

AGENDA NUMBER: 10.9  
SUBJECT: WALGA Membership  
LOCATION/ADDRESS:  
NAME OF APPLICANT: Cr Boulter  
FILE REFERENCE: DEP 14  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 19 January 2010

Attachment: WALGA Annual Subscription Information.  
(Separate Cover)

### BACKGROUND:

Cr Boulter put forward the following Notice of Motion at the December 2009 Council meeting:

*“That Nannup local government withdraw post haste from WALGA.”*

#### *Rationale:*

*This is not about money. It is about demonstrating to WALGA that they are about as weak as boarding house tea.*

- *Where were they when Minister Castrilli announced last year there would be a cull in local government. Nowhere to be seen.*
- *Why have not the executive been in contact with group 3 local authorities to seek their comments and bring Mr Castrilli to account.*
- *The argument of local government insurance is a red herring. Surely Council can advertise for another insurance broker to act on our behalf. It would also test the market.*

It was recommended that an officer report be prepared if Council was to consider this matter and as such the Notice of Motion was withdrawn. This report is prepared in respect of the Notice of Motion as indicated.

Cr Boulter also put forward three questions with notice on the same subject, two of which were responded to and one was pending further information. The questions responded to are as follows (including the responses)

1. *What is the number of staff/both full/part time of WALGA?*

Number of full time employees is 85.

Number of Grant funded employees is 24.

(Source – Western Australian Local Government Directory page 15).

This was updated by email from WALGA (Mr Tony Brown) 18 January 2010:

Number of full time employees is 93.

Number of Grant funded employees is 27.

2. *The total wages/salaries paid per annum*

WALGA non grant salaries (including superannuation) are \$6,038,481 and Grant salaries are an additional \$1,749,583. Total Salaries including superannuation are \$7,788,064.

(Source - Mr Tony Brown, 18 January 2010).

3. *Nannup local government annual subscription*

2009/10:

General Subscription: \$5,008

Fee for Service:

Romans:	\$ 761
Website Maintenance:	\$5,295
Secure Gateway:	\$1,300

Member Subscriptions are 8.97% of Total Revenue (figure excludes grant revenue). Basic membership subscriptions are \$1,674,591. (Source - Mr Tony Brown, 18 January 2010).

Cr Boulter further provided on 12 January the following extract from a report presented by the Chief Executive Officer of the Shire of Westonia as part of that Council's meeting minutes of 20 August 2009:

*"I suggest to Council that this is real opportunity for the Council to vent their anger at the Association for lack of appropriate representation and stealthy promotion of Local Government Reform with the SSS process. WALGA efforts would have been better spent lobbying for additional funding and less cost shifting by governments to assist the Local Government industry."*

**COMMENT:**

The suggestion from Cr Boulter to withdraw from WALGA is not supported. The rational put forward by Cr Boulter is responded to as follows:

- *Where were they when Minister Castrilli announced last year there would be a cull in local government. Nowhere to be seen.*

WALGA were conducting an industry wide Systemic Sustainability Study which predated the Minister's announcement. That study was concentrating on voluntary reform in the sector and this Council participated in that process. WALGA has been an advocate for no forced amalgamations before and since the Minister first announced his unilateral reform program. This position is supported by the majority of the WALGA membership.

- *Why have not the executive been in contact with group 3 local authorities to seek their comments and bring Mr Castrilli to account.*

There is no Council direction to do so and the point has not been raised or discussed by Council previously. If Council wishes a different strategy pursued to that adopted and implemented it would need to direct accordingly.

- *The argument of local government insurance is a red herring. Surely Council can advertise for another insurance broker to act on our behalf. It would also test the market.*

There is no Council direction to do so (advertise for another insurance broker) and the point has not been raised or discussed by Council previously. Council is part of a self insurance group which was introduced in 1994 in response to what were considered high premiums by the various insurance companies then used by the local government industry.

The market could be tested and if Council wishes this to occur an appropriate resolution would need to be passed. It is considered that withdrawing from a successful self insurance scheme would lead to higher premiums and would be a retrograde step both in terms of insurance coverage and cost to ratepayers.

The following reasons are put forward why Council should retain its membership of WALGA:

### Unity:

One of the most significant downfalls in local government is the divide and conquer theory. Whether that be by the State or Federal Governments, industry, community, or by local governments themselves.

It was only a few years ago that the fractured organisations of the Local Government Association (LGA) representing metropolitan local governments, the Country Shire Councils Association (CSCA) and the Country urban Councils

Association (CUCA) joined as one group. The benefits are obvious in terms of representation, political influence, economies of scale and the like.

It is acknowledged that WALGA, like any membership based organisation will not be in a position to 100% of the time be representative of their membership's views, particularly when there are competing interests involved. To lose that advocacy and representation in the current local government climate is highly inadvisable. This is further emphasised in that the position that WALGA has taken on the current local government industry reform debate is reflective of this Council's stance.

Council's position at any level would be weakened by reputation and representation if it becomes the sole local government in the State to not be part of the peak local government membership organisation in the State. This would flow on to the South West region where Council is represented generally by the Shire President and CEO at the once every two monthly WALGA zone meetings which circulate the South West.

#### **Financial:**

WALGA provide the following services which are not fee charged:

#### **Advertising.**

Bulk rates are procured on behalf of all local governments, whether they advertise frequently such as the City of Stirling, or infrequently such as the Shire of Nannup. This Council is effectively being subsidised by larger advertising councils who form the majority of the total advertising pool which creates the bulk purchase discount.

Yes this Council could advertise direct and would pay significantly more by not receiving the bulk discount that the WALGA membership provides.

#### **Preferred Supplier Arrangements.**

Virtually every aspect of purchasing can be done through the WALGA preferred supplier arrangements. Whether it be legal services, trucks, loaders, stationery, officer furniture or passenger vehicles, it has been demonstrated time and time again that the prices that WALGA have negotiated on behalf of the industry are significantly cheaper than what local governments could obtain individually.

A real life example was the loader that Council purchased in 2008 through these arrangements which saw a direct saving of approximately \$20,000 obtained (4 times the annual membership fee in one transaction). Council in this instance called tenders, hence the market was tested, and the preferred supplier

arrangement saw the same machine provided (which was in the tender) at a significantly cheaper price.

Similar "shopping around" on passenger vehicles is also now no longer required as all major suppliers are set at the Government rate which determines that the only variable in a trade is the price obtained for the vehicle being traded.

The other major benefit in this area is telephone arrangements. WALGA have negotiated a flat local call fee (14 cents) for all calls, by all councils (excluding mobile phones), anywhere in the world. This enables local governments, particularly in rural and remote areas, to obtain significant ongoing savings in communications. It also enables local governments, again mainly in rural and remote areas, to provide additional incentives to attract and retain employees at minimal cost. For example Council has placed its four senior officers, who are required by contract to have after hours phone availability on this scheme.

Should Council withdraw its WALGA membership Council would have to bear a larger cost of telecommunications and may also have to renegotiate some aspects of employee contracts.

#### **Fee for Service:**

WALGA provide a number of optional fee for service arrangements including:

- Industrial Advocacy (Council uses an alternative supplier for this service).
- Recruitment (Council used this service in the recruitment of the Manager Development Services) after seeking a number of other quotations.
- Asset Management (not used).
- Tax and Finance (not used).
- Local Laws (not used though recent unpaid assistance was provided).
- Training (Council has used this service and is encouraged to do so again).
- Romans
- Website Maintenance
- Secure Gateway

It is considered that the benefits that stem from being a member of the peak local government membership organisation in the State are significant and that any action to withdraw such membership would be a retrograde step.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

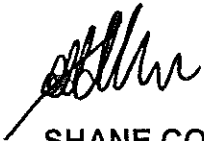
As indicated in the body of this report. While not fully analysed it is reasonable to conclude that the withdrawal of membership of WALGA would save around \$5,000 per annum and cost a significant amount more to procure the same services from other sources.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council retain the present WALGA membership.

**VOTING REQUIREMENTS:**



**SHANE COLLIE  
CHIEF EXECUTIVE OFFICER**

AGENDA NUMBER: 10.10  
SUBJECT: Invitation to Participate in Regional Transition Group  
LOCATION/ADDRESS:  
NAME OF APPLICANT: Department of Local Government  
FILE REFERENCE: ADM 31  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 12 January 2010

Attachments: 1. Letter from Department of Local Government.  
2. Draft Response Chief Executive Officer.  
3. Press Release from WALGA 12 January 2010.  
4. Press Release Shadow Minister for Local Government.  
5. Extract from WALGA State Council Agenda February 2010.  
6. WALGA Proposed Questions to Minister 9/2/2010.

**BACKGROUND:**

Further to Information Report December 2009 the Minister for Local Government has proposed that a Regional Transition Group be established consisting of the Shire of Manjimup and the Shire of Nannup.

Regional Transition Groups will be *“established under a formal no opt out provision between participating local governments”*.

**COMMENT:**

Council has previously stated its position on this matter by virtue of its reform submission. No doubt similar to many other local governments Council's position has been ignored and the Minister continues to push his reform agenda.

A draft response rejecting the invitation to participate in a Regional Transition Group with the Shire of Manjimup is submitted for endorsement. The draft response is reflective of Council's position on this issue.

A media release from WALGA is noted at attachment 3 which is consistent with Council's position and general industry concerns with the Minister's process. Similar relevant documents are noted per attachments 4, 5 and 6.

A State forum on this issue has been arranged by WALGA for 9 February 2010 and the Shire President and Chief Executive Officer are intending to attend. Confirmation of Council's position today will ensure that Council's position can be adequately represented at that forum should the need arise.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council endorse the attached correspondence rejecting the offer of participation in a Regional Transition Group consisting of the Shire of Manjimup and the Shire of Nannup.

**VOTING REQUIREMENTS:**



**SHANE COLLIE  
CHIEF EXECUTIVE OFFICER**





Government of Western Australia  
Department of Local Government

SHIRE OF NANNUP			
RECEIVED			
Ref: ADM 31	No. 6		
- 6 JAN 2010			
GEO	AO	LIB	FMO
MCS	EO	PUB	YO
PM	CDO		RO
POS	CR:		

Our Ref:



Mr Shane Collie  
Chief Executive Officer  
Shire of Nannup  
PO Box 11  
NANNUP WA 6275

Dear Mr Collie

I write to invite you as Chief Executive Officer of the Shire of Nannup to a briefing session on the next stage of the State Government's Local Government Reform Strategy, following on from the Minister's letter of 7 December 2009.

The Minister has proposed that a Regional Transition Group be established consisting of the Shire of Manjimup and the Shire of Nannup. Senior Department Staff will be meeting with local governments over the next few months to outline and discuss the proposed regional transition model. It is envisioned that the CEOs would then use the information presented at these briefings to subsequently brief their council.

It is hoped that you will be able to participate in this important element of the Department's engagement strategy. I understand from informal advice that the Shire of Nannup would like to consider this meeting request for resolution at the council meeting scheduled for January 2009.

I look forward to hearing from you on this matter.

Jennifer Mathews  
DIRECTOR GENERAL

31 December 2009

29 January 2010

Ref: ADM 31

Jennifer Mathews  
Director General  
Department of Local Government  
GPO Box R1250  
PERTH WA 6844

Dear Ms Mathews,

**REGIONAL TRANSITION GROUP – SHIRE OF NANNUP**

I write further to your letter of 31 December 2009 concerning the above matter initially advising that I submitted the detail of your letter to Council at its meeting held yesterday 28 January 2010. This response is hence endorsed by the Council of the Shire of Nannup.

Council has had concerns with the credibility of the Ministerial driven reform process for some time and this latest action has further enforced that view. There are conflicting messages between your correspondence and that of the Minister, as well as a number of presumptions and indeed an air of arrogance displayed which any reasonable person would object to.

The Minister for Local Government advised in an undated circular late in 2009:

*“Other local governments have indicated a willingness to amalgamate but have been unable, in the time available, to obtain agreement with their proposed amalgamation partners. To provide these local governments with clear direction in moving forward, I have concluded that they should Regional Transition Groups.”*

It is now understood by virtue of your letter of 31 December 2009 proposing that a Regional Transition Group be established consisting of the Shire of Manjimup and the Shire of Nannup, that the above paragraph is designed to apply to this Council. This local government has not indicated a willingness to amalgamate with any other local government, and Council's reform submission specifically rejected the notion of an amalgamation with the Shire of Manjimup.

This Council will not be participating in a briefing session and will not be participating in any formal, no opt-out agreement proposed by the Minister. Indeed the presumption that myself as Chief Executive Officer would participate in any action such as this (and then brief my Council) when my Council has formally stated a contrary position is fanciful. It also places me in a position where to do so would be directly contravening a strategic position that this Council (my employer) has adopted and directed me to take.

The Shire of Manjimup has been informally advised of this 7 January 2010 and will receive a copy of this correspondence. This Shire has a good working relationship with the Shire of Manjimup however an amalgamation of the two local governments is not in the best interests of this local government which was stated unambiguously in Council's reform submission of 25 September 2009:

*"The Shire of Manjimup has significant debt, its rates levied are above the Grants Commission assessed capacity and it has few reserves.*

*The Shire of Nannup is virtually debt free, has a long way to reach its assessed rates capacity and has, for its relatively small size, adequate reserves. The conclusion is that an amalgamation between these two shires from a pure financial basis would be a disaster for the Shire of Nannup and similar to the Busselton/Jarrahwod example quoted above. This would see Nannup become the poor cousin of a greater Shire of Manjimup which is already struggling to service the area that it presently operates in."*

I would ask that yourself and the Minister read and understand this and cross reference the detail to the reform report produced by former long term Local Government Department (now consultant) Mr John Gilfellow where these matters are stated and supported by factual data.

To conclude I would like to again state this Council's concern at the credibility of the Minister's reform process. It is strongly recommended that the Minister abandon the current process and that as a political party develop a position, including specific map details for local government reform for presentation as a formal party position in the lead up to the next State election.

Please do not hesitate to contact me if you require any further information.

Yours faithfully,

**SHANE COLLIE**  
**CHIEF EXECUTIVE OFFICER**

**Shane Collie**

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**From:** Kate Murray [KMurray@walga.asn.au]  
**Sent:** Tuesday, 12 January 2010 1:56 PM  
**To:** Kate Murray  
**Subject:** WALGA Media Release - Minister to Face Councils on Reform

12 January 2010

## Minister to Face Councils on Reform

The State Government's plan to reform Local Government is suffering from confusion as a result of the constantly evolving process.

WA Local Government Association President Cr Bill Mitchell said Councils across the State were now demanding clarification on the process following the most recent shift in the State Government's approach.

In response to the concerns of WA Local Governments, WALGA will run a State-wide Reform Forum early next month at which Local Government Minister John Castrilli will speak on the latest stage of the process.

More than 300 representatives of WA Councils are expected to attend the day forum at Ascot race course on Tuesday, 9 February.

Cr Mitchell said many Councils were confused and angry after making their reform submissions last September when advised by the Minister of a new 'transition process' which seems to have little or no regard for their submissions.

Under that process, nine Councils will amalgamate into three new entities; approximately 65 Councils have been directed to form Regional Transition Groups and to amalgamate by 2013; while others were assigned Regional Collaborative Groups to share resources but not amalgamate.

Adding to the confusion, the Minister recently decided to first support, then reject, and then again support an amalgamation proposal by the Shires of Yilgarn and Westonia.

Cr Mitchell said Councils had framed their reform submissions in consultation with their communities and consequently expected the Minister would have placed greater credence on the preferred options.

"It is important that the Minister appreciates the frustration and confusion in the sector but also that he has an opportunity to outline the process and address concerns," Cr Mitchell said.

"There is debate that if the Minister is assigning Councils to various groupings without an opportunity to explore alternatives then the voluntary nature of the process is compromised.

"WALGA has maintained since the State Government's process commenced almost a year ago that it would only support reform based on voluntary participation as local community support is vital to ensuring long term sustainable change."

The State-wide forum on Tuesday, 9 February at the Ascot race course will have registrations from 10am to start at 10.30am. The Minister has agreed to address the forum at the start of the day.

ends

FOR MEDIA COMMENTS PLEASE CONTACT:

**Cr Bill Mitchell, WALGA President 0427 171 896**  
**Kate Murray, Public Relations Officer 0448 896 435**

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## **MEDIA STATEMENT**

**PAUL PAPALIA CSC, MLA**  
Shadow Minister for Local Government; Corrective Services

**Wednesday, 13 January 2010**

### **Minister refuses to rule out amalgamations**

Minister for Local Government John Castrilli has refused to guarantee that if Yilgarn and Westonia councils amalgamate they will not have to repeat the entire process after the next election, Shadow Local Government Minister Paul Papalia said today.

Mr Papalia said the Minister denied he opposed the amalgamation proposal from the Councils, instead suggesting they could go ahead with the merger in 2011.

He also sent a letter stating they should be part of a 'transitional group' of six councils in 2013.

"Having complied with the Minister's demands and voluntarily undertaken the costly and disruptive path of an amalgamation in 2011, these same councils may be forced by Mr Castrilli to do the whole thing again in 2013," Mr Papalia said.

"Mr Castrilli refuses to provide any certainty about how long this new merged council will survive.

"Just two years after merging, they may be forced to go through this expensive and time-consuming process all over again."

Mr Papalia said confusion continued to cloud the amalgamation process.

"Yilgarn and Westonia councils reluctantly complied with every directive from the Minister since he began his shambolic structural reform process in February last year," he said.

"They are among only nine of the State's 139 councils who volunteered to amalgamate.

"Yilgarn and Westonia complied completely with the Minister's demands by spending time and money consulting with their communities to develop an amalgamation proposal.

"Despite this, the Minister refuses to guarantee the new merged council will survive beyond the next State election."

**Media contact: Paul Papalia 0414 950 671**



# **MEDIA STATEMENT**

**PAUL PAPALIA CSC, MLA**  
Shadow Minister for Local Government; Corrective Services

Thursday, 14 January 2010

## **Castrilli stumbles towards day of reckoning**

Trouble-prone Minister for Local Government John Castrilli will face a crowd of frustrated local government representatives from across the State at a special meeting on February 9, Shadow Local Government Minister Paul Papalia said today.

"The local government sector has finally reached the end of its tether over the shambolic structural reform process initiated by the Minister almost a year ago," he said.

"Mr Castrilli is approaching deadline day. He will be forced to face a group of frustrated local government councillors now next month who will demand answers and certainty about the amalgamation process."

Mr Papalia said recent media reports suggested the Western Australian Local Government Association (WALGA) and local government leaders of both regional and metropolitan councils were becoming increasingly frustrated at the process.

"WALGA clearly believe there is a secret 'grand plan' known only to the Minister," he said.

"The Shire President of Yilgarn Council, one of only nine councils to propose a voluntary amalgamation, is reportedly dumbfounded by the Minister's approach.

"Understandably, Yilgarn Council sees no sense in following through with its proposed merger with Westonia in 2011 if the Minister has a secret plan to force them to do another merger in 2013."

Mr Papalia said Mr Castrilli had told councils they must plan on joining a regional transitional group, but did not reveal the size or shape of the new groupings.

"Regardless of what their original amalgamation submissions found or what their communities want, local governments received a letter from the Minister suggesting they must combine into undefined regional transitional groups," he said.

"The Minister wants Rockingham Council to join one of these groups despite the council already catering for a population of around 100,000 people and seeing no value in amalgamation.

"It seems many fear all the hard work done by Councils in preparing proposals and submissions for Mr Castrilli has been a waste of time, money and effort.

"Now the Minister is attempting to convince Councils to stop consulting and sign up to a plan that they know nothing about.

"John Castrilli has stopped listening to WALGA, local governments and ratepayers - perhaps it is time he also stopped being the Minister."

**Media contact: Paul Papalia 0414 950 671**

## 4.2 Local Government Reform (05-034-01-0015 TB)

*By Tony Brown Executive Manager Governance and Strategy*

### Recommendation

That:

1. the Association continue to seek clarification on the State Government's position and process.
2. the written input of Local Governments be collated and provided to the Minister for Local Government for a response at the Local Government Reform forum to be held on 9 February 2010.

### In Brief

- All Local Governments prepared and submitted Reform Submissions by 30 September 2009.
- The Minister for Local Government provided an interim response to the submissions, advising that there are three categories:
  - a. Local Governments agreeing to amalgamate;
  - b. Regional Transition Groups with a formal no opt out provision and to amalgamate by 2013; AND
  - c. Regional Collaborative Groups.
- Confusion within the sector as to the nature of the Regional Transition Group and whether the process is still voluntary;
- WALGA requested to hold Reform Forum to seek clarification on the process;
- Local Government Reform forum organized for 9 February 2010 with Minister for Local Government attending; and
- Zone/State Council discussion required prior to Reform Forum.

### Relevance to Strategic / Business Plan

#### Key Result Area and Objectives

Strong Representation	Effectively engage our members Effectively influence government policy Effectively enhance working relationships with State and Federal Government
Effective Leadership	Identify and evaluate emerging issues, trends and responses Unify membership to achieve the options best suited to Local Government's interests
Enhancing Capacity	Provide benefits to Local Government Provide Local Government with access to contemporary information and advice

## Policy Implications

The Association's policy is for no forced amalgamations and support for the recommendations and principles outlined in the Systemic Sustainability Study report, *The Journey – Sustainability into the Future*.

## Budgetary Implications

The Association's 2009/10 budget contains funding for Forums/Seminars and Workshops in relation to the Local Government Reform Process that will cover the cost of the forum to be held on 9 February 2010.

## Introduction

The Minister for Local Government, Hon John Castrilli MLA, announced a reform package for Local Government in Western Australia on 5 February 2009. The reform was centered on voluntary amalgamations of Local Governments and initially included the possibility of amalgamations forced by the State Government if the voluntary proposals were viewed by the Minister as unsatisfactory. The State Government retracted from this position in March 2009 and advised that the process would be voluntary.

The reform package also included a proposal to reduce the number of Elected Members to between 6 and 9 Councillors for each Local Government and the formation of appropriate regional groupings of Local Governments.

WALGA has maintained a consistent position throughout the Minister's Reform Process. The position has been based on the principles and recommendations of the Systemic Sustainability Study (SSS).

*WALGA strongly supports voluntary reform, based on the principles of:*

- *No Forced Amalgamations;*
- *Regional cooperation with local political representation, that delivers:*
  - *Improved services for the community, and*
  - *An appropriate number of elected members, who are better trained and better remunerated.*

## Background

All Local Governments responded to the Minister's request and provided reform submissions by the 30 September 2009 deadline.

Following the completion of the submissions the Local Government Reform Steering Committee considered the submissions and prepared an interim report to the Minister for Local Government. The results of the submissions were;

- Three (3) amalgamation proposals where all parties agreed to amalgamate. This involved nine (9) Councils.
- Fifty four (54) Local Governments had indicated that they were amenable to amalgamations given certain conditions..
- The remaining Seventy Six (76) advised that they wanted to remain in their current form with some indicating boundary adjustments.

The Local Government Reform Steering Committee submitted an interim report to the Minister for Local Government. The Minister then considered the interim report.



The Minister wrote to all local Governments on 7 December 2009 (Circular 08-2009) outlining his response to the interim analysis advising that there are three categories for the reform process moving forward. These are;

- a) Local Governments agreeing to amalgamate
- b) Regional Transition Groups
- c) Regional Collaborative Groups

In respect to **Agreed Amalgamation proposals** the 3 proposals that received endorsement from all participating Local Governments were;

- Mingenew, Three Springs, Morawa and Perenjori
- Geraldton-Greenough, Chapman Valley and Mullewa
- Yilgarn and Westonia

The **Regional Transition Groups** will see several Local Governments working together under a formal, no opt-out agreement, with a view to forming a single entity by 2013.

The Minister stated that this approach will provide Local Governments with the opportunity to resolve key issues and harmonise core functions and services to ensure a *seamless* transition to a new entity. These core services and systems include;

- Strategic and community planning
- Infrastructure planning and asset management
- Economic development
- Corporate services
- Planning and management of natural resources
- Building and approval processes
- Statutory and strategic land use planning
- Environmental health
- Waste management.

The Minister further stated that there are a number of Local Governments in regional areas, which due to their remoteness and size, mean that amalgamations are not a priority. In this scenario, **Regional Collaborative Groups** will be formed.

Under this approach, Councils will work collaboratively on a regional basis and may or may not transition to a single entity in the future. Such groups would still be bound by a formal agreement and would be required to perform similar functions and services as the Regional Transition Groups.

In the 7 December 2009 circular, the Minister advised that financial incentives will be available to those Local Governments embracing these reform options. The Department of Local Government is to liaise with Local Governments to progress the best option for their region. Outcomes from these discussions will be incorporated in the Steering Committee's final report, which is due in March 2010.

The final report will also include input and findings from the four Working Groups which have been considering issues relating to Corporate and Strategic Planning; Commercial Enterprise and Urban Development; Training and Capacity Building; and Legislative Reform.

Following the Circular Letter 08-2009, the Minister wrote to Local Governments advising which group they had been allocated to and that Department of Local Government staff would contact them

WALGA wrote to the Minister on 14 December 2009 requesting "an assurance that should a Local Government not wish to be involved in a Regional Transition Group; the voluntary nature of this reform process will allow them to pursue their own regional service delivery model".

In his response, received by WALGA on 24 December 2009, the Minister said he was "committed to ensuring that Local Governments have continued capacity to better plan, manage and deliver services to their communities and that this will happen in a collaborative and voluntary way".

The Minister's letter did not specifically respond to the request for clarification as to if Councils could decline to join a transition group but that "full participation of each Local Government was vital" and that he anticipated "many Local Governments would embrace this approach".

Confusion in the process led to requests for WALGA to organise a meeting of Local Governments. A survey of members indicated strong support for some form of meeting or forum to be held.

As a result WALGA will host a State-wide forum on 9 February 2009 to give Member Councils an opportunity to raise their concerns. The Minister has committed to attend.

## Comment

Announcements regarding the next stage of the State Government's Local Government Reform has caused anxiety and confusion in the sector.

From the emails and telephone calls received by WALGA since the Minister's recent letters to Councils, the principle concern among Members is whether the reform process remains voluntary.

There is also concern on the following issues:

- What are the financial incentives and assistance available to Councils in joining Regional Transition Groups or Regional Collaborative Groups?
- What is the next step for Councils advised to join Regional Transition Groups who decide not to join?
- Can a Local Government request to be included in a Regional Collaborative Group rather than a Regional Transition Group?
- Are the Steering Committee's Interim and Final reports going to be made public?

WALGA wrote to the Director General of the Department of Local Government on 21 December 2009 requesting an answer to the above questions. At the time of writing this report a response has not been received.

Adding to the confusion has been recent media stating that the Minister decided to first support, then reject, and then again support the amalgamation proposal by the Shires of Yilgarn and Westonia.

Without clear advice from the Minister to the contrary, WALGA will maintain the understanding that it remains the choice of Councils as to how they proceed with respect to being placed in Regional Transition or Collaborative Groups or remaining as they are.

Members have given WALGA a clear mandate which supports voluntary amalgamation and rejects a forced amalgamation process. This has been a consistent and strong message to the Minister.

On the premise that the process remains voluntary, WALGA created a diagram (attached) of its understanding of the steps involved in the reform process available to Councils. The diagram, which has been distributed to all Councils as an Info Page, is WALGA's interpretation only, without endorsement or amendment by the Minister.

The Association understands the options based on the current Local Government Act provisions and the potential consequences are:

**Council Does Not Volunteer to Participate:** Under this option the status quo will remain or the Minister or one Council who wishes to amalgamate can initiate a Local Government Advisory Board Inquiry. If an amalgamation is recommended, the community can request a poll. At that poll 50 per cent of electors have to turnout and vote not to support the amalgamation for the status quo to remain. If either condition is not met the amalgamation can proceed.

**Regional Collaborative Group:** Councils have the opportunity to negotiate on developing regional shared services. If agreement can not be reached the group would lapse.

**Regional Transition Group:** The Department of Local Government will facilitate negotiations between Councils with a view to amalgamation by 2013. Once a Council decides to commit to the Regional Transition process there is NO opportunity to opt out. Councils who do not agree with the terms of the transition process also effectively volunteer not to participate and to maintain the status quo at the risk of the Minister or a neighbouring Council initiating an LGAB inquiry which may result in an amalgamation.

**Amalgamation:** Councils retain the opportunity to reach agreement and amalgamate with neighbouring Local Governments should all parties believe this is in the best interests of their community's economic, social and environmental wellbeing. This would be subject to the Local Government Advisory Board process.

**Local Government Reform Forum:** The arrangements for the reform forum are:

Date: Tuesday, 9 February

Venue: Ascot Racecourse, Grandstand Rd, Ascot

Time: 10:00 am morning tea and registration for 10:30 am start – 3:30 pm

The Minister for Local Government will address the sector at the beginning of the forum. The forum will be facilitated by Bevan Bessen.

The principle aim of the forum is to receive some solid advice from the Minister for Local Government on the State Government's intention with respect to Local Government reform so that all Local Governments are clear on the process and can give clear advice to their communities, so as to determine their Local Government's approach to the process as we move forward in 2010.

The forum will also enable the sector to discuss options for a strategic direction in respect to the sector's response to the State Government's position.

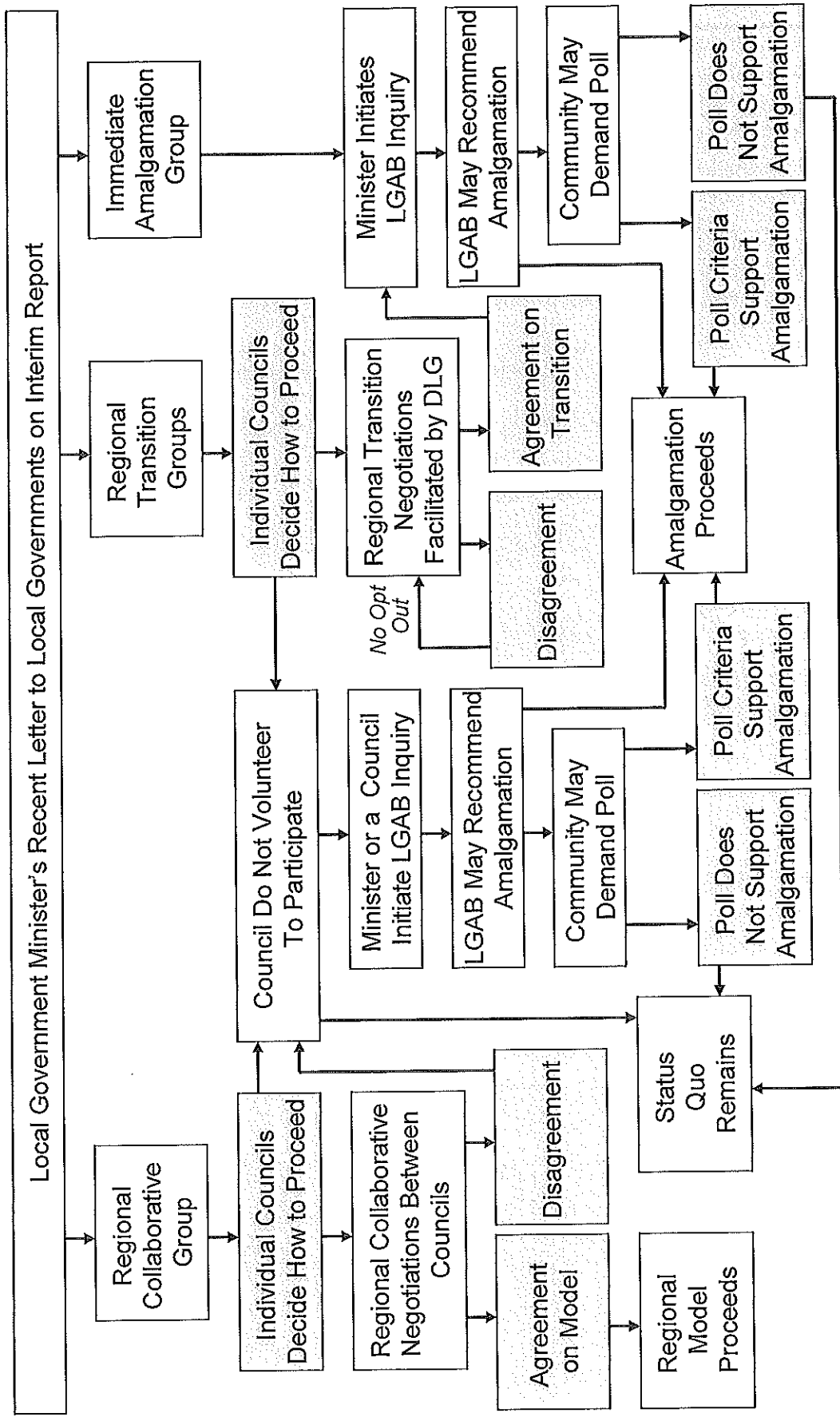
## **Conclusion**

Confusion has occurred due to conflict between the Minister's verbal assurances of a voluntary process and the written correspondence Councils have received where 'No opt-out clauses' are proposed.

This Agenda item is aimed at provoking discussion on the Local Government Reform process, so that each Zone has the opportunity to discuss the matter prior to the Reform Forum.

All Local Governments have been asked to provide written details of the questions that they wish to have posed to the Minister at the forum.

# Options for WA Councils under existing State Government Local Government Reform Process\*



\*The diagram above is WALGA's understanding and has not been ratified by the Minister for Local Government

**Shane Collie**

---

**From:** Timothy Lane [tlane@walga.asn.au]  
**Sent:** Friday, 15 January 2010 5:37 PM  
**To:** All Councils  
**Subject:** Local Government Reform Forum

**Attention: Chief Executive Officer**

Further to advice on the Local Government Reform Forum to be held on 9 February 2010.

The Association intends to put the following questions to the Minister at the forum;

- Can the sector be assured this process continues to be voluntary?
- What financial incentives and assistance are available to Councils in joining Regional Transition Groups or Regional Collaborative Groups?
- If a Local Government determines not to participate in a Regional Transition Group, will the Minister respect that decision, or will he take further action such as referring a proposal involving that Local Government to the LGAB?
- Can a Local Government request to be included in a Regional Collaborative Group rather than a Regional Transition Group?
- Will the Steering Committee's Interim and Final reports be made public?

In addition to the above questions, if your Council has other questions it would like put to the Minister; please forward to WALGA by 4pm Monday 1 February 2010. Please respond to email address [tlane@walga.asn.au](mailto:tlane@walga.asn.au)

I would also encourage you to discuss potential questions at your relevant Zone meeting to be held prior to the forum.

If you have any queries please do not hesitate to contact me.

Yours Sincerely

Tony Brown  
Executive Manager Governance & Strategy  
Western Australian Local Government Association  
15 Altona St West Perth WA 6005  
PO Box 1544 West Perth WA 6872  
Tel: +61 8 9213 2051 Mobile: 0439 914 349  
Email: [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)  
Website: <http://www.walga.asn.au>

***"Disclaimer by the Western Australian Local Government Association:***

*This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents*

AGENDA NUMBER: 10.11  
 SUBJECT: Royalties for Regions Funding Allocations  
 LOCATION/ADDRESS:  
 NAME OF APPLICANT:  
 FILE REFERENCE: FNC 16  
 AUTHOR: Shane Collie – Chief Executive Officer  
 DISCLOSURE OF INTEREST:  
 DATE OF REPORT: 19 January 2010

Attachments: 1. Letter from Department of Local Government 12/6/09 advising of Acquittal Date 30/11/09.  
 2. Department of Local Government Circular #26-2009 advising of Acquittal Date of 30/6/10.  
 3. Letter from Minister for Local Government 18/12/09. (Rescheduling of Fund Payments).  
 4. Letters from Nannup Telecentre, Nannup Music Club and Scott River Growers Group.  
 5. Extract from WALGA State Council Agenda 5/2/10.

#### BACKGROUND:

Council resolved in March 2009 to allocate 2008/09 Royalties for Regions funds of \$605,370 as follows:

- Nannup TimeWood Centre \$440,000
- Marinko Tomas \$100,000
- Ablution Facilities \$65,370

Any surplus funds were to be allocated to "Infrastructure – Footpaths and Cycleways".

Council resolved in November 2009 to discontinue with the TimeWood Centre project and allocate part of the 2008/09 Royalties for Regions funds, an amount of \$61,454 to the construction of a cycle path to Cockatoo Valley/The Valley area along Warren Road/Brockman Highway inclusive of crossings of Carlotta and Nannup Brooks.

It is clear that the Ablution Facilities will use all of the above allocation of \$65,370. Similarly it is anticipated that the full \$100,000 will be utilised for Marinko Tomas. Therefore the total approved expenditure is as follows:

- Marinko Tomas \$100,000
  - Ablution Facilities \$ 65,370
  - Footpath/Cycleway \$ 61,454
- TOTAL \$226,824

An amount of \$378,546 remains unallocated.

The Department of Local Government initially set a date of 30 November 2009 to acquit these funds. Attachment 1. This was subsequently put back until 30 June 2010. Attachment 2. Due to Council's decision on the TimeWood Centre there is now effectively only 5 months to allocate and spend the remaining \$378,546 with Council having no "ready to construct" infrastructure projects ready.

Coincidentally the Minister for Local Government advised on 18 December 2009 (Attachment 3) of a delay in the distribution of the 2009/10 Royalties for Regions funds until the next financial year 2010/11. Council has accepted and budgeted to receive an amount of \$393,491 in direct Royalties for Regions funds in 2009/10. These funds were to be allocated to road maintenance and now will not be received, creating an income shortfall of \$393,491 in the 2009/10 budget.

**COMMENT:**

Council requires time to consider the future funding allocation priorities of \$378,546 from 2008/09 while at the same time making up the shortfall of budgeted income of \$393,491 in the 2009/10 budget.

It appears obvious that the unallocated funding from 2008/09 should make up this shortfall. The minor difference of \$14,945 can be absorbed. The effect of this is that Council gains a period of time to consider future funding priorities for when the 2009/10 funding allocation is received in 2010/11, along with the 2010/11 funding as well.

The practical impact of this is that instead of 2009/10 funding being used for road maintenance, it will be the balance of the 2008/09 allocation used for that purpose. The 2008/09 Royalties for Regions funding allocation can also be fully acquitted per the Department's deadline of 30 June 2010.

Hence as it stands currently Council will receive the following funding from the Royalties for Regions program in 2010/11 and has the coming months in which to decide on allocation:

2009/10 allocation	\$393,491
2010/11 allocation	\$302,685
<b>TOTAL</b>	<b>\$696,176</b>

In terms of allocation Council has many options. There are the initiatives contained in the draft Forward Plan which is contained in a separate agenda item for today's meeting as well as priorities that have been received from the community. Attachment 4 refers.

It is not intended at this stage to make any recommendation on the allocation of the 2009/10 and 2010/11 funds of \$696,176. It is suggested however that Council give this some informal consideration by virtue of finalising its Forward Plan over the coming months. Note also the following paragraph from agenda item 10.6 as discussed earlier at today's meeting:

**"Major Infrastructure Decisions**

*As standalone issues Council is aware that major decisions will be taken on the Recreation Centre and Visitor Centre/caravan parks and possibly the Telecentre over the next 12 to 24 months."*

All of these projects are eligible for Royalties for Regions funding.

As a final point Attachment 5 is an extract from the WALGA State Council agenda for February 2010 which casts doubt on whether the State Government will fulfil its commitment to the Royalties for Regions program for 2010/11. This was also noted as a paid advertisement in the "West Australian" newspaper (page 4) on 19 January 2010. If this is the case Council will need to consider this as part of the 2010/11 budget deliberations where it may only have access to \$393,491 instead of \$696,176 in funding.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** As noted in the body of this report.

**STRATEGIC IMPLICATIONS:** As noted in the body of this report.

**RECOMMENDATION:**

That Council allocate the balance of 2008/09 Royalties for Regions funds of \$378,546, resulting from the discontinuation of the Nannup TimeWood Centre project, for the purpose of road maintenance, being to balance the 2009/10 budget shortfall of \$393,491 resulting from the delay in the payment of the 2009/10 Royalties for Regions funds.

**VOTING REQUIREMENTS:**



**SHANE COLLIE  
CHIEF EXECUTIVE OFFICER**





Government of **Western Australia**  
Department of Local Government and Regional Development

Our Ref: 782-08

SHIRE OF NANNUP RECEIVED			
Ref: <b>FNCLG</b>	No. <b>462</b>		
17 JUN 2009			
CEO MCS WM MDS	AO EO CDO CR:	LIB PUB	FMO YO RO

Mr Shane Collie  
Chief Executive Officer  
Shire of Nannup  
PO Box 11  
Nannup WA 6275

Dear Mr Collie

### ROYALTIES FOR REGIONS – COUNTRY LOCAL GOVERNMENT FUND (CLGF) YEAR 1 – 2008-09

I refer to the CLGF grant of \$605,370.00 (plus GST) to be paid in two instalments of equal value. The Department has received the Interim Acquittal Report and is satisfied with its contents.

A purchase order for the second and final instalment of this grant, **\$302,685.00** (plus GST), has now been raised (no. **55628**). The Council should invoice the Department but send its invoice direct to Shared Services quoting this number and additional GST amount.

#### Acquittal of the Grant

The Council is required to provide the Department with an audited Final Acquittal Report of the *entire* CLGF Year 1 grant allocation by **30 November 2009** as outlined in the 2008-09 Guidelines.

It is not expected that any Year 2 allocations will be lost should a delay in expending Year 1 funds extend beyond the above date, especially where major projects are concerned. However, it is important to note that payments of Year 2 allocations will not be made until the Council have fully acquitted the *entire* Year 1 expenditure.

Please find attached the Financial Statement and Report form which should be used as the basis of the acquittal. This report is to be used for expenditure of the *entire* Year 1 allocation. Therefore, please do not send this report until all Year 1 funds have been expended.

The report must be completed, signed and returned to the Department outlining the following details specific to the CLGF funds:

- Details on how the funds were allocated;
- Details on how the funds were expended;



Government of **Western Australia**  
Department of **Local Government and Regional Development**

- An audited statement (prepared and signed by a qualified independent auditor) of a Statement of Income and Expenditure showing funds were expended in accordance with the Acceptance Form and used for the purposes for which they were provided;
- Details on the project(s) progress to date; and
- Details on any other funding secured for the project(s).

As per the Guidelines, the CLGF grant funds are also to be reported accordingly:

- Acknowledgment of the fund within the Council's annual report; and
- Inclusion in the annual Compliance Audit Return.

Please remember that Funds can only be spent within the asset classes as outlined in the 2008-09 Guidelines. Funds cannot be spent in the following areas:

- Non-infrastructure items;
- Purchasing plant and equipment;
- Employing staff;
- Engaging consultants;
- Retiring debt; or
- Recurring organisational expenditure.

Should the priorities and needs of the local government have changed and the Council wish to reallocate the funds accordingly written advice will need to be forwarded to the Department.

Please note that the Department is subject to the WA Freedom of Information Act. The Council should also be aware that information pertaining to the receipt of financial assistance will be tabled in the Western Australia parliament. This information could include the name of recipients, the amount of the assistance, the name of the project(s) and possibly, a brief description thereof. This could result in requests for more details to be released publicly.

If there are queries regarding these terms and conditions, or electronic copies of the Form are required, please contact Rachel Reynolds, Senior Grants Officer on (08) 9217 1466, Freecall (WA Country callers only) 1800 620 511 or via email [clgf@dlgrd.wa.gov.au](mailto:clgf@dlgrd.wa.gov.au). Alternatively you can visit the Department's website [www.dlgrd.wa.gov.au/RforR/clgf.asp](http://www.dlgrd.wa.gov.au/RforR/clgf.asp).

Yours sincerely

Geoff Comben  
MANAGER  
FINANCIAL ASSISTANCE

12 June 2009

att

**The Department of Local Government**

Our Ref: 711-08#03

Chief Executive Officers  
COUNTRY LOCAL GOVERNMENTS

CIRCULAR NO. #26-2009

**ROYALTIES FOR REGIONS – COUNTRY LOCAL GOVERNMENT FUND –  
EXPENDITURE AND ACQUITTAL**

The Department of Local Government (the Department) is aware that there may be some confusion regarding the acquittal process under the Country Local Government Fund (CLGF).

Under the 2008-09 Guidelines, the Department requires an audited Statement of Income and Expenditure specific to your CLGF allocation, as part of the Final Acquittal Report Form. This Form is to be submitted to the Department no later than **30 June 2010**.

The audited Statement of Income and Expenditure is to include the expenditure of the *entire* allocation.

To clarify, a transfer of your allocation into a reserve fund/trust account/term deposit is not classified as expenditure; this is considered a reallocation of resources. Expenditure is the use of resources to discharge a liability, acquire an asset or pay for a service.

A reminder that expenditure of your allocation must fall within the parameters of the 2008-09 Guidelines.

Under the 2008-09 Guidelines, local governments may not receive their Year 2 allocations until the Year 1 allocation has been fully acquitted. This acquittal does not need to be upon the completion of a project(s) but on the expenditure as above.

The Department would also like to clarify that all CLGF project allocations must be included in the local government's annual audit and included in its financial statement as part of its annual report.

Should the above information affect the acquittal of your Year 1 funds and the timing of your Year 2 payments/project(s), the Department recommends you review your work schedule and make the appropriate adjustments. The Department must then be notified in writing of any changes to your project(s).

Should you have any further queries, please do not hesitate to contact Rachel Reynolds on telephone (08) 9217 1466 or Freecall 1800 620 511, or via email [clgf@dlgrd.wa.gov.au](mailto:clgf@dlgrd.wa.gov.au).



Jennifer Mathews  
DIRECTOR GENERAL

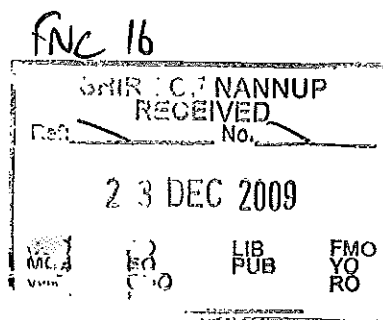
23 October 2009



**Minister for Local Government; Heritage;  
Citizenship and Multicultural Interests**

Our Ref: M0901598

Mr Shane Collie  
Chief Executive Officer  
Shire of Nannup  
PO Box 11  
NANNUP WA 6275



Dear Mr Collie

**RESCHEDULING OF COUNTRY LOCAL GOVERNMENT FUND PAYMENTS**

The recent mid-year budget review has highlighted the significant impact the change in the global economy and the strong Australian dollar have had on reducing Western Australia's revenue from mining and petroleum royalties.

The Department of Treasury and Finance is working to manage the changed revenue position of the State and will manage cash flow to minimise any impact on the timing of expenditure on regional infrastructure.

As a result of the reduced royalties revenue and the commitment to preserving a healthy State balance sheet, \$130 million of Royalties for Regions recurrent funding will be deferred from the 2009-10 financial year.

A total of \$90 million will be deferred from the Country Local Government Fund (CLGF) Stage Two. The funds will now be distributed from July 2010, allowing councils to fully expend existing allocations.

The guidelines for the distribution of funding allocations to regional groupings will be advised early in 2010 through the Department of Local Government.

There will be an allocation of \$10 million in the current financial year to the Department of Local Government of which \$7.5 million will assist local governments and regional groupings develop planning processes, identify and set local and regional priorities and project forward capital works expenditure. Details will be provided in early 2010.

Queries about CLGF payments can be directed to Fiona Colbeck, Manager Country Local Government Fund on 9217 1421 or via email at [fiona.colbeck@dlg.wa.gov.au](mailto:fiona.colbeck@dlg.wa.gov.au)

I look forward to a continuing, successful partnership to develop Western Australia's regional communities.

Yours sincerely



**Hon G M (John) Castrilli MLA**  
**MINISTER FOR LOCAL GOVERNMENT; HERITAGE;**  
**CITIZENSHIP AND MULTICULTURAL INTERESTS**

18 DEC 2009



NANNUP TELECENTRE  
 Lot 31 Warren Road  
 NANNUP WA 6275

Telephone 08 9756 3022  
 Facsimile 08 9756 3090  
 email [nannuptc@comswest.net.au](mailto:nannuptc@comswest.net.au)  
[www.nannuptc.org.au](http://www.nannuptc.org.au)  
 ABN 48 768 492 784

SHIRE OF NANNUP			
RECEIVED			
Ref: <u>BLD/17</u>	No. <u>1247</u>		
11 DEC 2009			
CEO	AO	LIB	FMO
MCS	EO	PUB	YO
WM	CDO		RO
MDS	CR:		

*Refused 23/12*

Chief Executive Officer  
 Shire of Nannup  
 PO Box 11  
 NANNUP WA 6275

Dear Shane,

The Nannup Telecentre committee would like to express its disappointment and concern regarding the decision made at the 26 November 2009 Council meeting to refuse planning approval to the TimeWood Centre project.

This decision, if not reversed, will have far reaching consequences to the Nannup community as well as the ability of the Nannup Telecentre to service the expanding needs of Nannup residents.

Although perfectly located in the business and tourist precinct, the existing Telecentre premises and the condition of the building structure offers limited opportunities for development or expansion. The TimeWood project addressed the shortcomings of the existing premises and provided the faculty to work more closely with other community organisations and will always be the best long term option for the community.

In February 2010 Nannup Telecentre will undergo an expansion of services delivered through the new banner of "Community Resource Centre". This expansion will include working as a shop-front for the South West Development Commission and providing increased information services on behalf of the Department of Regional Development and Lands. The existing premises not only limits the ability of the Telecentre to deliver its day-to-day services but also reduces the capacity to maximise these new opportunities on behalf of the Nannup community.

In addition, with Council currently considering "*What is core business?*" as a community managed service organisation, the Telecentre would be the logical agency to pick up services that Council considers outside its scope of service delivery. This will put further pressure on the Telecentres premises.

We are aware that a rescind motion has been enacted aimed at reviewing the decision on the TimeWood project. However, should this decision not be reversed, the pressure for expanded Telecentre premises will remain if not further heightened. As it is necessary for Telecentre services to be delivered in the main street tourist/business precinct, and with no

other clear option for alternative premises, the Telecentre committee requests the following-

- Council provide In Principal support for the extension of the existing Telecentre premises in keeping with its heritage design.
- Council allocate \$250,000 from its 2008/09 allocation of Royalties for Regions for extension of the Telecentre premises and much needed work on the buildings structural integrity.

The Telecentre committee sincerely hopes that the TimeWood Centre project is continued by Council as it is still the best option for the community.

Yours Sincerely



James Innes  
President  
Nannup Telecentre

8 December 2009



## Shane Collie

---

**From:** Maggie Longmore [mlongmore@westnet.com.au]  
**Sent:** Wednesday, 6 January 2010 6:47 AM  
**To:** Shane Collie  
**Subject:** Royalties to region

Hi Shane

With regard to Royalties to Region money that was earmarked for the Timewood The money may already have been allotted to other projects but if not I would like to offer a suggestion for some of the money The Shire did apply for money to finish off the infrastructure at the Foreshore park but only received a small proportion that was asked for and I know it is hoped that most of this money will be used to buy security fencing for the Amphitheatre I would like to suggest that other items asked for but not funded be relooked at The most important thing would be a storage shed for the fencing If this shed could be located next to the stage and have a stone side to match the stage and be so designed that it is can also be used as two green rooms when concerts are held .

I am sure that the building could be designed very easily and if it was possible to also incorporate a toilet and shower for use by artists this would be a very valuable asset and make the Amphitheatre more user friendly. and also lessen the need to hire green rooms and toilets every time the area is used I would be very happy to discuss this further with you and talk over my ideas for the design

Cheers Maggie

Maggie Longmore  
Chairperson Nannup Music Club  
Tel/Fax 9756 0308  
[mlongmore@westnet.com.au](mailto:mlongmore@westnet.com.au)  
Nannup Music Festival  
26th Feb-1st March 2010  
[www.nannupmusicfestival.org](http://www.nannupmusicfestival.org)

**Scott River Growers Group  
Margaret River Region Inc.  
P.O. Box 155,  
Nannup, WA 6275  
Phone: 08 97582238 Fax: 08 97582308**

Shire of Nannup,  
15 Adam St.  
Nannup 6275  
30<sup>th</sup> November, 2009.

Dear Mr Collie,

It has come to the attention of the Scott River Growers Group and the Scott River/Lake Jasper Fire Brigades that the Time Wood Centre project has not received the support of council and will not go ahead and therefore the finances allocated to the project will have to be handed back to Government or re-allocated to other projects.

We would like the council to consider allocating the Royalties to Regions monies that were allocated to the project, to be re-distributed to the much needed Scott River Fire shed and meeting room.

This project has a site chosen and as there is little design work to be done and the money can be spent before the deadline for handing back the monies to Government occur.

Yours faithfully

Barbara Dunnet  
Chairperson  
Scott River Growers Group

## Comment

From the Mid-Year Budget review it is reasonable to conclude:

- a) The State Government does not intend to make the payments deferred from 2009/10 in 2010/11 in addition to the payments previously budgeted for that year;
- b) Funding for Local Infrastructure Asset Renewal and New Assets will be \$13.7 million less in the short term than previously budgeted (\$62.5 million was budgeted for 2009/10 but the revised budget for 2010/11 is \$48.8 million); and
- c) It is not possible to confirm the State Government's intentions for 2013/14 and subsequent years as the Mid-Year Budget Review covers the same period (2009/10 – 2012/13) as the Budget.

It remains unclear when the deferred payments to Local Governments will be made. The Acting Minister's statement (17 December 2009) indicates only that payments will be distributed from 1 July 2010. The Government needs to commit to a payment of \$97.5 million (adjusted for inflation) in 2013/14 or earlier in order to support the claim that the action taken is a "deferral" and not a reallocation of funding.

The effective withdrawal of \$97.5 million in funding for Local and Regional Councils will impact on the delivery of a wide range of planned capital projects. Local Governments are particularly concerned that the Budget review shows a 22% reduction in funding allocated for Local Infrastructure Asset Renewal and New Assets in 2010/11 compared with 2009/10. Local Governments will need to provide the shortfall in funding for projects that have already been initiated. The timing and capacity to deliver planned projects is now uncertain until a "catch-up" payment schedule is confirmed.

The *Royalties for Regions Act (2009)* requires the Treasurer to credit 25% of the forecast royalty income for a financial year to the Royalties for Regions Fund as part of the budget process. It makes no mention of any revision to forecast royalty income during the year (up or down) or any adjustment to the amount provided to the fund as a consequence.

If successful the proposed advocacy will result in the State Government addressing the shortfall in the Country Local Government Fund, potentially as part of the 2010/11 State Budget. Local Governments will need to be prepared to provide clear details of the outcomes achieved using 2008/2009 funding and the impact of the "deferral" on projects already commenced and in planning.

AGENDA NUMBER: 10.12  
SUBJECT: Compliance Audit Return 2009  
LOCATION/ADDRESS:  
NAME OF APPLICANT: Shire of Nannup  
FILE REFERENCE: ADM 14  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 19 January 2010

Attachment: Completed 2009 Compliance Audit Return.

**BACKGROUND:**

Council is required to complete a Compliance Audit Return every year. The Compliance Audit Return for the period 1 January 2009 to 31 December 2009 has been completed. The Compliance Audit Return is to be:

1. Presented to Council at a meeting of the Council.
2. Adopted by the Council.
3. The adoption recorded in the minutes of the meeting at which it is adopted.
4. Signed by the Shire President and Chief Executive Officer and returned to the Department of Local Government and Regional Development with a copy of the Council minutes of the meeting at which it was received.

**COMMENT:**

There were no issues of significance raised in the report that require any specific follow up action through Council or the Department of Local Government.

Minor matters that were highlighted during the review (and comment) are as follows:

1. Primary Return lodged by all newly designated employees within three months of their start date.

One employee did not complete and return the Primary Return within three months of their commencement date, however this has now been undertaken.

As it appears that the employee was not provided the document procedures need to be amended to ensure that all new designated employees are provided with a Primary Return in a timely manner (most likely as part of the normal induction process) for completion.

2. Ensuring that the officer who is responsible for the day-to-day financial management operations of the Council does not also conduct an internal audit.

For a small local government with limited staff resources it is impractical to separate the above two functions without adding considerable cost to Council's salaries budget.

3. Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.

In the minutes of the November 26th 2009 Ordinary Council Meeting when Council resolved to adopt the Shire of Nannup 2010 Standing Orders Local Law, the resolution was carried 6/2, however the words "by Absolute Majority" were not recorded. This was a minor administrative oversight and has no impact on the decision of practical application.

4. Contents of the minutes for all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision must be recorded.

While this has been tightened up on, reasons were not included in some committee meeting and Council minutes prior to October 2009. Again the practical application is not an issue and processes are in place to ensure that this compliance issue is addressed when it arises.

**STATUTORY ENVIRONMENT:** Local Government Act 1995.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council adopt the Local Government Compliance Audit Report for the Shire of Nannup for the period 1st January 2009 to the 31st December 2009, and submits the report to the Department of Local Government as required.

**VOTING REQUIREMENTS:**



**SHANE COLLIE  
CHIEF EXECUTIVE OFFICER**



## Nannup - Compliance Audit Return 2009

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Regional Development together with a copy of section of relevant minutes.

Caravan Parks and Camping Grounds					
No	Reference	Question	Response	Comments	Respondent
1	s21(1) Caravan Parks and Camping Grounds Act 1995	Did the local government inspect each caravan park or camping ground in its district within the period 1 July 2008 to 30 June 2009.	Yes		Kevin Waddington
2	Section 14(1) of the Caravans and Camping Grounds Act 1995	Did you keep a register of caravan park licenses. (For the return period)	No	Caravan Park remedial works not completed as at 30 June 2009 so licences not issued by that date.	Kevin Waddington

Cemeteries					
No	Reference	Question	Response	Comments	Respondent
1	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all burials in the cemetery, including details of the names and descriptions of the deceased persons and location of the burial. (For the return period)	Yes		Kevin Waddington
2	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all grants of right of burial in the cemetery, including details of assignments or bequests of grants. (For the return period)	Yes		Kevin Waddington
3	s40(2) Cemeteries Act 1986	Have plans been kept and maintained showing the location of all burials registered in as above.	Yes		Kevin Waddington



<b>Commercial Enterprises by Local Governments</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2009.	N/A		Kevin Waddington
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2009.	N/A		Kevin Waddington
3	s3.59(2)(a)(b)(c) F&G Reg 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2009.	N/A		Kevin Waddington
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2009.	N/A		Kevin Waddington
5	s3.59(5)	Did the Council, during 2009, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Kevin Waddington



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Kevin Waddington
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Kevin Waddington
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Kevin Waddington
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Kevin Waddington
5	s5.18	Has Council reviewed delegations to its committees in the 2008/2009 financial year.	Yes	OM 22 October 2009 Resolution #8268	Kevin Waddington
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Kevin Waddington
7	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO resolved by an absolute majority.	Yes		Kevin Waddington
8	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO in writing.	Yes		Kevin Waddington
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Kevin Waddington
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Kevin Waddington
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Kevin Waddington
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2008/2009 financial year.	Yes	OM 27 November 2008 Resolution # 8057	Kevin Waddington
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Kevin Waddington

#### Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Kevin Waddington
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	N/A		Kevin Waddington





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No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Kevin Waddington
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A	Deadline for newly elected members is 17 Jan 2010.	Kevin Waddington
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	No	One new employee did not return a completed Primary return within the required time. There is no record of the employee being provided with a Primary Return form to complete at the time employment commenced.	Kevin Waddington
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2009.	Yes		Kevin Waddington
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2009.	Yes		Kevin Waddington
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Kevin Waddington
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Kevin Waddington
10	s5.88(1)(2) Admin Reg 2	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Kevin Waddington
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	N/A		Kevin Waddington
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Kevin Waddington
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
14	s5.66(b)	Did the person presiding at a meeting, on all occasions, when given a member's written financial interest disclosure by the CEO, bring its contents to the attention of persons present immediately before any matters to which the disclosure relates were discussed.	Yes		Kevin Waddington
15	s5.71(a)	Did the CEO disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	N/A		Kevin Waddington
16	5.71(b)	Did an employee disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	Yes		Kevin Waddington
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Kevin Waddington
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Kevin Waddington
19	s5.66(a)	Did the CEO, on all occasions, where a council member gave written notice of a disclosure of interest before a meeting, cause that notice to be given to the person who presided at the meeting.	Yes		Kevin Waddington
20	s5.71	On all occasions were delegated powers and duties not exercised by employees that had an interest in the matter to which the delegated power or duty related.	Yes		Kevin Waddington

**Disposal of Property**

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Kevin Waddington
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Kevin Waddington

**Elections**



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No	Reference	Question	Response	Comments	Respondent
1	4.17(3)	Was approval sought from the Electoral Commissioner where council allowed a vacancy to remain unfilled as a result of a councillor's position becoming vacant under s2.32 and in accordance with s4.17(3)(a) & (b).	N/A		Kevin Waddington
2	s4.20(2)	Did the local government appoint a person other than the CEO to be the returning officer of the local government for an election or all other elections held while that appointment applied, after having written agreement of the person concerned and the Electoral Commissioner.	No		Kevin Waddington
3	s4.20(4)	Did the local government declare the electoral commissioner to be responsible for the conduct of an election, after having first obtained the written agreement of the electoral commissioner.	N/A		Kevin Waddington
4	s4.20(5)	Where a declaration has not already been made, was a declaration made under s4.20(4) prior to the 80th day before election day.	N/A		Kevin Waddington
5	s4.32(4)	Did the CEO, within 14 days after receiving a claim for enrolment, decide whether the claimant was eligible or not eligible under s4.30(1)(a)&(b) and accept or reject the claim accordingly.	Yes		Kevin Waddington
6	s4.32(6) Elect Reg 13	Did the CEO record on all occasions the decision in the owners and occupiers register in accordance with Regulation 13 of the Local Government (Elections) Regulations 1997 and give written notice of the decision to the claimant without delay, for eligibility to enrol.	Yes		Kevin Waddington
7	s4.35(2)	Did the CEO give written notice to the person before making a decision under subsection (1)(c) and allow 28 days for the person to make submissions on the matter.	Yes		Kevin Waddington
8	s4.35(3)	Did the CEO, after making a decision under subsection (1)(c), give written notice of it to the person.	N/A		Kevin Waddington
9	s4.35(5)	Did the CEO, on receipt of advice of the Electoral Commissioner's decision on an appeal, take any action necessary to give effect to that decision.	N/A		Kevin Waddington
10	s4.35(6)	Did the CEO give written notice on all occasions to the person, where after considering submissions made under subsection 2, the CEO decided that the person was still eligible under s4.30 to be enrolled to vote at elections for the district or ward.	Yes		Kevin Waddington
11	s4.35(7)	Did the CEO, on all occasions, record any decision under subsection (1) or (6) in the register referred to in section 4.32(6).	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
12	s4.39(2)	Did the CEO on or after the 70th day, but no later than the 56th day give statewide public notice of the time and date of the close of enrolments.	Yes		Kevin Waddington
13	s4.41(1)	Did the CEO prepare an owners and occupiers roll for the election on or before the 36th day before election day.	Yes		Kevin Waddington
14	s4.41(2)	Did the CEO certify that the owners and occupiers roll included the names of all persons who were electors of the district or ward under s4.30 at the close of enrolments.	Yes		Kevin Waddington
15	s4.43(1)	Where the CEO was returning officer (RO) and the rolls were not consolidated, did the RO delete the names of any person from the owners and occupiers roll whose name also appeared on the residents roll, on or before the 22nd day before election day.	Yes		Kevin Waddington
16	s4.47(1)	Where the CEO was returning officer (RO), did the RO give statewide public notice calling for nominations of candidates for the election on or after the 56th day but no later than the 45th day before election day.	Yes		Kevin Waddington
17	s4.47(2)(a)	Did the notice referred to in s4.47(1) calling for nominations specify the kind of election to be held and the vacancy or vacancies to be filled.	Yes		Kevin Waddington
18	s4.47(2)(b)	Did the notice referred to in s4.47(1) calling for nominations specify the place where nominations may be delivered or sent.	Yes		Kevin Waddington
19	s4.47(2)(c)	Did the notice referred to in s4.47(1) calling for nominations specify the period within which nominations have to be delivered or sent.	Yes		Kevin Waddington
20	s4.47(2)(d)	Did the notice referred to in s4.47(1) calling for nominations specify any other arrangements made for the receipt by the returning officer of nominations.	N/A		Kevin Waddington
21	s4.61(2)	Did the Council of the local government, where it decided to conduct the election as a postal election, make that decision by absolute majority.	N/A		Kevin Waddington
22	s4.61(3)	Where a decision was made under s4.61(2) and a relevant declaration had not already been made, was that decision made prior to the 80th day before election day.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
23	s4.64	Where the CEO was returning officer (RO), did the RO give Statewide public notice (election notice) as soon as practicable after preparations for the election, but no later than on the 19th day before election day, in accordance with regulations that included details of how, when and where the election will be conducted and the names of the candidates.	Yes		Kevin Waddington
24	Elect Reg 7	Did a person, before acting as an electoral officer, make the required declaration as stated in local government election regulation 7.	Yes		Kevin Waddington
25	Elect Reg 8(2)	Where the CEO was returning officer (RO), did the RO prepare and adopt a Code of Conduct for the 2009 Ordinary Elections.	Yes		Kevin Waddington
26	Elect Reg 8(3)	Where the CEO was returning officer (RO), did the RO provide each electoral officer a copy or access to a copy of the electoral code of conduct for the 2009 Ordinary Elections.	Yes		Kevin Waddington
27	Elect Reg 13(1)	Has the relevant information as listed in Election Reg 13 been recorded in the owners and occupiers register.	Yes		Kevin Waddington
28	Elect Reg 13(4)	Did the CEO amend the register from time to time to make sure that the information recorded in it is accurate.	Yes		Kevin Waddington
29	Elect Reg 17	Did the local government keep an enrolment eligibility claim form, if accepted, a copy of a notice of acceptance for 2 years after the claim and notice expired, and a copy of a notice of rejection for 2 years after the claim was rejected.	Yes		Kevin Waddington
30	Elect Reg 26(4)	Did the CEO or an employee of the local government appointed as Returning Officer keep the deposit referred to in s4.49(d) separate from other money and credited to a fund of the local government.	Yes		Kevin Waddington
31	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes	Register established but no candidates received gifts	Kevin Waddington
32	Elect Reg 30G(3)	Did the CEO remove any "disclosure of gifts" forms completed by unsuccessful candidates from the electoral gift register in accordance with the period under regulation 30C and retain those forms separately for a period of at least 2 years.	N/A	No unsuccessful candidates received gifts	Kevin Waddington
33	Elect Reg 30H	Has the electoral gift register been kept at the appropriate local government offices.	Yes		Kevin Waddington



No	Reference	Question	Response	Comments	Respondent
34	Elect Reg 40	Has a postal voters register been kept of electors whose applications are under regulation 37(1)(b) and are accepted under regulation 38(1), which contains the enrolment details of each elector included on it and any ward in respect of which the elector is registered.	Yes		Kevin Waddington
35	Elect Reg 81	Was the report relating to an election under s4.79 provided to the Minister within 14 days after the declaration of the result of the election.	Yes		Kevin Waddington

### Executive Functions

No	Reference	Question	Response	Comments	Respondent
1	s3.18(3)(a)	Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments.	Yes	To the extent of Council's limited resources permit	Kevin Waddington
2	s3.32(1)	Was a notice of intended entry given to the owner or occupier of the land, premises or thing that had been entered.	N/A		Kevin Waddington
3	s3.50	Did the local government close a thoroughfare wholly or partially for a period not exceeding 4 weeks under the guidelines of 3.50.	N/A		Kevin Waddington
4	s3.18(3)(b)	Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector.	Yes		Kevin Waddington
5	s3.18(3)(c)	Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed.	Yes		Kevin Waddington
6	s3.40A(1)	Where in the opinion of the local government a vehicle was an abandoned vehicle wreck, was it removed and impounded by an employee authorised (for that purpose) by the local government.	N/A		Kevin Waddington
7	s3.40A(2)	Where the owner of the vehicle was identified within 7 days after its removal under s3.40A(1), did the local government give notice to that person advising that the vehicle may be collected from a place specified during such hours as are specified in the notice.	N/A		Kevin Waddington
8	s3.40A(3)	Where notice was given under s3.40A(2) did it include a short statement of the effect of subsection (4)(b) and the effect of the relevant provisions of sections 3.46 and 3.47.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
9	s3.51(3)	Did the local government give notice of what is proposed to be done giving details to the proposal and inviting submissions from any person who wishes to make a submission and allow a reasonable time for submissions to be made and consider any submissions made.	N/A		Kevin Waddington
10	s3.52(4)	Has the local government kept plans for the levels and alignments of public thoroughfares that are under its control or management, and made those plans available for public inspection.	Yes	Where such plans are in existence	Kevin Waddington
11	s3.32(2)	Did the notice of intended entry specify the purpose for which the entry was required.	Yes		Kevin Waddington
12	s3.32(3)	Was the notice of intended entry given not less than 24 hours before the power of entry was exercised.	Yes		Kevin Waddington

#### Finance

No	Reference	Question	Response	Comments	Respondent
1	s5.53, Admin Reg 19B	Has the local government prepared an annual report for the financial year ended 30 June 2009 that contained the prescribed information under the Act and Regulations.	Yes		Kevin Waddington
2	s5.54(1), (2)	Was the annual report accepted by absolute majority by the local government by 31 December 2009.	Yes	OM 26 November 2009	Kevin Waddington
3	s5.54(1), (2)	Where the Auditor's report was not available in time for acceptance by 31 December, was it accepted no more than two months after the Auditor's report was made available.	N/A		Kevin Waddington
4	s5.55	Did the CEO give local public notice of the availability of the annual report as soon as practicable after the local government accepted the report.	Yes		Kevin Waddington
5	S5.56 Admin Reg 19C(2)	Has the local government made a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).	Yes	Reviewed on the 23 April 2009 Resolution # 8163	Kevin Waddington
6	Admin Reg 19D	After a plan for the future, or modifications to a plan were adopted under regulation 19C, did the local government give public notice in accordance with subsection (2).	Yes		Kevin Waddington
7	s5.94, s5.95	Did the local government allow any person attending the local government during office hours to inspect information, free of charge, listed in s5.94 of the Act and subject to s5.95 whether or not the information was current at the time of inspection.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
8	s5.96	Where a person inspected information under Part 5, Division 7 of the Act and requested a copy of that information, did the local government ensure that copies were available at a price that did not exceed the cost of providing those copies.	Yes		Kevin Waddington
9	s5.98 Admin Reg 30	Was the fee made available to elected members for attending meetings within the prescribed range.	Yes		Kevin Waddington
10	s5.98 Admin Reg 31	Was the reimbursement of expenses to elected members within the prescribed ranges or as prescribed.	Yes		Kevin Waddington
11	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it resolved by absolute majority.	Yes		Kevin Waddington
12	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it up to (or below) the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98 (5).	Yes		Kevin Waddington
13	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it resolved by absolute majority.	N/A		Kevin Waddington
14	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it within the prescribed range.	N/A		Kevin Waddington
15	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it resolved by absolute majority.	Yes		Kevin Waddington
16	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it within the prescribed range.	N/A		Kevin Waddington
17	s5.100 (1)	Did the local government pay a fee for attending committee meetings only to a committee member who was a council member or employee.	Yes		Kevin Waddington
18	s5.100 (2)	Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government, was it within the prescribe range.	N/A		Kevin Waddington





No	Reference	Question	Response	Comments	Respondent
19	s6.2	Did Council, prior to 31 August in the review period, adopt by absolute majority, a budget in the form and manner prescribed by Financial Management (FM) Reg 22 and the Act. (Please enter the date of the Council Resolution in the "Comments" column)	Yes		Kevin Waddington
20	s6.2	If 'no', was Ministerial approval sought for an extension.	N/A		Kevin Waddington
21	s6.3	Did the council prepare and adopt a budget in a manner similar to the annual budget with modifications as listed in section 6.3.	Yes		Kevin Waddington
22	FM Reg 33	Was the 2009/2010 budget forwarded to the Department of Local Government and Regional Development within 30 days of its adoption. (Please enter the date sent in the "Comments" column).	Yes	Adopted 23 July 2009 Sent to DLGRD 24 July 2009	Kevin Waddington
23	s6.4(1) FM Reg 34	Did the local government prepare an annual financial report as prescribed.	Yes		Kevin Waddington
24	s6.4(1) FM Reg 34	Did the local government prepare other financial reports as prescribed.	Yes		Kevin Waddington
25	FM Reg 34	If the local government prepared other financial reports as prescribed in s6.4 (1) FM Reg 34, were they presented to Council and recorded in the minutes of the meetings in which they were submitted.	Yes		Kevin Waddington
26	s6.4(3)(b)	Was the annual financial report, prepared for the financial year ended 30 June 2009, submitted to the Auditor by 30 September 2009 or by the extended time allowed by the Minister or his delegate.	Yes		Kevin Waddington
27	FM Reg 51(2)	Was the annual financial report submitted to the Department of Local Government and Regional Development sent by the CEO within 30 days after receiving the Auditor's report.	Yes		Kevin Waddington
28	s6.8	Was expenditure that the local government incurred from its municipal fund, but not included in its annual budget, authorised in advance on all occasions by absolute majority resolution.	Yes		Kevin Waddington
29	s6.8(1)(c)	Did the Mayor or President authorise expenditure from the municipal fund in an emergency. (Please indicate circumstances in the "Comments" column)	N/A		Kevin Waddington
30	s6.8	In relation to expenditure that the local government incurred from its municipal fund that was authorised in advance by the mayor or president in an emergency, was it reported on all occasions to the next ordinary meeting of council.	N/A		Kevin Waddington



No	Reference	Question	Response	Comments	Respondent
31	s6.9 (1)	Does the local government's trust fund consist of all money (or the value of assets) that are required by the Local Government Act 1995 or any other written law to be credited to the fund.	Yes		Kevin Waddington
32	s6.9 (1)	Does the local government's trust fund consist of all money or the value of assets held by the local government in trust.	Yes		Kevin Waddington
33	s6.9(2)	Has the local government's trust fund been applied for the purposes of and in accordance with the trusts affecting it.	Yes		Kevin Waddington
34	s6.9(3)	Has money held in the trust fund, been paid to the person entitled to it, together with, if the money has been invested, any interest earned from that investment.	Yes		Kevin Waddington
35	s6.9(3)	Has property held in trust been delivered to the persons entitled to it.	Yes		Kevin Waddington
36	s6.11(2)	Have all decisions to change the use or purpose of money held in reserve funds been by absolute majority.	Yes		Kevin Waddington
37	s6.11(2) FM Reg 18	Did the local government give one months public notice of the proposed change of purpose or proposed use of money held in reserve funds . (Notice not required where the local government has disclosed the change of purpose or proposed use of reserve funds in its annual budget or where the money was used to meet expenditure authorised under s6.8(1) (c) of the Act or where the amount to be used did not exceed \$5,000).	Yes		Kevin Waddington
38	s6.12, 6.13, 6.16 (1),(3)	Did Council at the time of adopting its budget, determine the granting of a discount or other incentive for early payment by absolute majority.	Yes		Kevin Waddington
39	s6.12, 6.13, 6.16 (1),(3)	Did Council determine the setting of an interest rate on money owing to Council by absolute majority.	N/A		Kevin Waddington
40	s6.12, 6.13, 6.16 (1),(3)	Did Council determine to impose or amend a fee or charge for any goods or services provided by the local government by absolute majority. (Note: this applies to money other than rates and service charges).	N/A		Kevin Waddington
41	s6.17(3)	Were the fees or charges imposed for receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, limited to the cost of providing the service or goods.	Yes		Kevin Waddington
42	s6.17(3)	Were the fees or charges imposed for any other service prescribed in section 6.16 (2)(f), limited to the cost of providing the service or goods.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
43	s6.19	After the budget was adopted, did the local government give local public notice for all fees and charges stating its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges.	N/A		Kevin Waddington
44	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow and details of the proposal were not included in the annual budget for that financial year, did the local government give one month's local public notice of the proposal (except where the proposal was of a kind prescribed in FM Regulation 20).	N/A		Kevin Waddington
45	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow, was the Council decision to exercise that power by absolute majority (Only required where the details of the proposal were not included in the annual budget for that financial year).	N/A		Kevin Waddington
46	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, did the local government give one month's local public notice of the change in purpose. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21).	N/A		Kevin Waddington
47	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, was the decision on the change of use by absolute majority. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21)	N/A		Kevin Waddington
48	s6.32(1)(a)	Did Council determine by absolute majority to impose a general rate on rateable land within its district .	Yes		Kevin Waddington
49	s6.32(1)(b)(i)	Did Council determine by absolute majority to impose a specified area rate on rateable land within its district .	N/A		Kevin Waddington
50	s6.32(1)(b)(ii)	Did Council determine by absolute majority to impose a minimum payment on rateable land within its district .	Yes		Kevin Waddington
51	s6.32(1)(c)	Did Council determine by absolute majority to impose a service charge on rateable land within its district .	N/A		Kevin Waddington
52	s6.33(3)	Did Council obtained the approval of the Minister or his delegate before it imposed a differential general rate that was more than twice the lowest differential rate imposed.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
53	s6.34	Did Council obtain the approval of the Minister or his delegate before it adopted a budget with a yield from general rates that was plus or minus 10% of the amount of the budget deficiency.	N/A		Kevin Waddington
54	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties in the district (unless the general minimum did not exceed \$200).	Yes		Kevin Waddington
55	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties, rated on gross rental value (unless the general minimum did not exceed \$200).	Yes		Kevin Waddington
56	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties rated on unimproved value (unless the general minimum did not exceed \$200).	Yes		Kevin Waddington
57	s6.35(4) FM Reg 53	Did the local government ensure that it did not impose a minimum payment on more than 50% of the number of separately rated properties in each differential rating category (unless the general minimum did not exceed \$200).	N/A		Kevin Waddington
58	s6.36	Did the local government before imposing any differential general rate, or a minimum payment applying to a differential rate category, give local public notice of its intention to do so containing details of each rate or minimum proposed.	N/A		Kevin Waddington
59	s6.36	Did the local government, before imposing any differential general rate or a minimum payment applying to a differential rate category, give local public notice of its intention to do so by extending an invitation for a period of 21 days or longer for submissions.	N/A		Kevin Waddington
60	s6.36	Did the local government before imposing any differential general rate or a minimum payment applying to a differential rate category, give local public notice of its intention to do so, detailing the time and place where the document describing the objects and reasons for each proposed rate and minimum payment may be inspected.	N/A		Kevin Waddington
61	s6.38(1) FM Reg 54	Where a local government imposed a service charge was it only imposed for a prescribed purposes of television and radio rebroadcasting, volunteer bush fire brigades, underground electricity, water, property surveillance and security.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
62	s6.38	Was money received from the imposition of a service charge applied in accordance with the provisions of s6.38 of the Act.	N/A		Kevin Waddington
63	s6.46	Did Council, in granting a discount or other incentive for early payment of any rate or service charge, do so by absolute majority.	Yes		Kevin Waddington
64	s6.47	When a local government resolved to waive a rate or service charge or grant other concessions did it do so by absolute majority.	Yes		Kevin Waddington
65	s6.51	Did Council, in setting an interest rate on a rate or service charge that remained unpaid, do so by absolute majority.	Yes		Kevin Waddington
66	S6.76(6)	Was the outcome of an objection under section 6.76(1) promptly conveyed to the person who made the objection including a statement of the local government's decision on the objection and its reasons for that decision.	N/A		Kevin Waddington
67	FM Reg 5	Has efficient systems and procedures been established by the CEO of a local government as listed in Finance Reg 5.	Yes		Kevin Waddington
68	FM Reg 6	Has the local government ensured that an employee to whom is delegated responsibility for the day to day accounting or financial management operations of a local government is not also delegated the responsibility for conducting an internal audit or reviewing the discharge of duties by that employee.	No	Limited staff resources do not allow the separation between conducting an internal audit and the day to day financial management operations	Kevin Waddington
69	FM Reg 8	Did the local government maintain a separate account with a bank or other financial institution for money to be held in a municipal fund, trust fund or reserve accounts.	Yes		Kevin Waddington
70	FM Reg 9	On all occasions have separate financial records been kept for each trading undertaking and each major land transaction.	N/A		Kevin Waddington
71	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of cheques, credit cards, computer encryption devices and passwords, purchasing cards and other devices or methods by which goods, services, money or other benefits may be obtained.	Yes		Kevin Waddington
72	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of petty cash systems.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
73	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the debt was incurred by a person who was properly authorised, before any approval for payment of an account is made.	Yes		Kevin Waddington
74	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the goods or services to which each account relates were provided in a satisfactory condition or to a satisfactory standard, before payment of the account.	Yes		Kevin Waddington
75	FM Reg 12	Have payments from the Municipal or Trust fund been made under the appropriate delegated authority.	Yes		Kevin Waddington
76	FM Reg 12	When Council are presented with a list detailing the accounts to be paid, have payments from the Municipal or Trust fund been authorised in advance by resolution of Council.	N/A	CEO has delegated authority to make payments and a list of payments is presented to Council each month in accordance with FM Reg 13	Kevin Waddington
77	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting include the payee's name.	Yes		Kevin Waddington
78	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund, that were recorded in the minutes of the relevant meeting, include the amount of the payment.	Yes		Kevin Waddington
79	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include sufficient information to identify the transaction.	Yes		Kevin Waddington
80	FM Reg 13	Did the list of accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include the date of the meeting of Council.	Yes		Kevin Waddington
81	FM Reg 19	Do the internal control procedures over investments established and documented by the local government enable the identification of the nature and location of all investments.	Yes		Kevin Waddington
82	FM Reg 33A	Did the local government, between 1 January and 31 March 2009, carry out a review of its annual budget for the year ended 30 June 2009.	Yes	OM 26 February 2009 Resolution #8114	Kevin Waddington
83	FM Reg 55	Does the local government's rate record include all particulars set out in the FM Regulations.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
84	FM Reg 56,57	Are the contents of the local government's rate notice in accordance with the FM Regulations.	Yes		Kevin Waddington
85	FM Reg 56,57	Are the contents of the local government's reminder notice for instalment payments in accordance with the FM Regulations.	Yes		Kevin Waddington
86	FM Reg 68	Was the maximum rate of interest imposed 5.5% as prescribed under section 6.45(3).	Yes		Kevin Waddington
87	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Kevin Waddington
88	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Kevin Waddington
89	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Kevin Waddington
90	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Kevin Waddington
91	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Kevin Waddington
92	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2009 received by the local government within 30 days of completion of the audit.	Yes		Kevin Waddington
93	s7.9(1)	Was the Auditor's report for 2008/2009 received by the local government by 31 December 2009.	Yes		Kevin Waddington
94	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Kevin Waddington
95	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
96	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Kevin Waddington
97	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Kevin Waddington
98	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Kevin Waddington
99	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Kevin Waddington
100	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Kevin Waddington
101	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Kevin Waddington

### Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Kevin Waddington
2	s5.36(4) s5.37(3)	Were all vacancies for the position of CEO and for designated senior employees advertised.	N/A		Kevin Waddington
3	s5.36(4) s5.37(3) Admin Reg 18A(1)	Did the local government advertise for the position of CEO and for designated senior employees in a newspaper circulated generally throughout the State.	N/A		Kevin Waddington
4	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the remuneration and benefits offered.	N/A		Kevin Waddington
5	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the place where applications for the position were to be submitted.	N/A		Kevin Waddington
6	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees detail the date and time for closing of applications.	N/A		Kevin Waddington





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No	Reference	Question	Response	Comments	Respondent
7	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees indicate the duration of the proposed contract.	N/A		Kevin Waddington
8	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees provide contact details of a person to contact for further information.	N/A		Kevin Waddington
9	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Kevin Waddington
10	s5.38	Was the performance of each employee, employed for a term of more than one year, (including the CEO and each senior employee), reviewed within the most recently completed 12 months of their term of employment.	Yes		Kevin Waddington
11	Admin Reg 18D	Where Council considered the CEO's performance review did it decide to accept the review with or without modification (if Council did not accept the review, the preferred answer is N/A & refer Q12).	Yes		Kevin Waddington
12	Admin Reg 18D	Where the Council considered the CEO's performance review, but decided not to accept the review, did it decide to reject the review (if Council accepted the review, the preferred answer is N/A refer Q11).	N/A		Kevin Waddington
13	s5.39	During the period covered by this Return, were written performance based contracts in place for the CEO and all designated senior employees who were employed since 1 July 1996.	Yes		Kevin Waddington
14	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date. This amount is the lesser of the value of one year's remuneration under the contract.	Yes		Kevin Waddington
15	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of the remuneration they would be entitled to had the contract not been terminated.	Yes		Kevin Waddington
16	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
17	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.	Yes		Kevin Waddington
18	s5.50(2)	Did the local government give public notice on all occasions where council made a payment that was more than the additional amount set out in its policy.	N/A		Kevin Waddington
19	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of employees of the local government entitled to an annual salary of \$100,000 or more.	Yes		Kevin Waddington
20	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of those employees with an annual salary entitlement that falls within each band of \$10,000 and over \$100,000.	Yes		Kevin Waddington
21	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Kevin Waddington
22	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Kevin Waddington
23	Admin Reg 33	Was the allowance paid to the mayor or president for the purposes of s5.98 (5) within the prescribed range.	Yes		Kevin Waddington

**Local Laws**

No	Reference	Question	Response	Comments	Respondent
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	N/A		Kevin Waddington
2	s3.12(3)(a)	On each occasion that Council proposed to make a local law, did the local government give Statewide and local public notice stating the purpose and effect of the proposed local law	Yes	Proposed Shire of Nannup Standing Orders Local Law OM 26/11/2009 Resolution 8283 - commencing process	Kevin Waddington
3	s3.12(3)(a)	Did the local government give Statewide and local public notice stating details of where a copy of the local law may be inspected or obtained.	N/A	In progress	Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
4	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice, to the Minister for Local Government and Regional Development	N/A	In progress	Kevin Waddington
5	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice where applicable, to the Minister who administers the Act under which the local law was made.	N/A	In progress	Kevin Waddington
6	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	Yes	Ordinary Meeting 26th Nov 2009 - proposed Standing Orders Local Law - Votes for resolution exceeded 50% of offices requirement (6/2)	Kevin Waddington
7	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	No	The words "by Absolute Majority" not recorded within the minutes on the 26th Nov 2009	Kevin Waddington
8	s3.12(5)	After making the local law, did the local government publish the local law in the Gazette.	N/A		Kevin Waddington
9	s3.12(5)	After making the local law, did the local government give a copy to the Minister for Local Government and Regional Development and where applicable to the Minister who administers the Act under which the local law was made.	N/A		Kevin Waddington
10	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice stating the title of the local law.	N/A		Kevin Waddington
11	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	N/A		Kevin Waddington
12	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	N/A		Kevin Waddington
13	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	Yes	Last Review undertaken in 2004. Next review due before 2012	Kevin Waddington
14	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	N/A		Kevin Waddington



No	Reference	Question	Response	Comments	Respondent
15	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	N/A		Kevin Waddington
16	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	N/A		Kevin Waddington
17	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	N/A		Kevin Waddington
18	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	N/A		Kevin Waddington

### Meeting Process

No	Reference	Question	Response	Comments	Respondent
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	Yes		Kevin Waddington
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	Yes		Kevin Waddington
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A		Kevin Waddington
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A		Kevin Waddington
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	N/A		Kevin Waddington
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes		Kevin Waddington
8	s5.5(2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	Yes		Kevin Waddington
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A		Kevin Waddington
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A		Kevin Waddington
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	Yes	OM 10 Sept 2009 Resolution #8268	Kevin Waddington
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes	OM 10 Sept 2009 Resolution #8269	Kevin Waddington
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes	OM 10 Sept 2009 Resolution #8269	Kevin Waddington
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes		Kevin Waddington
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	Yes		Kevin Waddington
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A		Kevin Waddington
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	N/A		Kevin Waddington
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes		Kevin Waddington
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	Yes		Kevin Waddington
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes		Kevin Waddington
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	Yes		Kevin Waddington
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes		Kevin Waddington
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes		Kevin Waddington
25	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes		Kevin Waddington
26	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	Yes		Kevin Waddington
27	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	Yes		Kevin Waddington
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	N/A		Kevin Waddington
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes		Kevin Waddington
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	Yes		Kevin Waddington
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made (in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority), by that kind of majority.	Yes		Kevin Waddington
33	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	Yes		Kevin Waddington
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes		Kevin Waddington
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes		Kevin Waddington
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes		Kevin Waddington
37	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes		Kevin Waddington
38	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	No	Reasons were inadvertently omitted from some committee meeting minutes prior to October 2009 when the omissions were noticed and procedures put in place to ensure such omissions do not reoccur.	Kevin Waddington
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes		Kevin Waddington
40	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes		Kevin Waddington
42	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	Yes		Kevin Waddington
43	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	Yes		Kevin Waddington
44	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	Yes		Kevin Waddington
45	Admin Reg 12(3) (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	Yes		Kevin Waddington
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes		Kevin Waddington
47	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	Yes		Kevin Waddington
48	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes		Kevin Waddington
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantaneous contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	N/A		Kevin Waddington
50	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	N/A		Kevin Waddington





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No	Reference	Question	Response	Comments	Respondent
51	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	Yes	Annual Report accepted by Council OM 26 Nov 2009 AGM held 14 December 2009	Kevin Waddington
52	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	Yes		Kevin Waddington
53	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	Yes		Kevin Waddington
54	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	Yes	OM 17 December 2009 Resolution 8315	Kevin Waddington
55	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	Yes		Kevin Waddington
56	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Kevin Waddington

#### Miscellaneous Provisions

No	Reference	Question	Response	Comments	Respondent
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	Yes		Kevin Waddington
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	N/A		Kevin Waddington
3	s9.6(5)	Did the local government ensure that the person who made the objection was given notice in writing of how it has been decided to dispose of the objection and the reasons why.	N/A		Kevin Waddington



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Kevin Waddington
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Kevin Waddington
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Kevin Waddington
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Kevin Waddington
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Kevin Waddington
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Kevin Waddington

### Swimming Pools

No	Reference	Question	Response	Comments	Respondent
1	s245A(5)(aa) LG (MiscProv) Act 1960	Have inspections of known private swimming pools, either been, or are proposed to be, carried out as required by section 245A(5)(aa) of the Local Government (Miscellaneous Provisions) Act 1960.	N/A		Kevin Waddington

### Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
2	F&G Reg 12	Has the local government, as far as it is aware, only entered into a single contract rather than multiple contracts so as to avoid the requirements to call tenders in accordance with F&G Reg 11 (1).	Yes		Kevin Waddington
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Kevin Waddington
4	F&G Reg 14(3)	Did all the local government's invitations to tender include a brief description of the goods and services required and contact details for a person from whom more detailed information could be obtained about the tender.	Yes		Kevin Waddington
5	F&G Reg 14(3)	Did all the local government's invitations to tender include information as to where and how tenders could be submitted.	Yes		Kevin Waddington
6	F&G Reg 14(3)	Did all the local government's invitations to tender include the date and time after which tenders would not be accepted.	Yes		Kevin Waddington
7	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers concerning detailed specifications of the goods or services required.	Yes		Kevin Waddington
8	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers of the criteria for deciding which tender would be accepted.	Yes		Kevin Waddington
9	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers about whether or not the local government had decided to submit a tender.	Yes		Kevin Waddington
10	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers on whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so, how tenders were to be submitted.	Yes		Kevin Waddington
11	F&G Reg 14(3)(4)	Did the local government ensure all prospective tenderers had any other information that should be disclosed to those interested in submitting a tender.	Yes		Kevin Waddington
12	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
13	F&G Reg 15	Following the publication of the notice inviting tenders, did the local government allow a minimum of 14 days for tenders to be submitted.	Yes		Kevin Waddington
14	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) were held in safe custody.	Yes		Kevin Waddington
15	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) remained confidential.	Yes		Kevin Waddington
16	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were not opened, examined or assessed until after the time nominated for closure of tenders.	Yes		Kevin Waddington
17	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were opened by one or more employees of the local government or a person authorised by the CEO.	Yes		Kevin Waddington
18	F&G Reg 16 (3)(b)	Did the local government ensure members of the public were not excluded when tenders were opened.	Yes		Kevin Waddington
19	F&G Reg 16 (3)(c)	Did the local government record all details of the tender (except the consideration sought) in the tender register immediately after opening.	Yes		Kevin Waddington
20	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Kevin Waddington
21	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Kevin Waddington
22	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a brief description of the goods or services required.	Yes		Kevin Waddington
23	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1).	Yes		Kevin Waddington
24	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
25	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) any list of acceptable tenderers that was prepared under regulation 23(4)	Yes		Kevin Waddington
26	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a copy of the notice of invitation to tender.	Yes		Kevin Waddington
27	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of each tenderer whose tender was opened.	Yes		Kevin Waddington
28	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of the successful tenderer.	Yes		Kevin Waddington
29	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the amount of consideration or the summary of the amount of the consideration sought in the accepted tender.	Yes		Kevin Waddington
30	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Kevin Waddington
31	F&G Reg 21(3)	On each occasion that the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services, did the local government issue a Statewide public notice.	Yes		Kevin Waddington
32	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include a brief description of the goods and services required.	Yes		Kevin Waddington
33	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include particulars of a person from whom more detailed information could be obtained.	Yes		Kevin Waddington
34	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include information as to where and how expressions of interest could be submitted.	Yes		Kevin Waddington
35	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include the date and time after which expressions of interest would not be accepted.	Yes		Kevin Waddington
36	F&G Reg 22	Following the publication of the notice inviting expressions of interest, did the local government allow a minimum of 14 days for the submission of expressions of interest.	Yes		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
37	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes		Kevin Waddington
38	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Kevin Waddington
39	F&G Reg 24	Was each person who submitted an expression of Interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Kevin Waddington
40	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government prepare a proposed regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Kevin Waddington
41	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government give Statewide public notice of its Intention to have a regional price preference policy and include in that notice the region to which the policy is to relate (only if a policy had not been previously adopted by Council).	N/A		Kevin Waddington
42	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice details of where a complete copy of the proposed policy may be obtained (only if a policy had not been previously adopted by Council).	N/A		Kevin Waddington
43	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions (only if a policy had not been previously adopted by Council).	N/A		Kevin Waddington
44	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice (only if a policy had not been previously adopted by Council).	N/A		Kevin Waddington



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No	Reference	Question	Response	Comments	Respondent
45	F&G Reg 11A(1)	Has the local government prepared and adopted a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.	Yes		Kevin Waddington
46	F&G Reg 11A(3)(a)	Did the purchasing policy that was prepared and adopted make provision in respect of the form of quotations acceptable.	Yes		Kevin Waddington
47	F&G Reg 11(3)(b)	Did the purchasing policy that was prepared and adopted make provision in respect to the recording and retention of written information, or documents for all quotations received and all purchases made.	Yes		Kevin Waddington

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Nannup

\_\_\_\_\_  
Signed CEO, Nannup

AGENDA NUMBER: 10.13  
SUBJECT: Munda Biddi Trail Project Advisory Group  
LOCATION/ADDRESS:  
NAME OF APPLICANT: Department of Environment and Conservation  
FILE REFERENCE: REC 1  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 21 January 2010

Attachment: Letter from Department of Environment and Conservation.

#### **BACKGROUND:**

The Department of Environment and Conservation (DEC) have written to Council seeking a nomination for a representative on a Project Advisory Group in respect of the next major construction phase for the Munda Biddi Trail.

#### **COMMENT:**

It is appropriate that Council have some representation on this group given that the trail currently ends at Nannup and there is funding in place of \$3 million to continue the trail further south from this point. It appears that information in the attached letter is incorrect where it states that the funding is applicable from Manjimup to Albany. (This would be one of the first points of clarification).

The project has significant tourism/recreation implications for Nannup and as such it is important that this local government is represented. Unless there is a Council member that specifically desires to nominate for this position as Chief Executive Officer I am happy to undertake the position. Reasons being:

- There are established relationships between the key stakeholders and myself, particularly through liaison on the section of the trail completed between Jarrahwood and Nannup over the last few years.
- Meetings are quarterly and all administrative support is provided by DEC hence the impost in terms of time/commitment is not great. There is no financial call on Council for this project at all. Council is not the lead agency in the project.
- It is important that the coordination of the proposed cycle path to be constructed south of the Nannup townsite is undertaken in a manner compatible with the Munda Biddi Trail.
- Route issues between Nannup and Manjimup can be managed in a manner that is in the best interests of this community (At this stage understood to be through East Nannup/Gold Gully and Willow Springs).
- A keen interest and knowledge of district trails.



**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:**

Council's draft Forward Plan contain an Action Plan supporting this DEC initiative.

**RECOMMENDATION:**

That Council nominate the Chief Executive officer to represent Council on the DEC Munda Biddi Project Advisory Group.

**VOTING REQUIREMENTS:**



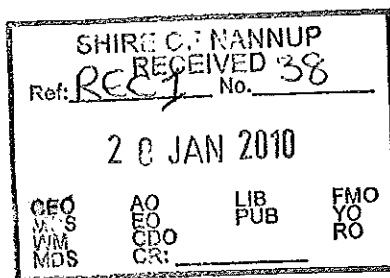
**SHANE COLLIE  
CHIEF EXECUTIVE OFFICER**



Government of Western Australia  
Department of Environment and Conservation

Your ref:  
Our ref:  
Enquiries: Kerstin Stender  
Phone: (08) 9842 4550  
Fax:  
Email: kerstin.stender@dec.wa.gov.au

Shane Collie  
Chief Executive Officer  
Shire of Nannup  
PO Box 11  
Nannup WA 6275



Dear Shane,

### INVITATION TO NOMINATE A REPRESENTATIVE FOR THE MUNDA BIDDI TRAIL PROJECT ADVISORY GROUP

The Munda Biddi Trail is Western Australia's premier off road cycle touring trail. Starting in Mundaring, just to the east of Perth, it currently meanders 500km through forests and bushland to Nannup. The trail is ultimately planned to extend 1,000km through to Albany on the south coast.

In 2009 the Department of Environment and Conservation (DEC), and the Munda Biddi Trail Foundation were successful with funding applications to complete the Trail under the Royalties for Regions - Regional Grants Scheme through the Great Southern and South West Development Commissions.

As the project is moving into full operations, DEC and the Foundation have set up a Project Advisory Group, with the aims of supporting the trails development, assist in communication with major stakeholders, and also assist in problem solving if issues arise.

Currently, the membership of the group includes representatives from DEC (Recreation and Trails Unit and District representatives), the Foundation, Great Southern Development Commission and the South West Development Commission.

At the first meeting of the group in December 2009, it was agreed that it would be greatly beneficial to include a representative from the four local government authorities, being the Shires of Nannup, Manjimup and Denmark, and the City of Albany.

I would like to take this opportunity to invite you to nominate a representative to sit on the Project Advisory Group. The group meets quarterly, with the next meeting planned for the 18<sup>th</sup> March, 2010, at the SWDC Offices in Manjimup. I have attached the group's Terms of Reference for your information.

Should you have any further queries, please do not hesitate to contact Project Coordinator Kerstin Stender on 9842 4550 or myself on 9334 0599.

Yours sincerely,

Stuart Harrison  
Recreation Activities Coordinator

14 January 2010



## Munda Biddi Trail Project Advisory Group

### Terms of Reference

#### Background

The Munda Biddi Trail (MBT) Project was established out of a community request to build a trail specific for off road cycling, similar to the Bibbulmun Track. The then Department of Conservation and Land Management, now the Department of Environment and Conservation (DEC) commenced planning for the project in 2000, with the northern half of the trail completed and opened in 2009.

DEC's management of the trail is supported by the Munda Biddi Trail Foundation (MBTF), a not for profit community organisation. The partnership between DEC and the Foundation is formalised in a Memorandum of Understanding that recognises DEC as the trail manager, and the Foundation as the community focus responsible for marketing and promotion, volunteer maintenance and running events.

In 2009, DEC and MBTF were successful in a joint funding application to both the South West and Great Southern Development Commissions Royalties for Regions Regional Grants Schemes. This grant allows for the completion of the Trail's construction from Manjimup to Albany by mid 2012, along with implementation of a cycling community development program.

#### Role of Project Advisory Group

The role of this Project Advisory Group is to support and assist DEC in the completion of the MBT construction and the MBTF in the implementation of the community development program.

#### Objective

To complete the development of the Munda Biddi Trail and related community development project by mid 2012 and to ensure that it is a successful recreation and tourism product.

#### Key Tasks

- Monitoring the progress of the project.
- Assist in determining the preferred alignment of the trail where multiple options exist
- Assist in solving any problems or issues that may develop.
- Assisting in communicating the project's progress in the wider community.
- Assist in the development and delivery of the MB Community Development Program.

#### Membership

The Project Advisory Group membership includes the following representatives -

##### DEC Representatives

- Parks & Visitor Services Division
- MBT Project Coordinator
- Warren Region PVS Leader
- Donnelly District Representative

Stuart Harrison  
Kerstin Stender  
Tim Foley  
Jeff Kimpton

*The Munda Biddi Trail Project is proudly supported by*



- Frankland District Representative
- South Coast Region PVS Leader
- Albany District Representative

Howard Manning  
TBA  
Luke Coney

Munda Biddi Trail Foundation Representative

Crystal Reed

Development Commission Representatives

- South West Development Commission
- Great Southern Development Commission

Deanna Guimelli  
Duane Schouten

Local Government Authority Representatives

- Shire of Nannup
- Shire of Manjimup
- Shire of Denmark
- City of Albany

TBA  
TBA  
TBA  
TBA

**Meetings**

The Project Advisory Group will meet on a quarterly basis. Requirements for additional meetings, including on-site meetings will be determined as required by the Project Advisory Group.

Meeting locations will be rotated between Albany and Manjimup.

If required, decisions will be reached by consensus.

If required, the Project Advisory Group may establish smaller working groups to address specific issues.

**Administrative Support**

Administrative support will be provided by the DEC Recreation and Trails Unit.

AGENDA NUMBER: 10.14  
SUBJECT: Monthly Financial Statements for 31 December 2010  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: FNC 9  
AUTHOR: Craig Waddell – Manager Corporate Services  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 8 January 2010

Attachment: Monthly Financial Statements for the period ending 31 December 2010.

**COMMENT:**

The monthly Financial Statements for the period ending 31 December 2010 are attached.

**STATUTORY ENVIRONMENT:**

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

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That the Monthly Financial Statements for the period ending 31 December 2010 be received.

**VOTING REQUIREMENTS:**



**CRAIGE WADDELL  
MANAGER CORPORATE SERVICES**

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2009 TO 31 DECEMBER 2009

<u>Operating</u>	Y-T-D Actual \$	Y-T-D Budget \$	2009/10 Budget \$	Variances Y-T-D Budget to Actual %
<b>Revenues/Sources</b>				
Governance	0	0	0	0%
General Purpose Funding	1,339,274	1,370,015	807,500	(2%)
Law, Order, Public Safety	20,970	44,836	89,690	(53%)
Health	1,090	996	2,000	9%
Education and Welfare	5,526	0	0	0%
Housing	14,026	15,462	30,940	(9%)
Community Amenities	97,467	87,930	82,400	11%
Recreation and Culture	62,301	2,463,538	1,691,742	(97%)
Transport	709,474	4,603,370	5,367,683	(85%)
Economic Services	16,972	8,496	17,000	100%
Other Property and Services	29,174	12,498	25,000	133%
	<u>2,296,274</u>	<u>8,607,141</u>	<u>8,113,955</u>	<u>(73%)</u>
<b>(Expenses)/(Applications)</b>				
Governance	(100,025)	(122,391)	(240,234)	(18%)
General Purpose Funding	(66,355)	(72,995)	(146,284)	(9%)
Law, Order, Public Safety	(123,911)	(78,175)	(212,889)	59%
Health	(15,245)	(16,576)	(32,970)	(8%)
Education and Welfare	(53,215)	(58,170)	(110,196)	(9%)
Housing	(16,742)	(21,055)	(46,556)	(20%)
Community Amenities	(147,635)	(273,544)	(510,493)	(46%)
Recreation & Culture	(268,094)	(330,100)	(626,026)	(19%)
Transport	(411,184)	(699,477)	(2,107,877)	(41%)
Economic Services	(79,626)	(113,594)	(230,376)	(30%)
Other Property and Services	116,983	6,754	(21,017)	1632%
	<u>(1,165,050)</u>	<u>(1,779,322)</u>	<u>(4,284,918)</u>	<u>(35%)</u>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>				
(Profit)/Loss on Asset Disposals	0	0	2,861	0%
Depreciation on Assets	469,890	434,834	1,782,936	8%
<b>Capital Revenue and (Expenditure)</b>				
Purchase Land and Buildings	(193,252)	(4,160)	(2,286,404)	4545%
Purchase Infrastructure Assets - Roads	(473,257)	(562,565)	(4,906,000)	(16%)
Purchase Plant and Equipment	(57,381)	(183,330)	(495,400)	(69%)
Purchase Furniture and Equipment	(1,216)	0	(12,500)	0%
Proceeds from Disposal of Assets	32,954	72,915	211,000	(55%)
Repayment of Debentures	(9,232)	(8,065)	(19,375)	14%
Proceeds from New Debentures	0	0	449,209	0%
Leave Provisions	136,165	136,165	136,165	0%
Depreciation - Plant Reversal	0	0	(56,542)	0%
Accruals	23,728	23,728	23,728	0%
Transfers to Reserves (Restricted Assets)	0	0	(265,000)	0%
Transfers from Reserves (Restricted Assets)	0	0	620,500	0%
<b>ADD</b> Net Current Assets July 1 B/Fwd	87,271	87,271	87,271	
<b>LESS</b> Net Current Assets Year to Date	2,070,200	0	0	
<b>Amount Raised from Rates</b>	<u>(923,306)</u>	<u>6,824,612</u>	<u>(898,514)</u>	

# SHIRE OF NANNUP

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2009 TO 31 DECEMBER 2009

	2009/10 Actual \$	Brought Forward 01-July-2009 \$
<b>NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	2,170,843	327,890
Cash - Restricted	90,471	1,662,903
Cash - Reserves	908,921	900,232
Receivables	359,586	325,478
Inventories	0	0
	<u>3,529,822</u>	<u>3,216,503</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<u>(460,229)</u>	<u>(566,097)</u>
	3,069,593	2,650,406
Less: Cash - Reserves - Restricted	(999,393)	(2,563,135)
<b>NET CURRENT ASSET POSITION</b>	<u><u>2,070,200</u></u>	<u><u>87,271</u></u>

## SHIRE OF NANNUP

### STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2009 TO 31 DECEMBER 2009

#### REPORT ON MATERIAL VARIANCES BETWEEN YEAR TO DATE BUDGET ESTIMATE AND YEAR TO DATE ACTUAL.

All except seven of the variances shown in the above named statement of financial activity are outside of the adopted variance of 10%.

The main reason for the variances is that expenditure and income is not occurring as predicted by Officers during the budget development stage. This is due to a number of reasons, the main one being not accurately projecting cashflows throughout the year, i.e. predicting when the budgeted income or expenditure will occur as opposed to when it actually occurs. Other reasons are not receiving a grant for grant dependant expenditure, projects controlled by Advisory Committees, suppliers/contractors not having the capacity to undertake the works within Council's timeframes, altered Council priorities, etc.

The following provides the major reasons for the programs that have variances outside of the adopted variance:

#### REVENUE:

Law, Order & Public Safety: Income received from FESA for Brigade operations is understated due to 30<sup>th</sup> June 2009 accrual for Brigade equipment grants (\$25,000).

Community Amenities: Received more Local Planning Scheme amendments than budgeted (\$13,000) and Tip Fees (\$1,500).

Recreation and Culture: An accrual for a grant for the refurbishment of the Town Hall chairs (\$10,000) has not been received when anticipated. Three grants for outdoor gym equipment (-\$10,400), Royalties for Regions (-\$50,000) and bicycle racks (-\$7,710) were not budgeted for. Income relating to the Co-location Building (Grants, Reserve & Loan Funds totalling \$2,131,000) will not be received as the project has been discontinued.

Transport: Income from various Main Roads WA grants not received as predicted in budgeting process (-\$3,635,500). Income from Sale of Assets not received as budgeted (-\$87,500). Income from loan for plant not received as budgeted (-\$87,498)

Economic Services: Received more fees for building licenses and sale of material than predicted in budgeting process (\$8,500).



Other Property and Services: Received more Private Works income than budgeted for (\$17,000).

## **EXPENDITURE**

Governance: Councillor Allowances (-\$17,500), Subscriptions (\$6,200), Donations (\$6,000) and Conference Expenses (-\$4,500) not expended as predicted in budgeting process.

Law, Order and Public Safety: Assistance to brigades (\$36,000), SES donation (\$9,000), Insurance for various Bush Fire Brigade related categories (10,000), Emergency response (-\$7,500), Depreciation (-\$10,000) and brigade expenditure (\$5,000) more than predicted in budgeting process. Insurance of \$10,000 not budgeted correctly.

Housing: Depreciation expense not charged as predicted through the budget process (-\$4,100).

Community Amenities: Expenditure not occurring as predicted in budgeting process in the areas of Contractors Collection Fees (-\$5,000), Parking Strategy (-\$8,000), Town Planning Scheme (\$5,000), Town Planning Services (-\$57,700), Administration Expenses (-\$12,000), Annual Leave Expenses (-\$4,200), Rubbish Site Maintenance (-\$13,200), community infrastructure plan (-\$6,000), Local Planning Scheme amendments (-\$10,500), cemetery operations (-\$9,700) and Community Infrastructure Plan (-\$7,400).

Recreation and Culture: Public Halls (-\$15,800), Recreation Centre Expenses (-\$34,500), Public Parks, Gardens & Reserves Maintenance (10,700), Streetscape (-\$4,300), Garden Village Theme (-3,500), Library Salaries (\$3,800), Foreshore Park (\$15,300) and Bicycle Racks (-\$23,600) expenses not occurring as anticipated.

Transport: Expenditure not occurring as predicted in budgeting process in the areas of Bridge Maintenance (-\$5,700), Depot Maintenance (-\$3,500), Local Road Maintenance (\$100,000) and Gravel Pit rehabilitation (-\$10,000).

Economic Services: Expenditure not occurring as predicted in budgeting process in the areas of Functions and Events (-\$9,400), Caravan Parks (\$6,500), Warren Blackwood Economic Alliance (\$3,900) and salaries (-\$16,000).

Other Property and services: Recovery of expenses via Public Works Overheads and Plant Operating Costs not occurring as budgeted.

## **OTHER ITEMS**

Purchase Land and Buildings: Expenditure not occurring as predicted in budgeting process in the areas of Co location Building (-\$2,070,000), Foreshore

Park and Balingup Rd Caravan Park Ablution Blocks (\$125,000), Bush Fire Brigade and Depot Construction (\$6,300).

Purchase Infrastructure Assets Roads: Expenditure not occurring as predicted in budgeting process in the areas of Council Road Program (\$106,500), Mowen Road (-\$52,700), MRWA bridge program (-\$89,200), Balingup Rd Blackspot (-\$80,000) Jalbarragup Bridge (-\$2,799,600) and TIRES projects (\$-51,400).

Purchase Plant and Equipment: Purchase not undertaken as budgeted (-\$220,000).

Proceeds from Disposal of Assets: Sale of plant not occurring as budgeted (-\$40,000).

AGENDA NUMBER: 10.15  
SUBJECT: Budget Review  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: FNC 3  
AUTHOR: Craig Waddell – Manager Corporate Services  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 15 January 2010

Attachment: Analysis of Budgeted and Actual Income and Expenditure for the Period Ending 31 December 2009.

### **BACKGROUND:**

Council is required under Local Government (Financial Management) Regulation 33A to conduct a budget review between 1 January and 31 March each financial year. Council is also required to submit the outcome of the review to the Department of Local Government and Regional Development within 30 days of the acceptance of the review.

### **COMMENT:**

The attached report details Council's 2009/10 budget, the actual expenditure or income to 31 December 2009, and the anticipated expenditure or income to 30 June 2010 for each item of expenditure and income. It should be noted that in the attached report a negative figure in the "difference" column is good from an overall budget point of view. Council budgeted in its 2009/10 budget for a balanced cash position. The net result of the review shows an anticipated deficit of \$8,049.

The following details those significant variations from the review that Council may wish to take into consideration in terms of identifying any proposed action to be taken to trim the budget or commit further funds. Some variations in both income and expenditure that nullify each other, such as the predicted income and expenditure associated with Recoverable expenses (COA 0422) and Expenses recovered (COA 0573) have not been included in the following as they do not impact the bottom line.

1. The carried forward position from the previous financial year when calculated from the audited financial statements reveals a surplus position of \$1,726,479. This includes grants received in the prior period and reported as such to the value of \$1,742,462 and expenditure budgeted last year (2008/09) and not expended, but carried forward into this year to the value of \$72,539. Allowing for these reveals a carried forward position from operations of a deficit of \$88,522. This compares to the carried forward

figure contained within the budget of a deficit of \$228,644 which is beneficial from a budget review process to the extent of \$140,122.

2. Grants have been received from the Fire and Emergency Services Authority for plant, buildings, Emergency Services Levy funding for both Bush Fire Brigades and State Emergency Services and additional Community Safety Manager funding. This has all been allowed for as additional expenditure through the budget review process and therefore there is no impact on the bottom line of the budget.
3. The budgeted expenditure on town planning services will be under spent by \$20,000 and town planning administration expenses by \$10,000 as the municipal inventory will not be undertaken in the current financial year.
4. Community Infrastructure Plan expenditure of \$14,900 will not be spent this financial year (Assume adoption of recommendation item 10.4).
5. Expenditure on the Timewood Centre will be under budget by \$1,965,604 due to the project being terminated by Council in December 2009. Grant income budgeted of \$1,367,000 for the Timewood Centre will not be received, however the balance of the Royalties for Regions funds which was allocated to this project of \$378,546 (being \$440,000 less \$61,454 allocated to the construction of the cycle path) will need to be reallocated by Council and expended appropriately. The determination of the area of expenditure will be the subject of another agenda item. The budgeted transfer from reserve of \$366,000 for the Timewood Centre will not occur, however the current year's anticipated expenditure of \$165,396 will be transferred leaving a balance of \$200,604 within the reserve which Council will need to re assign. Budgeted loan borrowings of \$398,000 for the Timewood Centre will not be drawn down. The bottom line of this is that there is no effect on the budget, other than the reallocation the Royalties for Regions grant and the reassigning of the balance of the reserve account.
6. The Foreshore Park and Balingup Road ablution blocks will be overspent by \$75,000 predominantly due to the sewage requirements for the Balingup Road site.
7. Purchase of Plant will exceed the budget provision by \$48,060.
8. The Road Construction Supervision fee budgeted amount of \$15,000 will not be received due to Mowen Road works not proceeding this financial year.
9. The budgeted plant loan of \$51,209 for the sake of this review is not being drawn upon because of the interim budget position showing no requirement to draw upon it at this stage.

10. Building salaries will be under budget by \$25,470.
11. As per previous agenda item concerning Royalties for Regions funding for the current year of \$393,491 being delayed, and utilising the balance of the Royalties for Regions funding originally targeted for the Timewood Centre to compensate for this, a shortfall of \$15,000 in the budget is realised.

A summary of these variations follow:

Carried forward position (Surplus)	-\$140,122
Town Planning services	-\$30,000
Community Infrastructure Plan	-\$14,900
Ablution Blocks	\$75,000
Plant Purchases	\$48,060
Road Construction Supervision Fee	\$15,000
Plant Loan	\$51,209
Building Salaries	-\$25,470
Royalties for Regions funding	\$15,000
Various	\$22,685
 Total deficit	 \$8,049

The "Various" as stated above is made up of a myriad of minor line by line variations, any of which can be detailed to Councillors if required.

The 2009/10 plant loan provision of \$51,209 was used to "balance" the budget. This loan, or a part of it, may be required to be drawn upon depending upon the predicted end of year cash position. A further review and determination as to the requirement for this loan will be presented to Council closer to the end of the financial year.

It is recommended that Council take no action in relation to its current budgetary situation as there is still five months of operation left where further variations may be brought to light. If further action is required, it can be undertaken at a future budget review.

#### **STATUTORY ENVIRONMENT:**

Local Government (Financial Management) 1996 Regulations 33A.

**POLICY IMPLICATIONS:** Nil.

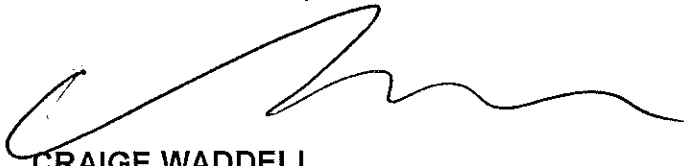
**FINANCIAL IMPLICATIONS:**

If the year-end position is as predicted, Council's 2010/11 budget will have a small deficit carry forward position incorporated into it.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

Council not make any changes to its budgetary position at this stage as there is still five months of operations left within the financial year.

A handwritten signature in black ink, appearing to read 'Craig Waddell', with a large, sweeping initial 'C'.

**CRAIGE WADDELL  
MANAGER CORPORATE SERVICES**

## SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
General Purpose Funding	0011	RATES LEVIED ALL AREAS	-\$896,514	-\$893,836	-\$2,678	-\$896,514	\$0
General Purpose Funding	0041	LEGAL FEES	\$0	\$64	-\$64	\$0	\$0
General Purpose Funding	0061	NON-PAYMENT PENALTY	-\$2,800	-\$2,650	-\$150	-\$2,800	\$0
General Purpose Funding	0091	EQUALISATION GRANT	-\$434,294	-\$217,102	-\$217,193	-\$434,203	\$91
General Purpose Funding	0092	LOCAL ROAD GRANT	-\$253,607	-\$127,197	-\$126,410	-\$254,393	-\$786
General Purpose Funding	0231	INTERIM RATES	-\$2,000	\$2,853	-\$4,853	-\$2,000	\$0
General Purpose Funding	0261	INSTALMENT INTEREST	-\$2,700	-\$2,592	-\$108	-\$2,700	\$0
General Purpose Funding	0271	INTEREST ON DEFERRED RATES	\$0	-\$664	\$664	-\$650	-\$650
General Purpose Funding	0361	INSTALMENT ADMINISTRATION	-\$2,800	-\$2,825	\$25	-\$3,000	-\$200
General Purpose Funding	0422	RECOVERABLE EXPENSES	\$20,000	\$24,303	-\$4,303	\$36,000	\$16,000
General Purpose Funding	0472	RATING VALUATIONS	\$26,300	\$1,650	\$24,650	\$26,300	\$0
General Purpose Funding	0523	DEPT OF TRAN. COMMISSION	-\$18,000	-\$12,069	-\$5,931	-\$22,000	-\$4,000
General Purpose Funding	0533	SUNDRY INCOME	-\$10,800	-\$9,765	-\$1,035	-\$10,800	\$0
General Purpose Funding	0573	EXPENSES RECOVERED (I)	-\$20,000	-\$30,276	\$10,276	-\$36,000	-\$16,000
General Purpose Funding	0583	COMMISSION - B.I.C.T.F.	-\$500	-\$393	-\$107	-\$500	\$0
General Purpose Funding	3832	INTEREST ON OVERDRAFT	\$100	\$0	\$100	\$0	-\$100
General Purpose Funding	4802	WRITE OFFS	\$200	\$0	\$200	\$0	-\$200
General Purpose Funding	4852	GRANTS COMM/REVIEW REPORT	\$500	\$0	\$500	\$500	\$0
General Purpose Funding	4872	D.O.T. LICENSING EXPENSES	\$15,087	\$2,847	\$12,240	\$8,000	-\$7,087
General Purpose Funding	4873	INTEREST ON INVESTMENTS - GENERAL	-\$25,000	-\$7,343	-\$17,657	-\$20,000	\$5,000
General Purpose Funding	4882	SURPLUS CARRIED FORWARD	-\$87,271	\$0	-\$87,271	-\$227,393	-\$140,122
General Purpose Funding	4883	INTEREST ON INVESTMENTS - RTR	\$0	-\$3,183	\$3,183	-\$4,000	-\$4,000
General Purpose Funding	4893	INTEREST ON INVESTMENTS - DOTARS	-\$37,000	-\$32,295	-\$4,705	-\$42,000	-\$5,000
Governance	0254	FURNITURE AND EQUIPMENT	\$8,500	\$0	\$8,500	\$8,500	\$0
Governance	0544	PLANT (VEHICLES)	\$28,200	\$27,963	\$237	\$27,970	-\$230
Governance	0584	FURNITURE AND EQUIPMENT	\$0	\$1,217	-\$1,217	\$1,220	\$1,220
Governance	0112	ELECTION & POLL EXPENSES	\$4,000	\$2,646	\$1,354	\$2,700	-\$1,300
Governance	0142	REFRESHMENTS & FUNCTIONS - COUNCIL	\$15,850	\$5,251	\$10,599	\$15,850	\$0
Governance	0162	DONATIONS	\$9,700	\$10,218	-\$518	\$13,700	\$4,000
Governance	0172	COUNCILLOR ALLOWANCES	\$41,170	\$3,045	\$38,125	\$41,170	\$0
Governance	0182	SUBSCRIPTIONS	\$6,638	\$6,145	\$493	\$6,638	\$0
Governance	0192	CONFERENCE EXPENSES	\$9,500	\$196	\$9,304	\$9,500	\$0
Governance	0202	INSURANCE	\$15,438	\$12,070	\$3,368	\$12,100	-\$3,338
Governance	0222	BUILDING IMPROVEMENTS	\$0	-\$18	\$18	\$0	\$0
Governance	0242	A/LEAVE EXP ADMIN	\$31,877	\$7,969	\$23,908	\$31,877	\$0
Governance	0272	SALARIES (ADM)	\$305,803	\$156,740	\$149,063	\$305,803	\$0
Governance	0282	SUPERANNUATION	\$29,129	\$16,196	\$12,933	\$29,129	\$0

# SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Governance	0292	INSURANCE	\$18,473	\$17,015	\$1,458	\$17,100	-\$1,373
Governance	0312	FURN & EQUIP MINOR	\$4,000	\$284	\$3,716	\$4,000	\$0
Governance	0352	TRANSFER TO RESERVES	\$35,000	\$0	\$35,000	\$35,000	\$0
Governance	0362	BUILDING & GDNS OPER&MTCE	\$61,391	\$8,701	\$52,690	\$61,391	\$0
Governance	0372	COMPUTER MAINTENANCE	\$23,695	\$22,887	\$808	\$23,695	\$0
Governance	0382	PRINTING & STATIONERY	\$16,000	\$5,840	\$10,160	\$16,000	\$0
Governance	0392	TELEPHONE	\$10,000	\$5,406	\$4,594	\$10,000	\$0
Governance	0402	EQUIPMENT REPAIR & MTCE	\$6,000	\$4,047	\$1,953	\$6,000	\$0
Governance	0412	POSTAGE	\$5,000	\$3,327	\$1,673	\$6,700	\$1,700
Governance	0432	VEHICLE AND TRAVELLING	\$12,000	\$5,037	\$6,963	\$12,000	\$0
Governance	0442	BANK CHARGES	\$3,500	\$2,560	\$940	\$5,200	\$1,700
Governance	0452	ADVERTISING	\$11,000	\$611	\$10,389	\$6,000	-\$5,000
Governance	0462	AUDIT FEES	\$11,000	\$5,550	\$5,450	\$11,000	\$0
Governance	0482	LEGAL EXPENSES	\$10,000	\$0	\$10,000	\$10,000	\$0
Governance	0492	STAFF TRAINING EXPENSES	\$6,500	\$375	\$6,125	\$6,500	\$0
Governance	0502	SUNDRY EXPENSES	\$1,000	\$5,657	-\$4,657	\$5,700	\$4,700
Governance	0522	UNIFORMS-COUNCIL CONTRIB	\$1,000	\$104	\$896	\$1,000	\$0
Governance	0532	GRATUITIES	\$0	\$31	-\$31	\$100	\$100
Governance	0542	LSL EXPENSE ADMIN	\$6,399	\$1,600	\$4,799	\$6,399	\$0
Governance	0543	TRANSFER FROM RESERVE	-\$14,500	\$0	-\$14,500	-\$14,500	\$0
Governance	0552	FRINGE BENEFIT TAX	\$18,750	\$8,205	\$10,545	\$18,750	\$0
Governance	0572	MEM EQUIP. CONSUMABLES	\$1,000	\$86	\$914	\$200	-\$800
Governance	0812	RECRUITMENT EXPENSES	\$4,500	\$3,000	\$1,500	\$4,500	\$0
Governance	8053	INCOME SALE OF ASSETS	-\$18,000	-\$16,364	-\$1,636	-\$16,364	\$1,636
Governance	9042	DEPRECIATION EXPENSE MEM	\$2,394	\$428	\$1,966	\$2,394	\$0
Governance	9052	DEPRECIATION EXPENSE ADM	\$27,314	\$5,071	\$22,243	\$27,314	\$0
Law, Order, Public Safety	0744	PLANT	\$0	\$0	\$0	\$196,000	\$196,000
Law, Order, Public Safety	0764	BUILDINGS	\$0	\$9,727	-\$9,727	\$17,800	\$17,800
Law, Order, Public Safety	0602	ASSISTANCE TO BFB'S	\$36,300	\$36,300	\$0	\$36,300	\$0
Law, Order, Public Safety	0642	INSURANCE	\$10,953	\$20,407	-\$9,454	\$20,410	\$9,457
Law, Order, Public Safety	0652	MAINTENANCE OF FIRE BREAKS	\$5,000	\$2,045	\$2,955	\$5,000	\$0
Law, Order, Public Safety	0662	BRIGADE EXPENDITURE (NON FESA)	\$0	\$5,000	-\$5,000	\$5,000	\$5,000
Law, Order, Public Safety	0703	FESA LEVY OPERATING INC.	-\$75,240	-\$38,570	-\$36,670	-\$96,090	-\$20,850
Law, Order, Public Safety	0722	FIRE CONTROL OFFICER	\$32,447	\$18,485	\$13,962	\$47,447	\$15,000
Law, Order, Public Safety	0732	FMO ANNUAL LEAVE	\$2,526	\$632	\$1,894	\$2,526	\$0
Law, Order, Public Safety	0743	EQUIPMENT GRANTS	\$0	\$16,161	-\$16,161	-\$213,800	-\$213,800
Law, Order, Public Safety	0762	MTCE PLANT & EQUIPMENT	\$1,000	\$3,282	-\$2,282	\$6,570	\$5,570



# SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Law, Order, Public Safety	0773	FINES	-\$100	\$0	-\$100	\$0	\$100
Law, Order, Public Safety	0802	CONTROL EXPENSES	\$4,000	\$737	\$3,263	\$4,000	\$0
Law, Order, Public Safety	0832	MTCE VEHICLES, ETC	\$497	\$2,369	-\$1,872	\$4,800	\$4,303
Law, Order, Public Safety	0833	DOG REGISTRATION FEES	-\$2,000	-\$1,596	-\$404	-\$1,600	\$400
Law, Order, Public Safety	0842	MTCE LAND & BUILDINGS	\$500	\$562	-\$62	\$600	\$100
Law, Order, Public Safety	0843	FINES AND PENALTIES	-\$100	\$0	-\$100	-\$100	\$0
Law, Order, Public Safety	0862	UTILITIES RATES & TAXES	\$500	\$0	\$500	\$500	\$0
Law, Order, Public Safety	0872	OTHER GOODS & SERVICES	\$500	\$2,237	-\$1,737	\$3,200	\$2,700
Law, Order, Public Safety	0922	DONATION NANNUP SES	\$12,250	\$10,576	\$1,674	\$1,580	-\$10,670
Law, Order, Public Safety	0942	EMERGENCY RESPONSE	\$15,000	\$0	\$15,000	\$15,000	\$0
Law, Order, Public Safety	0963	FESA LEVY OPERATING INC.	-\$12,250	\$3,035	-\$15,285	-\$1,580	\$10,670
Law, Order, Public Safety	9062	DEPRECIATION EXPENSE FPR	\$44,404	\$10,259	\$34,145	\$44,404	\$0
Health	1454	PURCHASE PLANT & EQUIPMNT	\$9,400	\$9,806	-\$406	\$9,806	\$406
Health	1242	INSURANCE	\$421	\$389	\$32	\$390	-\$31
Health	1252	A/LEAVE EXP HEALTH	\$2,948	\$737	\$2,211	\$2,948	\$0
Health	1262	SALARIES	\$12,712	\$7,210	\$5,502	\$14,420	\$1,708
Health	1282	SUPERANNUATION	\$705	\$1,122	-\$417	\$2,200	\$1,495
Health	1322	HEALTH ADMIN EXPENSES	\$5,300	\$1,035	\$4,265	\$5,300	\$0
Health	1373	SEPTIC TANK GST PORTION	\$0	-\$295	\$295	-\$300	-\$300
Health	1383	GENERAL LICENSE FEES	-\$2,000	-\$795	-\$1,205	-\$1,600	\$400
Health	1475	SALE OF PLANT & EQUIPMENT	-\$6,000	-\$5,530	-\$470	-\$5,530	\$470
Health	9142	DEPRECIATION EXPENSE HIA	\$0	\$604	-\$604	\$1,210	\$1,210
Education & Welfare	0992	PRE-SCHOOLS MTCE	\$5,574	\$1,214	\$4,360	\$5,574	\$0
Education & Welfare	1123	CDO ADMINISTRATION INCOME	\$0	-\$3,500	\$3,500	-\$3,500	-\$3,500
Education & Welfare	1642	COMMUNITY DEV. OFFICER	\$85,152	\$43,315	\$41,837	\$85,152	\$0
Education & Welfare	1653	GRANTS-OPERATING	\$0	-\$2,026	\$2,026	-\$2,028	-\$2,028
Education & Welfare	9092	DEPRECIATION EXPENSE PSC	\$1,364	\$344	\$1,020	\$1,364	\$0
Housing	1764	LOAN REDEMPTION	\$7,721	\$3,804	\$3,917	\$7,721	\$0
Housing	1794	LOAN REDEMPTION LOAN 21	\$2,396	\$1,173	\$1,223	\$2,396	\$0
Housing	1712	BUILDING MTCE	\$6,651	\$6,827	-\$176	\$10,200	\$3,549
Housing	1722	INTEREST ON LOAN 36	\$1,494	\$796	\$698	\$1,494	\$0
Housing	1723	RENTAL	-\$17,420	-\$4,340	-\$13,080	-\$8,100	\$9,320
Housing	1732	GEHA - BUILDING MAINT.	\$14,396	\$4,491	\$9,905	\$14,396	\$0
Housing	1742	INTEREST ON LOANS 21	\$225	\$45	\$180	\$225	\$0
Housing	1743	RENTALS	-\$13,520	-\$9,686	-\$3,834	-\$13,520	\$0
Housing	9232	DEPRECIATION EXPENSE STA	\$11,504	\$2,278	\$9,226	\$11,504	\$0
Housing	9242	DEPRECIATION EXPENSE HOT	\$2,546	\$642	\$1,904	\$2,546	\$0

## SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Community Amenities	2274	PURCHASE PLANT EQUIPMENT	\$9,400	\$9,806	-\$406	\$9,806	\$406
Community Amenities	1762	CONTRACTORS COLLECTION FEES	\$60,273	\$25,074	\$35,199	\$60,273	\$0
Community Amenities	1772	RUBBISH SITE MICE	\$117,932	\$45,933	\$71,999	\$117,932	\$0
Community Amenities	1803	MOBILE BIN CHARGES	-\$69,900	-\$67,205	-\$2,695	-\$67,200	\$2,700
Community Amenities	1813	TIP FEES	-\$2,000	-\$2,477	\$477	-\$3,800	-\$1,800
Community Amenities	1824	STREET BIN PICKUPS	\$7,859	\$2,799	\$5,060	\$5,600	-\$2,259
Community Amenities	1993	SEPTIC TANK INSPEC FEES	\$0	-\$108	\$108	-\$120	-\$120
Community Amenities	2122	PARKING STRATEGY	\$9,000	\$830	\$8,170	\$9,000	\$0
Community Amenities	2132	TOWN PLANNING SERVICES	\$164,273	\$24,465	\$139,808	\$144,273	-\$20,000
Community Amenities	2142	ADMIN EXPENSES	\$22,321	-\$1,032	\$23,353	\$12,321	-\$10,000
Community Amenities	2162	SUPERANNUATION	\$4,228	\$1,122	\$3,106	\$2,860	-\$1,368
Community Amenities	2172	TOWN PLANNING SCHEME	\$0	\$5,305	-\$5,305	\$6,500	\$6,500
Community Amenities	2192	ANNUAL LEAVE EXPENSE	\$8,371	\$2,093	\$6,278	\$4,186	-\$4,185
Community Amenities	2212	LPS AMENDMENT EXPENSES	\$23,585	\$1,264	\$22,321	\$23,585	-\$0
Community Amenities	2213	SOUTH COAST PLANNING	\$0	-\$2,000	\$2,000	-\$2,000	-\$2,000
Community Amenities	2243	LPS AMENDMENT CONTRIBUTIONS	-\$23,585	-\$23,585	\$0	-\$23,585	\$0
Community Amenities	2253	MISC. FEES & CHARGES	-\$7,000	-\$564	-\$6,436	\$2,000	\$9,000
Community Amenities	2295	SALE PLANT & EQUIPMENT	-\$6,000	-\$5,530	-\$470	-\$5,530	\$470
Community Amenities	2302	CEMETERY OPER & MTCE-NP	\$22,130	\$1,353	\$20,777	\$22,130	\$0
Community Amenities	2322	PUBLIC CONVENIENCES	\$23,479	\$14,230	\$9,249	\$23,479	\$0
Community Amenities	2373	CEMETERY FEES	-\$3,500	-\$1,528	-\$1,972	-\$2,000	\$1,500
Community Amenities	7032	COMMUNITY INFRASTRUCTURE PLAN	\$15,000	\$100	\$14,900	\$100	-\$14,900
Community Amenities	7042	ROAD DEVELOPMENT COSTS.	\$5,000	\$3,378	\$1,622	\$5,000	\$0
Community Amenities	9262	DEPRECIATION EXPENSE OTS	\$3,325	\$838	\$2,487	\$3,325	\$0
Community Amenities	9312	DEPRECIATION EXPENSE OCA	\$2,080	\$1,045	\$1,035	\$2,080	\$0
Recreation And Culture	3014	FURNITURE AND EQUIPMENT	\$4,000	\$0	\$4,000	\$4,000	\$0
Recreation And Culture	2564	CO LOCATION BLG	\$2,131,000	\$61,057	\$2,069,943	\$165,396	-\$1,965,604
Recreation And Culture	2574	CAPITAL WORKS - HALLS	\$5,000	-\$2,388	\$7,388	\$5,000	\$0
Recreation And Culture	7814	FORESHORE PARK ABLUTION BLOCK	\$140,404	\$123,348	\$17,056	\$215,404	\$75,000
Recreation And Culture	2422	PUBLIC HALLS	\$10,637	-\$9,667	\$20,304	\$10,637	\$0
Recreation And Culture	2432	REC CENTRE EXPENSE	\$96,465	\$15,222	\$81,243	\$96,465	\$0
Recreation And Culture	2442	COMMUNITY CENTRE	\$3,088	\$2,396	\$692	\$3,088	\$0
Recreation And Culture	2443	TRANSFER FROM RESERVE	-\$376,000	\$0	-\$376,000	-\$175,396	\$200,604
Recreation And Culture	2453	GRANTS	-\$45,000	\$10,000	-\$55,000	-\$45,000	\$0
Recreation And Culture	2462	TELECENTRE	\$3,571	\$823	\$2,748	\$3,571	\$0
Recreation And Culture	2472	OLD ROADS BOARD BUILDING	\$457	\$449	\$8	\$457	\$0
Recreation And Culture	2473	CO LOCATION BLDG GRANTS	-\$1,367,000	\$0	-\$1,367,000	\$0	\$1,367,000

# SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Recreation And Culture	2482	BOWLING CLUB	\$3,245	\$2,598	\$647	\$3,245	\$0
Recreation And Culture	2483	CO LOCATION BLDG LOAN	-\$398,000	\$0	-\$398,000	\$0	\$398,000
Recreation And Culture	2492	CUNDINUP HALL	\$349	\$347	\$3	\$349	\$0
Recreation And Culture	2502	CARLOTTA HALL	\$315	\$348	-\$33	\$348	\$33
Recreation And Culture	2642	PUBLIC PARKS GDNS & RESER	\$319,594	\$170,550	\$149,044	\$319,594	\$0
Recreation And Culture	2702	STREETSCAPE/ TIDY TOWNS	\$10,000	\$720	\$9,280	\$8,000	-\$2,000
Recreation And Culture	2712	GARDEN VILLAGE THEME	\$7,000	\$0	\$7,000	\$7,000	\$0
Recreation And Culture	2902	SALARIES (LIB)	\$21,511	\$14,531	\$6,980	\$21,511	\$0
Recreation And Culture	2922	OFFICE EXPENSES	\$1,900	\$1,453	\$447	\$1,900	\$0
Recreation And Culture	2932	WRITE OFF OF DEBTS	\$100	\$0	\$100	\$100	\$0
Recreation And Culture	2993	LOST BOOK CHARGE	-\$50	-\$10	-\$40	-\$50	\$0
Recreation And Culture	3033	USER CHARGES	-\$100	\$0	-\$100	-\$100	\$0
Recreation And Culture	7043	REC CENTRE HIRE FEES	-\$3,000	-\$2,327	-\$673	-\$3,000	\$0
Recreation And Culture	7053	HIRE CHARGES	-\$1,250	\$19	-\$1,269	-\$250	\$1,000
Recreation And Culture	7432	FORESHORE PARK	\$15,000	\$22,778	-\$7,778	\$35,000	\$20,000
Recreation And Culture	7703	GRANTS	-\$275,342	-\$68,110	-\$207,232	-\$298,342	-\$23,000
Recreation And Culture	7712	BICYCLE RACKS	\$34,938	\$11,305	\$23,633	\$34,938	\$0
Recreation And Culture	7773	AFTER SCHOOL RECREATION FEES	\$0	-\$1,873	\$1,873	-\$1,900	-\$1,900
Recreation And Culture	9322	DEPRECIATION EXPENSE H&C	\$8,462	\$2,813	\$5,649	\$8,462	\$0
Recreation And Culture	9342	DEPRECIATION EXPENSE ORS	\$12,740	\$3,148	\$9,592	\$12,740	\$0
Recreation And Culture	9352	DEPRECIATION EXPENSE LIB	\$923	\$124	\$799	\$923	\$0
Transport	3254	PRINCIPAL REPAYMENTS	\$9,258	\$4,255	\$5,003	\$9,258	\$0
Transport	3564	PURCHASE OF PLANT	\$440,000	\$0	\$440,000	\$451,240	\$11,240
Transport	6880	DEPOT CONSTRUCTION	\$10,000	\$1,508	\$8,492	\$5,000	-\$5,000
Transport	3130	MOWEN ROAD	\$200,000	\$47,299	\$152,701	\$72,672	-\$127,328
Transport	3170	COUNCIL ROAD PROGRAMME	\$525,000	\$368,972	\$156,028	\$525,000	\$0
Transport	3180	MRD SPECIAL BRIDGEWORKS	\$1,206,000	\$13,363	\$1,192,637	\$1,206,000	\$0
Transport	3190	TIRES PROJECTS	\$95,000	\$43,623	\$51,377	\$95,000	\$0
Transport	3250	JALBARRAGUP BRIDGE	\$2,800,000	\$433	\$2,799,568	\$433	-\$2,799,567
Transport	7890	BALINGUP ROAD BLACKSPOT	\$80,000	\$0	\$80,000	\$80,000	\$0
Transport	3160	BRIDGE MAINTENANCE	\$12,000	\$331	\$11,669	\$12,000	\$0
Transport	3212	DEPOT OFFICE MTCE	\$18,175	\$5,503	\$12,672	\$18,175	\$0
Transport	3221	MRD DIRECT GRANTS	-\$59,611	-\$59,474	-\$137	-\$59,474	\$137
Transport	3230	CROSSOVERS	\$1,000	\$0	\$1,000	\$0	-\$1,000
Transport	3231	REGIONAL ROAD GROUP GRANTS	-\$210,000	-\$84,000	-\$126,000	-\$210,000	\$0
Transport	3240	TRAFFIC SIGNS & CONTROL	\$5,000	\$3,688	\$1,312	\$5,000	\$0
Transport	3242	INTEREST ON LOAN 32	\$946	\$646	\$300	\$946	\$0

# SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Transport	3251	MAJOR PROJECTS	-\$100,000	-\$164,000	\$64,000	-\$100,000	\$0
Transport	3261	ROADS TO RECOVERY GRANT	-\$208,081	\$0	-\$208,081	-\$208,081	\$0
Transport	3281	MRD BRIDGEWORK GRANT	-\$1,206,000	-\$402,000	-\$804,000	-\$1,206,000	\$0
Transport	3311	CROSSOVER CONTRIBUTION	-\$500	\$0	-\$500	\$0	\$500
Transport	3321	ROYALTIES FOR REGIONS GRANT	-\$393,491	\$0	-\$393,491	-\$378,546	\$14,945
Transport	3341	MOWEN ROAD	-\$200,000	\$0	-\$200,000	-\$72,672	\$127,328
Transport	3351	TIRES INCOME	-\$95,000	\$0	-\$95,000	-\$95,000	\$0
Transport	3361	SUPERV.FEE ROAD CONST.	-\$15,000	\$0	-\$15,000	\$0	\$15,000
Transport	3371	JALBARRAGUP BRIDGE	-\$2,800,000	\$0	-\$2,800,000	\$0	\$2,800,000
Transport	3380	LOCAL ROAD MAINTENANCE	\$397,519	\$298,904	\$98,615	\$397,519	\$0
Transport	3391	BALINGUP ROAD BLACKSPOT	-\$80,000	\$0	-\$80,000	-\$80,000	\$0
Transport	3410	ROADVERGE MAINTENANCE	\$15,000	\$7,060	\$7,940	\$15,000	\$0
Transport	3420	LIGHTING OF STREETS	\$14,000	\$5,135	\$8,865	\$14,000	\$0
Transport	3440	CONTRACT STREET SWEEPING	\$7,000	\$0	\$7,000	\$7,000	\$0
Transport	3450	TRAFFIC COUNTER PLACEMENT	\$5,000	\$578	\$4,422	\$2,500	-\$2,500
Transport	3470	SAFETY MEASURES WORKS	\$9,500	\$5,725	\$3,775	\$9,500	\$0
Transport	3572	PURCHASE OF MINOR EQUIP.	\$3,600	\$3,243	\$357	\$3,600	\$0
Transport	3595	PROCEEDS FROM LOAN	-\$51,209	\$0	-\$51,209	\$0	\$51,209
Transport	3682	TRANSFER TO RESERVE	\$230,000	\$0	\$230,000	\$230,000	\$0
Transport	3685	TRANSFER FROM RESERVE	-\$230,000	\$0	-\$230,000	-\$230,000	\$0
Transport	4012	GRAVEL PIT REHABILITATION	\$20,000	\$0	\$20,000	\$20,000	\$0
Transport	7120	ROMANS ROAD INV. SYSTEM	\$3,261	\$761	\$2,500	\$3,261	\$0
Transport	8393	INCOME SALE OF ASSETS	-\$175,000	\$0	-\$175,000	-\$138,180	\$36,820
Transport	9372	DEPRECIATION EXPENSE RCO	\$1,416,706	\$400,300	\$1,016,406	\$1,416,706	\$0
Economic Services	4194	PLANT AND EQUIPMENT	\$8,400	\$9,806	-\$1,406	\$9,806	\$1,406
Economic Services	3704	BALINGUP RD (RIVERSBEND) C/PK ABLUTIONS	\$0	\$1,728	-\$1,728	\$1,728	\$1,728
Economic Services	3842	NOXIOUS WEEDS/PEST PLANTS	\$7,000	\$316	\$6,684	\$7,000	\$0
Economic Services	3852	SCOTT RIVER GROWERS GROUP	\$0	\$3,250	-\$3,250	\$3,250	\$3,250
Economic Services	3862	FUNCTIONS/EVENTS SUPPORT	\$20,000	\$612	\$19,388	\$20,000	\$0
Economic Services	3872	FEREL PIG PROGRAM	\$0	\$885	-\$885	\$9,354	\$9,354
Economic Services	3882	WARREN BLACKWOOD E.A.	\$7,836	\$7,836	\$0	\$7,836	\$0
Economic Services	3912	CARAVAN PARKS GARDENING	\$35,888	\$25,188	\$10,700	\$35,888	\$0
Economic Services	3932	CARAVAN PKS/CAMPING GRDS	\$46,399	\$9,844	\$36,555	\$46,399	\$0
Economic Services	4062	SALARY	\$65,470	\$16,779	\$48,691	\$40,000	-\$25,470
Economic Services	4072	SUPERANNUATION	\$7,714	\$1,156	\$6,558	\$3,970	-\$3,744
Economic Services	4082	A/LEAVE EXP BUILDING	\$6,564	\$1,641	\$4,923	\$6,564	\$0
Economic Services	4092	CONTROL EXPENSES	\$6,728	\$3,862	\$2,866	\$7,100	\$372

# SHIRE OF NANNUP - BUDGET REVIEW 31/12/2009

Programme Description	COA	Description	Current Budget	YTD Actual	Variance	Estimated 30/6/10	Difference
Economic Services	4153	CHGES & FEES BUILD PERMIT	-\$12,000	-\$9,347	-\$2,653	-\$14,000	-\$2,000
Economic Services	4225	SALE OF PLANT & EQUIPMENT	-\$6,000	-\$5,530	-\$470	-\$5,530	\$470
Economic Services	4263	SALE OF MATERIAL	-\$5,000	-\$7,625	\$2,625	-\$8,000	-\$3,000
Economic Services	7152	ENVIRONMENTAL OFFICER	\$0	-\$1,076	\$1,076	-\$1,076	-\$1,076
Economic Services	9452	DEPRECIATION EXPENSE TOU	\$4,092	\$1,674	\$2,418	\$4,092	\$0
Other Property And Services	4292	PRIVATE WORKS - EXPENDITURE	\$21,017	\$15,264	\$5,753	\$22,500	\$1,483
Other Property And Services	4312	TRAINING	\$9,000	\$3,836	\$5,164	\$9,000	\$0
Other Property And Services	4322	LSL EXPENSE WORKS	\$8,694	\$2,173	\$6,521	\$8,694	\$0
Other Property And Services	4323	PRIVATE WORKS -INCOME	-\$25,000	-\$29,174	\$4,174	-\$31,000	-\$6,000
Other Property And Services	4332	SALARIES (PWO)	\$73,818	\$36,900	\$36,918	\$73,818	\$0
Other Property And Services	4352	A/LEAVE EXP WORKS	\$61,648	\$15,412	\$46,236	\$61,648	\$0
Other Property And Services	4362	OCCUPATIONAL SUPER	\$75,683	\$46,316	\$29,367	\$92,700	\$17,017
Other Property And Services	4402	SICK LEAVE	\$11,577	\$10,354	\$1,223	\$20,700	\$9,123
Other Property And Services	4432	INSURANCE ON WORKS	\$51,074	\$43,709	\$7,365	\$43,709	-\$7,365
Other Property And Services	4452	PROTECTIVE CLOTHING	\$10,000	\$5,261	\$4,739	\$10,000	\$0
Other Property And Services	4462	OCCUP. HLTH. SAFETY EXPEN	\$3,500	\$193	\$3,307	\$3,500	\$0
Other Property And Services	4472	POC WAGES	\$64,546	\$33,470	\$31,076	\$64,546	\$0
Other Property And Services	4482	TYRES & BATTERIES	\$25,000	\$3,415	\$21,585	\$25,000	\$0
Other Property And Services	4492	INSURANCE & LICENSES	\$19,778	\$18,844	\$934	\$19,778	\$0
Other Property And Services	4512	LESS POC ALLOCATED TO W&S	-\$587,420	-\$227,052	-\$360,368	-\$587,420	\$0
Other Property And Services	4532	ADMINISTRATIVE EXPENSES	\$1,000	\$0	\$1,000	\$1,000	\$0
Other Property And Services	4570	SALARIES	\$0	\$335,726	-\$335,726	\$0	\$0
Other Property And Services	4580	WAGES	\$0	\$390,981	-\$390,981	\$0	\$0
Other Property And Services	4590	LESS SALARIES ALLOCATED	\$0	-\$335,726	\$335,726	\$0	\$0
Other Property And Services	4600	LESS WAGES ALLOCATED	\$0	-\$390,981	\$390,981	\$0	\$0
Other Property And Services	4982	FUEL & OIL	\$250,000	\$72,067	\$177,933	\$227,200	-\$22,800
Other Property And Services	4992	SUNDRY TOOLS & STORES	\$4,000	\$212	\$3,788	\$4,000	\$0
Other Property And Services	6792	PUBLIC HOLIDAY PAY	\$27,784	\$10,804	\$16,980	\$27,784	\$0
Other Property And Services	6802	PARTS AND EXTERNAL WORK	\$55,000	\$21,396	\$33,604	\$55,000	\$0
Other Property And Services	6840	WAGES UNALLOCATED	\$0	-\$50	\$50	\$0	\$0
Other Property And Services	7422	LESS PWO ALLOCATED TO W&S	-\$355,222	-\$229,507	-\$125,715	-\$355,222	\$0
Other Property And Services	7672	RECRUITMENT EXPENSES	\$2,000	\$0	\$2,000	\$2,000	\$0
Other Property And Services	9382	DEPRECIATION EXPENSE RMC	\$169,096	\$37,992	\$131,104	\$169,096	\$0
Other Property And Services	9562	DEPRECIATION EXPENSE UNC	\$19,444	\$2,339	\$17,105	\$19,444	\$0
Total			\$1,886,287	\$42,209	\$1,844,078	\$1,894,336	\$8,049

AGENDA NUMBER: 10.16  
SUBJECT: Contribution from Nannup Netball Association  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT: Nannup Netball Association  
FILE REFERENCE: REC5  
AUTHOR: Craig Waddell – Manager Corporate Services  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 18 January 2010

**BACKGROUND:**

The Nannup Netball Association writes informing Council that the association no longer operates. It had a balance of funds totalling \$1,316.80 which it has given to Council for "future upgrades to the Nannup Community Centre".

**COMMENT:**

This contribution from the Nannup Netball Association to Council is a valid use of the former association's surplus funds at the time of winding up.

The use of the funds should be as desired by the association, or by agreement with the association.

Council currently has a reserve fund in place for the redevelopment of the Recreation Centre. It is budgeted to have \$168,972 in this reserve fund as at 30 June 2010. The purpose of this reserve is to accommodate future upgrades to the Recreation Centre / Community centre building complex as has been the subject of discussion by Council recently.

The placement of the surplus funds from the Nannup Netball Association into the Recreation Centre Reserve would satisfy their desire for the disposal of the funds.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

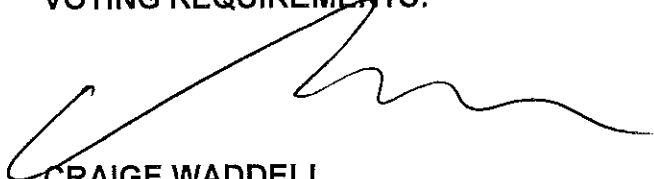
Additional \$1,316.80 to be transferred to the Recreation Centre Reserve.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council accept the contribution from the Nannup Netball Association of \$1,316.80 transferring the funds into Council's Recreation Centre Reserve.

**VOTING REQUIREMENTS:**

A handwritten signature in black ink, appearing to read 'CRAIG WADDELL', written over the printed name.

**CRAIG WADDELL  
MANAGER CORPORATE SERVICES**

AGENDA NUMBER: 10.17  
SUBJECT: Acceptance of Grant Funds, Department of Transport  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE: FNC 6T  
AUTHOR: Louise Stokes – Community Development Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 20 January 2010

Attachment: Letter from Department of Transport

**BACKGROUND:**

On the 27<sup>th</sup> August Council meeting, Council accepted the following funding from the Department of Transport.

*“That Council accepts the grant of \$15,000 through the Regional Bicycle Network Local Government Grant Funding 2009/10 funding round for the purpose of constructing creative bike racks to be installed within the Nannup townsite.”*

Advice has been received from the Department of Transport that due to unallocated funding there is an opportunity to offer Council additional funds that were applied for within this application including: \$1,500 for the installation of two water fountains to be located next to the Foreshore Park Ablution Block and in the Brockman Street Playground and \$6,750 towards the construction of the ablution block showers.

**COMMENT:**

This funding offer requires that a 50% contribution must be made to complete the project. This is achievable and it has been confirmed that all works can be completed by the 30<sup>th</sup> June 2010.

The Department of Transport has been advised that the majority of works have been completed on the Foreshore Park ablution block. As the original grant agreement was accepted in August 2009 any invoices used in the acquittal must be after this date.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** As note in the body of this report.



**STRATEGIC IMPLICATIONS:**

Forward Plan 2008/09 Program 13 Economic Services and Tourism 13.B states:

*"Implement approved capital works items for caravan parks"*

Forward Plan 2008/09 2012/13 Program 11 Recreation and Culture 11.3(B).A

*"Complete entrance statement to Foreshore Park"*

**RECOMMENDATION:**

That Council accepts the funding offer of \$8,250 from the Department of Transport being \$1,500 for the installation of two water fountains and \$6,750 towards the construction of outdoor showers at the Foreshore Park ablution block.

**VOTING REQUIREMENTS:**



**LOUISE STOKES  
COMMUNITY DEVELOPMENT OFFICER**



Government of Western Australia  
Department of Transport

Mr Shane Collie  
Chief Executive Officer  
Shire of Nannup  
PO Box 11  
Nannup WA 6275

Our ref :DPI/09/00077/1 .....  
Enquiries :Auriole D'Souza 9216 8540

20 January 2010

Dear Mr Collie

**2009 – 2010 REGIONAL BICYCLE NETWORK LOCAL GOVERNMENT GRANTS  
FUNDING**

I am writing to inform you that some of the recent offers in the 2009-2010 Regional Bicycle Network Local Government Grants program were declined. This has resulted in further funding being made available. Consequently a third round of grant assessments and recommendations were completed.

The Shire of Nannup has been awarded grant funding for:

- Two water fountains at Foreshore Park, Brockman Street Playground, Nannup - \$1,500
- Two ablution showers at Foreshore Pak, Brockman Street, Nannup - \$6,750

To accept this grant please sign and return the attached Grant Agreement Form to us by **Monday, 25 January 2010** addressed to:

Mr Russell Greig  
A/Manager Bikewest  
Department of Transport  
GPO C102  
Perth WA 6839

Should you have any queries regarding your grant please contact Auriole D'Souza on 9216 8540.

Each local authority is required to seek approval from the Department of Transport for all press releases and public announcements relating to the award and the use of the grant.

Yours sincerely

Bryant Roberts  
A/Executive Director  
Transport Industry Policy

Encl

## Louise Stokes

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**From:** D'Souza, Auriole [Auriole.D'Souza@transport.wa.gov.au]  
**Sent:** Thursday, 21 January 2010 9:46 AM  
**To:** Louise Stokes  
**Subject:** RE: Letter and Grant Agreements

Hi Louise

I will send your email to my Manager, and I feel this date of 28 January 2010 is OK.

I will send the originals marked to your attention.

Cheers  
Auriole

-----Original Message-----

**From:** Louise Stokes [mailto:louise@nannup.wa.gov.au]  
**Sent:** Thursday, 21 January 2010 8:30 AM  
**To:** D'Souza, Auriole  
**Subject:** RE: Letter and Grant Agreements

Thanks Auriole,  
As I mentioned on the phone because the grant offer is over \$5000 it has to be accepted by Council at their next meeting which will be held on Thursday 28th January 2010 so I can get back to you by Friday 29th January if that is OK.

On the grant offer it stipulates that we must advise by the 25th January. We will not be able to make this deadline as the offer must be presented to Council.  
regards

Louise Stokes

Community Development Officer  
Shire of Nannup  
(08)9756 1018

-----Original Message-----

**From:** D'Souza, Auriole [mailto:Auriole.D'Souza@transport.wa.gov.au]  
**Sent:** Wednesday, 20 January 2010 5:34 PM  
**To:** Louise Stokes  
**Subject:** Letter and Grant Agreements

Hello Louise

Here are the documents, the originals will be in the mail.

Kind regards

Auriole

Auriole D'Souza  
Project Officer, Bikewest  
Transport Programs  
Department of Transport  
441 Murray St, Perth 6000

AGENDA NUMBER: 10.18  
SUBJECT: Nannup Bike Rack Project  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE: FNC 6T  
AUTHOR: Louise Stokes – Community Development Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 20 January 2010

Attachment: Bike rack design, Russell Fuller-Hill

### **BACKGROUND:**

To date Council has accepted funding of \$28,890 towards the construction of four creative bike racks to be located within the streetscape of Nannup. Three bike racks are now under construction and funding applications to source the balance of funds required for the 4th bike rack have been lodged, however have not been successful.

This request is for Council to approve unbudgeted funding to cover the shortfall of the artist fees of \$5,128 for the 4th bike rack by artist Russell Fuller-Hill so that the project can be completed.

The idea of creative bike racks installed within the townsite was initiated by Mr Charley Cannon and assists to promote Nannup as a cycle friendly town. The installation of bike racks throughout the townsite assists to encourage visitors and residents to become more active and cycle instead of driving cars. A positive partnership is being developed with the Munda Biddi Foundation and the installation of functional creative bike racks is a promotional tool for Nannup.

This project is also complementary to the Council resolution (Agenda Item 10.8 May 2009),

*“that Council accept the designs for public artwork bike racks:*

- *Spider (Attachment A) by artist Irene Osborne*
- *Leaves (Attachment B) by artist Irene Osborne*
- *Park bench (Attachment D) by artist Russell Fuller-Hill*

*for construction once full funding has been sought and approved by Council.”*

### **COMMENT:**

Council has accepted the design of the bike rack by Russell Fuller-Hill. The bike rack design includes more timber and wrought iron work than depicted. This

shortfall also includes an allocation of \$2,000 for installation of the bike racks and \$1,000 for contingencies in transport.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Unbudgeted expenditure \$5,128.

**STRATEGIC IMPLICATIONS:**

Forward Plan 2008/09 2012/13 Program 11 Recreation & Culture 11.A states:

*"Develop concept plans for artistic bike racks as tourist features and pursue funding for implementation."*

This project was also well supported at the 2009 Community Planning Day.

**RECOMMENDATION:**

That Council incur unbudgeted expenditure of \$5,128 towards Artist Fees for the Russell Fuller-Hill bike rack to complete this project.

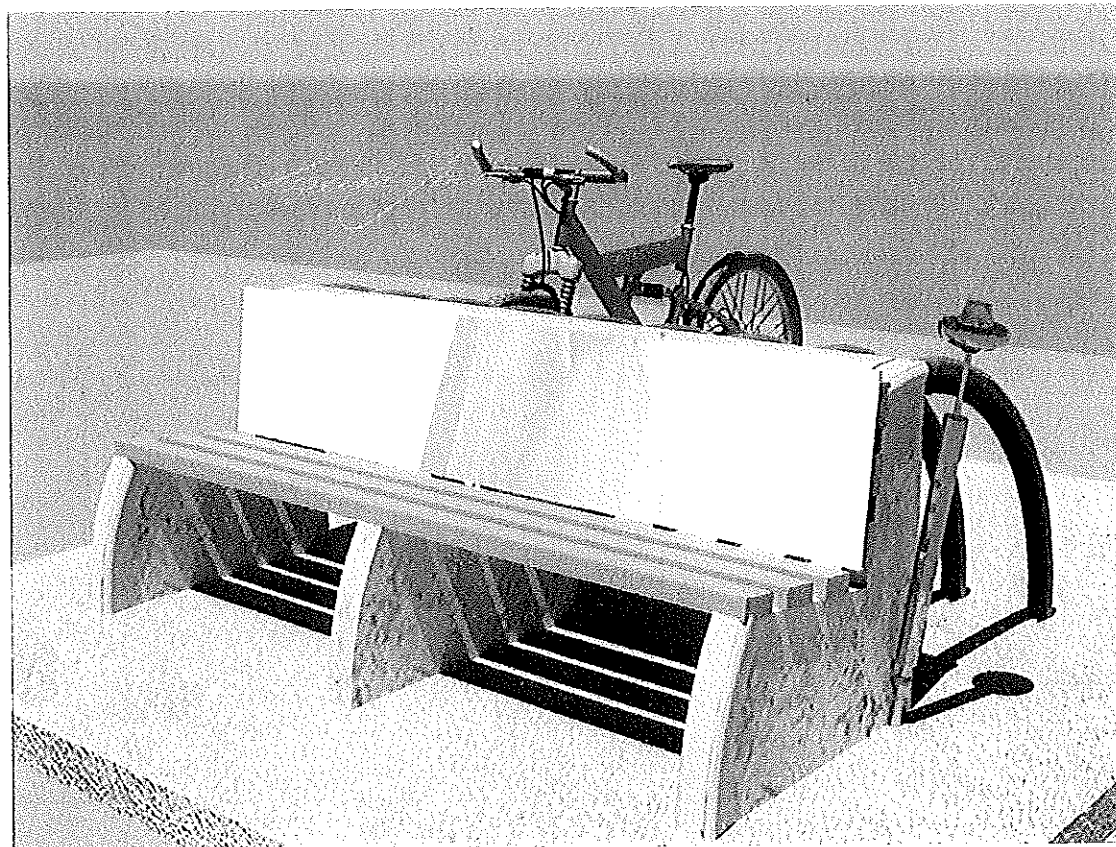
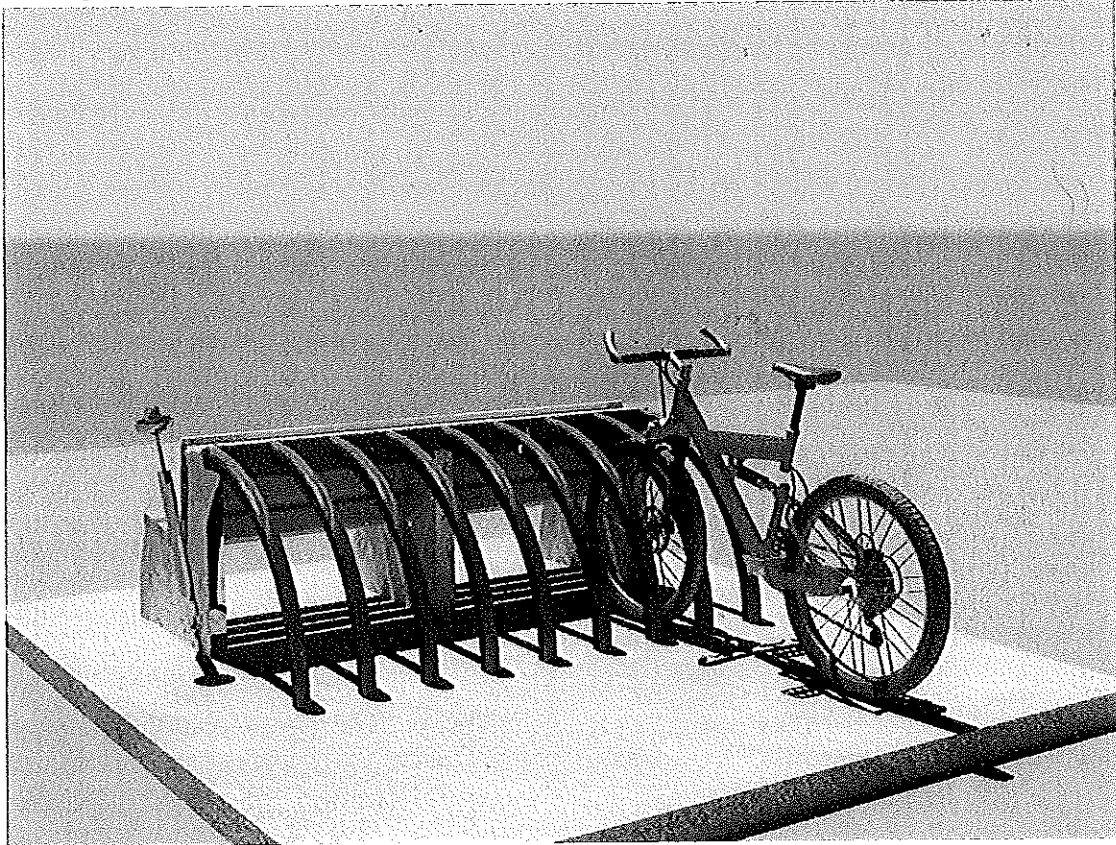
**VOTING REQUIREMENTS:**

Absolute Majority Vote required (5) for unbudgeted expenditure.



**LOUISE STOKES  
COMMUNITY DEVELOPMENT OFFICER**

Design images



AGENDA NUMBER: 10.19  
 SUBJECT: Accounts for Payment  
 LOCATION/ADDRESS: Nannup Shire  
 FILE REFERENCE: FNC 8  
 AUTHOR: Tracie Bishop – Administration Officer  
 DISCLOSURE OF INTEREST:  
 DATE OF REPORT: 15 January 2010

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.

**Municipal Account**

Accounts Paid By EFT EFT 1052 - 1147	\$372,089.37
Accounts Paid By Cheque Vouchers 17931 – 17968	\$99,727.76
Direct Debits Vouchers 99148 – 99153	\$ 24,798.89

**Trust Account**

Accounts Paid By Cheque Voucher - 22719	\$ 2,855.19
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**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 13.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

As indicated in the Schedule of Accounts for Payment.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$499,471.21 in the attached schedule be accepted.

**VOTING REQUIREMENTS:**



*FOR* TRACIE BISHOP  
ADMINISTRATION OFFICER



**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCILS JANUARY 2010 MEETING**

Chq/EFT	Name	Description	Amount
<b>MUNICIPAL PAYMENTS</b>			
EFT1052	NANNUP SURVEYS	RIVERBEND CARAVAN PARK DEVELOPMENT	\$3,960.00
EFT1053	PICTON TYRE CENTRE PTY LTD	TYRE SUPPLIES	\$962.00
EFT1054	PHOENIX BUILDING COMPANY	MARINKO TOMAS UPGRADE	\$33,846.80
EFT1055	MCG ARCHITECTS PTY LTD	30% CLAIM - NANNUP TIMEWOOD CENTRE	\$12,276.00
EFT1056	BORRELL RAFFERTY ASSOCIATES PTY LTD	SCHEMATIC DESIGN	\$4,620.00
EFT1057	AMD CHARTERED ACCOUNTANTS	AUDIT 2009	\$2,656.50
EFT1058	CJD EQUIPMENT PTY. LTD.	CALL OUT ON VEHICLE	\$1,397.41
EFT1059	LANDGATE	MINING TENEMENTS M2009/11	\$31.50
EFT1060	FIRE AND EMERGENCY SERVICES AUTHORITY	ESL FOR 2009/10 2ND QUARTER	\$14,075.59
EFT1061	JASON SIGNMAKERS	SIGNAGE	\$668.80
EFT1062	K & C HARPER	SUPPLY & INSTAL NEW SOLAR EDWARDS SYSTEM	\$3,637.00
EFT1063	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$2,000.00
EFT1064	NANNUP HANDY FOODS	REFRESHMENTS 2/11/09	\$33.50
EFT1065	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$3,047.05
EFT1066	NANNUP NEWSAGENCY	POSTAGE & STATIONERY	\$863.40
EFT1067	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$289.31
EFT1068	RICOH BUSINESS CENTRE	PHOTOCOPIER METER PLAN	\$439.43
EFT1069	SHIRE OF MANJIMUP	IT SUPPORT	\$1,452.50
EFT1070	LAUREN CARTLEDGE	FITNESS CLASS INSTRUCTION	\$112.50
EFT1071	EVELYN PATMAN	REIMBURSEMENT OF EXPENSES	\$329.34
EFT1072	RODNEY LAWS	BIKE RACK	\$4,065.00
EFT1073	ALGWA	09/10 ALGWA WA MEMBERSHIP	\$40.00
EFT1074	COURIER AUSTRALIA	FREIGHT CHARGES	\$33.66
EFT1075	D & J COMMUNICATIONS	RADIO MAINTENANCE	\$475.75
EFT1076	CJD EQUIPMENT PTY. LTD.	SUNDRY SPARE PARTS	\$485.32
EFT1077	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$24.09
EFT1078	LANDGATE	GRV INTERIMS	\$72.00
EFT1079	KIM DAWE	CONCRETING AT DEPOT	\$530.00
EFT1080	D & J MILLER (DO YOUR BLOCK CONTRACTING)	MACHINERY HIRE	\$470.25
EFT1081	INSIGHT CCS PTY LTD	MONTHLY CONTRACT FEE	\$47.19
EFT1082	WAYNE G H JOLLEY	REIMBURSEMENT OF EXPENSES	\$150.00
EFT1083	K & C HARPER	SHIRE OFFICE MAINTENANCE	\$313.50
EFT1084	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$29,752.82
EFT1085	NANNUP TELECENTRE	SHIRE NOTES AND TRAINEE ADVERTISING	\$508.00
EFT1086	CRAIGE WADDELL	REIMBURSEMENT OF EXPENSES	\$460.30
EFT1087	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$15,107.79
EFT1088	AUSTRALIA POST	BULK MAIL OUT	\$152.75
EFT1089	LOOSE GOOSE CHALETS	CHRISTMAS PARTY - DEPOT	\$350.00
EFT1090	GEOGRAPHE FORD PTY LTD	SERVICE VEHICLE	\$275.00
EFT1091	JP REPAIRS	INSTAL VEHICLE HOIST	\$550.00
EFT1092	JJJ PAINTING AND DECORATING	PAINTING OF TOWN HALL AND TELECENTRE	\$13,310.00
EFT1093	MCG ARCHITECTS PTY LTD	TIMEWOOD CENTRE	\$8,184.00
EFT1094	BLACKWOOD VALLEY BUS SERVICE	CHARTER TO LAVENDER FARM	\$150.00
EFT1095	HIP POCKET WORKWEAR	SAFETY WEAR	\$749.75
EFT1096	HISCO HOSPITALITY AND HEALTHCARE	BIRKO URN	\$250.20
EFT1097	ANROB CONSULTING PTY LTD	TIMEWOOD CENTRE ELECTRICAL SERVICES	\$6,820.00
EFT1098	BEGLEY PTY LTD	NANNUP TIMEWOOD CENTRE HYDRAULIC SERVICES	\$16,830.00
EFT1099	CIVIL & STRUCTURAL ENGINEERS	TIMEWOOD CENTRE DOCUMENTATION	\$20,240.00
EFT1100	BELL FIRE EQUIPMENT	1.5KG ABE FIRE EXTUINGUISHER	\$247.50
EFT1101	BRISKLEEN SUPPLIES	CLEANING PRODUCTS	\$26.18
EFT1102	COURIER AUSTRALIA	FREIGHT CHARGES	\$420.34
EFT1103	SHANE COLLIE	REIMBURSEMENT OF EXPENSES	\$703.16
EFT1104	HOLCIM AUSTRALIA PTY LTD	SEALING AGG - BALINGUP ROAD	\$16,390.30
EFT1105	LANDGATE	GRV VALUATIONS G2009/12	\$292.79
EFT1106	D & J MILLER (DO YOUR BLOCK CONTRACTING)	MACHINERY AND LABOUR HIRE	\$264.00
EFT1107	GL HAPP PTY LTD	FUEL SUPPLIES	\$155.20
EFT1108	JASON SIGNMAKERS	STREET SIGNAGE	\$458.70
EFT1109	K & C HARPER	RECREATION CENTRE MAINTENANCE	\$104.50
EFT1110	MJ LINDSAY & CO	SPRAYING ROADSIDE	\$1,491.93
EFT1111	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$61,566.40
EFT1112	METAL ARTWORK CREATIONS	SILVER BADGE	\$13.20
EFT1113	GREG MADER EARTHWORKS	MACHINERY HIRE	\$17,586.25
EFT1114	MERCURY FIRESAFETY PTY LTD	CHEMGUARD FOAM	\$231.56
EFT1115	NANNUP HANDY FOODS	FUELS AND REFRESHMENTS	\$189.03
EFT1116	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$3,016.90
EFT1117	NANNUP HOTEL MOTEL	REFRESHMENTS	\$86.00

**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCILS JANUARY 2010 MEETING**

Chq/EFT	Name	Description	Amount
EFT1118	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$380.60
EFT1119	SW PRECISION PRINT	STATIONERY SUPPLIES	\$437.00
EFT1120	ROD'S AUTO ELECTRICS	PLANT REPAIR	\$581.27
EFT1121	RICOH BUSINESS CENTRE	PHOTOCOPIER METER PLAN	\$1,229.41
EFT1122	SUNNY BRUSHWARE SUPPLIES	TRACTOR BROOMS	\$1,500.40
EFT1123	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$230.82
EFT1124	WESTSIDE WINDSCREENS	REPLACEMENT WINDSCREEN	\$570.00
EFT1125	ZIPFORM PTY LTD	COMPUTER STATIONERY	\$1,056.00
EFT1126	AUSTRALIAN TAXATION OFFICE	DEC BAS	\$31,769.00
EFT1127	COATES HIRE	SUNDRY PLANT HIRE	\$2,049.03
EFT1129	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$5.45
EFT1130	JASON SIGNMAKERS	SIGNAGE	\$564.08
EFT1131	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$427.50
EFT1132	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$263.99
EFT1133	TOTAL EDEN WATERING SYSTEMS	VALVE CHECK SWING	\$232.62
EFT1134	TRADE HIRE	MACHINERY HIRE - TRENCHER	\$199.60
EFT1135	WALGA	MARKET FORCE ADVERTISING	\$176.52
EFT1136	WADIFARM CONSULTANCY SERVICES	CONSULTANCY FEES	\$1,430.00
EFT1137	JP REPAIRS	PUNCTURE REPAIR	\$18.00
EFT1138	DJEMBEMOVES	DRUMMING AND DANCE WORKSHOPS JANUARY 2010	\$350.00
EFT1139	COURIER AUSTRALIA	FREIGHT CHARGES	\$29.46
EFT1140	CUTTS ENGINEERING	REPAIRS TO LOG GRABS	\$490.00
EFT1141	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$246.07
EFT1142	GREENWAY ENTERPRISES	ELEPHANT MULCH FORK	\$182.16
EFT1143	JASON SIGNMAKERS	SIGNAGE	\$194.70
EFT1144	NANNUP NEWSAGENCY	POSTAGE AND STATIONERY DECEMBER 09	\$876.70
EFT1145	NANNUP TELECENTRE	LAMINATING LARGE POSTERS	\$23.00
EFT1146	WARREN BLACKWOOD WASTE	BIN PICKUPS DECEMBER 09	\$6,772.72
EFT1147	WORTHY CONTRACTING	MONTHLY CONTRACT NWF JAN 2010	\$9,463.33
<b>TOTAL EFT PAYMENTS</b>			<b>\$372,089.37</b>
17931	REPCO PTY LTD	SUNDRY SUPPLIES	\$67.43
17932	NATALIE HALL	BOND REFUND	\$160.00
17933	BUNNINGS- BUSSELTON	STEP LADDER	\$59.00
17934	WALGA	2009 ELECTORAL ADVERTISING	\$1,199.00
17935	SPOTLIGHT PTY LTD	SUNDRY SUPPLIES	\$53.80
17936	IRENE OSBORNE	PART PAYMENT - BIKE RACKS X 2	\$7,610.00
17937	NANNUP LAVENDER FARM	MORNING TEA	\$40.00
17938	BUNBURY PCYC	YAC ACTIVITY	\$85.00
17939	HAMISH ROBINSON	INSTALLATION AND UPKEEP OF STRATEGIC FIREBREAK	\$560.00
17940	NEAT N' TRIM UNIFORMS PTY LTD	UNIFORM PURCHASE	\$228.00
17941	NANNUP LIQUOR STORE	REFRESHMENTS	\$383.70
17942	PRECISION LASER SYSTEMS	LASER LEVEL	\$1,375.00
17943	SYNERGY	ELECTRICITY EXPENSES	\$3,429.36
17944	NORM HART SETTLEMENTS	RATES REFUND	\$322.52
17945	J E MCMAHON	RATES REFUND	\$141.90
17946	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$852.86
17947	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$416.19
17948	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$382.65
17949	NORWICH UNION SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$416.19
17950	COMMONWEALTH SUPER SELECT	SUPERANNUATION CONTRIBUTIONS	\$281.09
17951	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$453.60
17952	HOSTPLUS EXECUTIVE	SUPERANNUATION CONTRIBUTIONS	\$158.73
17953	SHIRE OF NANNUP	PAYROLL DEDUCTIONS	\$129.86
17954	REPCO PTY LTD	TOOLBOX	\$139.00
17955	SOUTH WEST DEVELOPMENT COMMISSION	REFUND OF CO LOCATION GRANT	\$62,700.00
17956	ROBERT REEKIE	HIRE OF DUNK TANK AUST DAY 2010	\$400.00
17957	BLACKWOOD CAFE - ARIHIA PTY LTD	CHRISTMAS PARTY CATERING	\$1,640.00
17958	KILLARNEY LAWNS PTY LTD	ROLL ON KIKUYU	\$5,000.00
17959	KARLENE NEWNHAM	CATERING	\$90.00
17960	NANNUP LIQUOR STORE	REFRESHMENTS	\$528.88
17961	PROTECTOR ALSAFE	SAFETY EQUIPMENT	\$814.00
17962	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	VEHICLE REGISTRATION	\$273.80
17963	NANNUP LAVENDER FARM	MORNING TEA AND ACTIVITY	\$49.00
17964	CHRIS WILLIAMSON	MISC EXPENSES	\$30.00
17965	SUZANNE HAY	LINE DANCING WORKSHOP	\$250.00
17966	SYNERGY	ELECTRICITY EXPENSES	\$3,559.55

**SCHEDULE OF ACCOUNTS PAYABLE  
SHIRE OF NANNUP  
SUBMITTED TO COUNCILS JANUARY 2010 MEETING**

Chq/EFT	Name	Description	Amount
17967	WATER CORPORATION	WATER USAGE AUG - DEC 09	\$5,327.65
17968	WORK CLOBBER	SAFETY WEAR	\$120.00
<b>TOTAL CHEQUE PAYMENTS</b>			<b>\$99,727.76</b>
99154	SG FLEET AUSTRALIA P/L	VEHICLE EXPENSES	\$637.29
99155	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 36	\$4,608.19
99156	BP AUSTRALIA	FUEL EXPENSES	\$17,599.17
99157	CALTEX AUSTRALIA	FUEL EXPENSES	\$751.89
99158	TELSTRA	TELEPHONE EXPENSES	\$1,072.46
99159	WESTNET	INTERNET EXPENSES	\$129.89
<b>TOTAL DIRECT DEBITS</b>			<b>\$24,798.89</b>

**TRUST PAYMENTS**

EFT1128	BUILDERS REGISTRATION BOARD OF WA	BRB LEVIES COLLECTED	\$379.50
22720	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BUILDING & CONSTRUCTION LEVY	\$2,368.99
22721	SHIRE OF NANNUP	COMMISSION RECEIVED BRB	\$106.70
<b>TOTAL EFT &amp; CHEQUE PAYMENTS</b>			<b>\$2,855.19</b>

**TOTAL MUNICIPAL PAYMENTS: \$496,616.02**

**TOTAL TRUST PAYMENTS: \$2,855.19**

**TOTAL PAYMENTS FOR THE MONTHS OF JANUARY: \$499,471.21**