ADDRESS:	All
ZONE:	Whole of Shire
BUSINESS AREA:	Various
FILE REFERENCE:	Community Development and Regulation
LEGISLATION:	11.1.8
AUTHOR:	<i>Local Government Act 1995</i>
APPROVING OFFICER:	Andrea Teakle
DATE OF REPORT:	Brian Robinson
DECLARATION OF INTEREST:	4 August 2026
	Both the Author and Approving Officer have an Impartiality Interest as one is a current member and the other a past member of the committee.

BACKGROUND:

The Northampton Community Centre (NCC) has submitted a request for financial support in order to establish a part-time Community Events Coordinator position for a 12-month pilot period. As outlined within the

submission shown attached, the NCC is seeking funding to the value of \$25,000 from the Shire toward a total remuneration of \$35,000 for the position.

ATTACHMENT: 9.3.2 (1)

As detailed within Attachment: 9.3.2 (1) the position is intended to create a position within the NCC who will be responsible for *“planning, organising, promoting, and delivering a wide range of community driven activities that strengthen participation, encourage social connection, foster volunteer involvement, and increase utilising of Northampton Community Centre facilities outside of regular sport competition”*.

The NCC is proposing that the position will facilitate a diverse range of activities including, but not limited to:

- Community balls and social evenings;
- AFL talk nights and sporting guest speaker events;
- Bingo and social gatherings for seniors;
- Youth Discos and family entertainment nights;
- 3 x 3 basketball competitions;
- Specialised youth gym programs and fitness activities;
- School holiday activities and workshops;
- Community fundraising events;

Council is requested to consider the proposal given the nature of the request and the NCC submitting the request outside of the Shire's Community Grants Program normal parameters and timing.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

In late 2023, Council established the Community Grants Committee with the following Terms of Reference:

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

Subsequently in June 2024, Council resolved to adopt the Shire's first iteration of Council Policy 5.1 – Community Grants Program (Resolution 06/24-49). The Policy which was developed by the Community Grants Committee has the objectives of:

1. To support the community to improve liveability, support, connectedness and participation by evolving the sense of community;
2. To improve visitation and liveability by supporting community led events;
3. To encourage the social activation of youth in the district;
4. To provide seed funding or co-contribution financial support for the community to make funding applications;
5. To provide an open, transparent and equitable mechanism for Council to distribute community grants; and
6. To grow the funding pool for the Community Grants Program through sourcing additional funds through external sources.

The Shire currently annually budgets an amount of \$100,000 to support the Community Grants Fund, which is distributed through two rounds. The program is open to all community groups and affords an ability for the Community Grants Committee to give all applications equal consideration in an open and transparent manner. This allows Councillors to consider competing community interests and priorities.

Shire Officers recognise the potential community benefits outlined in the proposal, including increased opportunities for social connection, recreation, volunteer participation and community engagement. However, it must be noted that:

- a) NCC operates a facility with established revenue streams through venue hire, memberships and events;
- b) A significant proportion of the activities undertaken would primarily support the core operations, facility utilisation and revenue generation objectives of a single organisation;
- c) Funding one organisation over another outside of the Community Grant Program may create perceptions of inequity and reduce the availability of funds for projects that deliver broader community-wide benefits; and
- d) Council should have regard to the broader implications of providing operational funding to a single community organisation.

As Council is aware, through the annual budget process the Shire supports numerous community groups through grants, community assistance programs and in-kind support, many of which operate successfully through volunteer-led models without funded staff resources. Providing operational funding for wages may create a precedent for similar requests from other organisations seeking assistance with recurrent operating costs.

Council is also aware of competing community priorities, including medical services, youth development and activation and ageing-in-place initiatives, all of which seek support from limited community funding resources.

Furthermore, as reflected within the draft 2026/2027 budget as presented within this agenda, the Shire has limited discretionary funds available. An agreement to fund the position as requested would require Council to either reduce funding in other areas of shire operations, or allocate 25% of the Community Grant fund in a manner that is not consistent with the adopted policy or process.

For the above reasons, it is recommended that Council decline the request.

STATUTORY ENVIRONMENT:

Local Government Act 1995

POLICY / STRATEGIC IMPLICATIONS:

Whilst the applicants submit that the proposal is consistent with the aims and objectives of the Shire's Strategic Community Plan 2025-2035, the request for funding is not consistent with Council Policy 5.1 – Community Grants.

ORGANISATIONAL RISK MANAGEMENT:

Providing the level of funding requested toward a paid position could be seen as an inequitable distribution of funds within the community, resulting in reputation damage. Given this and the level of funding sought, the Risk rating is considered 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:

Council currently has significant financial constraints including the need to support operation of medical facilities within the Shire which limit the amount of discretionary funds available. Council's current draft 2026/27 annual budget is a balanced budget meaning that it is not considered \$25,000 is available for the contribution as requested.

The funding request would require Council to identify and allocate funds from an already constrained budget environment. While the proposal is presented as a 12-month pilot, there is a risk that Council may be expected to provide ongoing financial support if the position is unable to become self-sustaining. Approval of the request may also create expectations from other community organisations seeking assistance with operational costs, placing additional pressure on future budgets and funding allocations.

SUSTAINABILITY:

Environmental: Nil

Economic: The funding request would require a direct financial contribution from the Shire towards the operational costs of a community organisation. While the position may increase activity, facility use and local economic participation, consideration should be given to the ongoing financial sustainability of the role beyond the pilot period and the potential expectation of future operational funding support

Social: The proposal has the potential to deliver positive social outcomes through increased community participation, social connection, volunteer engagement and access to events and activities for a range of community members. The initiative may contribute to strengthening community cohesion, reducing social isolation and enhancing community wellbeing

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1. Advise the applicant that while Council recognises the potential community outcomes associated with the proposal, it is recommended that support be sought through existing community funding mechanisms to ensure equitable access and opportunities for funding for all community organisations.**
- 2. Decline the request for \$25,000 towards the employment of an Events Co-ordinator as outlined within Attachment: 9.3.2 (1); and**
- 3. Encourage the applicant to apply for funding under the Shire's Community Grant Program for funding under either, or both of the following categories:**
 - a) Category 3 - event-based funding; or**
 - b) Category 5 - Partnership Grant program, which includes both financial assistance and Community Development Officer support.**

COUNCIL RESOLUTION:**MOVED: Smith, C****SECONDED: Pike, D****08/26-153****That Council:**

- 1. Advise the applicant that while Council recognises the potential community outcomes associated with the proposal, it is recommended that support be sought through existing community funding mechanisms to ensure equitable access and opportunities for funding for all community organisations.**
- 2. Decline the request for \$25,000 towards the employment of an Events Co-ordinator as outlined within Attachment: 9.3.2 (1); and**
- 3. Encourage the applicant to apply for funding under the Shire's Community Grant Program for funding under either, or both of the following categories:**
 - a) Category 3 - event-based funding; or**
 - b) Category 5 - Partnership Grant program, which includes both financial assistance and Community Development Officer support.**

MOTION CARRIED 6/0**FOR**

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

AGAINST

ATTACHMENT**9.3.3 Proposed Advertising of Shire of Northampton Draft Bike and Shared Path Plan - Enhancing Community Connectivity**

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	Whole of Shire
BUSINESS AREA:	Community, Development and Regulation
FILE REFERENCE:	12.1.1
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Andrea Teakle
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	7 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Council is requested to consider adoption of the Draft Shire of Northampton Bike and Shared Path Plan for the purposes of advertising. The plan has been prepared utilising funding from the Department of Transport under the WA Bicycle Network (WABN) Grants Program. A copy of the draft Plan is shown attached.

ATTACHMENT: 9.3.3 (1)

The plan has been developed to:

- Build consensus on community needs and priorities for bike riding.
- Guide future capital and operational investment in cycling infrastructure.
- Support long-term network planning and integration with regional cycling networks.
- Establish a framework for monitoring participation and evaluating outcomes.
- Improve access to active transport opportunities across the Shire.

The Plan once approved by Council and the Department of Transport will be used to provide a strategic framework for further grant applications to improve Shared Path networks within the Shire. The plan as prepared aligns with State Government guidance and supports the development of a safe, connected, accessible and inclusive cycling network for people of all ages and abilities.

Whilst the majority of the Plan has been prepared utilising internal resources, a portion of the funding received was used to meet the costs of suitable plans prepared by external consultants.

PUBLIC CONSULTATION UNDERTAKEN:

A range of community engagement techniques were utilised to inform the preparation of the draft plan, including:

- Online community survey.
- Face-to-face engagement sessions with community members and stakeholders.

Subject to Council approval, the Draft Shared Bike Plan will be publicly advertised for a period of 60 days to allow further community and stakeholder feedback before a final version is presented to Council.

COMMENT (Includes Options):

The Shire of Northampton successfully obtained grant funding to prepare a 10 year Bike and Shared Path Plan in recognition that the existing plan no longer adequately supports the Shire's future strategic planning and infrastructure needs.

The Draft Bike and Shared Path Plan has been developed in accordance with the Department of Transport's *Planning and Design for Active Transport in Western Australia – Local Bike Plan Guidance* and provides a strategic framework for the planning, delivery and management of shared path infrastructure throughout the Shire of Northampton.

The purpose of the Plan is to assist Council in identifying and prioritising future shared path projects, maintenance requirements and network improvements. The Plan will support informed decision-making when allocating budget resources, applying for external funding opportunities and planning future infrastructure investment.

The Plan seeks to deliver a network that is safe, connected, widespread, legible, achievable and aspirational. Key outcomes include:

- Improved cycling and shared path connectivity,
- Greater accessibility for users of all ages and abilities,
- Increased participation in active transport,
- Improved community access to key destinations; and
- Establishment of a framework for monitoring future network performance.

The document has been prepared as a stand-alone strategic plan and is intended to guide future investment in cycling and shared path infrastructure across the Shire while aligning with broader community wellbeing, accessibility and active transport objectives.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS:

The Draft Bike and Shared Path Plan supports the objectives of the Shire of Northampton Strategic Community Plan, including:

3.1 Socially Connected and Included

We feel supported to live well and prosper together, whatever our age or diversity of needs.

3.2 Outstanding recreation and tourism experiences

Community life and tourism are being enriched through a strong portfolio of events, activities, attractions, and historical heritage.

3.3 Healthy and Safe Community

We feel safe in our Shire and have reliable access to services that support our health and wellbeing.

4.1 Fit-for-purpose infrastructure

Our buildings and other physical assets enhance functionality, experience, and ambience. Where appropriate and beneficial to the community, we are supporting the development of light commercial areas.

4.3 We can move around effectively

A comprehensive strategy is driving effective management of roads, drainage, paths and parking facilities, ensuring maintenance and improvement of infrastructure is meeting increasing future transport demands.

The Plan may remain a stand-alone strategic document while supporting broader corporate and community planning objectives.

ORGANISATIONAL RISK MANAGEMENT:

The risk associated with adopting the proposed Plan for the purpose of advertising is considered 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
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FINANCIAL IMPLICATIONS:

Costs associated with finalising the Draft Plan and costs associated with undertaking consultation are funded Department of Transport and Major Infrastructure through the WA Bicycle Network (WABN) Grants Program.

SUSTAINABILITY:

Environmental: Encourages active transport and supports environmental sustainability outcomes

Economic: Future infrastructure priorities will be considered through annual budget processes and external funding opportunities.

Social: Supports community health, wellbeing, connectivity and social inclusion.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

1. Endorse the Draft 10 year Bike and Shared Path Plan for the purpose of public advertising and stakeholder consultation for a period of 60 days; and
2. Request the TCEO to arrange preparation of the Local Planning Policy to give effect to the plan when considering future subdivision and development plans.

COUNCIL RESOLUTION:

MOVED: Burges, R

SECONDED: Smith, C

08/26-154

That Council:

1. Endorse the Draft 10 year Bike and Shared Path Plan for the purpose of public advertising and stakeholder consultation for a period of 60 days; and
2. Request the TCEO to arrange preparation of the Local Planning Policy to give effect to the plan when considering future subdivision and development plans.

MOTION CARRIED 6/0

FOR

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

AGAINST

Unconfirmed

9.4.1 Proposed Award of Request for Quote for Installation of Reticulated Sewerage at Lot 514 Woods Street, Kalbarri

PROPONENT	Shire of Northampton
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Lot 514 (No 15) Woods Street, Kalbarri
ZONE:	Residential - R50
BUSINESS AREA:	Community, Development and Regulation
FILE REFERENCE:	9.1.3 & A5328
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	28 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Lot 514 (No 15) Woods Street is a 6,744m² property located on the southern side of Woods Street, immediately east of the Tasman Holiday Park in Kalbarri.

As Council is aware the Shire previously secured Lot 514 from the State Government by agreement and proceeded to have a 3 bedroom modular home installed on the property. Installation of the home resulted in the substantial commencement of development of the property, allowing the property transaction to be completed. The Shire now owns Lot 514 as freehold property.

The property as acquired by the Shire was not connected to any of the required services. Whilst the connection of electricity and water have been completed, there has been significant delays in the connection of the Water Corporation's reticulated sewerage system.

Shire Officers have been working with GHD Consultants over the design and installation of the reticulated sewerage connection. With hydrological assessment and designs completed, GHD released a Request for Quote in May 2026. In response two quotes have been received for completion of the required works.

At the time of preparing this agenda, the Shire's 2026/27 annual budget was yet to be adopted. The purpose of this agenda item is to request Council to approve the required budget allocation allowing Shire Officers to complete engagement of a suitably qualified contractor.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

On behalf of the Shire, GHD Consultants prepared a detailed request for quote which was advertised and referred to contractors operating within the Mid-West region. At the close of advertising on 3 July 2026, two quotes had been received from contractors Pyramid Civil Pty Ltd and Westline Civil Pty Ltd.

On 10 July 2026, GHD consultants completed the assessment of the quotes against the Compliance and Qualitative Criteria. The assessment identified that:

- a) Both contractors have the required qualifications and experience to complete the work;
- b) The response from Westline Civil Pty Ltd demonstrated more regional/remote and especially Mid-West experience; and
- c) Westline Civil Pty Ltd has been identified as the preferred contractor, with a quoted value of \$127,398.55.

Although the quotes received are considered to be expensive, the expenditure is considered justified given the investment in the property to date and the fact that additional homes/development can be located on-site using the new gravity sewerage connection.

It is recommended that the contract be awarded to Westline Civil Pty Ltd who have indicated that installation of the sewerage system can be completed before the end of the calendar year.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS:

Once completed, the sewerage connection will allow the first 40m of Lot 514 to be connected to reticulated sewerage. As a result, both the existing home and future development of the first 40m of the property can be connected to the gravity sewerage system. Servicing of the balance of the property will require the use of a sewerage pump system to utilise the proposed connection.

Completion of the sewerage installation will permit the now existing home on Lot 514 to be completed and occupied. At this point it is intended to utilise the home for transit accommodation for Shire Officers, Councillors and Consultants, reducing the need to otherwise pay for accommodation.

ORGANISATIONAL RISK MANAGEMENT:

The risk rating associated with proceeding with the installation of gravity sewerage is considered Minor. Risk associated with not proceeding is considered Major as the existing development cannot be occupied until the connection to sewer is established.

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 draft budget as presented to Council contains a budget allowance for connection of the reticulated sewerage system. All works and associated fees can be wholly contained within the Shire's draft Annual Budget for the 2026/27 financial year.

SUSTAINABILITY:

Environmental: Nil.

Economic: Completion of the dwelling on the property will add value to the Shire's investment in the property and prevent the need for Shire Officers and Consultants to use commercial accommodation.

Social: Connection to the sewer will allow proposals for additional workers accommodation to be considered.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council approve the appointment of Westline Civil Pty Ltd to complete the installation of the Water Corporations Reticulated Sewerage System at a cost of \$127,398.55 at Lot 514 Woods Street, Kalbarri.

COUNCIL RESOLUTION:**MOVED: Suckling, R SECONDED: Suckling, K****08/26-155**

That Council approve the appointment of Westline Civil Pty Ltd to complete the installation of the Water Corporations Reticulated Sewerage System at a cost of \$127,398.55 at Lot 514 Woods Street, Kalbarri.

MOTION CARRIED 6/0**FOR**

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

AGAINST

Unconfirmed

ATTACHMENT**9.4.2 Delegated Planning Decisions for July 2026**

PROPONENT	Shire of Northampton
OWNER	Various
LOCATION / ADDRESS:	Various
ZONE:	Various
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.4.1
LEGISLATION:	<i>Planning and Development Act 2005</i> <i>Local Government Act 1995</i>
AUTHOR:	Kaylene Roberts
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	30 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

To ensure the efficient and timely process of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approval 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 report 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, detail those decisions made under delegated authority in July 2026.

ATTACHMENT: 9.4.2 (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 July a total of fifteen (15) applications were determined under delegated authority and five (5) applications was determined by Council.

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

Table 1: Planning Decisions made in July 2025 and July 2026

	July 2025	July 2026
Delegated Decisions	16 - \$167,500 **11	15 - \$125,000 **12
Council Decisions	2 - \$0 1 Refusal	5 - \$200,000 *2 - \$0 *2 refusals
Total	18 - \$167,500	20 - \$325,000

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	46 - \$2,771,835 **18	40 - \$2,238,451 **19
Council Decisions	11 - \$509,412 **2 2 Refusals	18 - \$6,322,200 **3 3 Refusals
Total	57 - \$3,113,767.09	58 - \$8,560,651

***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.*

There was also one (1) Survey Strata subdivision referred to the Shire for comment in the month of July 2026. The application was in relation to a two (2) lot subdivision. Further information is provided attached.

ATTACHMENT: 9.4.2 (2)

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 that include Local Planning Policy *Consultation for Planning Proposals*, which details the level and scope of advertising required for Applications for Development Approval.

Each application is 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 July 2026 as detailed in ATTACHMENT: 9.4.2 (1).

COUNCIL RESOLUTION:

MOVED: Suckling, K SECONDED: Smith, C

08/26-156

That Council receive the report on Delegated Development Approvals for July 2026 as detailed in ATTACHMENT: 9.4.2 (1).

MOTION CARRIED 6/0

FOR

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

AGAINST

Unconfirmed

ATTACHMENT**9.4.3 Proposed Holiday House Renewal at Lot 231 (No. 24) Patrick Crescent, Kalbarri**

PROPONENT	MG & MN Maxfield
OWNER	MG & MN Maxfield
LOCATION / ADDRESS:	Lot 231 (No. 24) Patrick Crescent, Kalbarri
ZONE:	Residential R12.5/R30
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.6.1.3; A653
LEGISLATION:	<i>Planning and Development Act 2005</i> <i>Local Government Act 1995</i>
AUTHOR:	Kaylene Roberts
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	31 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Council is requested to consider a renewal for unhosted short stay accommodation for up to 12 people utilising the two storey dwelling located at the front of Lot 231 (No. 24) Patrick Crescent, Kalbarri. A location plan is shown below, whilst a copy of the application is attached.

ATTACHMENT: 9.4.3 (1)**Location Plan**

The subject property contains two dwellings, the front dwelling being a two storey building previously approved for use as Holiday Accommodation. In July

2025, an approval was issued in error for the use of the front dwelling as a Holiday House catering for up to 12 people.

The applicant is now seeking to renew that approval. The key elements of the proposal are:

- The application is proposing the number of guests to be a maximum of twelve (12) persons;
- The management of the property will be undertaken by the designated property manager;
- The cleaning of the property will be undertaken by the property manager;
- No signage is proposed for the Holiday House;
- The implementation of the Emergency Evacuation Response Plan as submitted;
- Parking is available within the front setback and side of the property; and
- Bookings for the Holiday Accommodation will be through on-line portals.

The application is referred to Council for determination as approval to the renewal requires a variation to the Shire's Local Planning Policy - Holiday Houses 2020.

PUBLIC CONSULTATION UNDERTAKEN:

Public consultation was not required as the application is for a renewal only and that the original application was advertised in 2025. No objections or complaints have been received during past operation of the accommodation.

COMMENT (Includes Options):

To assist Council, the following comments are offered:

Zoning

The provisions of Local Planning Scheme No. 11 – Kalbarri (the Scheme) includes the subject land within the Residential zone, with an identified density of R12.5/R30.

Land Use Classification

The proposed use of one of the two dwellings on-site is consistent the definition of a Holiday House under the Scheme. This definition being as follows:

‘holiday house’ means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.

Land Use Permissibility

A Holiday House is an “A” use in the Residential Zone. That is a use which is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the Deemed to Apply provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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 not limited to:

- (a) *The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *Any approved State Planning Policy;*
- (c) *Any policy of the Commission;*
- (f) *Any local planning strategy for this Scheme endorsed by the Commission;*
- (g) *Any local planning policy for the Scheme area; and*
- (n) *The amenity of the locality.*

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

Consistency with Zoning

Generally speaking the use of a dwelling for a House is consistent with the objectives of the Residential zone, which included *'To provide for a range of non-residential uses, which are compatible with and complementary to residential development.'* Holiday Houses do however have potential to impact on the amenity of a residential area through noise for example, with occupants being on holiday.

Parking

The existing house does not have a dedicated garage but has an area at the front that can be used for guest parking. There is a private driveway that is for the residence at the rear of the property. Parking for up to four (4) vehicles can be made available and are to be contained wholly on-site.

Day to Day Management

The applicant/owner has a local Property Manager that will be available 24 hours a day to deal with any issues that may arise.

Public Liability Insurance

It is a requirement of the Policy that the applicant is to supply a copy of their Public Liability Insurance Certificate, which the applicant has supplied a copy.

Guest Register

The applicant is required to maintain a guest register of all guests, and this is to be made available to an authorised officer from the Shire of Northampton on request.

Fire and Emergency Management Plan

The property has been identified as being within a designated bushfire prone area and the applicant has supplied a copy of a Fire and Emergency Management Plan.

Health (Miscellaneous Provisions) Act, 1911

If approved, the proposed use will be required to operate in compliance with all relevant requirements of the *Health (Miscellaneous Provisions) Act, 1911*.

Lodging House

Should approval be granted for short stay accommodation for more than six (6) persons, the applicant will also need to apply for prior approval to a "Lodging House" under the Shire's Health Local Laws 2007.

An advice note was included in the original approval stating that approval to the "Lodging House" under the Health Local Laws must be obtained. The applicant did not obtain the Lodging House approval initially but has now done so after the Shire's Environment Health Officer followed it up on the request of the Shire's Planning Officer.

Local Planning Policy – Holiday House

In order to guide the location and assessment of Holiday Houses, Council adopted Local Planning Policy - Holiday Houses in 2020. As outlined by the policy:

- *Holiday Houses should generally be restricted to by condition of approval to a maximum number of 6 guests so as to protect the amenity of the residents in the vicinity. The maximum number of guests permitted shall be assessed with reference to the size of the lot number of bedrooms, the size of each bedroom and appropriate bathroom/toilet facilities.*
- *For large holiday houses (catering for between 8 – 12 guests) the policy outlines a general presumption against their location in residential suburban locations and approval of such uses will only be considered in residential suburban locations on lots over 1,500m².*

With the subject property having an area of 882m², approval to the application as submitted would be contrary to the current policy provisions. Approval may therefore only be granted through Council varying the policy provision.

Given that the property is significantly less than the 1,500m² land area requirement for a "large holiday house", it is recommended any approval is limited to a maximum of six guests.

Conclusion

Should Council resolve to approve the renewal application for un-hosted short stay accommodation use of the property, it is considered that conditions be imposed to meet land use definitions of the Scheme and the requirements of the Policy. This includes a limitation on the maximum number of guests to 6 persons.

Approval to the application as submitted has the potential to set an undesirable precedent for the Holiday Houses catering for more than 6 guests on properties significantly less than the 1,500m² as stipulated within the Policy.

STATUTORY ENVIRONMENT:

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

POLICY / STRATEGIC IMPLICATIONS:

The application has been assessed in accordance with the provisions of Local Planning Policy - Holiday Houses.

ORGANISATIONAL RISK MANAGEMENT:

The risk rating is considered Moderate given the potential for large holiday homes to impact on the amenity of a standard residential area.

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 applicant has paid the appropriate renewal planning fee in accordance with the 2025/2026 Schedule of Fees and Charges.

SUSTAINABILITY:

Environmental: Nil.

Economic: The proposal will allow the proponent to continue with the economic return of the property.

Social: The proposal if approved is not expected to generate a negative impact on the neighbouring and surround properties.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council in accordance with Local Planning Scheme No. 11 – Kalbarri grant planning approval for the Renewal of a Holiday House at Lot 231

(No. 24) Patrick Crescent, Kalbarri in accordance with the plans and specifications at Attachment: 9.4.3 (1), subject to the following conditions:

1. The use as permitted shall operate in accordance with the submitted plans and supporting documents as listed below:

Reference	Document Title	Date
1	Property Management Plan	16 July 2026
2	Code of Conduct	16 July 2026
3	Fire and Emergency Plan	16 July 2026
4	Floor Plan	16 July 2026
5	Evacuation Route	16 July 2026
6	Public Liability Insurance	28 July 2026

2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. The development approval is granted for a period expiring 30 Jun 2027 only after which the use shall cease unless an application to renew this use submitted prior to the expiration of the period seeking approval for the Holiday House is to be continued for a further period of 12 months has been submitted and approved by the Shire of Northampton;
4. The Holiday House is not to be occupied by a person for more than three (3) months within any twelve (12) month period. In this regard, the Property Manager is to maintain a register of guests and the duration of their occupation to the satisfaction of the Shire of Northampton;
5. The Holiday House hereby approved is limited to a maximum of six (6) persons who are known to each other in the premises at any one time to the satisfaction of the Shire of Northampton;
6. The use hereby approved shall be managed so as to not detrimentally impact on the amenity or use of the adjacent properties;
7. The Fire and Emergency Management Plan, incorporating the contact details of the Property Manager, is to be displayed within the Holiday House at all times; and
8. Unless otherwise approved by the Shire of Northampton, the overnight parking of vehicles shall be limited to four (4) vehicles; and
9. All parking of vehicles (including boats and trailers) associated with guests is to be provided for within the property boundary, and the street verge area is to be kept free of such vehicles.

Advice Note:

- a) The approved development must comply with all relevant provisions of the *Health (Miscellaneous Provisions) Act, 1911* and the *Building Act 2016*.

- b) The development the subject of this development approval is required to comply with the Shire of Northampton's Health Local Law. In this regard a valid Lodging House permit is required to be maintained at all times.
- c) Please note the use of the building in a manner proposed requires the installation of additional smoke alarms and emergency lighting for a Class 1b building as detailed in the Building Code of Australia, Part 3.7.2, Smoke Alarms.
- d) If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- e) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

COUNCIL RESOLUTION:

MOVED: Suckling, R SECONDED: Pike, D

08/26-157

That Council in accordance with Local Planning Scheme No. 11 – Kalbarri grant planning approval for the Renewal of a Holiday House at Lot 231 (No. 24) Patrick Crescent, Kalbarri in accordance with the plans and specifications at Attachment: 9.4.3 (1), subject to the following conditions:

1. The use as permitted shall operate in accordance with the submitted plans and supporting documents as listed below:

Reference	Document Title	Date
1	Property Management Plan	16 July 2026
2	Code of Conduct	16 July 2026
3	Fire and Emergency Plan	16 July 2026
4	Floor Plan	16 July 2026
5	Evacuation Route	16 July 2026
6	Public Liability Insurance	28 July 2026

2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. The development approval is granted for a period expiring 30 Jun 2027 only after which the use shall cease unless an application to renew this use submitted prior to the expiration of the period seeking approval for the Holiday House is to be continued for a

further period of 12 months has been submitted and approved by the Shire of Northampton;

4. The Holiday House is not to be occupied by a person for more than three (3) months within any twelve (12) month period. In this regard, the Property Manager is to maintain a register of guests and the duration of their occupation to the satisfaction of the Shire of Northampton;
5. The Holiday House hereby approved is limited to a maximum of six (6) persons who are known to each other in the premises at any one time to the satisfaction of the Shire of Northampton;
6. The use hereby approved shall be managed so as to not detrimentally impact on the amenity or use of the adjacent properties;
7. The Fire and Emergency Management Plan, incorporating the contact details of the Property Manager, is to be displayed within the Holiday House at all times; and
8. Unless otherwise approved by the Shire of Northampton, the overnight parking of vehicles shall be limited to four (4) vehicles; and
9. All parking of vehicles (including boats and trailers) associated with guests is to be provided for within the property boundary, and the street verge area is to be kept free of such vehicles.

Advice Note:

- a) The approved development must comply with all relevant provisions of the *Health (Miscellaneous Provisions) Act, 1911* and the *Building Act 2016*.
- b) The development the subject of this development approval is required to comply with the Shire of Northampton's Health Local Law. In this regard a valid Lodging House permit is required to be maintained at all times.
- c) Please note the use of the building in a manner proposed requires the installation of additional smoke alarms and emergency lighting for a Class 1b building as detailed in the Building Code of Australia, Part 3.7.2, Smoke Alarms.
- d) If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- e) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

MOTION CARRIED 6/0

FOR

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

AGAINST

Unconfirmed

ATTACHMENT

9.4.4 Proposed Oversize Outbuilding at Lot 305 (No. 78) Explorer Avenue, Kalbarri

PROPONENT	D Cumming
OWNER	OB Caldwell & D Cumming
LOCATION / ADDRESS:	Lot 305 (No. 78) Explorer Avenue, Kalbarri
ZONE:	Rural Residential
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.6.1.1; A3183
LEGISLATION:	<i>Planning and Development Act 2005</i> <i>Local Government Act 1995</i>
AUTHOR:	Kaylene Roberts
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	4 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Council is in receipt of a development application for an Oversize Outbuilding at Lot 305 (No. 78) Explorer Avenue, Kalbarri. A copy of the location plan is shown below.

Location Plan



The subject property already has an existing outbuilding that has a floor area of 165m² and is to be situated at the rear of the property and the plans also show the location of the future dwelling.

The applicant is proposing the construction of a 12m by 15m (180.0m²) outbuilding with a wall height of 4.0m and a ridge height of 4.96m and is to be setback 15m from the rear boundary and 20m from the west side boundary. The outbuilding is to be constructed of steel framing with Colorbond® sheeting to the walls and roof. No colour has been mentioned.

A copy of the application is attached.

ATTACHMENT: 9.4.4 (1)

Council is requested to consider the application as the proposed Outbuilding exceeds the maximum floor area and the proposal relates to the construction of an outbuilding on a property not containing a dwelling. Shire Officers do not have the delegated authority to approve variations to the Policy or Scheme.

PUBLIC CONSULTATION UNDERTAKEN:

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

The application was advertised for a 14 day period to seven (7) adjacent landowners with no submissions received during the advertising period.

COMMENT (Includes Options):

The provisions of Local Planning Scheme No. 11 (the Scheme) include the subject property within the Rural Residential Zone and the property has an area of 1.02ha. The objectives of the zone are to provide for lots sizes in the range of 1ha to 4ha and to provide opportunities for a range of limited rural and related ancillary pursuits on rural residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land. Also to set aside areas for the retention of vegetation and landform or other features which distinguish the land.

To guide Council in the determination of the 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 not limited to:

- (a) *The aims and provisions of the Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *An approved State planning policy;*
- (c) *Any policy of the Commission;*
- (g) *Any local planning policy for the Scheme area;*

- (n) *The amenity of the locality; and*
- (y) *Any submission received on the application.*

An assessment against the above criteria is provided within the balance of this report.

Relevant Scheme Provisions

Clause 4.8.19 – Outbuildings of the Scheme states that no outbuilding shall be erected on any land zoned 'Residential' or 'Rural Residential' where there is no dwelling located on the lot. The property already contains one outbuilding with no dwelling on the property.

It should be noted that the existing outbuilding was granted a building permit in 2005. At the time the then Scheme, Local Planning Scheme No 9 did not contain provisions relating to the construction of outbuildings on properties not containing a dwelling. A copy of the site and floor plan of the existing outbuilding is shown attached.

ATTACHMENT: 9.4.4 (2)

To provide greater clarity around the provisions of clause 4.8.19, Council previously adopted Local Planning Policy – Outbuildings. Further information on the policy is provided below.

Outbuilding Policy Assessment

The Policy outlines that the maximum standards for Rural Residential and Rural Smallholdings, the following shall apply:

- 240m² in aggregate area;
- Maximum wall height of 4.0m and a total maximum height of 6.5m measured from natural ground level.

As the proposed floor area does not comply with the above requirements but building heights are compliant, approval for the floor area may only be granted through a relaxation of the Scheme provisions.

Outbuildings on Vacant Residential, Rural Residential and Rural Smallholdings Land

The erection of an outbuilding on vacant residential, rural residential and rural smallholdings zoned land shall not be approved unless the following requirements have been satisfied:

- a) The residence has been completed up to, and including, the pouring of a concrete slab (although variation to this is permitted where the slabs for the residence and outbuilding are poured concurrently); or
- b) A building permit having been issued for the construction of the residence on the property with written evidence of a signed building contract with a registered builder for the construction of the residence, and a commitment date that is within 6 months by that builder for the commencement of construction of the residence.

As a building permit has not been obtained for a dwelling, approval for the outbuilding would be contrary to Local Planning Scheme provisions and policy. It is therefore recommended that the application be refused and provisions of the Local Planning Scheme and Local Planning Policy be upheld.

Maximum Size and Heights

Unless otherwise approved through a variation of the Scheme provisions, outbuildings within the Sire of Northampton are required to comply with the Scheme provisions relating to maximum size and height.

Clause 4.18.9 (c)(ii) relating to the Residential Zone (R5 density) for lots over 2,000m² or greater and the Rural Residential Zone.

Under this clause, it states that for Rural Residential zoned lots of 2,000m² or greater in area – 240m² in aggregate area, with a maximum wall height of 4.0m and a total maximum wall height of 6.5m measured from natural ground level are permitted.

Increases in the maximum floor area or height of an outbuilding maybe considered on lots greater than 2,000m² subject to the increase in aggregate floor area being to a maximum of 10% larger than specified by the Local Planning Scheme's. As stated above the aggregate floor area permitted is 240m² and 10% of this equates to 24m² giving the total aggregate floor area of 264m².

The proposed floor area of 345m² is significantly larger than the total aggregate floor area outlined above. Approval to the application as submitted would be in clear contravention of the policy provisions.

Variations to Site and Development Standards and Requirements

In accordance with clause 4.10.5 of the Scheme, the local government may only approve an application for development approval under this clause if the local government is satisfied that:

the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality

Impact on Amenity

In this instance the increased floor area is 105m² above the 240m² aggregate floor area of the Policy. The proposed outbuilding will be located at the rear of the property, resulting in limited visual impact as viewed from the street.

Supporting Documentation

The applicants have supplied supporting documentation in support of the proposed outbuilding. They have stated that the primary purpose of the proposed outbuilding is to provide secure storage for the machinery, vehicles, trailers, tools and equipment that would be required to rehabilitate and maintain the property which has severe soil degradation.

A copy of the supporting documentation is attached.

ATTACHMENT: 9.4.4 (3)

The applicants advise that only 50m² of the existing shed functions as a practicable storage area and that the height of the existing roller doors is not sufficient to accommodate a bobcat, four wheel drive car or other machinery required for land management and maintenance. They further submit that:

“The proposal forms part of the staged and orderly development of the property with the applicants intending to rehabilitate and stabilise the site before they lodge a separate application for a future dwelling in approximately two years. Only once the site is stable they will be able to build a dwelling in the location shown in the site map.”

According to the approved plans shown at Attachment: 9.4.4 (2), the current roller door opening is approximately 2.2m in height. Although it is recognised that this opening may be impacted by the type of roller door construction.

Conclusion

It is considered that the proposed outbuilding is inconsistent with the requirements of clause 4.8.19 of Local Planning Scheme No 11 - Kalbarri. With the owners not intending to construct a dwelling for the next two years, the proposal is also inconsistent with the objectives of Local Planning Policy - Outbuildings.

Given the above, it is recommended that the application be refused.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005

Shire of Northampton Local Planning Scheme No. 11 – Kalbarri.

POLICY / STRATEGIC IMPLICATIONS:

Local Planning Policy – Outbuildings as discussed above.

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 development application fee in accordance with the Shire of Northampton's 2025/2026 Fees and Charges Schedule has been paid.

SUSTAINABILITY:

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

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council in accordance with Local Planning Scheme No. 11 – Kalbarri **REFUSE** to grant planning approval for an Oversize Outbuilding at Lot 805 (No. 78) Explorer Avenue, Kalbarri in accordance with plans and specifications at Attachment: 9.4.4 (1), for the following reasons:

1. Approval to the application as submitted would be contrary to the requirements of clause 4.8.19 of the Shire of Northampton Local Planning Scheme No 11 – Kalbarri, which stipulates that no outbuilding shall be constructed on land zone Rural-Residential not containing an existing dwelling;
2. A relaxation of the requirements set out in point 1 above, would be contrary to the provisions of Local Planning Policy – Outbuildings which sets out the circumstances under which a variation of the Scheme provision will be supported; and
3. Approval to the application as submitted would result in the creation of an undesirable precent with the application seeking to result in 345m² of outbuilding on Rural-Residential land not containing a dwelling.

Advice Notes;

- a) The applicant is advised the Shire is prepared to consider a revised application that complies with the requirements of Local Planning Policy – Outbuildings with respect to concurrent construction of a dwelling; and
- b) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

COUNCIL RESOLUTION:**MOVED: Smith, C****SECONDED: Suckling, K****08/26-158**

That Council in accordance with Local Planning Scheme No. 11 – Kalbarri **REFUSE** to grant planning approval for an Oversize Outbuilding at Lot 805 (No. 78) Explorer Avenue, Kalbarri in accordance with plans and specifications at Attachment: 9.4.4 (1), for the following reasons:

1. Approval to the application as submitted would be contrary to the requirements of clause 4.8.19 of the Shire of Northampton Local Planning Scheme No 11 – Kalbarri, which stipulates that no outbuilding shall be constructed on land zone Rural-Residential not containing an existing dwelling;
2. A relaxation of the requirements set out in point 1 above, would be contrary to the provisions of Local Planning Policy – Outbuildings which sets out the circumstances under which a variation of the Scheme provision will be supported; and
3. Approval to the application as submitted would result in the creation of an undesirable precent with the application seeking to result in 345m² of outbuilding on Rural-Residential land not containing a dwelling.

Advice Notes;

- a) The applicant is advised the Shire is prepared to consider a revised application that complies with the requirements of Local Planning Policy – Outbuildings with respect to concurrent construction of a dwelling; and
- b) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

MOTION CARRIED 6/0

FOR

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

AGAINST

Unconfirmed

Cr Roslyn Suckling declared an impartiality interest in relation to item 9.4.5 – Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 North Court, Horrocks – as she is the Shire Representative for the Horrocks Community Centre.

Cr Chad Smith declared an impartiality interest in relation to item 9.4.5 – Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 North Court, Horrocks – as he is the Shire Representative for the Horrocks Community Centre.

ATTACHMENT

9.4.5 Proposed Installation of Osprey Pole and Beyond Blue Seat at Location 9503 North Court, Horrocks

PROPONENT	RJ Reynolds
OWNER	Shire of Northampton
LOCATION / ADDRESS:	Location 9503 North Court Road, Horrocks
ZONE:	Public Recreation
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.5.1.3 & A4932
LEGISLATION:	<i>Planning and Development Act 2005</i>
AUTHOR:	Kaylene Roberts
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	6 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Lot 9503 is a freehold parcel of land which has an area of 66.0431ha. As reflected on the location plan below, the property extends from the coastal foreshore reserve, wrapping around to the rear of the properties on the eastern side of Mitchell Street. Portion of the property is developed with the Horrocks Golf Course.

Location Plan

Approval is being sought for the installation of an “Osprey Pole” and a ‘Beyond Blue Seat’ as well as a temporary access track for the clearing of the project area and installation purposes. The temporary track will have a length of approximately 40m and will be used for vehicles to carry the seat and pole to the location. This will involve some clearing of the natural vegetation.

Copies of the submitted location plan and seat details are shown attached.

ATTACHMENT: 9.4.5 (1)

The application has also been accompanied by a request that Council waive the normal planning application fee. A request for the waiving of the application fee may only be granted by Council through an absolute majority.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Clause 67(2) of the Deemed to Apply provisions contained within the *Planning and Development (Local Planning Schemes) Regulations 2015* outlines those matters which local government must have due regard to when determining an application for Development Approval. With respect to this application, the following considerations are relevant:

- (a) *The aims and provisions of the Scheme;*
- (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, including –*

- (i) *the compatibility of the development with the desired future character of its setting; and*
- (ii) *the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (r) *The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosions, land degradation or any other risk.*

To assist Council in assessing the application against these criteria, the following comments are offered:

Risk

The Department of Fire and Emergency Services mapping has identified that the subject land is “Bushfire Prone”. As a non-habitable structure, there is no issues with the construction of the Osprey Pole and Beyond Blue Seat. It must however be acknowledged that there is potential for destruction by fire should a bushfire occur on adjacent land.

Land Use Compatibility

Except for the golf course, land abutting the proposed location is vacant vegetated land. The proposal is therefore compatible with the character and future intent of the area.

Request to Waive Application Fees

The Shire’s 2026/2027 Schedule of Fees and Charges was adopted by Council at its Ordinary Meeting held on 18 June 2026 and have been incorporated into the Shire’s annual budget. In accordance with clause 6.12 of the *Local Government Act 1995*, a local government may waive or grant a concession relating to fees payable. A resolution to waive fees may only be granted by Absolute Majority.

It is common practice in Western Australia for fees to be waived for 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.

Clearing of Native Vegetation

Under the Environmental Protection Act, unless clearing is identified as exempt under the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, it is a requirement to obtain a clearing permit should you wish to clear any native vegetation.

Under the regulations, Regulation 5, Item 1 where relates to clearing to facilitate the lawful construction a building or other structure is exempt where the clearing does not exceed 1ha in area.

As stated above, the proposed clearing is for the installation of the beyond blue seat, osprey pole and a path so that vehicles can carry equipment necessary for the works proposed. With this clearing being less than 1ha, the proposal will be exempt from the need to obtain a clearing permit, provided Development Approval is granted to the installation.

STATUTORY ENVIRONMENT:

Local Government Act 1995 and Planning and Development Act 2005.

POLICY / STRATEGIC IMPLICATIONS:

The application as submitted is consistent with the Our People – Community Aspiration as reflected in the Shire of Northampton’s Strategic Community Plan 2025-2035 as it will complement the existing recreational pursuit whilst also providing another passive recreational opportunity.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating 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:

As reflected within this agenda item, the applicants have requested that the application fee of \$147 be waived. Construction and ongoing maintenance would be the applicants' responsibility under the lease.

SUSTAINABILITY:

Environmental: Environmental impacts are limited to the clearing of minor areas.

Economic: Nil.

Social: The proposed Osprey Pole and Beyond Blue seat will provide a rest opportunity and a vantage point for both residents and visitors alike.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council:

1. In accordance with the authority granted by clause 6.12 of the *Local Government Act 1995* waive the application fee of \$147 as contained within the Shire of Northampton adopted Schedule of Fees and Charges as it relates to the proposed Osprey Pole and Beyond Blue Seat on Lot 9503 North Court Road, Horrocks on the basis the applicant is a recognised not-for-profit organisation operating on Shire land.
2. Pursuant to clause 68 of the Deemed to Apply provisions contained within the Planning and Development (Local Planning Scheme) Regulations 2015, grant approval to the proposed Beyond Blue Seat and Osprey Pole on Location 9503 North Court Road, Horrocks, as shown at ATTACHMENT: 9.4.5 (1) subject to compliance with the following conditions:
 - a) The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Northampton:

Reference	Document Title	Date Received
1.	Application for Development Approval	5 August 2026
2.	Site Plan	5 August 2026
3.	Photographic Concept	7 July 2026

- b) Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition; and

08/26-159

1. In accordance with the authority granted by clause 6.12 of the *Local Government Act 1995* waive the application fee of \$147 as contained within the Shire of Northampton adopted Schedule of Fees and Charges as it relates to the proposed Osprey Pole and Beyond Blue Seat on Lot 9503 North Court Road, Horrocks on the basis the applicant is a recognised not-for-profit organisation operating on Shire land.
2. Pursuant to clause 68 of the Deemed to Apply provisions contained within the Planning and Development (Local Planning Scheme) Regulations 2015, grant approval to the proposed Beyond Blue Seat and Osprey Pole on Location 9503 North Court Road, Horrocks, as shown at ATTACHMENT: 9.4.5 (1) subject to compliance with the following conditions:

Reference	Document Title	Date Received
1.	Application for Development Approval	5 August 2026
2.	Site Plan	5 August 2026
3.	Photographic Concept	7 July 2026

c) Any soils disturbed or deposited on site shall be stabilised to the approval of the Shire of Northampton.

FOR

AGAINST

ATTACHMENT APPENDIX

9.4.6 Proposed Approach to Short Stay Rental Accommodation within the Shire of Northampton

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Kalbarri Townsite
ZONE:	Residential Zone
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.4.11
LEGISLATION:	<i>Planning and Development Act 2025</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	7 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Being a population tourist town, Kalbarri contains a range of holiday accommodation and short-term accommodation options including holiday apartments, hotels, caravan parks and holiday homes.

Since the introduction of electronic platforms such as AirBnB® there has been rapid growth in short-term rentals in Western Australia. In September 2019, the Economics and Industry Standing Committee Report 7 – Levelling the Playing Field (the Report) was tabled in the Western Australian Parliament with respect to short-term rental accommodation (STRA). The report identified a total of 45 findings and 10 recommendations to the State Government. The findings included:

- a) That as early as 2019 there were at least 20,000 short-rental listings in Western Australia, a large majority of them being unhosted accommodation;
- b) Evidence from traditional holiday accommodation providers in the Southwest of Western Australia indicating a significant drop in their revenue and occupancy rates, which has coincided with a considerable increase in Short-Term Rentals in this market; and
- c) Evidence from other jurisdictions, and increasingly the Southwest of Western Australia, demonstrates that the growth in Short-Term Rentals affects the availability of long-term rentals and affordable housing.

In May 2026, Shelter WA released a report on the impact of STRA properties based on data collected regarding the AirBnB® platform. The report identified that the Shire of Northampton (including Kalbarri) was ranked the fourth highest

regionally in terms of the number of STRA, with 238 properties listed. According to the Shelter Report this equates to 199 STRA properties for each long-term

The Shire's records relating to registrations on the State STRA Register indicates that in excess of 80 single dwellings are currently being used for STRA. With the 2021 census identifying only 805 dwellings within Kalbarri, some 10% of the single dwellings in Kalbarri are being used for STRA properties.

Given concerns regarding the impact of Short Stay Accommodation on long term rental accommodation in Kalbarri, Council previously requested the preparation of a discussion paper. This paper was presented to Council during the briefing session prior to the Ordinary Meeting held on 16 July 2026. The content of this agenda item reflects the feedback provided by elected members.

A copy of that discussion paper is shown attached.

ATTACHMENT: 9.4.6 (1)

Council is now requested to consider adopting a revised Local Planning Policy Relating to Short Stay Accommodation. Details regarding the current and proposed policy are provided within the Comment Section below.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

To assist Council in its consideration of this matter, the following comments and advice are provided:

Local Planning Scheme

The provisions of the Shire of Northampton's Local Planning Scheme No 11 – Kalbarri (the Scheme) identifies that Holiday Houses are an "A" use within the Residential Zone. That is a use that is *"not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions"*.

The Scheme defines a "Holiday House" as meaning *"a single dwelling on one lot being used to provide short-term accommodation but does not include a Bed and Breakfast"*.

Kalbarri Planning Strategy

The Kalbarri Local Planning Strategy was prepared to support the review of the previous Town Planning Scheme No 9. Public workshops held as part of the Strategy, identified a number of key principles that should be considered when examining issues associated with STRA properties. This includes a broad consensus that an "Optimum Foreseeable Population" for Kalbarri was in the order of 3,200 residents plus visitors.

In order to achieve a resident population of 3,200 people, the Strategy identified the requirement to achieve a number of goals, including (but not limited to):

- a) 1,400 to 1,600 additional new permanent residential dwellings;
- b) An additional 1,200 to 1,500 tourist accommodation units across all accommodation types and additional land for commercially based visitor activities and attractions; and
- c) Management of short stay accommodation within residential areas.

The current planning framework has not prevented a significant increase in STRA properties and an apparent loss of long-term residential options within the residential areas of Kalbarri.

Planning Guidelines

The Western Australian Planning Commission (WAPC) released the “Planning for Tourism and Short-term Rental Accommodation Guidelines” in 2024. As detailed in Part 1.3 of the Guidelines, *“Local Governments have the opportunity to consider where tourism uses are best located, and the amount of land required to service tourism through community consultation and the preparation or review of the local planning strategy, local planning scheme and local planning policies.”*

Rating System

In accordance with the *Local Government Act 1995*, a local government may impose a single general rate which applies to properties in the categories of Gross Rental Values (GRV) and Unimproved Value (UV). Alternatively, pursuant to clause 6.33 of the *Local Government Act 1995*, *a local government may impose differential rates according to any, or a combination of the following characteristics:*

- a) The purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005;*
- b) A purpose for which the land is held or used as determined by the local government; or*
- c) Whether or not the land is vacant land; or*
- d) Any other characteristic or combination of characteristics prescribed.*

Currently the Shire of Northampton applies rates based on the GRV within townsites and UV outside of the townsites. The Valuer Generals Office provides Council with property values upon which the Council rates are based. Gross Rental Values are revalued every 3 to 6 years and based on these valuations, local government imposes a rate in the dollar of the GRV.

Unless otherwise advised the Gross Rental Values for Residential Dwellings are based on long-term rental income. This effectively results in operators of commercially operated STRA being valued inappropriately, but dwellings used for STRA being significantly undervalued in terms of the GRV.

Given that the demand on local government services and infrastructure by STRA properties is no different than recognised commercial operations, some local governments require the operators of STRA to pay significantly more than standard residential properties. For example, the 2026/27 financial year:

- The City of Busselton is imposing a rate of \$0.110496 in the dollar, with a minimum rate of \$2,550, compared to standard residential being \$0.073245 in the dollar with a minimum rate of \$1,842; and
- The Shire of Augusta-Margaret River is charging the same rate as traditional tourism operators, being a rate in the dollar of 0.128959 of GRV with a minimum of \$1,853 minimum. This compares to a residential rate in the dollar of 0.086274 with a minimum of \$1,723.

The Shire of Denmark commenced a differential rating system in the 2020/21 financial year. For the 2025/26 financial year, the Shire of Denmark imposed rates of 0.158377 in the dollar for homes used for commercial purposes, with a minimum rate of \$1815. The Shire is proposing to increase these rates to 0.169178 in the dollar with a minimum of \$1,935 for the 2026/27 financial year. This compares to a rate of 0.086758 in the dollar, with a minimum of \$1,612 for all other improved GRV properties (including residential, commercial and industrial).

Other Local Considerations

In addition to the impact on the availability of both Long-Term Rentals and permanent residential accommodation, it is worth noting that despite the substantial growth in STRA properties, properties that were specifically created and zoned for commercial short stay rental accommodation remains vacant. Most notably 6ha of land within the Eco Flora Estate.

As identified within the discussion paper shown at Attachment: 9.4.6 (1), there is potential that by allowing standard dwellings in Eco Flora Estate to be used for STRA, the demand and viability of developing identified tourist accommodation properties is being undermined.

Current Local Planning Policy

In November 2020 Council adopted Local Planning Policy – Holiday Houses in to guide the process and assessment associated with applications for Development Approval to Holiday Houses. The objectives of the Policy are to:

- 2.1 To establish clear guidelines for the assessment and approval of short stay use of residential dwellings for tourism accommodation as a holiday house.
- 2.2 To ensure that short stay use of residential dwellings occurs within appropriate locations to enhance the tourism experience and reduce existing or future land use conflicts such as impacts on residential amenity.
- 2.3 To establish clear guidelines for the imposition of conditions of approval on development approvals for holiday house uses so as to effectively manage any potential impacts on residential amenity.

A copy of the current policy is shown appended.

APPENDIX: 9.4.6 (A)

Key provisions of the Policy are detailed below:

3.4 Number of Guests – The policy stipulates that Holiday Houses should generally be restricted a maximum of 6 guests in order to protect the amenity of residents and that in any event the maximum number of guests is 12.

(Subject to 3.5 Location “Large Holiday Home”)

3.5 Location - The policy identifies that as a guide Holiday Homes are more appropriate in areas of high tourism amenity and close proximity to the beach, town centre or rural areas and less appropriate in residential suburban locations. The locational criteria also identify that for “*large Holiday Homes (catering for between 8 and 12 guests) there is a general presumption against their location in residential suburban locations and approval of such uses will only be considered in residential suburban locations on lots over 1,500m².*”

Despite the above provisions numerous Holiday Houses have since been established within suburban areas and homes on less than 1,500m² have been approved to cater for up to 12 guests.

3.6 On-going Management – The Policy requires a property management plan to be submitted addressing a number of criteria. The proforma Management Plan requires the nomination of a property manager with a significant number of duties that require a local manager.

3.7 Parking – A minimum of 2 on-site parking bays are required for up to 6 guests, with a further 2 on-site parking bays for between 7 and 12 guests. The policy also stated that approval conditions shall also required additional space for the parking of boat, trailers, caravans etc.

Proposed Local Planning Policy

A revised Draft Local Planning Policy relating to Holiday Houses has been prepared for Council consideration. A copy of the Draft is shown attached, whilst the proposed modifications to address the management of holiday houses and their locations is outlined below.

1. Introduction

The opening of the Policy being modified to remove the citation section and include a statement regarding the purpose of the Policy.

2. Objectives

It is proposed to include a new fourth objective being to identify those areas within the Kalbarri Townsite that are preferred for Holiday Houses and those areas where Holiday Houses will not be supported.

It is also proposed to introduce an objective being to “minimise” the impact of Holiday Houses on the availability of permanent residential accommodation.

3. Definitions

Minor rewording of the Definitions is proposed to acknowledge both Local Planning Schemes. It is also proposed that a definition of guest be introduced to ensure children of guests are counted within the guest number.

General Application

Minor rewording is proposed to ensure that it is clear the policy does not apply to private Holiday Homes (i.e homes not commercially rented out). It is also proposed that approved Holiday Houses located outside of the preferred area may continue to apply to renew their approvals.

4. Number of Guests

It is proposed to reword this section of the policy to clearly state a maximum of 6 guests will be permitted in Holiday Houses on properties less than 1,500m² and a maximum of 12 guests where properties exceed that size.

5. Location

Inclusion of a clause effectively restricting new applications for Holiday Houses to a preferred area. A map detailing those areas is included in the policy.

The preferred areas are based on those areas considered to be consistent with the current policy requirement for the dwellings to be close to tourist amenities. Properties within the Eco Flora and other estates immediately adjacent George Grey Drive have also been included recognising that their proximity to this significant road have a reduced residential amenity.

6. Ongoing Management

Introduction of a new clause is proposed to clearly require that all applicants are required to nominate and maintain a property manager that resides within 20 minutes' drive of the property with required contact hours.

It is also proposed to modify the requirement for a property management plan to ensure that all applications are supported by a property management plan on lodgement. Such a requirement is consistent with the current policy requirements under clause 3.10.1 of the current policy.

7. Parking

The draft policy as presented now includes a requirement for a condition to be imposed on all Development Approvals, including renewals, requiring all parking to be wholly contained on-site. The existing policy provision relating to the parking of boats, trailers and caravans etc is proposed to be modified in order to state that where a suitable area is not available for parking of such vehicles, a condition shall be imposed to prohibit guests bringing them to the property.

8. Signage

It is proposed that a new requirement will be imposed ensuring that the name and contact details of the current property manager are displayed in a position clearly visible from the street, with the area of this sign being included in the maximum area of signage that may be permitted.

9. Non-Compliance

It is recommended that the current policy provisions be strengthened to require a condition to be imposed on all Development Approval so as to stipulate that any breach of conditions of the management plan can be dealt with under the Local Planning Scheme enforcement provisions and/or result in the refusal of any application for renewal.

It is recommended that Council adopt the draft Local Planning Policy for the purposes of advertising as required under the *Planning and Development Act 2005*.

Conclusion

Given the rapid growth of unhosted short stay rental accommodation in Kalbarri it is appropriate for Council to consider restricting the future location of Holiday Houses in Kalbarri, minimising the impact on residential dwellings availability for long-term rental and permanent residential accommodation. A number of other provisions of the applicable Local Planning Policy have also been reviewed to provide greater clarity around the applicable requirements and conditions of approval.

It is also considered that it would be appropriate for Council to consider modification of the current rating system including the potential of a differential rate on Holiday Houses, ensuring parity with commercial/traditional forms of tourist accommodation.

STATUTORY ENVIRONMENT:

*Local Government Act 1995; and
Planning and Development Act 2025*

POLICY / STRATEGIC IMPLICATIONS:

It is appropriate for Council to minimise the impacts of short term rental accommodation on the availability of standard residential accommodation.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating 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:

The costs of advertising the draft Local Planning Policy will be wholly contained within the 2026/2027 annual budget.

Introduction of a differential rating system could result in the creation of additional rating income for the Shire. The imposition of differential rates on commercial Holiday Homes will ensure parity with rates payable on other traditional forms of commercial holiday accommodation.

The Manager of Corporate Services has identified \$25,000 in the budget for the purposes of a rate review during the 2026/27 financial year.

SUSTAINABILITY:

Environmental: Nil.

Economic: As stated within the Comment section of the Agenda Item.

Social: The numbers of Short-Term Rental Accommodation premises within Kalbarri are restricting the availability of long term/permanent residential dwellings.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1. Adopt Draft Local Planning Policy 6.1.7 – Holiday Houses for the purposes of advertising over a period of not less than 21 days in accordance the *Planning and Development (Local Planning Scheme) Regulations 2015*; and**

2. Request the Temporary Chief Executive Officer arrange for the preparation of a Discussion Paper on the process associated with the introduction of a Differential Rating System within the Shire of Northampton and the associated impacts on rate income.

COUNCIL RESOLUTION:

MOVED: Burges, R **SECONDED:** Suckling, K

08/26-160

That Council:

1. Adopt Draft Local Planning Policy 6.1.7 – Holiday Houses for the purposes of advertising over a period of not less than 21 days in accordance the *Planning and Development (Local Planning Scheme) Regulations 2015*; and
2. Request the Temporary Chief Executive Officer arrange for the preparation of a Discussion Paper on the process associated with the introduction of a Differential Rating System within the Shire of Northampton and the associated impacts on rate income.

MOTION CARRIED 6/0

FOR

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

AGAINST

**9.4.7 Modification of Proposed Scheme Amendment Provisions
Relating to Nature Based Camping - Local Planning Scheme
Amendment No 10**

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	Rural Zone
BUSINESS AREA:	Planning Services
FILE REFERENCE:	10.8.4
LEGISLATION:	<i>Planning and Development Act 1995; Caravan Parks and Camping Grounds Act 1995; and Caravan Parks and Camping Grounds Regulations.</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	8 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

Council previously resolved (Resolution 11/24-01) to proceed with an amendment to Local Planning Scheme No 10 – Northampton and Local Planning Scheme No 11 – Kalbarri in order to:

- a) Introduce the following land use definition:**
Nature Based Camping / Park – means premises used for a nature based camp / park as defined in the Caravan Parks and Camping Grounds Regulations 1997 (as amended).
- b) List a Nature Based Camping / Park as an “A” use within the Rural Zone and an “X” use within all other zones.**

Amendment documentation was then prepared and referred to the Western Australian Planning Commission for Consent to Advertise given advice from a senior Department of Planning, Lands and Heritage Officer that the amendment would not require formal assessment by the Environmental Protection Authority.

Subsequently formal advice was received from the Department advising that formal referral was required to the Environmental Protection Authority. The draft Scheme Amendment documents was then modified to include additional information regarding potential environmental impacts. On 29 June 2026 the Environmental Protection Authority advised that the amendment was not required to be assessed.

Following submission of the documentation to the Department for Planning, Lands and Heritage it has been identified by the Department that the proposed land use definition requires modification to align with the provisions of the *Caravan Parks and Camping Grounds Regulations*. Although minor in nature, modification of the proposed land use definition is required for the amendment to proceed.

Council is now requested to consent to modification of the proposed Local Planning Scheme Amendment wording in order to obtain Western Australian Planning Commission consent to advertising of the amendment.

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

As detailed in Council's previous resolution, the Local Planning Scheme Amendment(s) proposed the introduction of the following land use definition:

Nature Based Camping / Park – means premises used for a nature based camp / park as defined in the *Caravan Parks and Camping Grounds Regulations 1997 (as amended)*.

In order to properly align with the provisions of the *Caravan Parks and Camping Grounds Regulations 1997* for Nature Based Camping, the land use definition needs to be modified to read:

Nature Based Park – means premises used for a nature based park as defined in the *Caravan Parks and Camping Grounds Regulations 1997 (as amended)*;

Modification of the proposed land use definition as proposed is considered to be a minor modification of the Council's previous resolution resulting from an administrative error. Correction of the error does not alter the purpose of the amendment being remains consistent with the intent of the Amendment(s).

STATUTORY ENVIRONMENT:

Planning and Development Act 1995;
Caravan Parks and Camping Grounds Act 1995; and
Caravan Parks and Camping Grounds Regulations.

POLICY / STRATEGIC IMPLICATIONS:

Nil.

ORGANISATIONAL RISK MANAGEMENT:

The risk rating associated with the proposed modification of the Local Planning Scheme Amendment(s) wording 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:

Modification of the amendment documentation will be completed 'in house'.

SUSTAINABILITY:

Environmental: Nature based camps will need to be sympathetic to the environment and the scale will not cause a negative impact on the natural environment.

Economic: The proposed nature based camps / parks will provide the landowners with an additional source of income and the tourists will benefit the area by bringing business to the Shire of Northampton.

Social: Management Plans addressing the potential risks associated with the intensification of the properties needs to be appropriately addressed in accordance with the Scheme and other relevant State Policies.

VOTING REQUIREMENTS:

SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- Note the requirement for the Local Planning Scheme Amendment wording reflected in Resolution 11/24-01 to be modified in order to align with the provisions of the *Caravan Parks and Camping Ground Regulations 1997*;**

2. Pursuant to Section 75 of the *Planning and Development Act 2005*, amend Local Planning Scheme No. 10 - Northampton and Planning Scheme No. - 11 Kalbarri to:
 - a) Introduce the following land use definition:

Nature Based Park – means premises used for a nature based park as defined in the Caravan Parks and Camping Grounds Regulations 1997 (as amended).
 - b) List a Nature Based Park as an “A” use within the Rural Zone and an “X” use within all other zones.
3. Classify the Local Planning Scheme Amendments referred to in point 2 above as a Basic Scheme Amendment; and
4. Proceed to obtain permission to advertise the Local Planning Scheme Amendments from the Western Australian Planning Commission in accordance with the provisions of the *Planning and Development Act 2005*.

COUNCIL RESOLUTION:

MOVED: Smith, C

SECONDED: Suckling, R

08/26-161

That Council:

1. Note the requirement for the Local Planning Scheme Amendment wording reflected in Resolution 11/24-01 to be modified in order to align with the provisions of the *Caravan Parks and Camping Ground Regulations 1997*;
2. Pursuant to Section 75 of the *Planning and Development Act 2005*, amend Local Planning Scheme No. 10 - Northampton and Planning Scheme No. - 11 Kalbarri to:
 - a) Introduce the following land use definition:

Nature Based Park – means premises used for a nature based park as defined in the Caravan Parks and Camping Grounds Regulations 1997 (as amended).
 - b) List a Nature Based Park as an “A” use within the Rural Zone and an “X” use within all other zones.
3. Classify the Local Planning Scheme Amendments referred to in point 2 above as a Basic Scheme Amendment; and
4. Proceed to obtain permission to advertise the Local Planning Scheme Amendments from the Western Australian Planning Commission in accordance with the provisions of the *Planning and Development Act 2005*.

MOTION CARRIED 6/0

FOR

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

AGAINST

Unconfirmed

ATTACHMENT**9.5.1 Building Activity Report for July 2026**

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Whole of Shire
ZONE:	Northampton and Kalbarri
BUSINESS AREA:	Building
FILE REFERENCE:	N/A
LEGISLATION:	<i>Local Government Act 1995</i> <i>Building Act 2011</i> <i>Building Regulations 2012</i>
AUTHOR:	Michaela Simpson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	21 July 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

This agenda item has been produced to assist Council understand the Building and Demolition Permits approved and issued for the period of 01 July 2026 to 31 July 2026. A spreadsheet summarising approvals is attached.

ATTACHMENT: 9.5.1 (1)

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

ATTACHMENT: 9.5.1 (2)**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

COMMENT (Includes Options):

During July 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 \$3.00 million.

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

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

Table 1: Building Permit Applications for July 2025 and July 2026

	July 2025	July 2026
Applications Received	7	6
Permits Issued	6	8
Permits Total Value	\$398,318.00	\$1,440,837.72

Table 2 below 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
Applications Received	N/A	68
Permits Issued	66	63
Permits Total Value	\$5,641,439.00	\$9,961,199.00

No site inspections were undertaken for the month due to the Shire's Building Surveyor not being available. For portion of the period, the Shire's Building Surveyor was not available and building surveying services were provided by a Building Surveying Contractor.

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
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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 July 2026 in accordance with ATTACHMENT: 9.5.1 (1) and (2).

COUNCIL RESOLUTION:

MOVED: Suckling, R SECONDED: Smith, C

08/26-162

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

MOTION CARRIED 6/0

FOR

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

AGAINST

ATTACHMENT

9.5.2 Proposed Memorandum of Understanding and Associated Fees and Charges - Contract Building Services for Shire of Mingenew

PROPONENT	Shire of Northampton
OWNER	N/A
LOCATION / ADDRESS:	Shire of Mingenew
ZONE:	N/A
BUSINESS AREA:	Building Services
FILE REFERENCE:	9.1.3.2
LEGISLATION:	Local Government Act 1995
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	6 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

At its 19 March 2026 meeting Council considered a request from the Shire of Mingenew for assistance through the provision of building approval services on a fee for service basis as the Shire has been unable to secure services since an arrangement with a previous service was terminated by that provider. Council resolved (Resolution 03/26-39) to:

- 1. Endorse the concept to provide building approval services to the Shire of Mingenew on a fee for service basis initially utilising existing fees and charges applicable to the Shire of Northampton already established for 2025/26;**
- 2. Create an appropriate fee for service charge as part of fees and charges to be established for the 2026/27 financial year specifically for the Shire of Mingenew; and**
- 3. Delegate authority to the Chief Executive Officer to establish a binding Memorandum of Understanding with the Shire of Mingenew that adequately defines a fee for service arrangement for the provision of building approval services, noting that appropriate termination clauses will be included to ensure the arrangement can be terminated if resources are significantly impacted or other issues arise.**

Subsequently at its 18 June 2026 meeting, Council resolved (Resolution 06/26-109) to adopt a Schedule of Fees and Charges. Within that Schedule, rather than state a specific fee, it was identified that a fee/charge would be imposed in accordance with the Memorandum of Understanding which had not been entered into at that time.

In order to ensure compliance with the requirements of the *Local Government Act 1995*, Council is now requested to consider the terms of the Memorandum of Understanding including the identified fee/charge. A copy of the Memorandum of Understanding is shown attached.

ATTACHMENT: 9.5.2 (1)

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

To assist Council in determining this matter, the following comments and advice is offered:

Term of Memorandum of Understanding

The terms of the Memorandum set out that the Shire of Northampton will provide contract building services to the Shire of Mingenew, with these services including:

- a) The drafting of Building Permits, Occupancy Permits and Building Approval Certificates for the Shire of Mingenew to issue under the *Building Act 2011*;
- b) Produce Certificates of Design Compliance for uncertified Building Permit applications received by the Shire of Mingenew;
- c) Regulatory consultancy services; and
- d) Technical consultancy services.

As outlined within clause 5 of the Memorandum of Understanding, either party may terminate this agreement at any time, for any reason without penalty.

Schedule of Fees and Charges

As outlined within the Memorandum of Understanding shown Attachment: 9.5.2 (1), it is proposed that the following fees will be applied to the provision of contract building services:

- a) A standard rate of \$120 per hour for all services performed with the rate increasing annually at an increment of 5%;
- b) A travel rate of \$120 per hour;
- c) A vehicle allowance of \$0.99 per kilometre; and
- d) All reasonable out of pocket expenses such as accommodation, meals and parking incurred during provision of the services, provided that they are approved in advance.

As the Shire of Mingenew has previously provided written agreement to the rate of \$120, it is recommended that the above fees be endorsed by Council.

STATUTORY ENVIRONMENT:

The fees and charges outlined within the Memorandum of Understanding comply with the provisions of the *Local Government Act 1995*. As prescribed by Section 6.17 (1) and Section 3.1.1A (c) of the *Local Government Act 1995*:

(1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors:*

- (a) *The cost to the local government of providing the service or goods; and*
- (b) *The importance of the service or goods to the community; and*
- (c) *The price at which the service or goods could be provided by an alternative provider.*

(1) *The general function of a local government is to provide for the good government of persons in its district.*

- (1A) *Without limiting subsection (1), the general function of a local government must be performed having regard to the following –*
- c) *the need to consider collaboration with other local governments.*

The fees and charges are consistent with fees and charges imposed by the Shire of Mingenew's previous provider.

POLICY / STRATEGIC IMPLICATIONS:

Nil.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating 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:

As outlined within the comment section above, if the Memorandum is approved by Council, fees and charges will apply for the provision of this service. Revenue from this proposal is expected to be in the order of \$5,000 to \$10,000 per annum.

SUSTAINABILITY:

Environmental: Nil.

Economic: A small revenue is expected to be generated by the Shire providing this service.

Social: The Shire of Northampton would be assisting the community of the Shire of Mingenew with costs incurred being met by the level of service charge proposed under the Memorandum of Understanding.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

- 1. Approve the Temporary Chief Executive Officer endorsing the Memorandum of Understanding as shown at ATTACHMENT: 9.5.2 (1);**
- 2. Approve the following charges being imposed for the provision of contract Building Services under the Memorandum of Understanding referred to in point 1 above, being as follows:**
 - a) A standard rate of \$120 per hour for all services performed with the rate increasing annually at an increment of 5%;**
 - b) A travel rate of \$120 per hour;**
 - c) A vehicle allowance of \$0.99 per kilometre; and**
 - d) All reasonable out of pocket expenses such as accommodation, meals and parking incurred during provision of the services, provided that they are approved in advance.**
- 3. Subject to the Memorandum of Understanding shown at ATTACHMENT: 9.5.2 (1) being endorsed by the Shire of Mingenew give local notice of the fees and charges in accordance with clause 6.19 of the *Local Government Act 1995* being applicable for the 2026/2027 financial year.**

COUNCIL RESOLUTION:

MOVED: Suckling, R SECONDED: Burges, R

08/26-163

That Council:

- 1. Approve the Temporary Chief Executive Officer endorsing the Memorandum of Understanding as shown at ATTACHMENT: 9.5.2 (1);**
- 2. Approve the following charges being imposed for the provision of contract Building Services under the Memorandum of Understanding referred to in point 1 above, being as follows:**
 - a) A standard rate of \$120 per hour for all services performed with the rate increasing annually at an increment of 5%;**
 - b) A travel rate of \$120 per hour;**
 - c) A vehicle allowance of \$0.99 per kilometre; and**
 - d) All reasonable out of pocket expenses such as accommodation, meals and parking incurred during provision of the services, provided that they are approved in advance.**
- 3. Subject to the Memorandum of Understanding shown at ATTACHMENT: 9.5.2 (1) being endorsed by the Shire of Mingenew give local notice of the fees and charges in accordance with clause 6.19 of the *Local Government Act 1995* being applicable for the 2026/2027 financial year.**

MOTION CARRIED 6/0

FOR

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

AGAINST

ATTACHMENT**9.9.1 Minutes of Kalbarri Foreshore Revitalisation Advisory Committee Meetings Held on 7 July and 21 July 2026**

PROPONENT OWNER	Shire of Northampton Crown Land (Shire holds Management Order)
LOCATION / ADDRESS:	Reserve 25307 and 26591 Grey Street, Kalbarri
ZONE:	Public Open Space
BUSINESS AREA:	Community, Development & Regulation
FILE REFERENCE:	13.2.1
LEGISLATION:	<i>Local Government Act 1995</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	5 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

The Kalbarri Foreshore Redevelopment Advisory Committee is an Advisory Committee of Council, formed in accordance with Division 2 of the *Local Government Act 1995* with the following functions:

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

The Advisory Committee met on 7 and 21 July 2026 at the Allen Centre in Kalbarri. The minutes from the 7 July meeting were confirmed by the Advisory Committee on 21 July. Council is now requested to receive those minutes and the motions passed at the meeting. Copies of the minutes are shown attached.

ATTACHMENT: 9.9.1 (1)

ATTACHMENT: 9.9.1 (2)

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

As elected members are aware, the Shire's appointed consultants Realm Studios have held several workshops with the Kalbarri Foreshore Revitalisation Advisory Committee in order to inform and refine the preparation of a revised Master Plan to guide future revitalisation works on the Kalbarri Foreshore.

The primary purpose of the meeting held on 7 July 2026 was for the Shire's consultants Realm Studio to complete a "walk through" of the most recent draft Master Plan document. A summary of the feedback provided by the Advisory Committee members is included within the minutes of the meeting shown at Attachment: 9.9.1 (1). At Council meeting held on 16 July 2026, the consultants presented the Master Plan including refinements made as a result of feedback provided by the Advisory Committee on 7 July.

At the Advisory Committee meeting held on 21 July, the Committee was requested to consider endorsing the content of the Master Plan as presented to Council on 16 July 2026. The Committee was also requested to consider those submissions received in response to the previous public consultation period to which a response had not been determined.

The following table outlines the resolutions passed by the Advisory Committee at the meetings held on 7 and 16 July 2026:

Table 1

Resolutions – 7 July 2026		Officer Recommendation
1.	The minutes from the Kalbarri Foreshore Advisory Committee held on 28 April 2026 be confirmed.	No further action is required.
Resolutions – 21 July 2026		
1.	The minutes of the Kalbarri Foreshore Revitalisation Advisory Committee held on 7 July 2026 be confirmed.	No further action is required.
2.	That the final draft plans for the continuous path alignment be supported for the purposes of advertising and preparation of an opinion of probable cost.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
3.	That the final draft plans for the Giddamarra Springs and Fisherman's Wharf Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost, subject to the following: a) The revised access arrangements associated with the Fisherman's Wharf	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.

	being supported by the Fisherman's Co-operative and Department of Transport.	
4.	That the final draft plans for the Casuarina Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
5.	That the final draft plans for the Pelican Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost, subject to the following: a) The delineation of the pull off bay opposite the caravan park entrance, ensuring that the slipway lines up with the park entrance driveway.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
6.	That the final draft plans for the Gabba Gabba Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
7.	That the final draft plans for the Town Beach Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost, subject to the following: a) The provision of an additional tier of grass seating south of the RSL memorial; b) Additional advice on traffic management being sought with respect to the proposal to revised connection/access to Grey Street for the carparking area located south of Grey Street; and c) The existing grass area immediately south of the western end of the Adventure Playground being retained as grass.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
8.	That the final draft plans for the Town Beach to Rivermouth Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost, subject to the following:	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.

	a) Deletion of the proposed additional boat rigging area; b) Retention of an additional 3 boat trailer parking bays on the northern side of the RSL memorial; c) Truncation of the carpark intersection located north east of the RSL memorial and adjustment of the associated pram ramps; d) Introduction of BBQ facilities and a shelter at the western end of the Volunteer Marin Rescue Building; e) Retaining of the grass area located west of the Volunteer Marine Rescue building.	
9.	That the final draft plans for the Rivermouth Precinct as prepared by Realm Studios, be supported for the purposes of advertising and preparation of an opinion of probable cost, subject to the following: a) The proposed carparking area as shown being reduced to a maximum of 40 car parking bays utilising the existing access road for carpark access; and b) The consolidated turf area being a minimum of 4,500m² in order to cater for future events.	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.
10.	That with respect to the Schedule of Submissions, the following comments and recommendations be provided to Council: a) Shire Officers liaise with the Department of Transport to utilise the dredging program to complete sand replenishment at Chinaman's Beach; b) Support the establishment of additional native vegetation within the foreshore for the purposes of rehabilitation and shade; c) Improvements to pedestrian access, additional seating and the use of interpretative signage be supported; d) Not support comments relating to the retention of current toilet facilities at Chinaman's Beach; and e) With respect to the style of infrastructure and shelters, be open to	That the recommendation be noted and taken into account in Council's consideration of the Master Plan.

	other styles outside of the Town Beach, Town Beach to Rivermouth and Rivermouth Precinct.	
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The input of the Advisory Committee has been vital to assist the consultants understanding of the foreshore, its history and importance to the Kalbarri Community, with its feedback on the draft Master Plan guiding the consultants in their finalisation of the draft document and associated precinct plans.

A separate agenda item has been prepared in respect of the Draft Master Plan, being Item No 9.3.1 of this agenda. As reflected within Table 1 above, it is recommended that all resolutions of the Advisory Committee be noted and taken into account by Council in its consideration of the Draft Master Plan.

Consistent with the adopted Terms of Reference, the Committee will continue to have a further role in refining the detailed designs for the foreshore precincts and the identification of priorities once an opinion of probable costs has been finalised by the consultants.

On a final matter, Council is advised that whilst the unconfirmed minutes reflected that a further meeting of the Advisory Committee was scheduled for 4 August 2026 this meeting was postponed.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS:

The Murchison River Foreshore plays a significant role in connecting the Kalbarri Community and Tourists with the Murchison River and wider coastal environment. Comprehensive improvements to the Foreshore Reserve and level of facilities provided are consistent with the following desired outcomes of the Shire of Northampton Strategic Community Plan 2025-2035:

1.1 Local and Thriving

We feel supported to work and grow out businesses in the Shire and are confident in the Shire's willingness to make appropriate commercial investment to fill unmet needs for future development.

1.2 Diverse and prosperous

We are diving balanced and sustainable growth by embracing new opportunities for our economy, people, culture to thrive, whilst ensuring primary industries remain profitable in the future.

1.3 Attractive and Popular

Our reputation as a prime visitor destination is strong and we are optimising an ecologically friendly tourism industry.

2.1 A healthy ecosystem

The interconnected biodiversity of our flora and fauna is protected and nurtured.

2.2 A protected landscape

Our Shire balances human wealth and pleasure with protection of our coastlines, riverbeds, and other natural landscape and marine features.

2.3 Nature-based aesthetic appeal

The natural beauty of our Shire is conserved for our residents and to attract visitors.

1.2 Outstanding recreation and tourism experiences

Community life and tourism is being enriched through a strong portfolio of events, activities, attractions and historical heritage.

4.1 Fit for purpose infrastructure

Our buildings and other physical assets enhance functionality, experience and ambience. Where appropriate and beneficial to the community, we are supporting the development of light commercial areas.

4.3 We can move around effectively

A comprehensive strategy is driving effective management of roads, drainage, paths and parking facilities, ensuring maintenance and improvement of infrastructure is meeting increasing transport demands.

ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Major given the potential for substantial reputational damage should the project or its potential impacts fail to be appropriately managed or fail to be delivered in a timely co-ordinated manner as required by the grant.

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 requirement s 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:

The remaining funding allocation of \$7.8 million is substantial and will allow a significant amount of improvement works and new facilities within the Kalbarri Foreshore Reserves. However, there is potential for further funding to be obtained, consolidating the opportunities for improvement works. For example, the Shire has made allocations toward certain works (i.e. the RSL memorial), and it may be possible to obtain community grants through Lotterywest WA for works on improving accessibility and facilities for youth and/or disadvantaged sections of the community.

It should however be noted that with an increased level of facilities, it is expected that maintenance requirements will increase with additional staff resources and maintenance funding required in the short to medium term. Shire Officers will explore additional opportunities for ongoing funding of maintenance, utilising the project works.

SUSTAINABILITY:

Environmental: Opportunities exist for the redevelopment work on Kalbarri Foreshore to provide environmental outcomes such as increased shade, increased areas of native vegetation and reduced water usage.

Economic: A revitalised foreshore precinct will result in a higher standard of facilities, providing additional drawcards for tourists. Opportunities exist to consolidate, and potentially expand existing income generating commercial activities and tourist facilities.

Social: The Kalbarri Foreshore provides for a wide range of both active and passive recreational opportunities. The foreshore is an integral part of the community fabric and tourist experience.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council:

1. Receive the minutes of the Kalbarri Foreshore Redevelopment Advisory Committee meeting held on 7 July 2026 as shown at Attachment: 9.9.1 (1); and
2. Receive the unconfirmed minutes of the Kalbarri Foreshore Redevelopment Advisory Committee meeting held on 21 July 2026 as shown at Attachment: 9.9.1 (2) and have regard to resolutions passed by the Committee in consideration of the revised Draft Kalbarri Foreshore Master Plan.

COUNCIL RESOLUTION:

MOVED: Burges, R

SECONDED: Smith, C

08/26-164

That Council:

- 1. Receive the minutes of the Kalbarri Foreshore Redevelopment Advisory Committee meeting held on 7 July 2026 as shown at Attachment: 9.9.1 (1); and**
- 2. Receive the unconfirmed minutes of the Kalbarri Foreshore Redevelopment Advisory Committee meeting held on 21 July 2026 as shown at Attachment: 9.9.1 (2) and have regard to resolutions passed by the Committee in consideration of the revised Draft Kalbarri Foreshore Master Plan.**

MOTION CARRIED 6/0

FOR

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

AGAINST

ATTACHMENT APPENDIX

9.9.2 Appointment of New Shire of Northampton Chief Bush Fire Control Officer for 2026/2027 Bushfire Season

PROPONENT OWNER	Shire of Northampton
LOCATION / ADDRESS:	N/A
ZONE:	Whole of Shire
BUSINESS AREA:	N/A
FILE REFERENCE:	Community, Development and Regulation 5.1.2
LEGISLATION:	<i>Local Government Act 1995; and Bush Fires Act 1954.</i>
AUTHOR:	Brian Robinson
APPROVING OFFICER:	Brian Robinson
DATE OF REPORT:	13 August 2026
DECLARATION OF INTEREST:	Nil

BACKGROUND:

On 16 October 2025, Council appointed Ms Tatiana Vafiades as Chief Bush Fire Control Officer (CBFCO) at the recommendation of the Shire's Bush Fire Advisory Committee (BFAC). Recently Ms Vafiades tendered her resignation from that position. Council is requested to consider the appointment of a new CBFCO as resolved by BFAC through a flying minute.

BFAC is an Advisory Committee of Council, formed in accordance with the requirements of Division 2 of the *Local Government Act 1995* and Division 4 of the Shire of Northampton *Bush Fire Local Law 2017*. As outlined within the adopted Terms of Reference, the function of the Advisory Committee is to make recommendations to Council on the following:

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

9. *Ensuring co-operation and co-ordination of bush fire brigades in their efforts and activities including training of brigade members.*

A copy of BFAC's current Terms of Reference, as adopted in June 2026 are shown appended.

APPENDIX: 9.9.2 (A)

PUBLIC CONSULTATION UNDERTAKEN:

Nil.

COMMENT (Includes Options):

Following the receipt of Ms Vafiades resignation from the position, a nomination was received to appoint Mr Matt Johnson as the new CBFCO. The motion was moved and seconded by members of BFAC, with the following result:

Moved: Cr Karl Suckling

Seconded: Chadd Gaby

That Mr Matt Johnson be appointed as the new Chief Bush Fire Control Officer for the 2026/27 fire season.

Motion Carried: 6/0

For Cr Karl Suckling Chadd Gaby Scott Bridgman Wes Teakle Joe Wood Matt Johnson	Against Nil.
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Council is now requested to support the BFAC resolution and amend the current Terms of Reference Accordingly. A copy of the new draft Terms of Reference as shown attached.

ATTACHMENT: 9.9.2 (1)

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:

Appointment of a person not an employee of the Shire as Chief Bush Fire Control Officer will have financial implications such as the supply of equipment and matters such as the payment of an honorarium. The current adopted budget does not contain an allocation for this expenditure at this time.

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. Note the resignation of Ms Tatiana Vafiades as Shire of Northampton Chief Bush Fire Control Officer;**
- 2. Appoint Mr Matt Johnson as Chief Bush Fire Control Officer for the 2026/27 bushfire season; and**
- 3. Amend the Terms of Reference for the Shire of Northampton Bush Fire Advisory Committee to reflect points 1 and 2 above as shown in Attachment 9.9.2 (1)**

COUNCIL RESOLUTION:

MOVED: Suckling, R SECONDED: Suckling, K

08/26-165

That Council:

- 1. Note the resignation of Ms Tatiana Vafiades as Shire of Northampton Chief Bush Fire Control Officer;**
- 2. Appoint Mr Matt Johnson as Chief Bush Fire Control Officer for the 2026/27 bushfire season; and**
- 3. Amend the Terms of Reference for the Shire of Northampton Bush Fire Advisory Committee to reflect points 1 and 2 above as shown in Attachment 9.9.2 (1)**

MOTION CARRIED BY ABSOLUTE MAJORITY 6/0

FOR

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

AGAINST

10. LATE REPORTS:

Nil.

11. QUESTIONS FROM MEMBERS:

- 11.1 Response to questions from members taken on notice: Nil
- 11.2 Questions from members: Nil

12. MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil.

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

NB/13.1 To Bring Up Business of An Urgent Nature Introduced By Decision of the Meeting

Councillor Richard Burges

MOVED: Burges, R SECONDED: Suckling, K

08/26-166

That Council agrees to bring up business of an urgent nature introduced by decision of the meeting.

MOTION CARRIED 6/0

FOR

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

AGAINST

NB/13.2 Change of Date For Ordinary Meeting of Council to be held 17 September 2026

Councillor Roslyn Suckling

MOVED: Suckling, R SECONDED: Smith, C

08/26-167

That Council, in accordance with the Local Government Administration Regulations 1996, Regulation 12 (3), changes the meeting date for September 2026 from 17th September 2026 to Monday 21st September 2026 commencing at 2.00pm in the Northampton Council Chambers and advertises this change on the Council's website.

MOTION CARRIED 6/0

FOR

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

AGAINST

14. APPLICATIONS FOR LEAVE OF ABSENCE:

NB/14.1 Request for Leave of Absence

Councillor Des Pike

MOVED: Suckling, R SECONDED: Suckling, K

08/26-168

That Council grant Cr D Pike a Leave of Absence for the Ordinary Meeting of Council to be held on Monday 21st September 2026.

MOTION CARRIED 6/0

FOR

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

AGAINST

15. CLOSURE:

There being no further business to discuss the Shire President thanked those in attendance and closed the meeting at 2.53pm.

SIGNED:

**Cr Liz Sudlow
Shire President**

DATE: