



Shire of
Nannup
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Agenda

Council Meeting to be held
on Thursday 28 July 2016
Commencing at 4.15pm

Agenda

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
(previously approved)

At the April 2016 Council meeting, Council resolved to approve Cr Stevenson's Leave of Absence for this July 2016 Ordinary Council Meeting.

At the May 2016 Council meeting, Council resolved to approve Cr Mellema's Leave of Absence for this July 2016 Ordinary Council Meeting.

3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Mrs Rita Stallard, Lot 104 East Nannup Road, Nannup

The following questions were taken on notice at the Ordinary Council meeting of 23 June 2016. Mrs Stallard was provided with a response from the Manager Infrastructure on 29 June 2016. The response from the Shire is recorded accordingly:-

Question:

Does the Waste Management Facility accept plastic shopping bags for recycling and if not, why not?

Response:

The Nannup Waste Management Facility does not accept plastic shopping bags for recycling due to the fact that the Warren Blackwood Waste materials Resource facility is not geared up to process them and if received are diverted back into the landfill waste stream.

Question:

What is Nannup's current recycling percentage?

Response:

The percentage of total waste received by both bulk and kerbside collection that is diverted to recycling is 21% (2014/15). The figure has increased from the previous year which was 5% (2013/14). The rate

changes due to market demand for recycled materials and also from better education on recyclable goods.

Question:

Can Council look at the Old Fire Track and the current suitability for access for caravans?

Response:

Officers believe the access is suitable for caravans. The new kerbing installed is mountable but also assists with drainage issues.

4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
7. **DECLARATIONS OF INTEREST**

The Shire President will read out any declarations received relating to financial, proximity or impartiality interests and ask for any further declarations to be made.

Members should make any declarations at the start of the meeting but may declare an interest before the resolution of any agenda item.

8. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 23 June 2016 be confirmed as a true and correct record.

9. **MINUTES OF COUNCIL COMMITTEES**

- 9.1 **Risk Management Advisory Committee**

That the Minutes of the Risk Management Advisory Committee held in Council Chambers on 7 June 2016 be confirmed as a true and correct record.

- 9.2 **Business Initiative Group Nannup**

That the Minutes of the Business Initiative Group Nannup meetings held on Thursday 5th May and Thursday 2nd June 2016 be received.

9.3 Warren Blackwood Alliance of Councils

That the Minutes of the Warren Blackwood Alliance of Councils held Tuesday 7th June 2016 be received.

9.4 WALGA South West Zone

That the Minutes of the WALGA South West Zone held Thursday 23rd June 2016 be received.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

12. REPORTS OF OFFICERS

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

- 14. MEETING CLOSED TO THE PUBLIC**
(Confidential Items)
 - 14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**
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- 15. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 16. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
- 17. CLOSURE OF MEETING**

CEO DEPARTMENT

AGENDA NUMBER:	12.1
SUBJECT:	Waiving of Town Hall Hire Fees
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Mrs Heather Roach – Nannup Gentle Gym
FILE REFERENCE:	ADM 30
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	4 July 2016

BACKGROUND:

Heather Roach, Secretary of Nannup Gentle Gym, has written to Council requesting that it waives Town Hall Hire fees for the Gentle Gym group.

Mrs Roach advises that the group uses the Hall for a period of one (1) hour on Wednesday mornings, with no wear and tear on the property. The Gentle Gym group is a small band of seniors who meet for exercise and socialising to keep fit, mobile and healthy. This program has the added benefit to the community of keeping seniors active and encourages them to stay in their own homes for as long as possible.

Mrs Roach advises that the group contributes to the community through a variety of ways and over the years has donated funds, time and effort to many organisations within the Shire.

Mrs Roach indicates that a favourable response to the above request would also be seen as a gesture of good faith to valuable members of the community – our seniors.

COMMENT:

The hourly fee for the Town Hall last financial year was \$24.00. Whilst not a significant amount, contributions by participants is dependent upon numbers attending each Gentle Gym session.

Activities undertaken by our seniors to promote health and well-being should be supported by Council and to waive the fee over the course of a 12 month period would have little effect on Council's overall income stream.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS:

Council Policy No.BLD 1 relating to the "Use/Hire of Community Facilities" which states:-

"Should a "not for profit" community group/organisation seek the waiving of any fees and charges imposed for use/hire of a community facility, an application in writing is to be submitted and presented to Council for consideration".

FINANCIAL IMPLICATIONS:

Revenue on hall hire fees will be reduced marginally.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Community – Strategy1.2 Our Aged – Provide an Aged Friendly Environment

RECOMMENDATION:

That Council acknowledges the Gentle Gym program undertaken by the Senior's and the benefits that this brings to their health and well-being and therefore approves of the waiving of Hall Hire Fees associated with the Gentle Gym Group effective from 1 July 2016.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.2
SUBJECT:	Appointment - Manager for Infrastructure Position
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Peter Clarke – Chief Executive Officer
FILE REFERENCE:	PSN22
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	19 July 2016
CONFIDENTIAL	12.2.1 Contract of Employment – Manager
ATTACHMENT:	Infrastructure

BACKGROUND:

With the resignation of Mr Chris Wade being received upon the CEO's return from annual leave, advertising for the position was undertaken immediately. Applications for the position closed on Monday, 11 July 2016 after advertising appeared in the "West Australian" newspaper and "Seek" and "LGMA" websites.

The CEO and Manager Corporate Services conducted interviews on Friday, 15 July 2016. Seven (7) prospective candidates were interviewed for the position from the 28 applications received.

COMMENT:

Following the interview process and appropriate reference checks being undertaken, the Interview Panel selected Mr Jonathon Jones as the preferred candidate for the position. Mr Jones has extensive local government experience over a 30 year period in supervisory and Works Management roles.

In accordance with Section 5.37 of the *Local Government Act 1995*, which relates to the appointment of designated senior employees, the CEO is to inform Council of the proposal to employ a person to this position.

Mr Jones has been advised that whilst he is the preferred candidate, official confirmation of appointment would not be forthcoming until Council had approved the appointment at its July Ordinary meeting of Council.

STATUTORY ENVIRONMENT:

5.37. Senior employees

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.
- (3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That in accordance with Section 5.37 of the *Local Government Act 1995*, Council appoints Mr Jonathon Jones to the position of Manager Infrastructure of the Shire of Nannup for a period of three (3) years commencing on Monday, 22 August 2016 in accordance with the Contract of Employment as presented to Council.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.3
SUBJECT:	Request for Financial Assistance – “Festival Fromage” Perth
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Mr Tom Wilde – Cambray Cheese & Cambray Cottages
FILE REFERENCE:	FNC3
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	19 July 2016
ATTACHMENT:	12.3.1 Promotional Information Pack on Festival Fromage

BACKGROUND:

Mr Tom Wilde of Cambray Cheese and Cambray Cottages writes to Council with a proposal for funding assistance that he believes will benefit tourism in Nannup and showcase the produce of the region.

Mr Wilde advises that Cambray Cheese has been approached by festival directors of the “Festival Fromage”, a two day festival showcasing all things cheese to be held in Perth between 11 – 13 November 2016. The Festival plans to promote Western Australian cheese companies to create awareness of the industry and in turn, benefit tourism to those areas that are represented at the Festival.

Mr Wilde advises that in attending the Festival, it will expose the Cambray Cheese brand to a wider audience and in turn, receive larger numbers of visitors to the farm and the area, which will also benefit the Nannup district.

Mr Wilde advises that unfortunately, the cost to attend the Festival is far too much for a small family run business to afford. The cost to have a stall alone is \$1,200 and then to include costs of transporting the cheese from Nannup, staffing, accommodation and any equipment hire, it turns into a significant financial commitment.

Mr Wilde believes that the Festival Fromage will be a fantastic opportunity to shine a light on the dairy industry in Western Australia, in particular cheese. It will also provide an opportunity to showcase the Nannup area and what it has to offer to visitors.

Mr Wilde advises that if the Shire of Nannup is interested in providing financial assistance for Cambray Cheese to become part of the festival, they would also help promote the Nannup district on that weekend as much as possible in the form of flyers or other marketing material.

COMMENT:

The Festival Directors offer to Cambray Cheese to participate in the inaugural "Festival Fromage" is a wonderful opportunity to showcase their cheese to a wider audience. It is a considerable financial commitment for Cambray Cheese to participate in the Festival and their offer to also promote the district in handing out flyers and other marketing material during the course of the Festival is appreciated.

As with requests of this nature, it can set a precedent and other Nannup producers promoting their wares at Festivals could seek similar funding requests from Council. The only difference on this occasion is the potential exposure, not only for Cambray Cheese, but also for the Nannup district as a whole.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Council has a minimal allocation in it's 2016/2017 Budget for promotional/tourism opportunities and the financial assistance recommended does not have major impacts on the allocation.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Economy – Strategy 2.1 – Encourage and support more industry, businesses and employment into the Shire.

Shire of Nannup Community Strategic Plan 2013-2023 – Tourism/Recreation – Strategy 2.2 – Marketing and branding of our Shire to promote regional produce and services.

RECOMMENDATION:

That Council congratulates the owners of Cambray Cheese for being selected to showcase their produce at the inaugural "Festival Fromage" in Perth and in acknowledging the potential benefits that could be realised in Cambray Cheese also promoting the district as a whole at the Festival, Council contributes \$200.00 sponsorship to Cambray Cheese in attending the Festival.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.4
SUBJECT:	Donnelly Village – Jack’s Shack
LOCATION/ADDRESS:	Part of Lot 301 Wheatley land
NAME OF APPLICANT:	Cindy Spight – Chair – Friends of Donnelly Village (FODV)
FILE REFERENCE:	A1654
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	20 July 2016
ATTCHMENT:	12.4.1 Map of Donnelly Village

BACKGROUND:

Ms Cindy Spight, Chair of the FODV writes to Council regarding the shack known as “Jack’s Shack” which is located partially on Wheatley Lot 301 and also within the Shire of Nannup road reserve of Sears Road.

Ms Spight advises that as she understands, the shack and its resident, Ivan (Jack) Surina, had a long notable history with Donnelly Village and the Mill and he lived in the shack until his death in 1999 at the age of 98. The FODV had received a letter requesting that the shack be saved and that her organisation agrees that the shack should be conserved/restored.

Ms Spight also advises that the FODV recently received correspondence from Ray Dixon of Department of Lands and Callum Crofton, Executive Manager Local Government Services of the State Heritage Office, querying location and ownership of the shack.

Ms Spight advises that the FODV are hoping to progress conservation/restoration of the shack and that they have the approval of the Wheatley Village to undertake this project.

The FODV therefore enquires as to whether the shack requires relocation as it sits partially on the Sears Road reserve and in addition, would the Shire of Nannup be willing to fund a Conservation Management Strategy (CMS) for the future conservation of the shack. Ms Spight advises that a CMS would then provide the FODV with the basis of seeking grant funding for the conservation/restoration, if need be.

COMMENT:

It has been confirmed by the Manager Infrastructure that the shack is partially located on the Sears Road Reserve however, the shack's location does not impact upon Sears Road itself and it would not require relocation if conservation/restoration works were proposed.

With regards to the request for Council to fund a Conservation Management Strategy for the shack, the CEO sought from Ms Spight the expected cost of such a Strategy, but also advised that the FODV had to bear in mind that Council had already adopted its 2016/2017 Budget with expenditure for the coming year identified with minimal opportunity to manoeuvre costs.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

The costs associated with the preparation of a Conservation Management Strategy have not been included in the 2016/2017 Budget.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council advises the Friends of Donnelly River that the partial location of "Jack's Shack" on the Sears Road Reserve would not impact upon the proposed conservation/restoration works to the Shack and whilst Council supported the development of a Conservation Management Strategy to identify the conservation/restoration works required, Council is unable to fund the Strategy in its 2016/2017 Budget.

VOTING REQUIREMENTS: Simple Majority

COMMUNITY & DEVELOPMENT SERVICES

AGENDA NUMBER:	12.5
SUBJECT:	Trails Signage
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	TRS 1
AUTHOR:	Louise Stokes – Community Development Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	14 June 2016
ATTACHMENT:	12.5.1 – Trails Signage

BACKGROUND:

Funding within the Tourism WA Visitor Centre grant has been allocated to design and install visitor information signage at the front of the visitor service (A Taste of Nannup) building on Warren Rd.

In consultation with tourism operators and members of the Trails Reference Group the highest priority for visitor information was determined to be promotion of existing trails.

Quotes were sought for the design and the work was assigned to Brandino, who has recently completed the Heritage Trail project.

COMMENT:

Consultation for this project has included the Nannup Historical Society, BigN, Tourism operators and DPaW.

The sign will be the same size as the free standing interpretive Heritage Trail signs to ensure continuity in the main street.

In discussion with DPaW, an opportunity has arisen to install a second copy of the trail map into the trailhead information bay at the Foreshore Park.

All design, construction and installation costs for this project are contained within the Tourism WA grant.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

1. Ongoing maintenance costs of signage. A budget has been established for maintenance of tourism signs.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Plan 2013 – 2023:

3. *Our Built Environment. Shire and Streetscape*

RECOMMENDATION:

That Council accept the trail map sign for installation at the front of the Nannup Visitor Service and in the trail head information bay at the Foreshore Park.

VOTING REQUIREMENTS: Simple Majority.

WORKS & SERVICES

AGENDA NUMBER:	12.6
SUBJECT:	Remembrance Plaque
LOCATION/ADDRESS:	Warren Road
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WRK 33
AUTHOR:	Chris Wade – Manager Infrastructure
REPORTING OFFICER:	Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:	
DATE OF REPORT	15 July 2016

BACKGROUND:

The Nannup main street upgrade for stage 1 has been completed and it also included the installation of numerous new pieces of street furniture.

COMMENT:

Council has received a request from the family of Mr Tom Longbottom seeking permission to install a small remembrance plaque on the bench seat next door to Nannup EziWay (Wendy's)

*"I am just writing to ask if we may be able to have a plaque in recognition for my father Tom Longbottom, as he was a resident in Nannup all his life being born in the Nannup Hospital and having so much to do with the community and his stall on market day in the church grounds. What I am asking is can we either put a little bronze plaque approx. 8 inches by 5 inches in size on the seat near Wendy's supermarket or we could make a bench seat with a plaque on it that could be placed in the church park in his memory. Please advise, there would be no cost to you as we would take care of that.
Thank you"*

After initial discussions between the Manager Infrastructure and Mrs Geni Andrew (request writer) regarding costs and setting precedents, the second part of the request was developed.

Contact has been made with representatives from the Anglican Church who will discuss the matter further and liaise with Longbottoms.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

Council support the installation of a seat and plaque in remembrance of Mr Tom Longbottom to be installed in the gardens surrounding the Anglican Church.

VOTING REQUIREMENTS: Simple Majority

FINANCE & ADMINISTRATION

AGENDA NUMBER:	12.7
SUBJECT:	Monthly Accounts for Payment - June 2016
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Robin Prime – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT:	13 July 2016
ATTACHMENTS:	12.7.1 – Accounts for Payment – June 2016 12.7.2 – Credit Card Transactions – June 2016

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund to 30 June 2016 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

There is currently one corporate credit card in use. A breakdown of this expenditure in the monthly financial report is required to comply with financial regulations. This breakdown is included within the attachments.

Municipal Account

Accounts paid by EFT	8389 - 8502	\$366,776.11
Accounts paid by cheque	20044 – 20053	\$8,678.29
Accounts paid by Direct Debit	DD9614.1 – DD9628.7	\$22,104.68
Sub Total Municipal Account		<u>\$397,559.68</u>

Trust Account

SubTotal Trust Account	<u>\$0.00</u>
Total Payments	<u>\$397,559.68</u>

STATUTORY ENVIRONMENT: LG (Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$397,559.68 for period 1 June 2016 to 30 June 2016 in the attached schedule be endorsed.

VOTING REQUIREMENTS: Simple Majority

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

**14. MEETING CLOSED TO THE PUBLIC
(Confidential Items)**

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

**14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE
PUBLIC**

**15. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS
BEEN GIVEN**

At the June 2016 Ordinary meeting of Council, Cr Dean submitted the following Notices of Motion:-

15.1 "That this Council run a public competition for the naming of the new laneway purchased from the Catholic Church.

15.2 "That this Council seek to construct and seal the CBD Laneway (Rear of Chemist)

As Cr Dean was absent from the meeting, Council resolved the following in respect to the Motions submitted:-

16096 SLATER/STEVENSON

That the above Notices of Motions lay on the table until the next Ordinary Meeting of Council.

CARRIED(7/0)

Staff Comment:

Motion 15.1

In respect to naming of roads, Council does have a comprehensive list of road names (18 in total), that have been approved by the Department of Lands Geographic Names Committee and it is considered that this list should be considered prior to a public competition being undertaken.

Motion 15.2

The CEO and Manager Infrastructure did advise Council at the June meeting that inclusion of the construction of the laneway would require changes to the endorsed 2016/2017 Road Program and due to the nature/complexity of the construction and seal of the laneway, it would be considered appropriate to undertake necessary planning in order that prepared costings could be presented to Council for consideration in the 2017/2018 Road Works Program.

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

17. CLOSURE OF MEETING



Agenda Attachments

Item	Attach	Title
9	1	Risk Management Advisory Committee
	2	BIGN Minutes
	3	Warren Blackwood Alliance of Councils Minutes
	4	WALGA South West Zone Minutes
12.2	1	CONFIDENTIAL: Contract of Employment – Manager Infrastructure
12.3	1	Promotional Information Pack on Festival Fromage
12.4	1	Map of Donnelly Village
12.5	1	Trails Signage
12.7	1	Accounts for Payment – June 2016
	2	Credit Card Transactions – June 2016

MINUTES

Risk Management Advisory Committee

Minutes of a meeting of the
Shire of Nannup Risk Management Advisory Committee Meeting
held at 9:30 am, Tuesday 7 June 2016
in the Council Chambers

CONFIRMATION OF MINUTES

These minutes comprising pages 1 – 8 were confirmed by
Committee on _____ as a true and accurate record.

.....

Cr _____

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Chair Bob Longmore Council Representative declared the meeting open at 9:30 am

Visitors: Iona Buntain-Barrie

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

Tracie Bishop – Manager Corporate Services

Robin Prime – Office Representative

Chris Wade – Manager of Infrastructure

Norm Steer – Council Representative

Bob Longmore – Council Representative

Apologies

Michael Merrit – Maintenance Hand-Operator

Neroli Logan – Regional Risk Coordinator

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

BISHOP / STEER

That the Minutes of the Risk Management Advisory Committee held on the 11 August, 2015 be confirmed as a true and correct record.

CARRIED 5/0

7. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

9. REPORTS BY MEMBERS ATTENDING COMMITTEES

Nil

10. REPORTS OF OFFICERS

AGENDA NUMBER:	10.1
SUBJECT:	Receipt of all Site Checklists and Incident/Hazard Forms
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 26
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	7 June 2016
ATTACHMENTS	10.1.1 Site Checklist 10.1.2 Incident/Hazard Report

BACKGROUND:

Hazard Identification Checklists, Site Checklists and Incident Reports are presented at each meeting as a way of identifying either areas of concern or areas that need work applied to.

COMMENT:

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

The checklists and incident reports presented at this meeting be accepted.

WADE/ STEER

That the checklists and incident reports presented at this meeting be accepted.

CARRIED 5/0

AGENDA NUMBER:	10.2
SUBJECT:	Business from Previous Meeting
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 26
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	7 June 2016
ATTACHMENTS:	

BACKGROUND:

COMMENT:

The following issues have been carried forward from the previous meeting. This is:

1. Business Mitigation Plan – Ongoing. **Tracie**

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That items will be progressed to any further meetings until such time as they have been completed.

WADE / LONGMORE

That items will be progressed to any further meetings until such time as they have been completed.

CARRIED 5/0

AGENDA NUMBER:	10.3
SUBJECT:	Review of Strategic Risks
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 22
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	7 June 2016
ATTACHMENTS:	10.3.1 Strategic Risk Register 10.3.2 Potential Consequences/Impacts - Copy provided to all Risk Management members

BACKGROUND:

The Risk Management Policy (RM1) requires that the Shire of Nannup will manage risks continuously using a process involving the identification, analysis, evaluation, treatment, monitoring and review of risks. In order to do this each risk must be identified, catalogued on the Risk Register, scored and monitored.

The Risk Management Policy states that:

“The Risk Management Advisory Committee will ensure that all risk management processes are fully recorded throughout the Shire and documented through the Shire’s records management system. This will include regular monitoring to ensure closeout of risks and identification of ongoing issues and trends.”

COMMENT:

Previous Meeting Minutes:

The first step in this process is to establish the council’s Strategic Risk Register. The process was undertaken in two councillor risk workshops that sought to identify the key strategic risks to its objectives faced by the council and to rate those risks using a 5 x 5 scoring matrix.

The first workshop, held on 8 May 2014, was facilitated by the council’s insurers, LGIS. The output from this workshop was an assessment of the council’s top 10 strategic risks. The report from the workshop is appended at Attachment 1. The second workshop was held on 14 August 2014 and examined the risks from the first workshop, giving a risk score to each of them.

Each of the top 10 strategic risks has been summarised on an individual Risk Register Report sheet. These sheets provide a simple way of examining the risks and are intended for use by the Risk Management Committee in its risk monitoring role. The individual sheets are appended at Attachment 1.

The council has specified that any risks with a score of 12 or more on the risk matrix fall above the agreed risk tolerance for the council. This means that these risks must be actively managed and strategies put in place to reduce the risk

score to less than 12, where practical. Scoring is undertaken using the scoring matrix previously agreed and appended at Attachment 2.

As part of our ongoing commitment to mitigating and managing identified risks, these risks will now be actively monitored at our Risk Managment meetings to ensure that the acceptable tolerance levels/scores have not been exceeded and that we are continuing to identify measures required to maintain or reduce these scores. Any additional actions identified will then be allocated to the relevant officers within the council to action and this will form the council's Risk Mitigation Plan.

This meeting:

NAN08 - ✓ Tolerate

NAN10 – Remove EBA

NAN11 – C Likelihood, 3	Impact 3	Treat = ✓
T 2	3	

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS:

The Strategic Risk Register forms part of the Integrated Reporting Framework.

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

The Strategic Risk Register summarises the key risks facing the council.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That the Risk Management Advisory Committee review the Strategic Risk Reporting sheets at Attachment 2 and agree Risk Target Scores for each risk above the Risk Tolerance Line and the measures need to mitigate those risks.

LONGMORE / WADE

That the Risk Management Advisory Committee review the Strategic Risk Reporting sheets at Attachment 2 and agree Risk Target Scores for each risk above the Risk Tolerance Line and the measures need to mitigate those risks.

CARRIED 5/0

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

(a) OFFICERS

(b) ELECTED MEMBERS

GENERAL BUSINESS

12.1 Review of OS&H Manual Policies

12.1.1 2.1 Purchasing & Hire Procedure

12.1.2 2.1.1 OSH Purchasing & Risk Assessment for New Plant or Equipment Form

12.1.3 2.2 Safety & Risk Assessment Plan – Neroli to Assist - Tabled at this meeting

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

Nil

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

Nil.

14. NEXT MEETING

August 2016 To be Confirmed

15. CLOSURE OF MEETING

There being no further business to discuss *Bob Longmore* Declared the meeting closed at 10:00am.

MINUTES OF MEETING
BUSINESS INITIATIVE GROUP NANNUP
Nannup Bowling Club

DATE: Thursday 5th May 2016

OPENED: 6:05pm

ATTENDANCE: Phil Laird, Jean Petersen, Diane Ness, Bob Longmore, Jean Vinicombe and Tony Mitchell, Paul Martin, Jim & Isabel Green, Jeanne Llewellyn & Cheryl Brown.

Apologies Maggie Longmore, Grant and Laraine Raynel and Peter Clarke

CONFIRMATION OF PREVIOUS MINUTES: Bob Longmore and Tony Mitchell

CORRESPONDENCE OUT: None

CORRESPONDENCE IN: None

PRESIDENT REPORT: Phil proposes that we fold the B.I.G.N due to lack of interest and support.
 Tony requested that we talk at the end of the meeting in regards to this matter.

TREASURERS REPORT: As tabled at meeting. Passed by Bob Longmore and 2nd by Isabel Green.

GENREAL BUSINESS: Cheryl is still working on the maps.

Motor Car Rally In the Valley debrief wast held at the council offices and Tony, Phil and Bob attended. Tony said that the meeting was good. There was a few issues with farmers in regards to grading of roads. The rally organisers did a good job of leaving space for shop fronts this year. The day went very well. Restaurants and coffee shops did very well. There was a distinct lack of trade for all other businesses in the main street. Figures were down on normal trade for those days. There was a safety concern near the Recreation Centre.

We all feel that the B.I.G.N. is a great opportunity for businesses to get together and support and share information to each other. Phil would like to see the B.I.G.N disbanded and he has handed in his resignation. We all thanked Phil for maintaining the health of the B.I.G.N. Motion of thanks from all of us. Phil would be quite happy to still run the social nights. Still a great way to support and share information but in a less formal way.

AROUND THE TABLE:

- Bob:** Reminder that Festival of Country Gardens is on and there are three gardens open in Nannup. The old Open Gardens Australia has been rejuvenated and there will be more open gardens on 8th and 9th of October 2016. He would like to acknowledge that Phil has worked hard at keeping the B.I.G.N going but there comes a point where we say enough is enough.
- Jean:** We have always tried to do the right thing by the Nannup community and I am very upset about being personally attacked by individuals at the shire meeting and when they come into our shop. I have had enough.
- Tony:** I would like to let everyone know that we have had a great time in the organisation. We have been to lots of B&B's and people's homes it was great. It is very hard to get young people involved in meetings. I vote for disbanding but keep up the social meetings. Maybe call it Friends of B.I.G.N
- Paul:** I was unaware of how things were going. Unfortunately I cannot put myself up for chairman. I do not feel that we should keep going. Maybe we should go in a different direction.
- Jim:** I have been around a few small towns for many years and people around this table have given a positive outlook for small business in the town of Nannup. Small town people with small minds have always been here but we are in a good position at the moment. Let's stay together on a social level but still be involved with the community.
- Men's Shed is still moving forward
- Isabel:** We have not had much support at our meetings from business in Nannup but keeping what we have at a social level would be good.
- Cheryl:** I acknowledge Phil and Jean for keeping this organisations head above water. I also acknowledge that a lot of the people who should be here are not supporting the B.I.G.N. I feel that a letter from a social group does not hold as much weight as a letter from an organisation as B.I.G.N. I feel we will lose a lot of say as businesses in the town if we fold. I will be happy to work with Phil on the Maps for the sign board. I propose that we put a notice in the Telegraph to let everyone know that without a president we will have to fold and offer it out to the community for someone to take over the role. I do not think that we should fold quickly we should give everyone due notice.
- Phil:** I am not sure that we have the support from businesses in town. They have had plenty of opportunity to be involved but they do not show up. I agree

we should dissolve properly. I feel a strong obligation to finish the maps for the Tourist Sign Board and would like to do so before closing.

Jeannie: I feel is a tragedy to fold the B.I.G.N. Southern Forrest Tourist meeting was about setting up a local tourist organisation for the Inland towns of Bridgetown, Nannup and Balingup. B.I.G.N could actually feed into the Southern Forrest organisation.

Jean: We had a budget this week. Whole lot of stuff that will affect us in different ways. A lot of information that is hard to understand. We will be getting a little help in understanding all the changes. I agree that the B.I.G.N should fold.

Di: It is very hard to get apathy moving. It will be a shame to see the B.I.G.N fold. Thank you to Phil for keeping it going this long.

Bob and Phil moved that we start the process of disbanding the B.I.G.N. Cheryl to put notices in the Telegraph to let the community know about the disbanding and give them an opportunity to respond. **Approved Di 2nd Jean**

Phil will stay on as president until July meeting. We will know by then if there is someone interested in being president or we disband.

CLOSED: 7:20

NEXT MEETING Thursday 2nd of June 2016 – Nannup Bowling Club.

MINUTES OF MEETING
BUSINESS INITIATIVE GROUP NANNUP
Nannup Bowling Club

Date: 02-06-2016

Opened: 6:10p.m.

Attendance: Jean Vinicombe, Tony Mitchell, Jean Petersen, Phil Laird, Di Ness, Isabell and Jim Green and Cheryle Brown.

Apologies: Jeanne Llewelly, Laraine and Grant Raynel and Peter Clark

Confirmation of Previous Minutes: Phil Laird and Isabel Green

Correspondence Out: None

Correspondence In: None

Presidents Report: AGM for next month as we have already discussed at the last meeting. We have not had any response in regards to the BIGN folding. AGM will be 14th of July at Nannup Bowling Club at 5:30- for a 6p.m. start. If there is no nominations for president we will start to fold BIGN.

Treasurers Report: Nothing has changed since last meeting.

General Business: Cheryle showed us a map for the tourist boards. It still needs a little tweaking. The sign will take up two bays and this size should be ample. We would like to acknowledge the business that have supported the map. The map gives an idea of main facilities in town. This will help tourists that visit Nannup. Cheryle is happy to get the map formatted and will get a quote from Blackwood Signs. Cheryle will talk to her committee and Peter Clark in regards to taking over the running of the sign boards if BIGN folds.

Jean: This time of year is the end of one tax time and the beginning of another.

- Isabel:** The Lions Auction went very well. We do not have final funds raised as yet.
- Jim:** The bowling green has been mowed 80% nearly ready to go. We need and would like new members. Men's shed is going well. There will be an ad in paper to join. The wood raffle for fundraising went very well. The men's shed has had two wood lathes donated. Wood turning is very productive. We are looking to getting a bigger shed but there is a lot of red tape in setting things up. We are making progress though. There a quite a few people interested in becoming members. The fee is \$25 per year. The men's shed is about connecting as well as making products.
- Cheryle:** We have our dog back from the vets – very happy. We will be having another cuppa with a cop in July. We will try to do this every couple of months. The community bus is going well. The community is getting behind it. We are guided by the shire in regards to regulations for the community bus. We are looking for a community bus volunteer. Emma is working on the Telegraph Directory for 2016/2017 hope to have it done by early August. We are trying to organise an info night on NBN. We are having Facebook learning sessions in middle of June.
- Tony:** We are in a quiet time until the Flower and Garden Festival. Half the town goes away at this time of year. That is the ebbs and flows of business in a small town. The men's shed wood raffle went well. If we had a gazebo we could have sausage sizzles for fundraising in the community outside our shed. Happy that the bakery is opening up again it is an important part of the community.
- Di:** Have been very busy. Figures are up from last year.

Phil: NFG is flat out. I love my new machine. Still experimenting with it. TV commercial is still going very well.

Closed: 7:10pm

Next Meeting: AGM July 14th – Nannup Bowling Club – 5.30 for a 6p.m. start.



MINUTES

**WARREN BLACKWOOD ALLIANCE OF COUNCILS BOARD MEETING
5.30PM, TUESDAY 7 June 2016
HOST: SHIRE OF NANNUP**

Meeting Opened: 5.28pm

Attendance:

Cr Tony Pratico - Chair
Cr Tony Dean
Cr Wade DeCampo
Cr Bob Longmore
Cr Dean Bavich
Cr John Nicholas

Tim Clynch
Andrew Campbell
Tracie Bishop
Billy Wellstead
Katie Drummond

Guests:

Felicity Bunny
Mick Irving

Ian Guthridge
Robyn Fenech

Apologies:

Peter Clarke

1. Minutes of last meeting

Moved: Cr Wade DeCampo

Seconded: Cr Tony Dean

Carried

Matters Arising

- a. Paper Napkin website contracts and invoice – Katie contested past contracts and outstanding invoice as they have not done any maintenance on the sites over the past 6 months. Paper Napkin have written new contracts from 1st July 2016 and we are not paying outstanding invoice of \$9,200. Future of websites to be discussed later in the meeting.

- b. The Shire of Nannup's letter regarding being included into the regional trails project has been discussed with the Community Services Managers at the Shires of Nannup and Bridgetown-Greenbushes, they are happy for the integration of the projects and are already working together.

The WBAC approve the integration of the Scott River Bridle Trail into the Regional Bridle Trail Project (Bridgetown to Broke Inlet).

Moved: Cr Tony Dean

Seconded: Cr Wade DeCampo

Carried

- c. As the above motion has been approved, we can now look at the following motion from the Shire of Bridgetown / Greenbushes April Trails Project Update:

Recommendations from report:

- 1. That the Board endorse the revised scope/approach to the third and final stage of the Regional Stock Route Bridle Trail Project.***
- 2. That the Board request the three member councils to provide a financial contribution of \$5,750 each in their respective 2016/17 budgets as a financial contribution towards the third and final stage of the Regional Stock Route Bridle Trail Project.***

i. **Moved:** Cr John Nicholas

ii. **Seconded:** Cr Bob Longmore

Carried

2. Warren Blackwood Water Initiative: Felicity Bunny & Ian Guthridge, Department of Water and Department of Agriculture.

An update was given on the development of an irrigation scheme for the Warren / Donnelly region. If the funding, business plans, design and construction go ahead as planned, they will be turning the taps on in 2019.

3. Water Supply for Warren Blackwood Towns: Mick Irving, Water Corporation

An update was given on the water supply from the Nannup Bore and the current Dam levels in each town. Tomorrow (8 June 2016) a two-week public comment opens for the Water Corporations application to have a temporary licence to pump 100 mega litres of water from the Nannup Bore.

4. Robyn Fenech - LTO Project Progress

- Robyn gave an update on the consultation process so far - only 20% of the regions businesses were represented at the LTO workshops.
- Looked at the model options for an LTO and the financials for these models.
- Robyn's final report is to be realistic and feasible with honest recommendations of how visitor services could be delivered.
- Discussed the need for an iconic project (\$20m) or a range of icons.

6.50pm: Cr Tony Dean left the meeting

5. Correspondence

- Letter from Andrew Campbell to thank the WBAC for our assistance and letters of support towards the \$22.3m Royalties of Regions funding for the Manjimup Town Centre revitalisation project which was confirmed in May 2016.

6. Financial report

- The year to date financial report sees the WBAC closing balance of \$46,810 with one month left in the financial year, this includes money for the LTO consultant which will be paid in the 2016 - 2017 financial year.

- **2016 – 2017 Budget**

Amendments:

- 'Advertising – website' to be changed to \$2,000 for the year, this amount will be spent in accordance with the Trails Project Group recommendations.
- As we later decided to cancel the Events website, take this amount off the budget.

Moved: Cr Wade DeCampo

Seconded: Cr Dean Bavich

Carried

7. Executive Officer work report

No matter arising.

8. WBAC Trails Master Plan

- Katie met with the Trail Project Group and reviewed the Trails Master Plan, we cut the general recommendations from 39 to 14; these recommendations are the responsibility of all Shires and the WBAC to action.
- Each Shire is reviewing the community recommendations for their Shire (Nannup and Bridgetown/ Greenbushes completed). They are identifying the significance, opportunity, deliverability and the priority of each trail then monitoring them on a regular basis.

9. Trails & Events Website

A review of both websites was undertaken by each Shire and a report collated by Katie. The Trails Project Group asked that a marketing budget was allocated to the Trails website so it can be promoted to target audiences.

The WBAC will continue www.totaltrails.com.au for 18 months and allocated a maximum of \$2,000 toward marketing - the Trails Project Group will recommend how this money is spent. www.southwestevents.net.au is to be cancelled.

Moved: Cr Wade DeCampo

Seconded: Cr John Nicholas

Carried

10. Southern Forests Visitor Guide

Advertising in this publication to be passed on to the Trails Project Group for consideration.

11. Regional Visitor Centre Grant

Katie to submit a \$40,000 application (by Friday 17th June) for:

Visitor Servicing Business Plan

To be used to fund a 6 to 8 month process that provides for greater consultation with the existing VC network, and from there the development of a detailed 3 year staged Business Plan for the future delivery of visitor servicing in the region

If there is time, Katie to then write an additional \$40,000 application (again by Friday 17th June) for:

Delivery of Visitor Information

To implement some of the initiatives identified in the Visitor Servicing Business Plan. Undoubtedly, providing better digital information and utilising new technologies to deliver this information to visitors – both in and ex region – will be a strategy identified in the Business Plan.

12. General Business

- Our Town TV Show - the WBAC will not be supporting this initiative.
- SFFC magazine – the WBAC will not be advertising in this publication.
- Regional CSRFF Grants – Katie reported that in our region the Warren Equestrian Centre (Manjimup) was successful with a grant of \$32,500 towards a new multipurpose arena and Busselton Golf Club received \$65,166 towards the upgrade of an ablution and change room facility.
- Tourism WA Regional Events Scheme – Katie reported that events in Bridgetown, Nannup, Walpole, Pemberton, Manjimup, Boyup Brook, Denmark and Busselton were funded.

13. Next meeting – Wednesday 10th August 2017 at the Shire of Manjimup.

- Katie requested that the October AGM is held in the second week of October as she is in the UK until the 7th October. The date for the AGM will be Tuesday 11th October at Shire of Bridgetown – Greenbushes.

14. Meeting Closed: 7.45pm



WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

SOUTH WEST ZONE

MINUTES

DATE Thursday 23 June 2016

COMMENCING AT 9.00 am

VENUE Shire of Capel – Council Chambers

PROGRAM	9.00 am	Opening & Host Presentation
	9.05 am	Business as per agenda
	10.00 am	Morning Tea
	10.15 am	Meeting resumes
	11.00 am	Presentations
	12.00 am	Lunch

AGENDA FORMAT

The agenda is sent in two parts. The first, being the Zone Agenda, the second the State Council Agenda in PDF format.

The State Council Agenda was emailed separately to members

The change in date has been made to accommodate the farewell to Don Punch – CEO SWDC at Manjimup on Friday 24th June 2016

E R Fisher
Executive Officer

1. Opening

The Zone President opened the meeting at 9.00 am and welcome all present.

2. Attendance & Apologies

The following attendance is recorded:

Local Government	Delgate		CEO	
Shire of Augusta – Margaret River	Cr I Earl	Present	Mr. G Evershed	Apology
Shire of Boyup Brook	Cr G Aird	Present	Mr. A Lamb	Apology
Shire of Bridgetown-Greenbushes	Cr T Pratico	Present	Mr. T Clynych	Present
City of Bunbury	Cr M Steck	Apology	Mr A Brien Ms S Allison-Brown	Apology Present
City of Busselton	Cr G Henley	Present	Ms L Rich	Apology
Shire of Capel	Cr M Scott	Present	Mr. P Sheedy	Present
Shire of Collie	Cr W Sanford	Present	Mr. D Blurton	Present
Shire of Dardanup	Cr M Bennett Cr p Robinson	Apology Present	Mr. M Chester	Present
Shire of Donnybrook-Balingup	Cr A Logiudici	Present	Mr. J Attwood	Present
Shire of Harvey	Cr T Jackson	Apology	Mr. M Parker	Apology
Shire of Manjimup	Cr W De Campo	Apology	Mr. A Campbell	Apology
Shire of Nannup	Cr T Dean Cr B Longmire	Apology	Mr P Clarke	Present
Executive Officer			Mr. E Fisher	

3. Visitors: Present

WALGA:

Other Guests

DLGC

Andrew Borrett, Team Leader, Better Practice Review.

SEMC

Vikram Cheema – District Emergency management Advisor

Superintendent M Sutherland WAPOL

4. Presentations:

4.1 Host Council Presentation

Host shires are invited to provide a 15-20 minute presentation on current events affecting their local government area or to arrange an inspection of new or significant facilities of interest to members.

4.2 State Heritage Grants

Mr Callum Crofton will be attending the WALGA Zone meeting to discuss the opportunity for Heritage Grants. The following information is provided about the State Heritage Department.

The State Heritage Office is a State Government department that supports the Heritage Council and Minister for Heritage to identify, celebrate and promote the conservation and sensitive development of cultural heritage places in WA.

We carry out most of the Heritage Council's day-to-day operations, projects and service delivery. Delegation of responsibilities from the Council to the Office occurs within the framework of a formal delegation policy.

The State Heritage Office also manages the conservation and operations of the World Heritage listed Fremantle Prison. Fremantle Prison was decommissioned as a maximum security goal in 1991. Since opening to the public in 1992, Fremantle Prison has developed into a successful tourist attraction and welcomes more than 192,500 visitors through its gates each year.

4.3 District Emergency Management Committee Representation

The EO is to seek nominations from CEOs for membership of the SEMC in the three designated Zones.

The EO is to seek nominations for elected member representation in Zone B (Augusta- Margaret River, Busselton and Nannup)

The minutes of the DEMC are to be included as a standing agenda item in the Zone Agenda

The report provided by DEMC for the meeting is attached at the end of the Agenda.

4.4 DLGC Report

Mr. A Borrett reported on:

- The Local Government Comparative Website,
- The new guidelines to be published in July focusing on review of the integrated planning and reporting requirements
- Country training for elected members and funding of the WALG program which finishes in July 2017
- Funding of \$1.2 million over 2 years for activities promoting youth development

The President sought information from Mr. Borrett on the number of “hits” recorded on the Comparative local Government Website. Mr. Borrett undertook to provide this information.

5. Confirmation of Previous Minutes

Moved	Cr M Scott	Seconded	Cr I Earl	Carried
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MOTION:

The minutes of the meeting held at the City of Bunbury on 22 April 2016 be confirmed as a true and correct record of the meeting

6. Business Arising

Nil

7 Reports

7.1 Report by State Council Delegate

Report by State Council Delegate Cr Sanford 23rd June 2016

On behalf of the WALGA SW Zone I attended the meetings of the WALGA State Council held on 5th May and the Special State Council Meeting (2016/2017 WALGA Budget) held on the 8th June. The Executive Officer SW Zone has since circulated the minutes of the meetings.

The main items for decision at the 5th May meeting, in particular at item 5, were supported with some minor amendments. I considered and supported the recommendations on the basis that the amendments were in my view of a minor nature. The SW Zones supplementary motions for consideration were endorsed and referred to the appropriate policy division.

The Special Meeting of State Council on 8th June was to consider the recommendations of the Finances and Services Committee and adoption of the 2016/2017 Governance Budget.

Key aspects of the budget as presented included:

- The 2016/17 WALGA Budget to be balanced with a zero bottom line and a turnover of \$26.3 million including grant and non-grant programs.
- Adaptation of the Non Reliance on Grants Strategy to recognise the reduced exposure to allocate \$250,000 to the Special Projects non-recurrent line item.
- Alignment of the increase in the quantum of the general Membership fee with the change in salary costs of 2.5%.
- Reduced earnings from insurance income projected \$400,000 lower as prudent given significant events and their impact on the scheme.
- Full repayment of the \$500,000 loan by the Local Government House Trust, issued to assist with the cash flow challenge of the transition from 15 Altona Street to 170 Railway Parade.
- Conservative projections on income streams in line with the prevailing economic environment and a shift in some service fee structures as per Member expectations.

The minutes of the state council meetings have been circulated. If any zone delegate would like any further explanation on the outcomes/minutes of these meetings, then please feel free to raise them with me.

Cr Wayne Sanford
President SW Zone WALGA

7.2 State Presidents Report

Nil

7.3 Annual Program of Topics for Discussion by Councils

A number of approaches have been made to address the Zone meetings and these are listed in the table. The number application received generally exceeds the capacity to accommodate the issues.

Meeting	Original Program	Current Program
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Friday 26th August		Recovery from disaster in the short and long term as it impacts on communities and local governments
Friday 25th November		Seeking an indication from members of interest

The EO is to Contact the SEMC Executive Officer to arrange a presentation and discussion on post disaster recovery in the longer term and its impact on communities and councils. Additional material is to be sourced for member information.

8. State Council Agenda

This was distributed by email

5. MATTERS FOR DECISION

5.1 Local Government Gift Provisions (05-034-001-0001 TB).

☐

5.2 Legal Advice 'Instant Start' (05-015-01-0003 VJ)

☐

5.3 WALGA Model Local Planning Policy – Advertising of Planning Proposals (05-036-03-0055 GC) 6

☐

5.4 WALGA & LGIS Research Paper - Disclosing Hazard Information: The Legal Issues (05-028-03-0015 CG)

5.5 Interim Submission to the Department of Premier & Cabinet, Perth & Peel Green Growth Plan for 3.5 million (05-036-03-0020CG)

☐

5.6 NBN Delivery to Regional WA (05-059-03-0013 JB)

☐

5.7 WALGA Governance Review (01-004-07-0001 TB)

6. MATTERS FOR NOTING / INFORMATION

6.1 Report Municipal Waste Advisory Council (MWAC) (01-006-030-008 RNB)

☐

6.2 2016-17 State Budget (05-088-03-0001 DM)

☐

6.3 Roof construction in WA (05-015-01-0003VJ)

6.4 Metropolitan Local Government Reform Lessons Learnt (05-034-01-0017 TL)

□

7. ORGANISATIONAL REPORTS

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)

□

7.1.2 Report on Key Activities, Governance and Organisations Services□(01-006-03-0007 TB)

7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)

□

7.1.4 Report on Key Activities, Planning and Community Development□(01-006-03-0014 VJ)

7.2 Policy Forum Reports (01-006-03-0007 TB)

MOVED

THAT the recommendations be endorsed excluding item 5.1

Moved	Cr. G Aird	Seconded	Cr G Henley	Carried
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MOVED

That item 5.1, item 2 recommendations be amended as follows;

By the removal of the words " continue to develop suggested" in line 1 and replacement with "Engage in Drafting relevant" and the inclusion of the words following Officers in line 3 "and forward to the Government, Opposition and relevant ministers and Opposition spokesman.

Moved	Cr. W Sanford	Seconded	Cr I Earl	Carried
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9 Zone Status Report for June 2016

Zone	Agenda Item	Zone Resolution	WALGA Response	Up-date	WALGA Contact
Sth West C	2016 April 22 Zone Agenda Item 11.2 Bunbury Outer Ring Road	That WALGA lobby the state government to have the Bunbury Outer Ring Road declared a project of state significance and that both funding and a time line be identified. Furthermore, that the State approach the Federal government to contribute funding to the project.	This matter will be added to the agenda for future discussions with the Minister for Transport. Will investigate with South West Zone representatives their interest in participating in a small delegation to the Minister for Transport.	June 2016	Ian Duncan Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031
Sth West C	2016 April 22 Zone Agenda Item 11.3 Review of Biosecurity and Agriculture Management Act	That WALGA be requested to seek an amendment to the Biosecurity and Agriculture Management Act to remove the exclusion on Government agencies and the Public Transport Authority currently not bound by legislation to ensure reserves in urban areas comply with "managed bushland" category. Furthermore a complete review of the act be undertaken.	The Association is meeting with the new Minister for Agriculture on June 15 th to discuss this issue, and to seek a commitment to review the Act in 2017.	June 2016	Mark Batty Executive Manager Environment and Waste 9213 2078 mbatty@walga.asn.au
Sth West C	2016 April 22 Zone Agenda Item 11.1 BAL	That: <ul style="list-style-type: none"> WALGA lobby DFES to undertake a review of Bushfire Attack Level (BAL) Mapping; Continue to 	State Council supports state-wide, minimum bushfire mitigation standards, specifically to: <ul style="list-style-type: none"> Give legislative effect to bushfire guidelines 	June 2016	Melissa Pexton Senior Policy Advisor Community mpexton@walga.asn.au 9213 2080

	Mapping	lobby for mandatory accreditation (WALGA, Building Commission, WAPC)	<ul style="list-style-type: none"> • Improve guidance on design of subdivision and buildings • Provide policy guidance, model subdivision and development conditions • Establish an accreditation system for BAL assessments • Establish a training and education program. <p>WALGA continue to monitor the implementation of the planning for bushfire risk management policy framework in support of the position adopted by State Council and advocate accordingly.</p>		
Sth West C	2016 April 22 State Council Agenda Item 5.1 Local Government Gift Provisions	That the recommendation in item 5.1 – Local Government Gift provisions be amended by the addition of a further point 4. Attendance at Government related functions and events (local, State and Federal) that are principally sponsored or organised by Government entities. Further that this exemption should apply to travel contributions.	<p>The South West Country Zone's amendment has been incorporated into the State Council resolution as follows.</p> <p>STATE COUNCIL RESOLUTION MAY 2016</p> <p>That WALGA urgently seek alignment in the interpretation of a gift as described in the WA Ministerial Code of Conduct and consequentially strongly request the Minister for Local Government to amend the Local Government (Administration) Regulations 1996 and the Local Government (Rules of Conduct) Regulations 2007 in respect to the Gift provisions to</p>	June 2016	Tony Brown Executive Manager Governance and Organisational Services 9213 2051 tbrown@walga.asn.au

			<p>provide Elected Members and Officers with an exemption for the following;</p> <p>Gifts provided in a genuine personal capacity;</p> <p>Business involving Local Government Associations and Organisations such as WALGA, ALGA, LGMA and Regional Local Governments;</p> <p>Attendance at community events and functions provided by Community Groups; and</p> <p>Attendance at Government related functions and events (local, State and Federal) that are principally sponsored or organised by Government.</p> <p>That WALGA in conjunction with LGMA and DLGC conduct a complete review of the gift provisions of the Local Government Act 1995, Local Government (Administration) Regulations 1996 and Local Government (Rules of Conduct) Regulations 2007 including the ability for regular reviews of the value of notifiable gifts and prohibited gifts to arrive at a more logical understandable and relevant provisions applicable to Elected Members and Employees.</p>		
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Sth West C	2016 February 26 Zone Agenda Item 9.3 Local Government Comparative Website	THAT: 1. The SWZ requests WALGA to advocate to DLGC for consultation on information to be incorporated on the Local Government Comparative website before implementation 2. Requests that implementation be deferred for a 12 month period to June 2017.	State Council considered the SW Zone's motion at their March meeting as an emerging issue and resolved as follows: That WALGA advocates to the Department of Local Government and Communities for Local Government sector consultation on information to be incorporated on the Local Government Comparative website before further phases of the website are implemented. The Secretariat has written to the Director General of the Department of Local Government and Communities seeking Local Government sector consultation prior to development of further phases of the Local Government comparative website.	June 2016	Tim Lane Manager Strategy & Reform 9213 2029 tlane@walga.asn.au
Sth West C	2016 February 26 Zone Agenda Item 9.2 State Council Agenda Items for amendment 5.8 WALGA	That clause 33 be amended to read (ii) That the WALGA Governance Manager undertakes research into alternative executive/corporate structure models for the governance of the association and report back with preferred scenarios to the State Council for consideration. Any preferred/alternative models to examine --	An agenda item will be prepared for the 2016 June/July round of Zone and State Council meetings.	June 2016	Tony Brown Executive Manager Governance and Organisational Services tbrown@walga.asn.au 9213 2051

	Governance Review	<p>1. The positive and negative contingencies likely to result from formation of a new executive structure of the State Council,</p> <p>2. The cost/benefit analysis of any alternative executive structure</p> <p>3. Roles and responsibilities, including relationships between executive, zones and members.</p>			
Sth West C	<p>2015 November 27</p> <p>Zone Agenda Item 8.9</p> <p>Volunteer Bush Fire Brigades – Training Pathways – DFES</p>	<p>That the South West Zone of WA Local Government Association:-</p> <p>Require the Executive Officer write to the WA Local Government Association to request that State Council:</p> <p>a) Seek feedback from all rural Local Governments in Western Australia to assess if this is a state wide issue that is impacting on volunteer bush fire brigades; and</p> <p>b) Refer this matter to the Fire and Emergency Services Commissioner to have the training for structural fires placed further down or</p>	<p>WALGA await correspondence from the South West Zone.</p> <p>Further to WALGAs representation and advocacy to the Inter Agency Bushfire Training Subcommittee, where this issue has been raised, WALGA will be conducting workshops in the South West to address a range of emergency management issues of which training will be considered in detail. The workshop was originally scheduled for June, however was cancelled due to member commitments to an exercise in the region on the same day.</p>	June 2016	<p>Melissa Pexton</p> <p>A/Policy Manager</p> <p>Community</p> <p>9213 2080</p> <p>mpexton@walga.asn.au</p>

Sth West C	2015 November 27 Zone Agenda Item 9.3 Asset Valuations and Depreciation	<p>removed from the list of prerequisites so that volunteer bush fire fighters can receive the training that they need to be effective and safe bush fire fighters, with the possibility of developing their skills as structural fire fighters later on in their careers if that is their choice.</p> <p>THAT: WALGA be requested to lobby the Minister for Local Government and the Department of Local Government and Communities (DLGC) to initiate a standardised approach to the way asset valuation and depreciation expense is applied across the WA Local Government sector. This includes but is not limited to the following: A common methodology or framework being established to consistently identify and determine "fair value" of Local Government assets; A common methodology or framework being established to determine consistently how and at what rate various asset types are depreciated; and</p>	<p>WALGA staff are liaising with the DLGC in respect to a standardised approach for asset valuation and depreciation.</p> <p>This issue has been further highlighted by the information to be provided on the DLGC comparative website.</p> <p>The Zone will be kept informed as this issue progresses.</p>	June 2016	<p>Tony Brown Executive Manager Governance and Organisational Services tbrown@walga.asn.au 9213 2051</p>
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Sth West C	2015 June 26 Zone Agenda Item 8.7 SAI Global – Australian Standards – Subscription Costs	A review of the way asset ratios are applied by the Department of Local Government and Communities as an indicator of current and future viability.	That the South West Zone of WALGA request the WALGA investigate the most cost effective solution for Local Governments to maintain up to date Australian Standards that apply to the activities that Local Governments are required to administer, apply to the the organisation and advice given to contractors and the community.	WALGA's Procurement team is currently investigating this issue and two options are being considered: 1. A review and refinement of our current templates and standard contract terms and conditions which Members will have access to. Once finalized, these standard WALGA General Conditions of Contract will negate the need to use the Standards Australia (SA) Terms and Conditions, for those Members that wish to adopt the new WALGA General Conditions of Contract. 2. For those Members that still wish to use the SA Terms and Conditions or have access to other Australian Standards through SAI Global, WALGA will investigate the opportunity to enter into a single statewide license agreement. Municipal Association of Victoria (MAV) has already undertaken some of this work and WALGA would look to build on what has already been achieved by MAV. This will remove the need for Members to individually enter into arrangements with SA.	June 2016	John Filippone Executive Manager Business Solutions jfilippone@walga.asn.au 9213 2020
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10. Discussion Forum

10.1 DAFWA Recognised Biosecurity Groups – Shire of Capel

Moved	Cr. M. Scott	Seconded	Cr T Pratico	Carried
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MOTION:

That:

- 1. The South West Zone WALGA call on the State Government to immediately reinstate adequate funding to DAFWA for biosecurity officers to enact full compliance regarding the control of declared weeds and feral animals across the South West: and***
- 2. WALGA be requested to lobby the State Government and State Labour Party on this matter.***

Background

Local Governments in the South West have Environmental Officers who meet on a quarterly basis to discuss and share issues that affect their local government areas. This "Regional Environmental Group" includes the Shires of Manjimup, Bridgetown Greenbushes, Donnybrook Balingup, Dardanup, Harvey, Bunbury, Capel and Busselton.

At the meeting held in May 2016 the group decided to make representation to WALGA regarding the Department Of Agriculture and Food's (DAFWA) attempt to shift the responsibility of biosecurity oversight and enforcement to volunteers in the community.

The Department of Agriculture and Food (DAFWA) have embarked on a program to establish volunteer groups in the community to enact control of declared weeds and pests. They have called these groups Recognised Biosecurity Groups (RBGs).

The Mid West (Wheatbelt) model that is being rolled out across the South West is not working due to the variety of land use in the South West region.

Local Government Environmental Officers across the South West are concerned that the biosecurity of the region has been put at high risk due to the withdrawal of DAFWA compliance officer resources before the new biosecurity groups are functioning.

The Environmental Officers are calling for a reinstatement of DAFWA biosecurity officer resources to enact compliance regarding the control of declared weeds and feral animals across the South West.

EO Comment

In Feb 2015 the minutes record:

The Hon Minister Ken Baston MLC, Minister for Agriculture and Food; Fisheries will attend the meeting with staff and participated in a field inspection of sites.

Key issues raised with the Minister were:

- Lack of compliance support by DA&F

- Bureaucratic delays in the process of establishing RBGs
- Failure of State agencies to address weed control on land under their jurisdiction
- Reduction in the services and support available from the DA&F
- Government attempts at cost shifting to Local Government
- Policy contradictions by government in regard to responsibility, funding and general competence of councils as expressed in recent derogatory statement by the Premier.
- Lack of leadership by the Minister and the DA&F in addressing the issues
- Failure of the model proposed by the government in legislation to address the problems
- The need for a policy change

Comment

Despite over two years of DAFWA promotion and at the cost of hundreds of thousands of dollars, very little progress on this issue has been made. The failure of this model has not been recognised by DAFWA and local government officers now have major concerns regarding the control of weeds and feral animals across the SW region and the increasing unrealistic expectations being placed on volunteers within the community.

The following issues have been identified by Environmental Officers and community volunteers:

1. Locally effective biosecurity enforcement officer resources have been removed from DAFWA before the new Recognised Biosecurity Groups are functioning. DAFWA claims it will attend to a "limited number" of biosecurity issues but it cannot commit to doing anything particular.
2. DAFWA are still legally responsible for the enforcement of declared weed control in WA, but DAFWA officers are not permitted to do their enforcement role when requested by local government officers or the new and forming RBG's. Requests for them to do so are met with advice to contact the local Recognised Biosecurity Group. The problem is that in most areas of the SW, there is no there is no Recognised Biosecurity Group or compliance officer resources.
3. The model that has been used for the RBGs is based on broad-acre farming areas in the Rangelands and Eastern wheat belt regions. In these areas, landholder issues are similar and the population density is small (i.e. a small number of landholders cover a lot of land area). This model has not transferred into the smaller landholdings/ mixed farming /higher population density areas, due to less-common issues with biosecurity and a high number of absentee landholders. The peer-group-pressure model only works where the landholder is present and cares what their neighbours think.
4. The administrative expectations on the proposed RBG volunteer groups is constantly growing and changing. There seems to be no guidelines on how big an area the group should cover or what administrative tasks, in total, will be expected from each group. It has been described by community volunteers as "the goalposts are constantly moving". It is now being suggested that these volunteer groups be responsible for engaging their

own compliance officers. It has been rightly assessed by these community volunteers as “not their role to enforce legislation”.

5. There was no investment by the state government in supporting the other agencies to join the RBG process. DPaW, Water Corp, DOLA and all the other agencies with vested lands should have been given some seed funds so they could have participated as equitable partners in the process. Local government and the community are being asked to clean up the overspill of invasive species emanating from state government controlled land with no support from those agencies. Water catchment areas are currently highly infested with weeds and pigs.
6. There is no DAFWA staff responsible for emerging biosecurity issues in and around farmland in the SW. The current emergence of deer in state forests, weeds from recently-logged state-owned plantations and properties owned by recalcitrant absentee landlords go unchecked and are multiplying every season to become a big expensive problem. These problems would have previously been “nipped in the bud” by closer attention to a smaller, emerging problem by DAFWA biosecurity compliance officers.
7. It is not clear on who will pay for the new model. Some landholders already pay into an Industry Funding Scheme for Biosecurity in their industry. The current model may make these landholders pay twice. These landholders may already be spending money on weed and feral animal control and it would not be equitable for these landholders to be leveed for additional funds to be used by their neighbours to use on their weed control because they have not taken action to remove weeds on their properties.
8. Volunteer community members participating under the RBG are unsure where they stand regarding permission to access land and who pays the insurance? (i.e. public liability etc.).
9. There is no long term funding commitment. DAFWA have committed to fund the current developing RBGs until 2017 but nothing is known past 2017. There have been rumours that there is an “Across Shires Model” where urban rate payers may not be happy about their “rates” going to pay for activities that they do not utilise.
10. There is currently a review of declared pests and weeds being undertaken and there have been suggestions to de-list species that have been targeted over the years. The review has to date, not engaged the people on the ground, who deal with these weeds. Some have heard the possible de-listing of Cottonbush, the very reason that at least two RBGs have been formed.
11. The confusion and frustration regarding lack of biosecurity compliance being created by DAFWA in the rural communities in the SW is not being addressed. DAFWA need to accept their role in providing effective management of compliance issues in the control of declared weeds and feral animals. This means an acceptance by DAFWA that their current model of RBGs is not working and until it does, DAFWA should provide the biosecurity compliance officers to do the job they are legislated to do.

Recommendation

That:

3. The South West Zone WALGA call on the State Government to immediately reinstate adequate funding to DAFWA for biosecurity officers to enact full compliance regarding the control of declared weeds and feral animals across the South West: and
4. WALGA be requested to lobby the State Government and State Labour Party on this matter.

10.1 Speakers at WALGA AGM

Cr M Bennett has asked the following be listed for discussion.

More relevant information (speakers) at WALGA AGM.

MOTION

THAT:

SWZ seek that WALGA undertake a review of its annual conference including structure, format, content and cost,

Moved	Cr. P Robinson	Seconded	Cr A Logudice	Carried
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Cr W Sandford will take the opportunity to raise the matter with the State president and CEO as a possible late item for discussion.

10.2 Councillor Training Programs

Moved	Cr A Logudice	Seconded	Cr T Pratico	
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MOTION:

That WALGA be advised that program as circulated is to be confirmed and that nominations from elected members will be sought by CEOs and advised directly to WALGA

NOTE:

Busselton have advised WALGA that 24th October is more suitable and this has been confirmed

WALGA advise that the final phase of DLGC and WALGA's subsidised training, funded by the State Government through the Royalties for Regions and Country Local Government Fund program, is now being scheduled.

A 4-day program will be delivered in regional locations across Western Australia at

a subsidised cost of only \$50 course per Elected Member with the program being delivered in two blocks, approximately a fortnight apart.

To ensure that this training opportunity reaches the maximum number of Elected Members effectively and efficiently, WALGA and DLGC are asking Country Zones to confirm that the below-mentioned dates and Host Councils are suitable before we post them on our website and promote them to Elected Members in the South West Country Zone.

If this could be discussed at your Zone Meeting on 24 June 2016 it would be greatly appreciated to ensure that we lock in dates, trainers, accommodation etc and start taking bookings as soon as possible.

Training Course	Host Council	Date
Understanding Financial Reports and Budgets	Busselton	25 October 2016 (Tues)
Sustainable Asset (Infrastructure) Management	Busselton	26 October 2016 (Wed)
Better Planning Decisions	Bunbury	16 November 2016 (Wed)
CEO Performance Appraisals	Bunbury	17 November 2016 (Thurs)

10.3 Central Zone Account for Grain Freights

MOTION

That the Zone President be authorised to further investigate this matter with the Avon Midland Zone and the WALGA representatives involved and advise the Zone accordingly.

The EO has received the following email and account but is unaware of any commitment to contribute financially to this activity. Members of SWZ have attended and received minutes at the invitation of the Avon Midland Country Zone.

The EO had advised Robert that this was unexpected and the account would be placed before the Zone meeting.

A detailed breakdown of expenses is provided.

Email

I attach Invoice for your Zone's share of costs for the Local Government Grain Freight Group for the period 1 May 2015 to 30 April 2016.

Regards

Robert

Robert Dew
Executive Officer
AVON-MIDLAND COUNTRY ZONE WALGA

Phone - 9620 1234
Mobile - 0429 962 013
E-mail - tambin@westnet.com.au
Post - PO Box 70, Wongan Hills 6603

Avon Midland Country Zone of WA Local Government Association

PO Box 70, Wongan Hills WA 6603
Phone: (08) 9620 1234 E-mail: tambin@westnet.com.au
ABN: 12 898 732 804

Invoice No: 00000278
Date: 15/06/2016
Page: 1

Tax Invoice

To: South-West Country Zone WALGA
9 Lisa Road
AUSTRALIND WA 6233

Description				Amount	Tax Code
Local Government Grain Feight Group - Share of Costs (1/5/2014 to 21/4/2015)				\$487.30	GST
Direct Banking Details BSB: 036-177 Account No: 11-6740 Bank: Westpac, Wongan Hills					
Terms: Net 7				Subtotal:	\$487.30
				GST:	\$48.73
Tax Code	Tax Rate	GST	Sale Amount	Total Inc GST:	\$536.03
GST	10%	\$48.73	\$487.30	Amount Applied:	\$0.00
				Balance Due:	\$536.03

11. Financial Report

FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2016

DETAILS	2015/16 ANNUAL BUDGET	2015/16 ACTUAL
	\$	\$
Opening Funds at 1 July	<u>11,450</u>	<u>13,211</u>
<u>Revenue</u>		
Interest on Investment	50	0
Member Council Contributions	6,600	7,200
Total Revenue	6,650	7,200
<u>Expenditure</u>		
Secretarial Service	(7,000)	(5,600)
Secretarial Service Creditor 2014/15	(0)	(1,400)
Miscellaneous Expenses	(100)	(61)
Total Expenditure	(7,100)	(7,061)
Surplus (Deficit) for Period	(450)	139
Closing Funds at 31 May 2016	11,000	13,350

Cash at Bank at 31 May 2016 Represented By:

Cheque Account	\$1,814	
Term Deposit 1.5% - Holding Investment	\$11,536	\$13,350
Funds Available at 31 May 2016		\$13,350

PROPOSED BUDGET 2016/2017

SOUTH WEST ZONE WA LOCAL GOVERNMENT ASSOCIATION

ANNUAL BUDGET FOR THE YEAR ENDING 30 JUNE 2017

DETAILS	2015/16 ACTUAL (EST) \$	2016/17 ANNUAL BUDGET \$
Opening Funds at 1 July	<u>13,211</u>	<u>13,394</u>
<u>Revenue</u>		
Interest on Investment	50	50
Member Council Contributions	7,200	7,200
Total Revenue	7,250	7,250
<u>Expenditure</u>		
Secretarial Service	(5,600)	(7,000)
Secretarial Service Creditor 2015/16	(1,400)	(0)
Miscellaneous Expenses	(67)	(70)
Total Expenditure	(7,067)	(7,070)
Surplus (Deficit) for Period	183	180
Closing Funds at 30 June Represented by Cash at Bank	13,394	13,574

12. Accounts for payment

Executive Officer

\$1400

Moved	Cr G Henley	Seconded	Cr T Pratico	Carried
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MOTION:

That the financial report be received, the budget for the ensuing year be endorsed and accounts be approved for payment

13. Schedule of meetings 2016

PREFERRED DATES FOR ZONE MEETINGS	Proposed Date for SWZ Meeting	STATE COUNCIL MEETING DATES 2016
Friday 26 Aug to Friday 2 Sep	Friday 26 th August Shire of Capel Shire of Collie	Regional Meeting (Avon-Midland) 8-9 September
Friday 25 Nov to Friday 2 Dec	Friday 25 th November Shire of Collie Shire of Dardanup	Wednesday 7 December

14. Farewell to Mr. John Attwood CEO Shire of Donnybrook - Balingup

The Zone President recognized the contribution of Mr. Attwood to the Zone and local government and mentioned the friendship, support and mentoring that he had extended to all involved. On behalf of the Zone he mentioned the high esteem in which he was held and wished him well for the future.

Mr. Sheedy thanked Mr. Attwood on behalf of his colleagues and mentioned that he had been employed by the Council for some 45 years and has served as CEO for 25 years. He wished him well on behalf of all CEOs in the Zone.

Mr. Attwood responded.

Acclamation followed.

15. Closure

The President thanked members for their attendance and the Shire of Capel and their staff for the hospitality extended to the Zone delegates.

EO Action Items

Seek nominations from CEOs for membership of DEMC
Seek nominations from elected members for Zone B representative
Seek advice from A Borrett on Comparative Local Government Website
Seek advice from DEMC Advisor on post disaster recovery (short and long term)

District Emergency Management Committee

(SW DEMC)
Membership

Seeking Local Government Representative for the SW DEMC

BACKGROUND

Western Australia uses a committee structure to assist the State Emergency Management Committee (SEMC) in the development and implementation of the State emergency management (EM) arrangements. This structure consists of committees at the State, district and local level. Interagency representation at a senior level is a crucial feature of the District Emergency Management Committee (DEMC). This ensures that appropriate advice and feedback on EM arrangements is available for Local Emergency Management Committee (LEMC) consideration. To facilitate EM arrangements in Western Australia, the State is divided into EM districts, each of which comprises a number of local governments. In each EM district the relevant Police District Superintendent is designated as the District Emergency Coordinator.

A DEMC is established for each emergency management district (s. 31 (1) of the *Emergency Management Act 2005*). The SW DEMC covers the following local governments:

Augusta Margaret River

**Boyup Brook
Bridgetown Greenbushes
Bunbury
Busselton
Manjimup**

Collie

**Capel
Dardanup
Donnybrook Balingup
Harvey
Nannup**

SW DEMC meets four times per year and if required additional meetings are facilitated to conduct DEMC exercise, district risk workshop etc. SW DEMC meetings are well attended by the regional representatives from various emergency management response and support organisations.

DEMC Executive:

- Chair, which is the District Emergency Coordinator (WA Police) – the position of Chair is appointed by the SEMC;
- Deputy Chair –DFES representative appointed by the Fire and Emergency Services Commissioner; and
- District Emergency Coordinator (if not Chair) – appointed by State Emergency Coordinator; and
- Executive Officer – SEMC District Emergency Management Advisor (DA)

Current Issue:

Local government membership, attendance and contribution at the SW DEMC is considered as of high importance by the SW DEMC members. Following is the list of current local government membership groups and members:

GROUP A BUNBURY CAPEL COLLIE HARVEY DARDANUP	SCOTT Murray Capel WIDMER Chris Bunbury (Proxy)
GROUP B AUGUSTA MARGARET RIVER BUSSELTON NANNUP	BOOTSMA Rob CESM HALL Nathan CESM (Proxy)
GROUP C BOYUP BROOK BRIDGETOWN GREENBUSHES DONNYBROOK BALINGUP MANJIMUP	PRATICO Tony Bridgetown Greenbushes VACANT (Proxy)

The current local government representation at the SW DEMC is not suitable due to:

- lack of regular attendance/availability including the current vacant position for a proxy member to represent Group C.
- there is no mechanism or forum for the chosen members to discuss the SW DEMC meeting agenda and outcomes with the other local governments. Therefore, the appointed members have limited ability to truly represent the group they have been chosen to represent.
- the Group B representation by the Community Emergency Services Manager (CESM) is suitable at the Local Emergency Management Committee (LEMC) level and not the DEMC level.

What is SW DEMC seeking from the WALGA Zone meeting?

- The SW DEMC is seeking two suitable local government representatives to represent the SW WALGA Zone at the SW DEMC meetings.



WA CHEESE ARTISANS

Be part of this Inaugural Event
11-13 November 2016







Festival Fromage 2016 presents a unique opportunity for local South West cheese artisans to grow the local industry, increase profile and create a new gateway from Perth to the South West to tap into the cheese addiction of the WA public and visitors, and to be an active part of this unique event.

Festival Fromage 2016 is a boutique festival for lovers of cheese, artisan cheese makers and those liquor producers who make every cheese board experience that little more decadent and delightful.

Set inside the vintage back drop of the beautiful Perth town hall and surrounding Perth buildings, it can only be described as a kind of choose your own cheese and wine adventure – chock full of amazing flavours, new delicacies, sexy sass and inspiration.

It is designed for those who prefer late nights, splendid conversations and a long table dinner party.

ABOUT The Festival



- Perth's first cheese and fine accompaniments consumer and industry festival - over 2,500 tickets available in allocated time slots across the two days
- *Culture Series* of cheese talks, demonstrations, cheese making workshops, presentations by interstate and local cheese-makers, brewers, chefs and the producers of amazing WA liquor distilleries located in some of the cities most historic learning venues
- VIP Festival Launch Friday 11 November 2016 Long Table Degustation
- Industry welcome event and series of industry development talks
- Over 350 Corporate VIP long table degustation tickets available for purchase for 6 sessions
- *Decadent Fromage* city wide restaurant and hospitality venues cheese activation
- City of Perth art and retailer event activation
- **Event dates: 11-13 November 2016 – 9am to 8pm**
- **Marketing Activity: Launch 27 April to 30 December 2016**

Program Elements



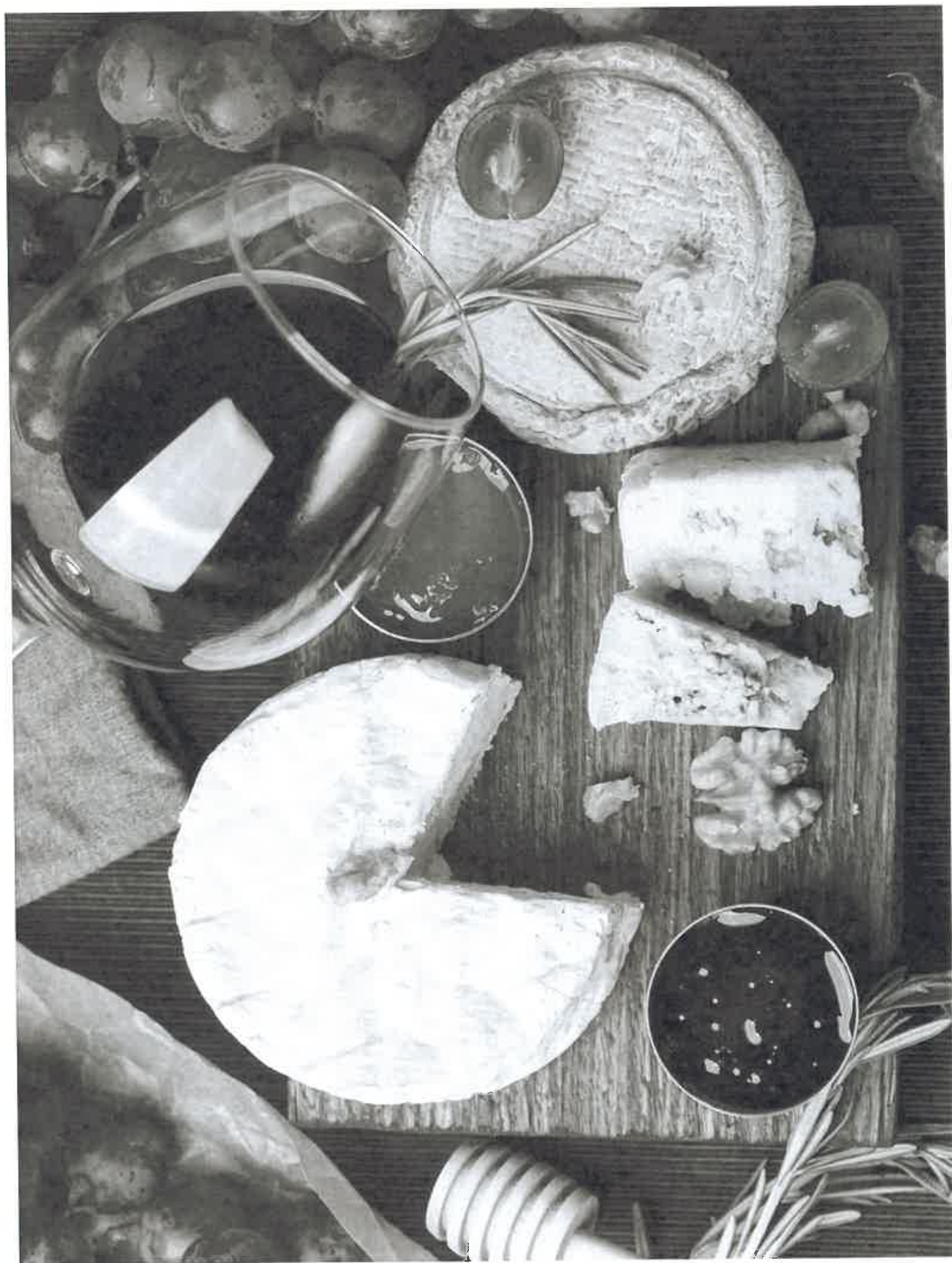
So who is behind this shindig I hear you ask?

Well *Festival Fromage 2016* brings together the chalk and cheese of Perth's most unique duo. Taste Adventure Pty Ltd Founders Michael Taylor and Danicia Quinlan have a simple vision to rebrand the way this town thinks of cheese.

Michael's love of the product and experience through-out a career managing the process by which cheese and beer moves from its raw form to our fridges is second to none.

Dancia's experience as Executive Director of Perth's leading Fashion Festival and a long standing career in marketing strategy and sponsorship delivery just adds the sass and pizzazz to make this affair *shake its little cheese box off*.

ABOUT The Organisers





Decadent Fromage City Wide Activation

- Over the weekend, we will be running a Decadent Fromage Competition that will see Perth's finest inner city dining establishments (such as Wildflower, Post, Halford Bar, Petition, and The Flour Factory) create a unique decadent cheese dish to be promoted as part of the Festival adventure footprint
- This initiative will be supported by a strong social media campaign in the lead up to the Festival that will be voted on by the public over the Festival weekend
- Judged by the voting public, this activation has the opportunity to extend the Festival's reach locally, nationally and internationally
- Again there is an opportunity to profile a number of local cheeses to show how amazing cheeses can be re-worked by Perth's leading Chefs into decadent magic for a city wide cheese off.
- At the moment, it is intended that all participating Decadent Fromage venues will be featured on a Urban Walkabout map produced exclusive for the November Festival weekend.

TREAT Me



Fromage Artisans VIP Degustation

- In a first for Perth, there will be now be 6 long table degustation VIP sessions devoted solely to the love of cheese
- Styled by the amazing Jess from the Butcher, Baker, Stylist and Creator – these long tables will defy imagination
- Guests will be a mix of purchased VIP corporate hospitality ticket holders, VIPs and the occasional celebrity
- Limited VIP tickets (total 60-80 PAX per session) will be sold to enable those truly passionate about cheese to experience Perth's first Licensed Fromagerie degustation in a beautiful setting designed to enhance the tasting experience and networking
- Here, guests will enjoy a degustation menu of matched cheeses and liquor
- We propose to run a WA cheese artisan degustation as part of our Friday night opening, and would welcome the participation of local cheese to ensure the south west is front and center of the Festival opening.

POP UP Licensed Fromagerie

YOU ARE THE

CHEESE

TO MY

GRATHEES





Festival Fromage Cheese Culture Series

- Over the two days of the Festival, we will run a series of consumer based cheese making workshops and industry talks with leading cheese makers, food technology academics, industry leaders, artisans and business advisors.
- The Cheese Culture Workshop Series will tap into both the global food movement, slow food international principles and a desire to bring the art of beautiful and simple food into our homes.
- Located at Brookfield Place in Curtin Universities old boys school, the Culture Series will draw people into the area and make Brookfield Place an active part of the Festival activities.
- We will also run a series of business development talks for local cheese makers across the weekend, and all participating WA cheese makers will have the opportunity to attend an industry night on the opening Friday to network with wholesalers, retailers and chefs in the inner city hospitality sector.

TEMPT Me



The Urban List Perth

Finally someone has listened to our prayers... Get ready for 72 hours of cheesy madness!



Perth's Getting A Cheese Festival!

Big news, you guys. All of your cheesy dreams are about to come true because Perth's getting its own cheese festival!

THEURBANLIST.COM

Like Comment Share

You, Pauline Taylor, Danielle Taylor and 47k others

Top comments

1,865 shares



Fromage Artisans Perth peeps how absolutely over the moon are we that you are so excited about our Festival Fromage! You have made our week (well confess our year!) We promise to bring you the very best cheese this state and country has to offer for your delight and co. See more

Like Reply 18 Yesterday at 20:56



Katherine Winkley Jamie Haig, Tania Coates, Linda O'Connell - My fav fromage loving friends - lock it in your calendar! I'm booking in a babysitter cos I certainly can't consume cheese responsibly

Like Reply 4 Yesterday at 19:16

4 Replies

View more comments

We know we have the ability to tap into a strong WA consumer readership base, as evidenced by our targeted marketing campaign to launch *Festival Fromage 2016* into the market place which went viral across social media, clocking over 1,000 likes in the first 9 minutes, was viewed by 220,000 viewers in 2 hours and shared and discussed by over 4,700 Perth consumers within 24 hours.

Cheesy madness indeed!

TEMPT ME



Festival Fromage 2016 Draft Program

Date	Activity	Venue
Friday 11 November	Industry Welcome and Networking VIP Launch Long Table Degustation Dinner 6pm-8pm VIP Fromage Artisans Long Table Degustation 1 WA	Perth Town Hall (TBC) Supper Room Perth Town Hall
Saturday 12 November	11am Fromage Artisans Long Table Degustation – 2 champagne 11am-8pm Festival Fromage – 40 vendors and artisans retail /tastings Noon-8pm Picnic in the Square 11am-4pm 4 x consumer cheese making workshops and meet the maker talks 1pm-3pm VIP Fromage Artisans Long Table Degustation 3 Wine 6pm-8pm VIP Long Table Degustation 4 (sponsor Blue Cow Cheese)	Supper Room Perth Town Hall Perth Town Hall Cathedral Square/ Council House Gardens Curtin City Buildings Supper Room Perth Town Hall Supper Room Perth Town Hall
Sunday 13 November	11am Fromage Artisans Long Table Degustation 5 – Beer 11am-8pm Festival Fromage – 40 vendors and artisans retail /tastings Noon-4pm Picnic in the Square 11am-4pm 4 x Industry Forum Talks 1pm-3pm VIP Long Table Degustation 6 (sponsor Will Studd Cheese/Simon Johnson) 6pm-8pm VIP Long Table Degustation 7 Wine	Supper Room Perth Town Hall Perth Town Hall Cathedral Square/ Council House Gardens Curtin City Buildings Supper Room Perth Town Hall Supper Room Perth Town Hall

Please note this program is in draft form only and is subject to change.

Full program is scheduled to be launched 1 September 2016.

TEACH Me



Contact: Danicia / Michael
Director Brand Strategy / Director Operations
Email: Dancia@festivalfromage.com.au
Phone: 0409089532 / 0407931765

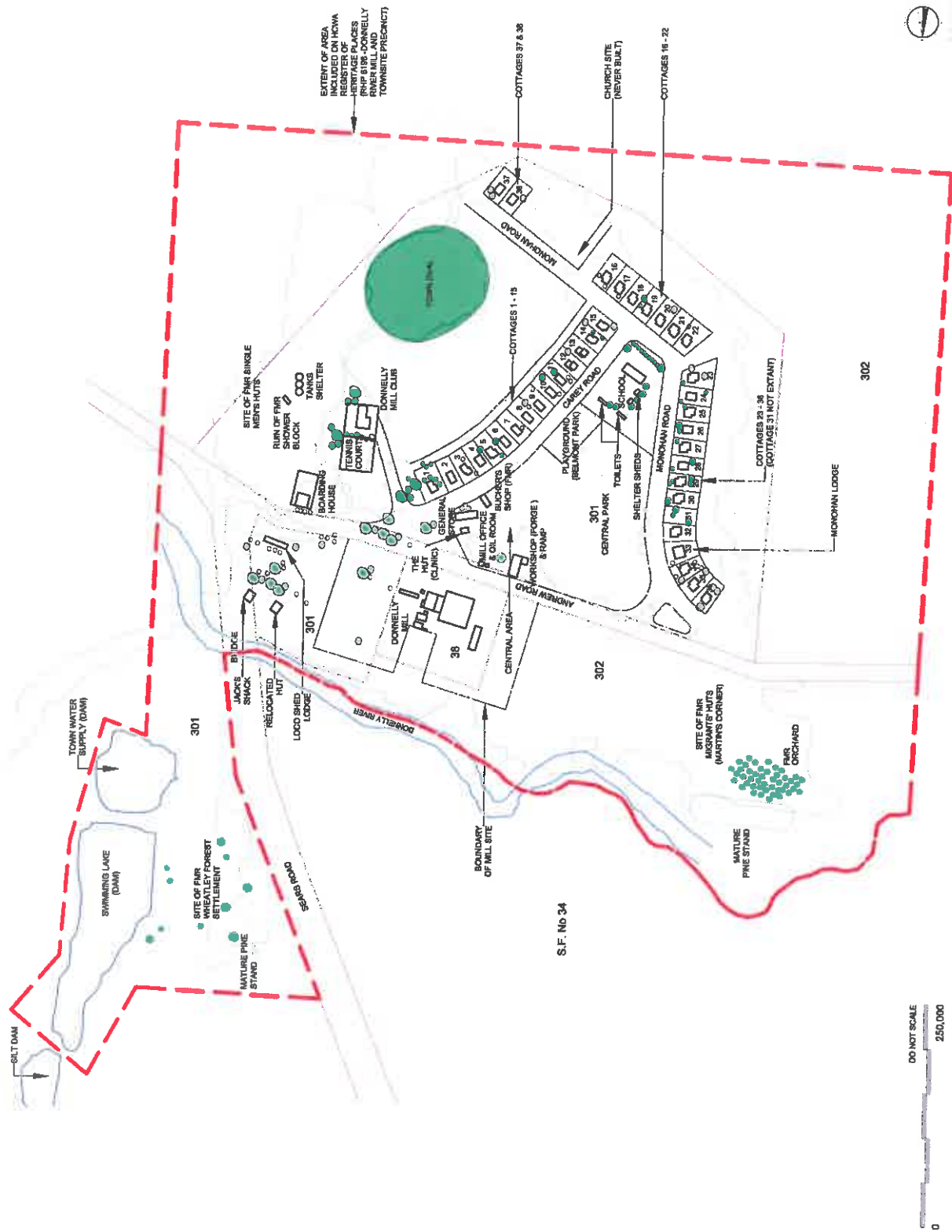


Fig 02 Donnelly River Mill Townsite - Site Plan

NANNUP TRAILS & ACTIVITIES

OLD TIMBERLINE TRAIL

This 22KM trail following a disused railway line between Nannup and Carnaby siding can be a two-day walk or a one-day cycle. Bumping from windy walk trail to old timber roads, it features interpretation on the old timberline heritage, botanical flora and fauna and spectacular views. Find out more at www.trailswa.com.au

KONDIL WILDFLOWER WALK

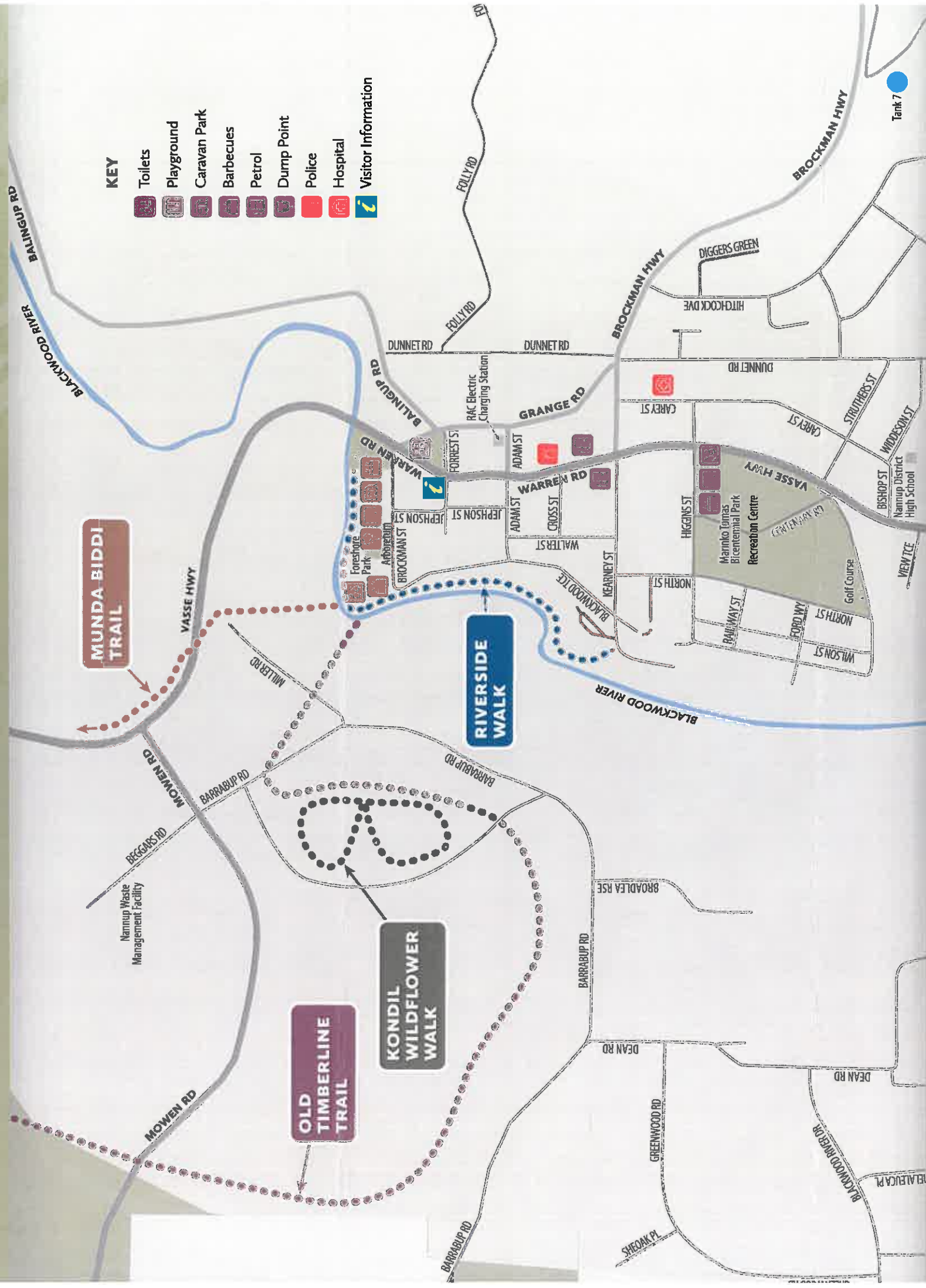
This trail consists of the 700M Casserina Loop and the 2.5KM Spectra Loop, forming an elongated figure of eight. It's well marked and meanders through native bush with spectacular wildflower displays, native trees, birds and animal life. Many flowers are abundant during the spring season at Kondil Wildflower Park.

RIVERSIDE WALK

This 2.5KM walk follows the Blackwood River foreshore, starting from the Old Railway Bridge and eventually looping back through the township of Nannup to conclude at the Nannup Visitor Centre. On the trail you'll discover a raised timber deck, ideal for bird watching, picnic benches and interpretive signage.

MUNDA BIDDI TRAIL

The Munda Biddi Trail is a world-class off-road cycling experience. Following a 1,000KM trail through an undeveloped national park, it stretches in five sections - from Murrumbidgee to Albany. Nannup sits on the Jerrardwood to Murrumbidgee section. Explore the entire adventure at www.mundabiddi.org.au



CANOEING TRAILS

During winter the Blackwood River offers paddlers many long flowing pools as well as some rapids. Public access points include Wrights Bridge, Mandment Bridge and Reilly Bridge. Planning is essential as weather has a big impact on water levels. Contact the Visitor Centre for canoe maps and hire locations.

ORIENTEERING

Orienteering gives you the thrill of navigating your way by map along tracks or through bush to find control markers. The permanent courses at Nannup's Forestry Park are a great way to experience the buzz of finding controls. Call into a lot of Nannup and ask for a map to get you started on your adventure.

TANK 7

An example of the water tanks once used in the area by the forestry industry, Tank 7 is just a 3KM walk west before turning south to climb the hill. With 360° views over Nannup and surrounds, Tank 7 also features art by the Nannup Primary School depicting local flora and fauna, and Nannup's David Byrne, who inspired this walk.



Shire of
Nannup
www.shireofnannup.wa.gov.au

SHIRE OF NANNUP ACCOUNTS FOR PAYMENT - JUNE 2016				
EFT/ Cheque	Date	Name	Invoice Description	Amount
EFT8389	07/06/2016	CIVIC LEGAL	LEGAL COSTS	\$ 4,576.00
EFT8390	07/06/2016	P & F MARTIN	TYRES FITTED & SUPPLIED	\$ 1,344.10
EFT8391	07/06/2016	ENVIRONMENTAL HEALTH AUSTRALIA (NEW SOUTH WALES) INC.	I'M ALERT FOOD SAFETY PROGRAM D SUBSCRIPTION	\$ 330.00
EFT8392	07/06/2016	FIRE & SAFETY WA	BUSH FIRE BRIGADE EQUIPMENT	\$ 14,330.25
EFT8393	07/06/2016	CITY & REGIONAL FUELS	FUEL EXPENSES	\$ 1,485.18
EFT8394	07/06/2016	BLACKWOOD AIR-CONDITIONING	3 AIR CONDITIONERS SHIRE OFFICE	\$ 6,630.00
EFT8395	07/06/2016	NANNUP DELI	REFRESHMENTS	\$ 135.83
EFT8396	07/06/2016	OFFICEWORKS	WHITE BOARDS FOR VOLUNTEER BUSH FIRE BRIGADES	\$ 1,361.00
EFT8397	07/06/2016	GREG FLEAY PLUMBING	DEPOT PLUMBING MAINTENANCE	\$ 249.70
EFT8398	07/06/2016	COUNTRY ROAD CONTRACTING	DOZER HIRE	\$ 1,595.00
EFT8399	07/06/2016	LUSH FIRE AND PLANNING	PROGRESS PAYMENT RE NANNUP BUSHFIRE HAZARD LEVEL ASSESSMENT	\$ 2,090.00
EFT8400	07/06/2016	VIC LORKIEWICZ	EAST NANNUP FCO FUEL REIMBURSEMENT	\$ 79.00
EFT8401	07/06/2016	SAFEMASTER	ANNUAL HEIGHT SAFETY SYSTEM CHECK - RECERTIFICATION HEIGHT SAFETY SYSTEM	\$ 1,342.00
EFT8402	07/06/2016	AMD CHARTERED ACCOUNTANTS	INTERIM AUDIT FOR THE YEAR ENDED 30/06/2016 ON 04/05/2016	\$ 3,740.00
EFT8403	07/06/2016	BUNNINGS- BUSSELTON	STORAGE CRATES	\$ 269.40
EFT8404	07/06/2016	CID EQUIPMENT PTY. LTD.	LOADER & BACKHOE MAINTENANCE	\$ 729.84
EFT8405	07/06/2016	GEOGRAPHE SAWS & MOWERS	EQUIPMENT MAINTENANCE AND REPAIRS	\$ 630.00
EFT8406	07/06/2016	HOWSON MANAGEMENT PTY LTD	PLANT & EQUIPMENT VALUATION REPORT	\$ 2,821.50
EFT8407	07/06/2016	K & C HARPER	SUPPLY & INSTALL BACKFLOW PREVENTION DEVICE CV PARK DUMP POINT	\$ 749.10
EFT8408	07/06/2016	NANNUP HARDWARE	ADHESIVE, DRILL MASONRY, NUT, THREADED ROD	\$ 157.54
EFT8409	07/06/2016	NANNUP NEWSAGENCY	POSTAGE MAY 2016	\$ 583.40
EFT8410	07/06/2016	SYNERGY	ELECTRICITY EXPENSES MAY 2016	\$ 4,007.30
EFT8411	07/06/2016	TRADE HIRE	PLANT HIRE	\$ 773.74
EFT8412	07/06/2016	IT VISION	SOFTWARE BUDGET TRAINING	\$ 412.50
EFT8413	07/06/2016	WML CONSULTANTS	NANNUP OLD RAILWAY BRIDGE - LOAD RATING	\$ 22,577.50
EFT8414	07/06/2016	WARREN BLACKWOOD WASTE	WARREN BLACKWOOD WASTE FEES MAY 2016	\$ 6,700.35
EFT8415	07/06/2016	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	RETURN OF PART FUNDING FOR ELECTRONIC ENTRY DOORS ADMIN OFFICE	\$ 22,000.00
EFT8416	21/06/2016	TULIPS WITH A DIFFERENCE	RANUNCULI MIXED COLOURS	\$ 35.50
EFT8417	21/06/2016	GUMNUTS GALORE	3 X PLANTS	\$ 36.00
EFT8418	21/06/2016	SCANIA AUSTRALIA - BUNBURY OFFICE	SERVICE PLANT	\$ 1,593.68
EFT8419	21/06/2016	NANNUP PHARMACY	ADMINISTRATION EXPENSES	\$ 9.99
EFT8420	21/06/2016	A TASTE OF NANNUP	6 MONTHLY VISITOR SERVICE PAYMENT	\$ 5,500.00
EFT8421	21/06/2016	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER PAYMENT	\$ 2,739.00
EFT8422	21/06/2016	BUSSELTON TEE-BALL ASSOCIATION INC.	9 KIDSPORT VOUCHERS	\$ 750.00
EFT8424	21/06/2016	FIRE & SAFETY WA	BUSH FIRE BRIGADE EQUIPMENT	\$ 1,623.38
EFT8425	21/06/2016	TREDWELL MANAGEMENT SERVICES	NANNUP TO SCOTT RIVER BRIDLE TRAIL - STAGE 2 - PROGRESS PAYMENT	\$ 4,950.00
EFT8426	21/06/2016	ALLGLOVE INDUSTRIES	BUSH FIRE BRIGADE EQUIPMENT	\$ 990.00
EFT8427	21/06/2016	CITY & REGIONAL FUELS	FUEL EXPENSES	\$ 3,812.80
EFT8428	21/06/2016	SCOPE BUSINESS IMAGING	PHOTOCOPIER SERVICE	\$ 1,004.59
EFT8429	21/06/2016	WHAT'S ON PUBLISHING PTY LTD	ISSUE 6, ADVERTISING ON THE SOUTHWEST MAP	\$ 181.00
EFT8430	21/06/2016	SEEK LIMITED	ADVERTISE WORKS SUPERVISOR POSITION	\$ 289.30
EFT8431	21/06/2016	OFFICEWORKS	OFFICE EXPENSES	\$ 328.19
EFT8432	21/06/2016	STALEY FOOD & PACKAGING	ODORSAFE, NILODOR	\$ 258.34
EFT8433	21/06/2016	CAPE LIFE	MOWEN RD PIT REHABILITATION	\$ 89,406.90
EFT8434	21/06/2016	GEO SHEDS & BARNES	CONCRETE PLACEMENT AT EAST NANNUP VBFB SHED SITE	\$ 8,542.50
EFT8435	21/06/2016	DOWN SOUTH WINDOW TINT	WINDOW TINTING	\$ 4,215.00
EFT8437	21/06/2016	AUSTRALIAN TAXATION OFFICE	MAY BAS PAYMENT	\$ 13,926.10
EFT8438	21/06/2016	NANNUP ELECTRICAL SERVICES	ELECTRICAL WORK TO NANNUP VISITOR SERVICE @ A TASTE OF NANNUP	\$ 990.00
EFT8439	21/06/2016	CID EQUIPMENT PTY. LTD.	RECTIFY SPEED SENSOR FAULT	\$ 3,916.26
EFT8440	21/06/2016	LANDGATE	MINIMUM CHARGE	\$ 101.50
EFT8441	21/06/2016	GREENWAY ENTERPRISES	TESTING	\$ 595.00
EFT8442	21/06/2016	MOORE STEPHENS (WA) PTY LTD	2015/16 WA LOCAL GOV RATES COMPARISON REPORT	\$ 209.00
EFT8443	21/06/2016	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 372.26
EFT8444	21/06/2016	INSIGHT CCS PTY LTD	OVERCALLS MAY 2016	\$ 134.42
EFT8445	21/06/2016	JASON SIGNMAKERS	DANGER SIGNS	\$ 140.80
EFT8446	21/06/2016	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$ 2,800.00
EFT8447	21/06/2016	NANNUP HARDWARE & AGENCIES	SAFETY EQUIPMENT OUTDOOR STAFF	\$ 1,190.55
EFT8448	21/06/2016	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS	\$ 140.52
EFT8449	21/06/2016	NANNUP HOTEL MOTEL	REFRESHMENTS	\$ 495.80
EFT8450	21/06/2016	NANNUP COMMUNITY RESOURCE CENTRE	BUS HIRE - WADI FARM VISIT	\$ 1,315.00
EFT8451	21/06/2016	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 281.88
EFT8452	21/06/2016	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$ 1,707.42
EFT8453	21/06/2016	THE PAPER COMPANY OF AUSTRALIA PTY LTD	20 REAMS A4 COPY PAPER	\$ 92.40
EFT8454	21/06/2016	ROD'S AUTO ELECTRICS	PLANT REPAIR	\$ 664.13
EFT8455	21/06/2016	SYNERGY	ELECTRICITY EXPENSES	\$ 2,159.50
EFT8456	21/06/2016	STEWART & HEATON CLOTHING CO. PTY LTD	LINE NAME BADGE	\$ 21.23
EFT8457	21/06/2016	LOUISE STOKES	PROFESSIONAL DEVELOPMENT	\$ 110.00
EFT8458	21/06/2016	TRACE BISHOP	ACCOMMODATION FOR IT VISION TRAINING AND MOORE STEPHEN WKSH	\$ 878.16
EFT8459	21/06/2016	WORK CLOBBER	CARGO TROUSERS & DRILL SHIRTS	\$ 495.00
EFT8460	30/06/2016	JP REPAIRS	CLEAN & CHECK AIR FLOW METER & REPAIR TYRE NP 3018	\$ 90.00
EFT8461	30/06/2016	ROBERT LONGMORE	2 X COUNCIL MEETINGS	\$ 176.00
EFT8462	30/06/2016	TIGER SHACK	50% PAYMENT FOR A TASTE OF NANNUP DOORS	\$ 1,500.00
EFT8463	30/06/2016	LANDMARK ENGINEERING & DESIGN	ROLLER BIKE RAILS	\$ 2,178.00
EFT8464	30/06/2016	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 606.10
EFT8465	30/06/2016	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER PAYMENT	\$ 3,984.00
EFT8466	30/06/2016	BRANDINO PTY LTD	TRAIL SIGN VARIATION	\$ 1,155.00
EFT8467	30/06/2016	COVS PARTS	SMART START CHARGER 600AMP	\$ 265.54
EFT8468	30/06/2016	PICKLE & O	COUNCIL MEETINGS MEALS	\$ 345.00

SHIRE OF NANNUP ACCOUNTS FOR PAYMENT - JUNE 2016				
EFT/ Cheque	Date	Name	Invoice Description	Amount
EFT8469	30/06/2016	ROB BOOTSMAN	TOOLKIT FOR CISO SORRENTO & HAMMER	\$ 294.00
EFT8470	30/06/2016	ANNE SLATER	4 X COUNCIL MEETINGS & TRAVEL	\$ 517.00
EFT8471	30/06/2016	FIRE & SAFETY WA	HEAD TORCHES	\$ 307.78
EFT8472	30/06/2016	CITY & REGIONAL FUELS	FUEL EXPENSES	\$ 1,424.17
EFT8473	30/06/2016	SEEK LIMITED	ADVERTISE MANAGER INFRASTRUCTURE POSITION	\$ 344.30
EFT8474	30/06/2016	AMPAC	COMMISSIONS AND COSTS FOR RATES RECOVERY	\$ 21.78
EFT8475	30/06/2016	SCAVENGER FIRE & SAFETY	GOGGLES, REPLACEMENT GOGGLES LENS, DUST SEAL EYEWEAR	\$ 811.80
EFT8476	30/06/2016	GEO SHEDS & BARN	MATERIAL SUPPLY ON DELIVERY FOR EAST NANNUP VBFB	\$ 15,589.52
EFT8477	30/06/2016	ASHLEY KIDD	NATURALISTE GLASS FOR WINDOWS & WINDOW FRAMES NORTH NANNUP	\$ 1,551.92
EFT8478	30/06/2016	ALL WALL STICKERS	WALL STICKER SET	\$ 35.90
EFT8479	30/06/2016	SHIRE OF NANNUP TRUST	COMMUNITY BUS SURPLUS GRANT MOVE TO TRUST FUNDS	\$ 777.28
EFT8480	30/06/2016	BOYANUP BOTANICAL	PLANTS	\$ 420.11
EFT8481	30/06/2016	BULLIVANTS	INSPECT HEIGHT SAFETY & LIFTING GEAR PRESENTED	\$ 2,262.49
EFT8482	30/06/2016	J BLACKWOOD & SON PTY LIMITED	WASH DOWN HOSE & TRUCK WASH	\$ 590.12
EFT8483	30/06/2016	D & J COMMUNICATIONS	HANDHELD RADIOS, MICROPHONE EXTENSIONS	\$ 5,262.40
EFT8484	30/06/2016	LANDGATE	LANDGATE VALUATION EXPENSES	\$ 22,784.35
EFT8485	30/06/2016	EVERYDAY POTTED PLANTS	VARIOUS PLANTS	\$ 481.29
EFT8486	30/06/2016	CHARLES GILBERT	12 X COUNCIL MEETINGS, 2015/16 COMPUTER ALLOCATION	\$ 1,331.00
EFT8487	30/06/2016	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 133.97
EFT8488	30/06/2016	JASON SIGNMAKERS	VARIOUS STREET NAME SIGN EXPENSES	\$ 80.41
EFT8489	30/06/2016	WAYNE G H JOLLEY	BUILDING OFFICER TRAVEL & HOME OFFICE COSTS APRIL - JUNE 2016	\$ 425.80
EFT8490	30/06/2016	ROBIN MELLEMA	7 X COUNCIL MEETINGS, 2 X COMMITTEE MEETINGS & TRAVEL	\$ 884.18
EFT8491	30/06/2016	NANNUP HARDWARE & AGENCIES	VARIOUS EQUIPMENT ITEMS PURCHASED	\$ 3,186.21
EFT8492	30/06/2016	NANNUP HARDWARE	VARIOUS EQUIPMENT ITEMS PURCHASED	\$ 9,950.27
EFT8493	30/06/2016	NANNUP COMMUNITY RESOURCE CENTRE	FIRST AID COURSE CARLOTTA VBFB	\$ 1,192.00
EFT8494	30/06/2016	PRESTIGE PRODUCTS	DOG LITTER BAGS	\$ 245.52
EFT8495	30/06/2016	SW PRECISION PRINT	RATES NOTICES & ENVELOPES	\$ 722.00
EFT8496	30/06/2016	ROD'S AUTO ELECTRICS	KIT D/LAMP ULTIMA COMBO	\$ 177.65
EFT8497	30/06/2016	SYNERGY	ELECTRICITY EXPENSES	\$ 217.25
EFT8498	30/06/2016	SUGAR MOUNTAIN ELECTRICAL SERVICES	DEPOT - CCTV MAINTENANCE	\$ 2,794.83
EFT8499	30/06/2016	STEWART & HEATON CLOTHING CO. PTY LTD	2 X TROUSERS	\$ 540.51
EFT8500	30/06/2016	ST JOHN AMBULANCE	ST JOHN AMBULANCE SUBSCRIPTIONS	\$ 399.00
EFT8501	30/06/2016	B.J. & F.H. TOMAS	REPAIR TO GATES AT THE NANNUP WASTE MANAGEMENT FACILITY	\$ 1,980.00
EFT8502	30/06/2016	WORTHY CONTRACTING	WASTE MANAGEMENT FACILITY JUNE 2016	\$ 18,036.33
Total Municipal Account EFT Payments:				\$ 366,776.11
20044	07/06/2016	CUNDINUP VOLUNTEER BUSH FIRE BRIGADE	POSTAGE & STATIONERY	\$ 11.98
20045	21/06/2016	BUNBURY TEN PIN BOWLING	10 CHILDREN & 2 ADULTS BOWLING & SNACK BOX	\$ 286.00
20046	21/06/2016	ROBERT MARSHALL	REIMBURSEMENT COMMUNITY BUS LICENSE	\$ 261.90
20047	21/06/2016	TELSTRA	INTERNET EXPENSES NORTH NANNUP VBFB	\$ 49.95
20048	21/06/2016	WATER CORPORATION	WATER EXPENSES	\$ 2,151.86
20049	30/06/2016	MARKETFORCE EXPRESS	MANAGER INFRASTRUCTURE ADV WEST AUSTRALIAN	\$ 2,131.44
20050	30/06/2016	LMF INDUSTRIES	INSTALL 18 HERITAGE TRAIL SIGNS/PLAQUES, MANUFACTURE & INSTALL 4 S/A HERITAGE TRAIL SIGNS	\$ 2,466.07
20051	30/06/2016	NORTHCLIFFE VISITOR CENTRE INC.	CONTRIBUTION TO BLOOMING WILD FESTIVAL	\$ 1,100.00
20052	30/06/2016	BOREHAM VALLEY NURSERY	10 X TREES	\$ 196.90
20053	30/06/2016	TELSTRA	TELEPHONE EXPENSES DARRADUP VBFB	\$ 22.19
Total Municipal Account Cheque Payments:				\$ 8,678.29
DD9614.1	08/06/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION	6346.92
DD9614.2	08/06/2016	LIFETRACK SUPERANNUATION	SUPERANNUATION	264.76
DD9614.3	08/06/2016	AUSTRALIAN SUPER	SUPERANNUATION	856.94
DD9614.4	08/06/2016	AMP LIFE LTD	SUPERANNUATION	65.19
DD9614.5	08/06/2016	HOSPLUS SUPER	SUPERANNUATION	69.54
DD9614.6	08/06/2016	BONNIE LOCH SUPERANNUATION FUND	SUPERANNUATION	180.50
DD9615.1	22/06/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION	6352.31
DD9615.2	22/06/2016	LIFETRACK SUPERANNUATION	SUPERANNUATION	264.76
DD9615.3	22/06/2016	AUSTRALIAN SUPER	SUPERANNUATION	856.94
DD9615.4	22/06/2016	AMP LIFE LTD	SUPERANNUATION	64.06
DD9615.5	22/06/2016	HOSPLUS SUPER	SUPERANNUATION	57.82
DD9615.6	22/06/2016	BONNIE LOCH SUPERANNUATION FUND	SUPERANNUATION	180.50
DD9628.1	30/06/2016	WESTNET	INTERNET EXPENSES, SHIRE OFFICE, SHIRE DEPOT, DARRADUP VBFB	214.79
DD9628.2	30/06/2016	CALTEX AUSTRALIA	FUEL EXPENSES	420.77
DD9628.3	30/06/2016	TELSTRA	TELEPHONE EXPENSES	1501.67
DD9628.4	30/06/2016	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 JUNE 2016 PAYMENT	1666.06
DD9628.5	30/06/2016	SGFLEET	CESO VEHICLE EXPENSES SGFLEET MAY 2016 USAGE	1144.26
DD9628.6	30/06/2016	BP AUSTRALIA	FUEL EXPENSES	121.39
DD9628.7	30/06/2016	CORPORATE CREDIT CARD - SHIRE OF NANNUP	CREDIT CARD JUNE 2016	1475.50
Total Municipal Account Direct Debit Payments:				\$ 22,104.68
Total Trust Account Payments:				\$ -
TOTAL MUNICIPAL PAYMENTS FOR PERIOD				\$ 397,559.08
TOTAL TRUST PAYMENTS FOR PERIOD				\$ -
TOTAL PAYMENTS FOR PERIOD:				\$ 397,559.08

SHIRE OF NANNUP			
CREDIT CARD TRANSACTIONS -JUNE 2016			
	Supplier	Description	Amount
1/6/2016	BANK CHARGES MUN	ANNUAL FEE	40.00
1/6/2016	REFRESHMENTS & FUNCTIONS -COUNCIL MUN	BLACKWOOD CAFE NANNUP WA	31.40
2/6/2016	MINOR PLANT & EQUIPMENT < \$1200 MUN	IRRIGATION WAREHOUSE N INNES NSW AUS	556.60
22/6/2016	OTHER GOODS & SERVICES MUN	ST JOHN AMBULANCE AUST BELMONT AUS	347.50
28/6/2016	CESO MOTOR VEHICLE RUNNING EXPENSES MUN	NORM FLYNN SMASH REP BUSSELTON AUS	500.00
		Total Credit Card Purchase - Peter Clarke	\$ 1,475.50

