



MINUTES

Council Meeting held on Thursday 26 April 2012

CONFIRMATION OF MINUTES

These minutes comprising pages 1 - 43 were confirmed by Council on 24 May 2012 as a true and accurate record.

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Tony Dean
SHIRE PRESIDENT

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MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 4.17 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE
(previously approved)

PRESENT

Councillors; Dean, Camarri, Dunnet, Gilbert, Longmore, Mellema, Steer and Lorkiewicz.

Robert Jennings - Chief Executive Officer
Vic Smith - Manager Corporate Services
Chris Wade - Manager Infrastructure

VISITORS: 15

APOLOGIES: Nil.

LEAVE OF ABSENCE: Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Ms V Russell

Q1. In respect to item 10.8 - Caravan Park Leases, in recommendation 2
What will happen to pre arranged bookings? And what are the
alternative plans if the caravan park closes?

A1. Shire President replied that subject to the actual vote later in the
meeting. Recommendations 1,3 & 4 will be supported.
The Nannup Tourist Association will be asked to carry on as normal.
The Shire will find a way to keep it open if NTA can not continue.

Mr M Loveland

Q2. Regarding the April/May 2011 complaint about the Town Hall
verandah, what is being done about the complaint?

A2. Manager Infrastructure offered to speak to Mr Loveland and arrange to
have a site inspection.

Q3. Have the storm water plans gone missing?

A3. Manager Corporate Services responded that there are no plans.

Ms P Fraser

Q4. Did you put the budget notice somewhere else?

A4. Chief Executive Officer gave Ms Fraser a copy of the community newsletter that was sent out last December.

Q5. Does Council have an emergency fund?

A5. Manager Corporate Services replied the shire did not have an emergency fund.

Q6. Will money be added to emergency fund from surplus?

A6. The Chief Executive Officer replied that it will be part of the budget consideration.

5. APPLICATIONS FOR LEAVE OF ABSENCE. Nil.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Kellie & Isaac from Nannup Police gave a presentation on current police matters.

The Shire President thanked Sergeant Kellie Taylor for her service to the community and wished her well in her future endeavours.

Cheryle Brown from Nannup Community Resource Centre gave an update.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8754 DUNNET / MELLMA

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 22 March 2012 be confirmed as a true and correct record.

CARRIED 8/0

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

9. REPORTS BY MEMBERS ATTENDING COMMITTEES

Warren Blackwood Strategic Alliance meeting
Lower Blackwood Landcare meeting

10. REPORTS OF OFFICERS

AGENDA NUMBER: 10.1

SUBJECT: Higgins Swamp Structure Plan – submitted for consent to advertise

LOCATION/ADDRESS: Lot 701 Kearney Street, Lots 67 & 68 Warren Road and
Lot 700 Higgins Street, Nannup

NAME OF APPLICANT: Martin Richards Town Planning and Project Management

FILE REFERENCE: TPL2/01

AUTHOR: Steve Thompson – Consultant Planner

REPORTING OFFICER: Robert Jennings – Chief Executive Officer

DISCLOSURE OF INTEREST: Edge Planning & Property receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 Local Government Act 1995

DATE OF REPORT: 16 April 2012

Attachment: Draft Structure Plan report with Structure Plan on final page
– Separate Cover

BACKGROUND:

The purpose of this report is to seek Council support to publicly advertise the draft *Higgins Swamp Structure Plan* for community and stakeholder comment. Following the receipt and assessment of submissions, the Council can determine whether it will approve the Structure Plan with or without modifications.

The site is located immediately to the south of the Nannup town centre, generally bounded by Kearney Street to the north, Warren Road to the east, Higgins Street to the south and the rear boundaries of the lots fronting North Street to the west.

The applicant has submitted a Structure Plan and associated report which are set out in Attachment 1. This provides background information which is generally not repeated in this report.

The site is zoned “Special Use (SU5)” in the Shire of Nannup Local Planning Scheme No. 3 (LPS3). The statutory conditions/special provisions for SU5 require the preparation of a Structure Plan prior to the local government considering planning applications. The Structure Plan and associated report have been prepared to satisfy the LPS3 requirement.

Key features of the Structure Plan include:

- it sets out preferred land uses/precincts which are residential (low and medium density), tourism, mixed use and conservation;
- an indicative internal access/movement network; and
- guiding provisions including the approach to servicing, addressing environmental assets, design and future planning.

Related to this current request, a Planning Application for 4 dwellings on Lot 67 was lodged late 2011 which was deferred pending approval of the Structure Plan. At this stage, the Structure Plan is intended to provide broad guidance for the future

direction of the site and to enable the local government to approve the 4 dwellings in a timely manner.

The Structure Plan is a precursor for more detailed planning initiatives. A more detailed Structure Plan will be required, with associated technical investigations (including geotechnical and stormwater management), which is approved by the Council and Western Australian Planning Commission prior to subdivision applications being approved for the site.

COMMENT:

Overview

The draft Structure Plan is considered appropriate to be publicly advertised for community and stakeholder comment.

The site has planning merit for residential development and associated uses given it adjoins the town centre, is close to facilities, can be appropriately serviced, (although there is a need for increased details in future planning stages for matters including how stormwater will be addressed) and if implemented, will provide an important boost to the development of Nannup.

Supported features of the draft Structure Plan and associated report include:

- providing an appropriate range of land uses that overall relate well to the site's opportunities and constraints;
- setting out that development is to be connected to reticulated sewerage;
- requiring cash in lieu payments for public open space (POS) rather than additional POS provision on site. There is POS nearby, on the southern side of Higgins Street, which is considered appropriate to accommodate local POS needs for future residents;
- minimising direct vehicular access to Warren Road;
- the provision of an internal north-south access through the site; and
- setting out a possible need to prepare building and design guidelines.

Key issues

Some of the key issues with the draft Structure Plan are summarised below:

- A portion of the site being identified for Residential R40. Currently, R15 is the maximum residential density in the Nannup townsite which equates to an average density of 1 dwelling per 666m². The Structure Plan identifies precincts of medium density housing to R40, which equates to an average density of 1 dwelling per 220m². The site is considered to be well suited for medium density housing given its close proximity to the town centre and

nearby community facilities. If approved and implemented, the site offers the potential to increase the variety in housing choice in Nannup including for aged persons and those seeking lower maintenance properties;

- Parts of the site are low lying. To accommodate development, some parts of the site will require fill or different forms of building construction along with appropriate servicing. This has financial feasibility considerations for the landowner/developer but are required to be factored in to achieve development; and
- The potential risk of land use conflict between residential and tourist uses being in close proximity. While the uses are generally compatible and the risks are low, it will require appropriate on-going management to control noise and associated impacts.

The above and other issues will be further considered in more detail following the assessment of submissions.

Inviting community and stakeholder comments on the draft Structure Plan

If Council agrees to release the draft Structure Plan for comment, submissions will be invited through various methods. It is proposed to consult widely for a four week period through the Shire administration:

- writing to and inviting comments from wide-ranging stakeholders and government agencies;
- placing public notices and details in local papers on multiple occasions;
- placing details on the Shire of Nannup website;
- placing a sign on the site; and
- information being available at the Shire office.

Following the close of the consultation period, the Council and the Shire administration will consider the submissions and determine whether the draft Structure Plan is suitable for approval or whether it should be modified.

STATUTORY ENVIRONMENT: Planning and Development Act 2005 and LPS3.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

The applicant will meet the costs of placing public notices in local papers.

There are no immediate financial implications for Council from this draft Structure Plan. As planning and design progress, it will be imperative that the landowners/developers install drainage systems that achieve effective stormwater control that meet best practice environmental standards and which ensure lower

operating costs for Council. The Council should, in-time, adequately increase budget accounts to ensure that infrastructure is appropriately maintained.

The landowners/developers will meet the cost of providing new infrastructure to service future development and lots in accordance with State Planning Policy.

STRATEGIC IMPLICATIONS:

The site forms part of Policy Area No. 1 – Townsite in the *Shire of Nannup Local Planning Strategy*. The Strategy's recommendation for the policy area is that urban consolidation is encouraged subject to issues of effluent disposal and flooding being addressed where relevant. The site is outside of the 1 in 100 ARI floodplain.

The site represents a logical area to accommodate new development in Nannup.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council:

1. Support the public release of the draft Higgins Swamp Structure Plan outlined in the Attachment.
2. Require the draft Structure Plan to be publicly advertised in accordance with the requirements set out in the Shire of Nannup Local Planning Scheme No. 3 with an increased advertising period of four weeks.
3. Will reconsider the draft Structure Plan following the close of the public submission period and will determine whether or not to approve the Structure Plan with or without modification.

8755 GILBERT / DEAN

That Council:

1. Support the public release of the draft Higgins Swamp Structure Plan outlined in the Attachment.
2. Require the draft Structure Plan to be publicly advertised in accordance with the requirements set out in the Shire of Nannup Local Planning Scheme No. 3 with an increased advertising period of four weeks.
3. Will reconsider the draft Structure Plan following the close of the public submission period and will determine whether or not to approve the Structure Plan with or without modification.

CARRIED 8/0

Correction to Nannup Timber references including Glossary of abbreviations.

<p>AGENDA NUMBER: 10.2 SUBJECT: New Building Legislation and Arrangements LOCATION/ADDRESS: Whole of Western Australia NAME OF APPLICANT: N/A FILE REFERENCE: BLD 9 AUTHOR: Wayne Jolley –Building Surveyor REPORTING OFFICER: Chris Wade - Manager Infrastructure DISCLOSURE OF INTEREST: Nil DATE OF REPORT: 29 March 2012</p>
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BACKGROUND:

Summary

After several years of development, new building legislation became operational on 2 April 2012, signalling a number of very significant changes:

- A system of private Building Surveyors;
- New roles and responsibilities for local governments;
- A new building approval system; and
- A new fees structure.

State building control authorities (formerly Department of Local Government -> Department of Housing -> Department of Commerce -> Building Commission) have been developing new building legislation for many years, culminating in the part-enactment of the Building Act 2011. During the past two years, the Building Surveyor has followed developments and attended a number of briefing sessions, the last on 23 March where the following was confirmed by the Building Commission.

As from the 2 April 2012:

- The full Building Act 2011 will apply (the Local Government (Miscellaneous Provisions) Act 1960 is repealed); and
- New Building Regulations 2012 will commence.

The key points and changes brought about by the new system is summarised as follows:

- There is considerable change in terminology (e.g. the term “Building License” is superseded by the term “Building Permit” and a local government is referred to as a “Permit Authority”).
- Each Building or Demolition Permit application must be certified by a registered building surveyor, formalised by a Certificate of Design Compliance (CDC), which signals compliance with the Building Code of Australia (BCA), following examination of all plans and associated documents. The Shire building surveyor is registered for this purpose.

- A new system of private certification is introduced whereby private or commercial certifiers (i.e. building surveyors registered for the purpose) may issue a CDC in respect to a Building Permit application, in-lieu of the Shire Building Surveyor issuing the certificate.
- A local government may also provide a commercial certification service, whereby its registered Building Surveyor/s issue CDCs in respect of Building Permit applications from any district. Additional provisions apply in this respect.
- New prescribed forms have been introduced to standardise a series of application forms, certificates and permits.
- There are two types of Building Permit application – a Certified application (where a private certifier examines all plans and documents for compliance with the BCA and issues a CDC) and an Uncertified application (where the Shire Building Surveyor performs that function (much in the way of the current system). There is greater onus on applicants to complete application forms in-full and accurately (e.g. all owners of a property are now required to sign a permit application). The Shire still issues the Building Permit regardless of the type of application,
- The new Building Regulations prescribe time limits for processing Building Permit applications (i.e. 10 working days for certified applications and 25 working days for uncertified applications). This assumes that all required information is provided. Where information is lacking from the application, the clock stops and additional time is prescribed for a Permit Authority issue or refuse a Building Permit.
- Schedule 4 of the Building Regulations 2012 prescribes that certain structures are exempt from the requirement for a Building Permit (e.g. sheds $\leq 10\text{m}^2$, non-structural renovations or repair, temporary buildings, masts or antennas, retaining walls $\leq 0.5\text{m}$ high, pergolas, rainwater tanks $\leq 5,000$ litres, solar hot water systems and photovoltaic panels and park homes/annexes under the Caravan Parks and Camping Grounds Act 1995).
- Other than class 1 and 10 buildings (i.e. houses and sheds etc.), the Permit Authority must issue a Certificate of Occupancy after completion of construction and before a building is occupied.
- A new fees structure is prescribed in Schedule 2 of the Building Regulations 2011 for a range of matters. Where new replace old, fees are only moderately increased (e.g. the minimum Building Permit fee is raised from \$85.00 to \$90.00). Rates for Certified applications (0.19%) and Uncertified applications (0.32%), reflect the difference in workload to be undertaken by the Permit Authority.

COMMENT:

The timeline for preparations at Shire level to adjust to this new legislation was short. Conceptually, the new arrangements have been in the pipeline for some time. However, the detail has been missing until the last few weeks approaching the 2 April deadline. The new prescribed forms were released only a few weeks before, information seminars explaining the details were conducted only 2 weeks before, at which point the new Regulations had developed to draft 7 status.

In order to prepare for the introduction of the new building legislation on 2 April, the Building Surveyor has undertaken the following:

- This Agenda item to inform Council;
- Briefing Shire staff on new arrangements;
- Replacement of old documents with new (e.g. application forms etc.);
- Posting new documents and information on the Shire website;
- Creating Check-lists for front-of-office staff;
- Review and consequential amendment of Shire information packs, Council Policies and other documents. Where necessary, specific amendment of Policies and other documents will be submitted to Council in due course.

In order that an officer can access a building site or attend to enforcement functions on behalf of a Permit Authority, said officer must be designated an "Authorised Officer" under the Building Act 2011 and must carry an identity card. The Shire Building Surveyor ought to be designated as an Authorised Officer for this purpose, so that he can attend to his functions as he has done in the past. If in the future, mandatory inspections are re-introduced as has been suggested, such authorisation will be essential.

Likewise, a Building Surveyor may issue Certificates of Design Compliance (CDC) and Building Permits on behalf of a Permit Authority, however, delegations from Council under the Local Government Act 1995, must be in place. This mirrors and will replace the existing delegation from Council under which the Building Surveyor currently operates. In terms of issuing Building Permits (after a CDC has been issued by the Building Surveyor), it would be prudent to delegate at least the CEO as well as the Building Surveyor, for the sake of continuity when the Building Surveyor is not available.

CONSULTATION:

Building Commission seminar on new building legislation, held in Busselton 23 March 2012.

STATUTORY ENVIRONMENT:

Building Act 2011, Building Regulations 2012, Local Government Act 1995

POLICY IMPLICATIONS

Minor consequential amendments (e.g. change of legislation names etc.) may need to be made to some Council Policies, if there is a case of conflict, Policies will need to be changed accordingly. Policies which may require minor changes are:

LPP 009 Relocated Dwellings
LPP 011 Development in Flood Prone Areas
LPP 012 Chalet Development

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

As the new legislation and arrangements roll-out, there may be impact or opportunities in terms of the Shire's building control operations. One matter that may arise in the future that will have impact is the potential re-introduction of mandatory inspections by the Shire Building Surveyor during a building project (e.g. a new house).

SUSTAINABILITY IMPLICATIONS:

Environmental: None anticipated

Economic: None anticipated

Social: There are no known significant social considerations

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

1. That Council delegates the Building Surveyor under S127(3) of the Building Act 2011 and the Local Government Act 1995 to issue Certificates of Design Compliance on behalf of Council in the process of issuing Building Permits.
2. That Council delegates the Building Surveyor and the Chief Executive Officer under the Local Government Act 1995, to issue Building Permits on behalf of the Permit Authority.
3. That Council endorses that the Building Surveyor is designated as an "Authorised Officer" in terms of the Building Act 2011.
4. That Council approves any consequential amendments only, (arising from the Building Act 2011 and the Building Regulations 2012), to Council Policies and other documents, without further reference to Council.

8756 LORKIEWICZ / MELLEMA

1. That Council delegates the Building Surveyor under S127(3) of the Building Act 2011 and the Local Government Act 1995 to issue Certificates of Design Compliance on behalf of Council in the process of issuing Building Permits.
2. That Council delegates the Building Surveyor and the Chief Executive Officer under the Local Government Act 1995, to issue Building Permits on behalf of the Permit Authority.
3. That Council endorses that the Building Surveyor is designated as an "Authorised Officer" in terms of the Building Act 2011.

CARRIED 8/0

Reason for change: Council want to review the consequential amendments to policies.

AGENDA NUMBER: 10.3
 SUBJECT: Officers Vehicle Replacement
 LOCATION/ADDRESS: NA
 NAME OF APPLICANT: NA
 FILE REFERENCE: TEN 12
 AUTHOR: Chris Wade – Manager Infrastructure
 DISCLOSURE OF INTEREST:
 DATE OF REPORT: 16 April 2012

BACKGROUND:

Council's 2011/12 budget originally contained the replacement of two of the three senior officers Ford Falcons. These were removed during budget deliberations.

COMMENT:

With the restructuring of the senior officer's roles it has become apparent that the requirement for the extra vehicle is unnecessary. Some consultation with suppliers as to the optimum time to trade vehicles has been undertaken and it is apparent that if we average the current vehicle kilometres within the next few months, this is the premium change over time. Two of the vehicles have already gone over what would be Council's normal changeover 40,000km mark. This again is the optimum for both kilometres and remaining warranties for resale values.

Council's Chief Executive Officer and Manager of Corporate Services have inspected and test driven several models of vehicles and reviewed Council's requirement for seven seater vehicles as per the two previous agenda items on this subject. The consensus of both officers is that they believe Toyota Camry Atara to be a suitable vehicle.

Fuel economy is approx 8.6 - 10litres per 100km and the vehicle is assembled in Australia. The Atara is the second level model Camry, changeover figure comparisons with the base model Ford Falcons are \$500 more for the Atara.

The \$500 difference is the total changeover value difference for two new vehicles.

Service Costs	Falcon	Camry
15,000km	\$255	\$224
30,000km	\$255	\$345
45,000km	\$345	\$268

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

A change over figure of \$8,329, if the officer's recommendation is supported. The funding will come from saving in the budget that will eventuate this financial year from the \$10,000 Manager Development Service training no longer being required.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

Council allocate \$8,329 for the replacement of the current three Ford Falcons for two Toyota Camry Atara's.

8757 LORKIEWICZ / DEAN

Council allocate \$8,329 for the replacement of the current three Ford Falcons for two Toyota Camry Atara's.

CARRIED 6/2

Voting for the motion: Dean, Gilbert, Longmore, Lorkiewicz Mellema and Steer.

Voting against the motion: Dunnet and Camarri.

<p>AGENDA NUMBER: 10.4 SUBJECT: Royalties for Regions Projects and Funding Planning LOCATION/ADDRESS: N/A NAME OF APPLICANT: N/A FILE REFERENCE: FNC 16 AUTHOR: Robert Jennings – Chief Executive Officer REPORTING OFFICER: Robert Jennings – Chief Executive Officer DISCLOSURE OF INTEREST: NIL DATE OF REPORT: 15 April 2012</p>
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- | | | |
|-------------|---|---|
| Attachment: | 1 | Individual Project Allocations for Shire of Nannup |
| | 2 | Regional Project Allocations for the Warren Blackwood Strategic Alliance (Nannup component) |
| | 3 | Combined Regional and Individual Project Allocations for the Shire of Nannup |

BACKGROUND

The Royalties for Regions funding program from State Government is currently allocated for the time period starting from 2008/09 and finishing in 2014/15. To effectively allocate this money to projects, Council should continue to identify which strategic projects require funding to best support the community, environment and economy of Nannup for the next three years.

There are two components of the Royalties for Regions funding – individual allocations until 2012/13 and group allocations to the Warren Blackwood Strategic Alliance that will progressively take on a greater percentage of the allocation until being the full amount from 2013/14 onwards. Projects identified as part of the regional allocation must have a strong regional rationale.

Strategic direction has been sought from documents such as the Forward Plan, Community Strategic Plan (due in June 2013), Long Term Financial Plan, Asset Management Plans, Cultural Plan as well as general community consultation and documentation. The Recreation Centre, the Main Street Upgrade, FROGS Early Childhood Learning Centre and the Brockman Street Caravan Park upgrades are already confirmed in the Forward Plan and other key documents.

On September 2011, Council resolved to provide in-principle support to the Shire of Nannup Interim Strategic Priorities. This April 2012 report identifies the projects from these Strategic Priorities that fit the Royalties for Regions criteria and are proposed to be funded through the future grant rounds.

The final schedule was arranged from discussions and comments from an Information Session report of February 2012 and a later Royalties for Regions Allocation Workshop on 22 March 2012. Subsequent to these meetings, there were further minor adjustments to suit funding requirements.

COMMENT

Proposed project funding over the years to 2014/15 for the two components of the Royalties for Regions funding – individual allocations and group allocations - are shown on the first two tables (refer Attachments 1 and 2), with an integrated table (refer Attachment 3) showing the combined outlook for the Shire of Nannup over the next three years. The tables also indicate the state of progress for all projects.

As the projects and circumstances evolve, it is expected that the funding matrix will alter. Councillor support for this item will simply indicate support for the current project mix and funding status.

At the time of writing, funding had been approved for the individual allocation projects for 2011/12, with the regional allocation projects being prepared for submission this month for the May 2012 deadline.

The purpose of this report is for Councillors to comment and provide support or not on the proposed project mix and monetary allocations to allow officers to progress the management of the projects and future budgets.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Projects to be implemented as per funding requirements and according to feasibility and business plans, the 2011/12 Budget and future budgets.

STRATEGIC IMPLICATIONS:

The project matrix takes into consideration existing and new priorities and projects within the following documentation:

- Previous Council Reports and workshops
- Shire of Nannup Forward Plan 2011/12-2015/16
- Shire of Nannup Forward Capital Works Plan
- Shire of Nannup Cultural Plan
- Community engagement sessions
- Other key documentation

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That Council accept the attached tables and report as being the current priority projects for the Shire of Nannup as part of the Royalties for Regions program.

8758 DUNNET / MELLEMA

That Council accept the attached tables and report as being the current priority projects for the Shire of Nannup as part of the Royalties for Regions program.

CARRIED 8/0

AGENDA NUMBER: 10.5
SUBJECT: Annual Electors Meeting Minutes
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: ADM 17
AUTHOR: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 3 April 2012

Attachment: Electors Meeting Minutes 26 March 2012

BACKGROUND:

The 2010/11 Annual Meeting of Electors for the Shire of Nannup was held recently and the minutes are attached.

COMMENT:

Council is required to consider any decisions made at the electors meeting at the next ordinary council meeting held.

There were no decisions made at the electors meeting, though previously there has been some discussion as to whether the receipt of the Annual Report constitutes a decision. To ensure absolute compliance a recommendation to note this matter is put forward. Other points raised at the meeting as noted in the minutes have been actioned or noted where applicable. The questions taken on notice have been responded to in writing.

STATUTORY ENVIRONMENT: Section 5.33 (1) Local Government Act 1995.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council receive the 2010/11 Annual Electors Meeting minutes held 26 March 2012.

8759 MELLEMA / STEER

That Council receive the 2010/11 Annual Electors Meeting minutes held 26 March 2012.

CARRIED 8/0

AGENDA NUMBER: 10.6
SUBJECT: Waste Disposal Site
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: N/A
FILE REFERENCE: HLT2
AUTHOR: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 4 April 2012

BACKGROUND:

The contract for the management of the Nannup Waste Management Facility was extended in January 2010 for a period of two years. Although the agreement lapsed on 4 January 2012 the contractor has agreed to continue to provide the service at the current rates until the contract can be tendered again.

COMMENT:

The list of projects for the Manager Development Services in 2011/12 included a project to develop a waste strategy for the Shire. In reviewing the available documentation it is noted that the contracts for the Nannup Waste Management Facility and the Kerbside Refuse and Recycling Service terminate at different dates.

The termination date for the Nannup Waste Management Facility has passed and the contract for the Kerbside Refuse and Recycling Service terminates on 30 June 2013. However, paragraph 4.1 of the Special Terms and Conditions for the latter contract allows the contractor to be granted a two year extension to the contract if previous performance has been satisfactory. It reads:

“A further extension of 24 months can be granted by written application by the Contractor. This extension is subject to previous satisfactory contractual performance and a 3 month notice by the Contractor.”

It is therefore prudent to assume that this contract will effectively terminate on 30 June 2015.

A waste strategy for the Shire should cover all aspects of waste collection and disposal and it would be easier to achieve a coherent waste service if the arrangements for the collection and disposal of waste were coterminous.

This could be achieved if a new contract for the Nannup Waste Management Facility was tendered for a three year term commencing on 1 July 2012. Tendering the contract would allow the current service to be reviewed and to achieve a more competitive price than simply extending the existing arrangement once again.

By aligning the two waste contracts in this way the waste strategy could be developed for adoption in 2013 or 2014. This would allow the new contracts to be structured in line with the Council's priorities on waste.

STATUTORY ENVIRONMENT:

Local Government Act 1995
Health Act 1911

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

The budgeted cost of the Nannup Waste Management Facility in 2011/12 is \$130,000. Income from tipping charges is budgeted to be \$9,000.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION

It is recommended that the contract for the Nannup Waste Management Facility is tendered for a period of three years commencing on 1 July 2012.

8760 DUNNET / LORKIEWICZ

It is recommended that the contract for the Nannup Waste Management Facility is tendered for a period of three years commencing on 1 July 2012.

CARRIED 8/0

AGENDA NUMBER: 10.7
SUBJECT: Investment Policy
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: N/A
FILE REFERENCE: ADM 9
AUTHOR: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 4 April 2012

Attachment: Draft Investment Policy

BACKGROUND:

In considering the review of delegations at its meeting on 22 March 2012 Council requested that officers develop a policy to cover the investment of funds in financial institutions.

Local Government's power to invest money is set out in Section 6.14 of the Local Government Act 1995. There is a duty to establish internal controls over the investment process set out in Section 19 of the Local Government Financial Management Regulations 1996. In all other respects local governments have discretion over their investment policies.

COMMENT:

Whilst investment policies have been mandatory in the UK since 1993 they are not a statutory requirement for Australian local governments. Nevertheless, some Australian authorities have adopted policies on how money is invested.

Examples from both Australia and the UK have been reviewed in drawing up the draft policy at Attachment 1 for consideration by Council.

The policy sets out the Council's objectives for investment decisions, types of investment that can be undertaken, the Council's approach to credit risk and limits on the amounts that can be invested with counterparties.

In drawing up the policy a conservative approach has been taken that minimises the risk to funds by restricting the number of investment counterparties and the size of the funds that may be invested with any one institution.

STATUTORY ENVIRONMENT:

Section 6.14 Local Government Act 1995

Section 19 Local Government Financial Regulations 1996

POLICY IMPLICATIONS: New policy on investments.

FINANCIAL IMPLICATIONS:

Investment income in 2010/11 was approximately \$147,000. The draft policy, if adopted, would not have a significant impact on the level of investment income earned.

In order to access credit ratings the Council would need to subscribe to a credit advisory service.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION

It is recommended that the draft investment policy as per Attachment 1 is approved.

8761 DUNNET / CAMARRI

It is recommended that the draft investment policy as per amended Attachment 1 is approved.

CARRIED 8/0

<p>AGENDA NUMBER: 10.8 SUBJECT: Caravan Park Leases LOCATION/ADDRESS: Nannup NAME OF APPLICANT: N/A FILE REFERENCE: ASS21 AUTHOR: Vic Smith – Manager Corporate Services DISCLOSURE OF INTEREST: Nil DATE OF REPORT: 19 April 2012</p>

Attachment 1: Request to extend caravan park lease
Attachment 2: Letter from NTA Board
Attachment 3: Brighthouse Consultants - Facility Compliance Report
- (available on Request)

BACKGROUND:

The Council owns two caravan parks, Brockman Street and Rivers Bend, and leases these to the Nannup Tourism Association (NTA) for \$1 to manage. The income derived from the caravan parks supports the operating costs of the NTA. The lease for the caravan parks is due for renewal on 30 June 2012 and this report examines options for its renewal.

The caravan parks require significant investment if they are to deliver their full potential in terms of earned income. Brighthouse Consultants, who specialise in caravan park redevelopments, carried out an audit of compliance issues with Brockman Street Caravan Park. The main issues identified are:

1. Insufficient number of showers and toilet fixtures for the designated number of sites,
2. Non-compliance with maximum distances for coverage of ablution facilities from sites,
3. Insufficient number and coverage of fire hose reels,
4. Inadequate street and facility building lighting,
5. Availability of potable water and sullage points to site and
6. Road width compliance.

The estimated cost for upgrading fire service, water and sullage is approximately \$30,000 and the estimated cost of a new ablution block is \$250,000.

Rivers Bend has similar issues and also requires works to the steps between terraces and has an electrical supply in significant need of upgrading.

In recognition of the need to upgrade its facilities Council has earmarked \$215,000 from its Royalties for Regions grants for investment in the Brockman Street caravan park. A grant application for \$100,000 is also being submitted to the federal round of Tourism Quality Projects (TQUAL) to provide funding to upgrade the Rivers Bend caravan park.

COMMENT:

Council has three options:

1. Enter into a new lease with the Nannup Tourism Association on mutually agreed terms.
2. Seek a commercial return on the assets by conducting an open tendering exercise for the lease or disposal of the caravan parks.
3. Return the management of the caravan parks to Council control.

In considering these options Council will wish to balance the economic benefits of a more commercial approach with the community benefits from the existing arrangement.

Option 1

The NTA Board have been considering whether they wish to continue to manage the caravan parks and meetings have taken place between the NTA and senior officers to explore the options available. The NTA wrote to the Council on 12 January 2012 seeking to extend their lease by six months to allow them time to carry out a financial review (see Attachment 1). At the NTA Board meeting on 12 April 2012 the Board decided that they did not wish to continue with the management of the caravan parks; a letter outlining their decision has been received and is appended at Attachment 2.

This option cannot therefore be pursued but does open up other issues which will need to be resolved:

- the management of the caravan park in the interim period following the termination of the lease with the NTA;
- possible continuing support for the NTA following the termination of its main income stream;
- adjustments to the use of the Visitor Centre or possible relocation of the NTA if it is not managing the caravan parks.

Option 2

This option would entail a competitive tendering exercise for the management of the two sites, either involving a fixed income from the lease of the facilities or some form of profit sharing arrangement.

The option would also allow some flexibility in the investment in the facilities. Council could either carry out all of the investment itself and seek an early commercial return, or structure the lease period and payment terms to allow a third party to invest their own funds in the facilities against an agreed development plan.

Undertaking this type of exercise would take some time and the work could not be completed before the expiry of the current lease. In taking this option forward the lease would either have to be extended (if the NTA were willing to do so) or the caravan park closed until such time as the tendering process is completed.

Option 3

The remaining option is for Council to reassume responsibility for managing the caravan parks, effectively terminating the lease with the NTA. The NTA may or may not continue to operate from the Visitor Centre, dependent on the best use of available space.

Whilst this option has the advantage that control of the caravan parks would revert to the Council, along with the associated income stream, it would require additional resources within the Shire administration. It is unlikely that the management structure would be able to manage the additional burden of the caravan parks without additional support at a relatively senior level. However, the additional support required should be offset by the increased income derived from the caravan parks once the upgrades have been completed.

Options Appraisal

Option 1 above must be discounted as the NTA have indicated that they are unwilling to continue with the management of the caravan parks.

Option 3 is not recommended as the current Shire administration lacks the expertise and resources to manage the facilities at the current time. This option would be dependent on a successful recruitment exercise.

Option 2 offers the greatest flexibility:

- it allows Council to evaluate the commercial options for managing the caravan parks by a third party
- it may identify additional investment opportunities to maximise the commercial return from the facilities
- a new flexible lease could be developed to allow the required investment in the caravan parks to be undertaken.

If Council supports the recommendation to go for Option 2 then it may be necessary to extend the existing lease to allow the tendering exercise to be carried out. If the NTA are unwilling to continue to manage the park in the interim, then the caravan park would need to be closed until the management of the facilities can be relet.

STATUTORY ENVIRONMENT:

Local Government Act 1995
Caravan Parks and Camping Ground Act 1997.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

Currently the Council receives no income from the caravan parks. The operational cost of maintaining the caravan parks in 2010/11 was \$21,270 and the budgeted cost in 2011/12 is \$28,266.

Between 1 July 2007 and 30 June 2010 the Council spent \$156,166 maintaining the facilities.

When Brighthouse Consultants undertook a feasibility study in 2003 into options for developing the Brockman Street caravan park they estimated that the net income after completion of the works (estimated to be 2006) would be approximately \$150,000.

STRATEGIC IMPLICATIONS:

The Council's mission is to "deliver quality services, facilities and representation". The development and future management of the facilities will have significant implications for the attractiveness of Nannup as a tourist destination and for the Council's finances.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION

It is recommended that:

1. Council offer the NTA an extension of its current lease for a two month period to allow a competitive tendering exercise for the management of the Brockman Street and Rivers Bend caravan parks to be undertaken;
2. In the event that the NTA do not agree to a lease extension, that the caravan parks be closed until a new contract has been retendered;
3. A new contract for the management of the Brockman Street and Rivers Bend caravan parks commence on 1 September 2012; and
4. Officers explore the issues raised in the letter from the NTA (Attachment 2) with the Association and report back to Council.

8762 DUNNET / STEER

It is recommended that:

1. Council offer the NTA an extension of its current lease for a two month period to allow a competitive tendering exercise for the management of the Brockman Street and Rivers Bend caravan parks to be undertaken;
2. A new contract for the management of the Brockman Street and Rivers Bend caravan parks commence on 1 September 2012; and
3. Officers explore the issues raised in the letter from the NTA including the delivery of the Visitor Centre services (Attachment 2) with the Association and report back to Council.

CARRIED 8/0

Reason for change: Recommendation 2 be removed as Council is seeking in continuing operation of the caravan parks for community and economic reasons.

AGENDA NUMBER: 10.9
 SUBJECT: Restricted Assets – Monies raised for Timewood Centre
 LOCATION/ADDRESS: Nannup
 NAME OF APPLICANT: N/A
 FILE REFERENCE: FNC17
 AUTHOR: Vic Smith – Manager Corporate Services
 DISCLOSURE OF INTEREST: Nil
 DATE OF REPORT: 4 April 2012

Attachment: Letter from the Community Resource Centre

BACKGROUND:

Council considered a report on its restricted assets at its meeting on 22 March 2012. In considering the report Council requested that a separate item be brought to the April meeting in respect of monies raised in support of the Timewood Centre project. These monies have remained as restricted assets since the project was cancelled on 26 November 2009.

COMMENT:

Monies totalling \$6,456.25 were transferred to restricted assets in June 2008. The funds were generated from various fundraising activities and were intended to support the Timewood Centre project. The activities were:

Activity	\$
Wood Raffles	1,256.25
Cowpad fundraising	300.00
Number plate auction	4,900.00
Total	6,456.25

These funds were not covered in the report considered by Council on 26 November 2009 concerning the future of the Timewood Centre and no decision on their subsequent use has been made. The nature of the fundraising means that it is not possible to return the funds to the original contributors. It would therefore be appropriate to earmark the funds for a use either connected with the objectives of the Timewood Centre or to mitigate the impact of the cancellation of the project.

The Nannup Community Resource Centre (formerly the Nannup Telecentre) was one of the main proposed tenants for the Timewood Centre project and it may be appropriate to use the funds to support the works being undertaken to their current premises. A request to this effect has been received from the Community Resource Centre (see Attachment 1).

STATUTORY ENVIRONMENT: Local Government Act 1995

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

If no suitable use can be found for these funds then they will remain as restricted assets in the Council's accounts for the foreseeable future.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION

It is recommended that Council use the funds raised to support the Timewood Centre project to support the development of the premises currently occupied by the Nannup Community Resource Centre as set out in their letter to Council dated 5 April 2012.

8763 CAMARRI / MELLEMA

It is recommended that Council use the funds raised to support the Timewood Centre project to support the development of the premises currently occupied by the Nannup Community Resource Centre as set out in their letter to Council dated 5 April 2012.

CARRIED 8/0

AGENDA NUMBER: 10.10
SUBJECT: Budget Monitoring 2011/12
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC15
AUTHOR: Tracie Bishop- Finance Officer
REPORTING OFFICER: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 28 March 2012

Attachment: Monthly Financial Statements for the period ending 29 February 2012

BACKGROUND:

It is a statutory requirement that Council report monthly on the financial activity from all the various operating and capital divisions. Previously this has resulted in all variances of 10% being identified and reported. While this achieved the objective of showing these variances as at the date of the report, a lot were actually a result of timing as opposed to actual variances which will carry through to the end of year figures. This report focuses attention on only those variances which we envisage will impact on the end of year position.

The report format does not reflect the detailed requirements as set out in Section 34(1) of the Local Government (Financial Management) Regulations 1996. In order to comply with legislation these statements are provided in Attachments 1 – 3. This covering report identifies all of the major variations; other variations as shown in the statutory statements are due to timing differences.

The report has been broken down showing over and underspends in both operating and capital divisions. The second column shows the current variances and column three shows the anticipated final figures.

COMMENT:

The variances to date identify that we anticipate overall expenditure to be \$230,408 less than budgeted. The main savings are from Fuels and Oils, Parks and Gardens, Community Amenities and Economic Services.

The impact of the Milyeannup Fire has seen an overspend within Other Property & Services. Considerable officer time has been spent negotiating with FESA towards a settlement of this overspend but it is not expected to be recouped at this point.

There has been higher income than expected in Private Works, Hall Hire Fees, Housing and Health licenses, resulting in a net increase in income of \$28,500.

Capital expenditure is also expected to be lower than budgeted on the Recreation Centre project; this saving will be carried forward to fund future elements of the project.

More detailed explanations of the variances and the action being taken to address them is contained in the tables at the end of the report.

In the tables below negative figures represent savings in the current year's budget and positive figures overspends in the current year's budget.

Net Result	
Current	Expected End of Year Position
<i>Income</i>	\$751,187
<i>Expenditure</i>	-\$28,500
<i>Net Effect:</i>	-\$1,260,959
	-\$201,908
	-\$509,772
	-\$230,408

Expenditure	
Current	Expected
<i>Operational</i>	-\$1,129,369
<i>Capital</i>	-\$150,208
<i>Net Effect:</i>	-\$131,590
	-\$51,700
	-\$1,260,959
	-\$201,908

Income	
Current	Expected
<i>Under/over received</i>	\$751,187
<i>Net Effect:</i>	-\$28,500
	\$751,187
	-\$28,500

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulation 34 (1)(a).

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

Operational Expenses/Income				
Expenditure	Current \$	Expected \$	Comment	Management Action
General Purpose Revenue				
Royalties For Regions	-\$1,312,319	-\$15,000	Expenditure is always spent after income received which results in expenditure within Royalties for Regions being less than income outstanding.	MCS to monitor closely.
Housing				
Building maintenance	-\$4,415	\$0	Overall expenses currently lower. Expected to be fully spent by the end of the year.	
Community Amenities				
Waste Management Fees	\$92,275	-\$62,000	General Savings over all areas. Land fill rehabilitation reserve not established at this point in time.	MCS/WM to monitor.
Review on Townsite Strategy	-\$15,000	\$0	Town site strategy review has been replaced by Planning Scheme Review Phase 1. Still to be completed by July 2012	CEO to monitor.
Recreation & Culture				
Parks & Gardens Maintenance	-\$107,595	-\$75,000	Overall Parks & Gardens spending down. Staff changes within Council and hours expended on Mowen Road have contributed.	WM to monitor.
Transport				
Grant Funding	\$279,708	\$0	Mowen Road Expenditure is currently above expectations. This will balance out over remaining months.	WM to monitor.
Economic Services				
Functions & Events	-\$35,914	\$0	Functions & Events expenditure is seasonal and still outstanding to date.	CEO/WM to monitor.
Regional Marketing	-\$7,000	\$0	Marketing & Branding project 50% complete	

Expenditure	Current \$	Expected \$	Comment	Management Action
Other Property & Services				
Fuel & Oil	-\$58,141	-\$50,000	Vehicles currently used predominantly on Mowen Road resulting in cartage distances being minimal and bulk of fuel expenses being taken direct from this account.	WM to monitor.
Batteries & Tyres	-\$18,400	-\$3,000	Vehicle maintenance lower than anticipated. Majority of vehicle maintenance will be within Mowen off season.	
Private Works	\$18,640	\$16,000	Reflects higher than anticipated level of activity.	
Mileyakup Bushfire	\$38,792	\$38,792	Bushfire expenditure not anticipated. It now appears that these expenses will not be recouped.	Continued negotiations with FESA to reach a suitable outcome.
Income	Current \$	Expected \$	Comment	Management Action
General Purpose Funding				
Royalties for Regions	\$797,400	\$15,000	Partial Royalties for Regions income from 2010/11 is still outstanding as is expected grant funds for the current year. It is anticipated that this will have been rectified by the end of the financial year with the end result being a nil surplus/deficit.	MCS to monitor closely.
Other Property & Services				
Private Works	-\$41,451	-\$38,000	Reflects higher than anticipated level of activity.	
Recreation & Culture				
Hall Hire Fees	-\$3,144	-\$3,500	Impact of the User Pays system.	
Health				
General Licensing Fees	-\$1,618	-\$2,000	Introduction of Food licensing has seen income higher than expected.	To be incorporated into 2012/13 budget.

Capital				
Expenditure	Current \$	Expected \$	Comment	Management Action
Recreation and Culture				
Capital Works - Halls	-\$131,590	-\$51,700	Recreation Centre expenditure lower than anticipated.	As this is a capital project, spanning more than 1 year any under spending will be carried forward.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That the Monthly Financial Statements for the period ending 29 February 2012 be received.

8764 CAMARRI / GILBERT

That the Monthly Financial Statements for the period ending 29 February 2012 be received.

CARRIED 8/0

Cr Gilbert declared an impartiality interest in the following item

8765 STEER / DUNNET

Cr Gilbert to stay, participate and vote on item 10.11 – Draft Aged Housing Plan.

CARRIED 7/0

AGENDA NUMBER: 10.11
 SUBJECT: Draft Aged Housing Plan
 LOCATION/ADDRESS: Nannup
 NAME OF APPLICANT: N/A
 FILE REFERENCE: FNC 6
 AUTHOR: Louise Stokes, Community Development Officer
 REPORTING OFFICER: Robert Jennings – Chief Executive Officer
 DISCLOSURE OF INTEREST: Nil
 DATE OF REPORT: 2 April 2012

Attachment: Draft Aged Housing Plan – Separate Cover

BACKGROUND:

At the July 2011 Council meeting, Council resolved to receive funding to develop a plan to progress aged housing in the Shire of Nannup. This project was contracted to Jackie Massey (JM Community Development Projects). This project was an outcome of the Age Friendly Communities planning undertaken in 2011.

COMMENT

The Aged Housing Plan brief has been achieved, including comprehensive community and stakeholder consultation, with regular updates reported to the Active Ageing Reference Group. The brief involved:

- Conduct a survey of all residents aged 50 years plus to determine their housing needs for the future, desired number of rooms within a unit, complimentary amenities included in facility and proximity to health/services,
- Undertake a site visit to similar communities to view their aged housing models, management structure and funding arrangements,
- Identify suitable land, including costs and availability,
- Liaise with Government Agencies and stakeholder organisations to identify existing models for financing and construction of units plus any services to be included into facility,
- Determine model of management,
- Identify possible funding opportunities,
- Responsibility of each stakeholder (Shire, Hospital, Nannup Community Care, Department of Housing, Danjangerup Cottages).

The project found that Nannup has a limited range of services available for people as they age. This includes:

- 11 multi-purpose beds at the Hospital
- A well-regarded community support service (Nannup Community Care) for help with daily activities such as showering, shopping and transport)
- 3 nurses undertaking home visits
- Visiting doctor service provided by Bridgetown practice
- Rental units for those eligible to meet public housing criteria (9 units at Danjangerup Cottages)
- No small lots in town suitable for those wishing to downsize

The interviews and community survey showed a need for:

- Accessible housing for self-funded retirees
- Additional rental housing for those who meet public housing criteria
- An improved low care hostel environment
- Home nurse visits

The key recommendations from the report include:

Recommendation 1.

That whilst the provision of aged housing is not usually core business for local government, the Shire take an active interest in facilitating the staged provision of aged housing options in the Shire given its comparatively small population and the unlikelihood of attracting a commercial developer for this purpose.

Recommendation 2.

That the Shire establish a working group as follows to champion and pursue the recommendations listed in this report:

- Councillor to be appointed by Council as Chair;
- 4 additional members invited by the Chair (from the community or from Council but subject to a maximum of one other Councillor) with the power to co-opt additional members as the need arises;
- Membership to include at least one representative from the Danjangerup Cottages management committee;
- Members to be selected to ensure the requisite selection of skills, experience and motivation (e.g. knowledge of finance, health services, building design, land acquisition, community commitment);
- Administrative support to be provided by the Shire.

Recommendation 3.

That the Shire take steps, through the working party, to facilitate closing the gaps in service identified through this project in priority order:

- Accessible and affordable housing for self-funded retirees
- Additional rental housing for those who meet public housing criteria
- An improved low care hostel environment
- Home nurse visits (subject to outcome of new Hospital initiatives in this area)

Recommendation 4.

That the Shire;

- continue to liaise with the Hospital and the WA Country Health Service and support their efforts to improve services to the elderly in Nannup (provision of aged care services being a responsibility of state and federal government and funded by them);
- work with the Hospital to achieve a better low care living environment;
- support the Hospital's plans to commence home nursing visits;
- continue to liaise with the Hospital about the provision of activities for the Hospital residents, with the preference being for activities which can be open to non-Hospital residents and activities taking place in a variety of locations.

Recommendation 5.

That the Shire;

- congratulate Danjangerup Cottages on their achievements to date in providing affordable housing for the aged in Nannup; and
- encourage and support Danjangerup Cottages in their plans to expand their number of units.

Recommendation 6.

That the Shire encourage and support the Danjangerup Cottages Committee in their discussions with Access Housing about the possible benefits of any future partnership which would assist in the provision and management of independent living units for the aged in Nannup, both for those eligible for public housing and those in higher income brackets.

Recommendation 7.

That the Shire continue discussions already initiated with churches who may have land suitable for development for aged housing.

Recommendation 8.

That the Shire encourage private developers to include accessible units in their proposed developments, either reserved for those aged over 55 or not.

Recommendation 9.

That the Shire consider issuing a tender for a Public Private Partnership whereby a private developer contracts to build for sale an agreed number of independent living units suitable for aged persons in exchange for profits on other parts of the development.

Recommendation 10.

That the Shire investigate the viability of providing long-stay tenancies in park home accommodation at the Brockman Street Caravan Park.

Recommendation 11.

That the Shire investigate satellite housing options with neighbouring shires (e.g. Manjimup) and with Country Builders.

Recommendation 12.

That the Shire seek community members' views about whether there is sufficient demand for group housing such as an Abbeyfield House, and if so, whether there is the community capacity to provide a local management group.

Recommendation 13.

That when future aged housing developments are in the planning stages, the Shire or housing organizer apply to Lotterywest and other local sources (such as Lions, the Op Shop and the CWA) for grants/assistance to provide ancillary benefits and equipment.

Recommendation 14.

That in planning future aged housing developments, the Shire take account of majority preferences as expressed in the community survey e.g. small pets under conditions, visitors permitted under conditions, the need for infrastructure which encourages social interaction (e.g. shaded seating and communal gardens) but not necessarily an onsite community centre which may duplicate other facilities in town.

Recommendation 15.

That any future aged housing development approved by the Shire incorporate best practice design in terms of universal accessibility and encouragement of social interaction.

Recommendation 16.

That the Shire adopt an Aged Housing Policy which sets out the extent of Shire support to be made available for aged housing developments.

Recommendation 17.

That the Shire recognize that whilst the provision of suitable housing is a primary need for residents as they age, residents' decisions will be influenced by a range of circumstances including the whole spectrum of services and facilities available in Nannup and elsewhere.

The draft Shire of Nannup Aged Housing Plan recommendations and content has been discussed with stakeholders and the Active Ageing Reference Group.

The population of Nannup aged 50 years plus is forecast to rise from 602 in 2007 (about 45% of the population) to 863 in 2026, a nearly 50% increase in this age bracket. These figures would be dependent on appropriate services and accommodation being available in the Shire of Nannup. Unless existing services and infrastructure are significantly upgraded in the next 15 years, many people who are now aged 55 years and older will be forced to move away from Nannup when they join the 70 yrs+ age cohort in 2026; especially those who develop health problems.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

STRATEGIC IMPLICATIONS:

Shire of Nannup Forward Plan 2010/11 – 2014/15:
Program 8.2.B Assist the Danjangerup Cottages Committee in the construction of additional aged accommodation.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATIONS:

That the Draft Shire of Nannup Aged Housing Plan is received by Council and advertised for public comment for a period of 30 days.

8766 CAMARRI / GILBERT

That the Draft Shire of Nannup Aged Housing Plan is received by Council and advertised for public comment for a period of 30 days.

CARRIED 7/1

Voting for motion: Dean, Camarri, Dunnet, Gilbert, Longmore, Mellema and Steer.

Voting against the motion: Lorkiewicz.

<p>AGENDA NUMBER: 10.12 SUBJECT: Aged Housing Support Policy LOCATION/ADDRESS: N/A NAME OF APPLICANT: N/A FILE REFERENCE: ADM 9 AUTHOR: Louise Stokes – Community Development Officer REPORTING OFFICER: Robert Jennings – Chief Executive Officer DISCLOSURE OF INTEREST: NIL DATE OF REPORT: 4 April 2012</p>

Attachment: Aged Housing Support Policy (ADM 9)

BACKGROUND:

Council is currently developing an Aged Housing plan that will provide direction to achieve quality housing outcomes that meet the needs of current and future Shire of Nannup residents to assist in becoming an Age Friendly Community.

COMMENT:

The Shire of Nannup's population is ageing with close to half of residents aged 55 years and over. This proportion is higher than averages for Australia, the State of Western Australia and Rural Western Australia. One outcome of this situation is an increasing demand for aged accommodation in the Shire. Affordable and accessible accommodation for seniors was one of the primary outcomes of the Shire's Age-Friendly Community Plan (2011) and has also been identified at Community Planning Days and by the Danjangerup Cottages Committee.

This policy has been developed as a consequence of these community views and in order to clearly enunciate what support and contribution the Council may consider for future aged accommodation developments.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: The Policy will provide appropriate future planning for an age friendly community.

FINANCIAL IMPLICATIONS: \$20,000 allocated annually for the purposes of Aged Housing.

STRATEGIC IMPLICATIONS:

South West Development Commission Active Ageing Research Project,
South West Development Commission Strategic Plan 2010 – 2025
Relates to Manjimup Super town proposal

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council adopt the attached draft ADM 9 Aged Housing Support Policy.

8767 DUNNET / CAMARRI

That Council adopt the attached draft ADM 9 Aged Housing Support Policy.

CARRIED 8/0

AGENDA NUMBER: 10.13
 SUBJECT: Blackwood River Valley Marketing Association
 LOCATION/ADDRESS: N/A
 NAME OF APPLICANT: N/A
 FILE REFERENCE: ASS 24
 AUTHOR: Louise Stokes – Community Development Officer
 REPORTING OFFICER: Robert Jennings – Chief Executive Officer
 DISCLOSURE OF INTEREST: NIL
 DATE OF REPORT: 16 April 2012

Attachment: Correspondence from Blackwood River Valley Marketing Association

BACKGROUND:

Correspondence was forwarded to Council in October 2011 advising that the Blackwood River Valley Marketing Association (BRVMA) were proposing to identify a sustainable direction for marketing the Blackwood River Valley region. Regional Tourist Association, Local Government Councillor and Officer Representation were deemed integral to this proposal.

COMMENT:

A workshop was held in Bridgetown with invited representatives to ascertain the future sustainable approach of the Blackwood River Valley Marketing Association. It was decided that the Visitor Centres of the region would have a pivotal role in the marketing activities of the Blackwood River Valley Marketing Association with support from industry members, Local Government Officers and Councillors. Previously the Visitor Centres had supported the BRVMA but not had a leading role in the Association activities.

The request for a nominated Councillor to be a representative on the BRVMA is recommended.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Australia South West Strategic Plan

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Councillor _____ is the Council representative of the Blackwood River Valley Marketing Association.

8768 DUNNET / CAMARRI

That Item 10.13 lay on the table.

CARRIED 8/0

Reason for alternative motion: Other discussions are currently being held in the WBSA that may affect this representation.

<p>AGENDA NUMBER: 10.14 SUBJECT: Accounts for Payment – March 2012 LOCATION/ADDRESS: Nannup Shire FILE REFERENCE: FNC 8 AUTHOR: Tracie Bishop – Finance Officer AUTHORISING OFFICER: Vic Smith – Manager Corporate Services DISCLOSURE OF INTEREST: DATE OF REPORT: 16 April 2012</p>
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Attachment: Schedule of Accounts for Payment.

COMMENT:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund are detailed hereunder and noted on the attached schedule are submitted to Council.

If councillors have questions about individual payments prior notice of these questions will enable officers to provide properly researched responses at the Council meeting.

Municipal Account

Accounts paid by EFT	EFT 3361 – 3533	\$1,369,333.25
Accounts paid by cheque	Vouchers 18824 – 18861	\$169,035.90

Trust Account

Accounts Paid by cheque	Voucher – 22760	\$150.00
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STATUTORY ENVIRONMENT: L. G.(Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

As indicated in the Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,538,519.15 in the attached schedule be endorsed.

8769 MELLEMA / STEER

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,538,519.15 in the attached schedule be endorsed.

CARRIED 8/0

11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

(a) OFFICERS

Nil.

(b) ELECTED MEMBERS

Cr Longmore apologised that he should have declared an interest in item 10.9 – Restricted Assets Monies raised for Timewood Centre.

12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

14. CLOSURE OF MEETING

There being no further business to discuss the Shire President declared the meeting closed at 17.25 pm.