

AGENDA NUMBER: 10.7
SUBJECT: FROGS Early Learning Centre, Nannup
LOCATION/ADDRESS: Grange Rd, Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC 6R
AUTHOR: Louise Stokes – Community Development Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 9 March 2010

Attachments: 1. Revised Business Plan FROGS Early Learning Centre.
 2. Letter from NOCCA.

BACKGROUND:

Consultation and work is now underway to develop concept building and landscaping plans for the Free Range on Grange (FROGS) Early Learning Centre, Nannup to submit these plans to Council for approval prior to the planning and building application process.

The YMCA have separated from the project due to an internal management restructure and have verbally advised NOCCA that all community childcare centre projects have been put on hold indefinitely. NOCCA has made the decision to run the project as a community organisation and a revised business plan is attached.

Council resolved in January 2010:

“That YMCA/NOCCA be responsible for the development of the building plans for the conversion of Lot 248 Grange Road to childcare premises.”

With YMCA withdrawing from the project, a request to Council has been received from NOCCA for Council to pay the costs of building and landscaping plans for Council approval from the Childcare Reserve Fund.

COMMENT

The business plan has been reviewed and would appear to be comprehensive and sound. Having said that, a lot of the detail contained in the plan is specific to child care facilities which officers of this Council have no expertise in. The financial attachments appear to be sound and reflect a reasonable income to Council of \$6,768 per annum. Currently Council receives approximately \$13,000 per annum. The proposed rental as per the business plan is in line with discussions Council had when last formally discussing this item at the January 2010 meeting of Council.

Estimates have been received by NOCCA from Dobbin Design and Serene Habitats to undertake the building and landscaping plans.

An estimate received from Dobbin Designs for the preparation of concept designs is \$5,000 based on \$60 per hour. The landscaping plans are estimated to cost \$1,500. The estimated cost for a Structural Engineer to review the plans is \$1,000.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: \$7,500 from Reserve Fund

STRATEGIC IMPLICATIONS:

Council's draft Forward Plan 2010/11 contains in year 2010/11 an estimate of \$300,000 to undertake a capital upgrade of childcare premises.

RECOMMENDATIONS:

1. That Council pay for the development of building and landscaping concept plans utilising funds currently set aside for the purpose of the development of a childcare facility.
2. That the concept plans for the childcare facility be forwarded to Council for approval prior to the development of working drawings.

VOTING REQUIREMENTS:


for **LOUISE STOKES**
COMMUNITY DEVELOPMENT OFFICER

BUSINESS PLAN

FROGS Early Learning Centre

Developed March 2010

Approved by Nannup Occasional Child Care Association March 2010

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1 EXECUTIVE SUMMARY

1.1. Business Overview

The Nannup Occasional Childcare Association (NOCCA) is currently licensed for 19 children and operates Wednesday – Friday.

With the increasing demand for child care NOCCA would like to develop an Early Learning Centre operating Monday- Friday in Nannup.

The benefit of developing an Early Learning Centre in the town means parents can access Child Care Benefit (fee reduction) and employment remains in the town.

The development of **Free Range On Grange (FROGS) Early Learning Centre** will ensure that in two years the town of Nannup will have a well established viable service to offer to families in the community. This will be achieved by the strong support network and resources available through the Children Support Unit WA.

Our Mission

Our mission is to provide outstanding childcare that nurtures and realises the potential within each child.

Our Vision

Our vision is:

- To build upon the already established centre
- To create an accessible and inclusive nurturing environment.
- To be attractive to young families living in or moving to the area
- To encourage and support existing families with the service they require.

1.2. Service Features

FROGS Early Learning Centre will be able to provide families the ability to access the Commonwealth Government fee reduction system. This is commonly referred to as Child Care Benefit (CCB).

The centre will also meet the requirements for sustainability allowance from the Department of Employment Education and Workplace Relations (DEEWR). This allowance will supplement the centres income.

1.3. Market Analysis

The target market is families requiring support and assistance with child care for work or respite reasons. Currently there is no child care service available in the town where families can access reduced fees. This is a disadvantage to all families currently in the community. Current child care facilities offering fee reduction are located in surrounding towns such as Bridgetown, Margaret River and Busselton.

It is expected that families will choose to use FROGS Early Learning Centre rather than travel the 45 minutes to alternative choices.

1.4. Marketing Strategy

A marketing plan will be developed to promote the services of child care to residents and families. Once the centre is established, school holiday programs will be incorporated in accordance with the child-care licensing department. It is expected that consultation will occur with other professionals in town i.e. child health nurse, schools, playgroups and local business to establish a partnership and awareness of the centre within the town and the availability of professional offices within the facility.

This may also include brochures, information packs, open days and local advertising.

1.5. Key Objectives and Financial Overview

It is expected that the centre will be able to operate at 53% for the first 12 months. This will mean the centre will make a small profit. The expectation of the centre is to break even while being able to put resources back into the centre.

The very basic equipment set up costs will be able to be covered by FROGS E.L.C by applying for grants through lotterywest. The Shire of Nannup has reserve funds for the purpose of construction.

2. Detailed Plan

2.1. Market Analysis

The Shire of Nannup covers an area of 2,953 square km including Nannup, Donnelly River, Bidelia, Carlotta, Cundinup, Scott River, Lake Jasper, Darradup and Barrabup.

In general the population of 1210 with 18% aged 0-14 years is spread throughout the Shire district with about half of the population residing in the Nannup town site.

The Shire of Nannup is bounded by the Shires of Augusta-Margaret River to the west, Manjimup to the south-east, Bridgetown-Greenbushes to the north-east, Donnybrook-Balingup to the north and Busselton to the north-west.

Parents and Guardians of children within the Shire will be the main users of this service. Competitively no other child care service in the shire can offer Child Care Benefit (fee reduction). When considering the fees the latest Australian Bureau of Statistics information is considered. Fees of centres in surrounding areas were used as a guide including Manjimup, Bridgetown and Pemberton.

Information has been obtained from the Jill Powell family needs analysis, community surveys and NOCCA staff and management committee.

2.2. Competition

Currently there are no competitors that can provide Child Care Benefit (CCB) within the town. Competitors are other child care services offered in other towns such as Family Day Care, In-home Child Care and child care centres. FROGS E.L.C will market the centre with access to Child Care Benefit (CCB) locally.

2.3. Service

FROGS Early Learning Centre will initially be able to offer 23 child care places to families with children aged 0-6 years with the prospect of an after school and vacation care program for children aged 6-12 years after 12 months, in accordance with child care licensing, a limit will apply for any extra programs.

2.4. Marketing Strategy

Child care is predominantly sold by word of mouth from the excellent child care provided to families. Prior to the centre opening an invitation will be given to all families currently using NOCCA and Playgroup and other interested community users to view the centre, talk with the Director and complete the enrolment and orientation process.

Other marketing strategies will include advertising in the Nannup Telegraph, listing on the Shire of Nannup Website with information on opening hours and the facilities offered by the centre. Free listing on other websites that relate to child care and brochures.

2.5. Service Production

Fees are based on the Australian Bureau of Statistics information and will pay for wages, and associated program costs.

2.6. SWOT Analysis:

Strengths	<ul style="list-style-type: none"> ◦ Offer CCB (fee reduction) to families – <i>ensures affordability</i> ◦ Offer a quality child care service to the town enhancing the ability for families to gain employment – <i>families may choose employment within the town</i> ◦ Offers local employment to staff ◦ Ability to provide other services – <i>these include services such as Outside School Hours, family support programs.</i>
Weaknesses	<ul style="list-style-type: none"> ◦ Financial insecurity if enrolments fall below required levels ◦ Reliant on volunteers for management committee
Opportunities	<ul style="list-style-type: none"> ◦ Other services offered to families such as Outside Schools Hours Programs –<i>conduct needs analysis once centre is operating</i> ◦ Family support services –<i>conduct needs analysis once centre is operating</i> ◦ Professional development and networking with other services for staff employed –<i>developed from staff reviews</i> ◦ Introduction of toy library ◦ Financial bonus of renting professional offices
Threats	<ul style="list-style-type: none"> ◦ Families not utilising the service – <i>combat this threat by implementing the marketing strategy.</i>

2.7. Business Structure

Volunteer Committee – Chair Person, Treasurer, Secretary, Centre Director

Staff – Centre Director, Qualified Child Care Workers, Unqualified Child Care Workers

2.8. Management

The Nannup Early Learning Centre will be managed by paid staff who are answerable to a volunteer management committee. The Nannup Early Learning Centre will be a community based service with all profits returning to support the community.

All staff will be paid under Children's Services Award 2010. Staff will be interviewed and provided with new employment contracts by FROGS E.L.C. All staff employed require a current Working With Children Check, National Police Clearance not less than 6 months old at the time of employment and a current senior first aid certificate as outlined in the position description for all staff.

2.9. Key Objectives

The centre will enhance the services already in the region by expanding the days of the service from three to five days and increasing opening hours, thus enabling parents to work or study in a full time capacity. The centre will enable child care to be affordable in the community with the ability of the service to apply child care benefit which is not available with the current service.

The provision of childcare in the community will allow many in the community to return to the local workforce and provide employment opportunities in the town.

The Grange Rd site will have a number of rooms available to accommodate an Integrated Service Delivery Model providing an holistic service to Nannup, one which can incorporate parent support programs and youth services.

2.10. Financial Information– Please see attached budget

2.10.1. Establishment Costs

It is vital to the development of the centre that the Shire of Nannup commit to the provision of the Grange Road building and renovation. FROGS E.L.C will be fully responsible for all licensing and Quality Assurance requirements. The commitment from the Shire of Nannup to the development of Grange Rd and to charge minimal rent ensures viability of a child care service in the town.

2.10.2. First Years Projected Profit and Loss (Budget)

Please see attached budget

2.10.3. Source of Finance

The development of the Grange Road property to be the responsibility of the Shire of Nannup.

Ongoing running costs of the centre will be the responsibility of FROGS E.L.C and income will be derived from child care fees and Commonwealth government funding.

2.11. Action Plan

| Please see attached time frame

3. Final Point

Over the past two years, the current staff and committee have grown the service from a one day to three day a week operation. All three days are popular, with bookings over the Easter 2010 school holidays exceeding the capacity of the service. Development of the Grange Road site will enable continued growth of this cherished, well utilised and vital community service.

FROGS Early Learning Centre

Budget for the year ending 30 June 2012

- Assumptions**
 Superannuation 9.0%
 Workers' Comp 1.6%
 Long Service leave 1.5%
 Annual Leave 6.0%

	2011/2012	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Days open		21	23	22	20	22	17	16	21	21	18	23	20
Total Budgeted Attendances													
Places 0 to 2yrs - 4		3	3	3	3	3	3	3	3	3	3	3	3
Places 2 to 3yrs - 5		4	4	4	4	4	4	4	4	4	4	4	4
Places 3 to 5yrs - 10		5	5	5	5	5	5	5	5	5	5	5	5
Total Places		12	12	12	12	12	12	12	12	12	12	12	12
Total licensed places		23	23	23	23	23	23	23	23	23	23	23	23

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
0 to 2	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00	\$ 198.00
2 - 5	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00	\$ 540.00
Total	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00	\$ 738.00
AV	73.80	73.80	73.80	73.80	73.80	73.80	73.80	73.80	73.80	73.80	73.80	73.80
Places 3 to 5yrs	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30
Average	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30

Daily Rate	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Monday to Friday 8.00am-6.00pm	10	10	10	10	10	50

FROGS Early Learning Centre Budget for the year ending 30 June 2012

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Income													
Long day care	15,498	16,974	16,236	14,760	16,236	12,546	11,808	15,498	15,498	13,284	16,974	14,760	180,072
Sustainability	3,849	3,849	3,849	3,849	3,849	3,849	3,849	3,849	3,849	3,849	3,849	3,849	46,188
ASC	-	-	-	-	-	-	-	-	-	-	-	-	-
BSC	-	-	-	-	-	-	-	-	-	-	-	-	-
Vac Care	-	-	-	-	-	-	-	-	-	-	-	-	-
	15,498	20,823	20,085	18,609	20,085	16,395	15,657	19,347	19,347	17,133	20,823	18,609	226,260
Expenses													
Advertising	20	20	20	20	20	20	20	20	20	20	20	20	240
Bank Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Cleaning Supplies	60	60	60	60	60	60	60	60	60	60	60	60	720
Computer support	-	-	-	-	-	-	560	-	-	-	-	-	560
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-
Electricity & gas	375	375	375	375	375	375	375	375	375	375	375	375	4,500
Equipment purchases	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Food	76	83	79	72	79	61	58	76	76	65	83	72	878
Gardening/plants	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance	416	416	416	416	416	416	416	416	416	416	416	416	4,992
Interest paid	-	-	-	-	-	-	-	-	-	-	-	-	-
Membership Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-
License fees & expenses	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Motor vehicle expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Nappy service	-	-	-	-	-	-	-	-	-	-	-	-	-
Printing & stationery	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Rates & taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
Rent of property	564	564	564	564	564	564	564	564	564	564	564	564	6,768
Repairs & maintenance	80	80	80	80	80	80	80	80	80	80	80	80	960
Salary & wages	16,499	18,071	17,285	15,714	17,285	13,357	12,571	16,499	16,499	14,142	18,071	15,714	191,706
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Staff expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Telephone	160	160	160	160	160	160	160	160	160	160	160	160	1,920
Training	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Misc OSHC expenses(ELC)	-	-	-	-	-	-	-	-	-	-	-	-	-
	19,000	20,578	19,789	18,211	19,789	15,843	15,613	19,000	19,000	16,632	20,578	18,211	222,245
Net Surplus /(Deficit)	(3,502)	245	296	398	296	552	44	347	347	501	245	398	4,015
Total net surplus / (Deficits)	(3,502)	245	296	398	296	552	44	347	347	501	245	398	4,015

FROGS Early Learning Centre

Budget for the year ending 30 June 2012

Income

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Days of month	21	23	22	22	20	22	17	16	21	21	18	20
Av Rate	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80	\$ 73.80
Attendance	12	12	12	12	12	12	12	12	12	12	12	12
	\$ 15,498	\$ 16,974	\$ 16,236	\$ 16,236	\$ 14,760	\$ 12,546	\$ 11,808	\$ 15,498	\$ 15,498	\$ 13,284	\$ 16,974	\$ 14,760

FROGS Early Learning Centre Budget for the year ending 30 June 2012

Expenses

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Advertising & marketing	20	20	20	20	20	20	20	20	20	20	20	20	240
Bank Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Cleaning													
Cleaning Contractor	-	-	-	-	-	-	-	-	-	-	-	-	-
Cleaning Supplies	60	60	60	60	60	60	60	60	60	60	60	60	720
Total	60	60	60	60	60	60	60	60	60	60	60	60	720
Computer support							560						560
Depreciation													
Buses													
Building													
Equipment													
Total													
Electricity & gas	375	375	375	375	375	375	375	375	375	375	375	375	4,500
Equipment and Program purchase	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Food	76	83	79	72	79	61	58	76	76	65	83	72	878
Gardening/plants													
Insurance													
Public													
Revenue Protection													
Building													
All inclusive	416	416	416	416	416	416	416	416	416	416	416	416	4,992
Total	416	416	416	416	416	416	416	416	416	416	416	416	4,992
Interest													
Borrowing costs													
Interest on bus purchahse													
Credit line													
Interest on loan													

FROGS Early Learning Centre Budget for the year ending 30 June 2012

Expenses

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
License Fees & expenses	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Motor vehicle expenses	-												
Fuel & Oil													
Service													
Nappy service													
Printing, postage & stationery	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Rates & taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
Rent of property	564	564	564	564	564	564	564	564	564	564	564	564	6,768
Repairs & maintenance	80	80	80	80	80	80	80	80	80	80	80	80	960
Salary & wages	16,499	18,071	17,285	15,714	17,285	13,357	12,571	16,499	16,499	14,142	18,071	15,714	191,706
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Staff expenses													
Telephone													
Mobile	-	-	-	-	-	-	-	-	-	-	-	-	-
Landline	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Broadband	60	60	60	60	60	60	60	60	60	60	60	60	720
	160	160	160	160	160	160	160	160	160	160	160	160	1,920
Training													
Uniforms													
Miscellaneous	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Total	19,000	20,578	19,789	18,211	19,789	15,843	15,613	19,000	19,000	16,632	20,578	18,211	222,245

FROGS Early Learning Centre Budget for the year ending 30 June 2012

WAGES (Existing rates)

Permanent	Rate	Hours	Pay	L/S leave	Super.	WC	Total
	P/Hour	P/Day	Per Day	Per Day	Per Day	Per Day	Per Day
Director	24.74	8.5	210.29	3.15	18.93	3.36	235.74
Qualified	18.47	8.5	157.00	2.35	14.13	2.51	175.99
Qualified Room Head	0.00		0.00	0.00	0.00	0.00	0.00
Qualified Room Head	0.00		0.00	0.00	0.00	0.00	0.00
Qualified Room Head	0.00		0.00	0.00	0.00	0.00	0.00
Qualified Room Head	0.00		0.00	0.00	0.00	0.00	0.00
Assistant L3	17.95	5.0	89.75	1.35	8.08	1.44	100.61
Assistant L2	15.24	9.0	137.16	2.06	12.34	2.19	153.76
Assistant L2	15.24	7.0	106.68	1.60	9.60	1.71	119.59
Casual Assistant			0.00	0.00	0.00	0.00	0.00
Casual Assistant			0.00	0.00	0.00	0.00	0.00
Cleaner			0.00	0.00	0.00	0.00	0.00
Cook			0.00	0.00	0.00	0.00	0.00
Total		38.0	700.88	10.51	63.08	11.21	785.68

Hours per quarter
2470

Months	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	21	23	22	20	22	17	16	21	21	18	23	20	244
Work Days	16,499	18,071	17,285	15,714	17,285	13,357	12,571	16,499	16,499	14,142	18,071	15,714	191,706

Food

Months	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	21	23	22	20	22	17	16	21	21	18	23	20	244.00
Work days	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	
Per child	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	
Attendance	76	83	79	72	79	61	58	76	76	65	83	72	878

FROGS Early Learning Centre VARIABLES OSHC & Vacation Care

Budget July 07 to June 08

DAYS OF OPERATION PER MONTH

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
ASC - Normal	0	0	0	0	0	0	0	0	0	0	0	0	0

Vacation Care - Normal	0	0	0	0	0	0	0	0	0	0	0	0	0
Vacation Care - Transport Days	0	0	0	0	0	0	0	0	0	0	0	0	0
Vacation Care - PFD	0	0	0	0	0	0	0	0	0	0	0	0	0

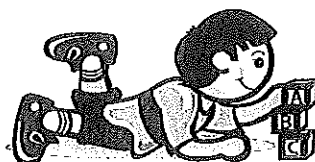
Pupil Free	0	0	0	0	0	0	0	0	0	0	0	0	0
Total days accounted for	0	0	0	0	0	0	0	0	0	0	0	0	0

Actual week days	0	0	0	0	0	0	0	0	0	0	0	0	0
Additional days permanents are entitled to be paid													
Public Holidays - Vac				0		0	0			0			0
Public Holidays - ASC				0		0	0		0	0			0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0

FEES
ASC
BSC
Vacation Care
Pupil Free Day
Public holidays per docep
EXPENDITURE
Consumables per child per day
ASC
Vacation Care
Pupil Free Days
Program Expenses
Vacation Care
ON-COSTS
Annual Leave & Loading
Superannuation
Workers' Comp
Long Service leave
Salary increase

Timeframe, NOCCA project

Activity	Jan	March	April	May	June	July	August	Sept	Nov	Jan	
Council resolution to commence project	21/1										
Request for Council to pay for plans		25/3									
Request for Concept plans		25/3									
Council accepts concept plans			22/4								
Working drawings and quantity surveyor costs				27/5							
Planning application lodged					2/6						
Public notification period							26/8				
Building application lodged						14/7					
Building and Planning application approved								15/9			
Advise tenants								15/9			
Call for tenders								20/9			
Tenders awarded									1/11		
Access building and construction commences										Construction commences	
Fit Out										May	
Officially Opening											June



Nannup Occasional Child Care Association Inc.

ABN: 29074370505

**PO Box 129, Nannup WA 6275
Tel: 9756 1122 Mob: 0403 762525**

**Shire of Nannup
Adam St
Nannup**

12th March 2010

Dear Councillors,

I am writing to inform you that the YMCA has permanently withdrawn its support for the Grange Rd renovation and running of the centre.

I have been informed that this is due to a management restructure and a freeze on all current early years' child-care projects in WA.

If you require further details please speak to Luisa Wing the children's services operations manager, luisa.wing@ymca.org.au Tel: 08 9473 8400.

As a consequence of this change in circumstances we now need to ask for funds to be released to cover the costs for preparing concept and working drawings, which will be put to tender, building application fees and engineer sign off costs.

Thank you for your consideration on this matter.

Yours Sincerely,

**Rachel Goldsmith
Nannup Occasional Child care Assoc.**

AGENDA NUMBER: 10.8
SUBJECT: Nannup Bike Rack Project
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: FNC 6T
AUTHOR: Louise Stokes – Community Development Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 30 March 2010

Attachments: 1. Spider Bike Rack by Artist Irene Osborne.
 2. Leaves by Artist Irene Osborne.
 3. Park Bench by Artist Russell Fuller-Hill.
 4. Park Bench by Artist Rod Laws.

BACKGROUND:

The four creative bike racks as previously approved by Council have now been constructed and are ready to be installed.

It is recommended that the locations for the bike racks are:

Spider bike rack by artist Irene Osborne:

Previously recommended for the Skate Park however the created rack is larger than anticipated. Due to risk management and durability it is recommended that this bike rack is located opposite the bike repair stand at the Foreshore Park.

Park bench Seat by artist Rod Laws:

Recommended to be located at the Skate Park as the youth have been involved in the construction of this rack and it is more suited to BMX style bikes.

Park bench Seat by artist Russell Fuller Hill:

Recommended that this is located on the Anglican Church land where the Saturday morning markets are held. A letter has been sent to the Anglican Church requesting permission.

Leaf Design by artist Irene Osborne:

Recommended to be located at the front of the Visitor Centre and the Nannup Tourist Association have approved this installation for this location.

COMMENT

These locations are supported by the Officer and have been developed in consultation with the Works Department.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Fully funded

STRATEGIC IMPLICATIONS:

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

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

RECOMMENDATIONS:

That Council approves the locations for installation as:

- Spider (Attachment A) by artist Irene Osborne: Foreshore Park
- Leaves (Attachment B) by artist Irene Osborne: Visitor Centre
- Park bench (Attachment C) by artist Russell Fuller-Hill: Anglican Church
- Park bench (Attachment D) by artist Rod Laws: Skate Park

VOTING REQUIREMENTS:

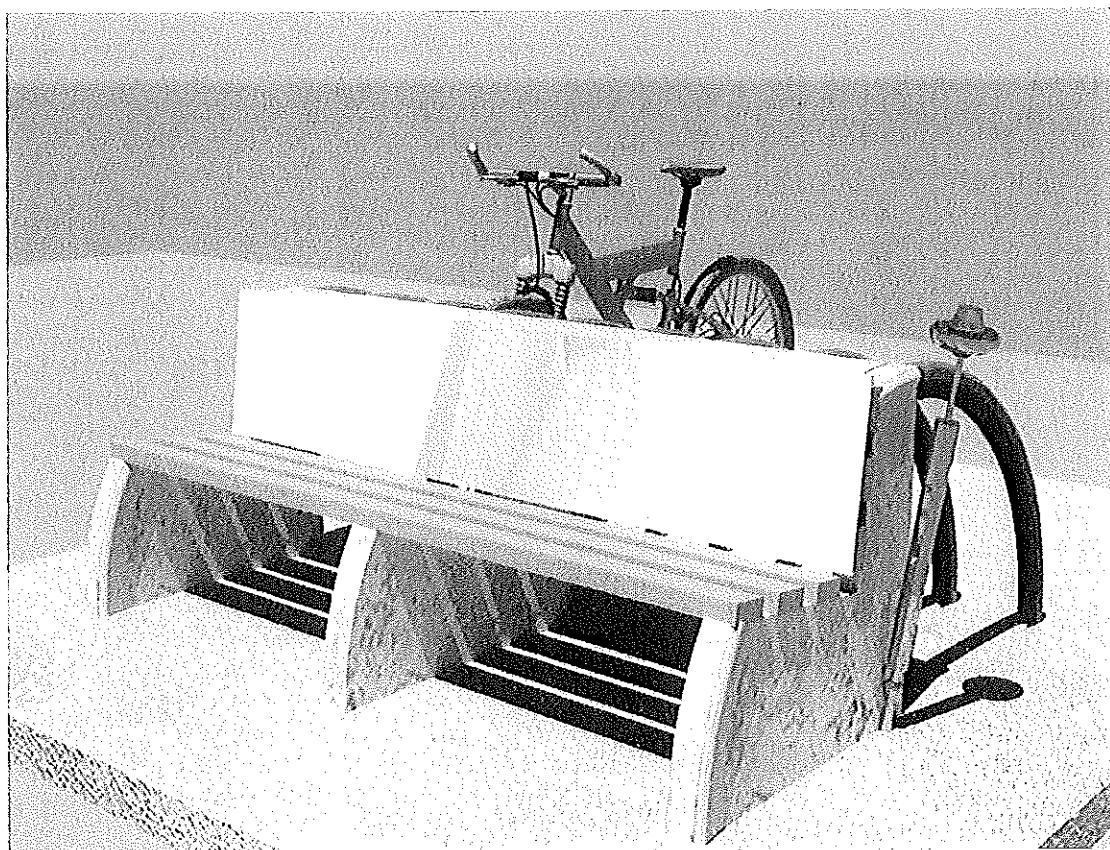
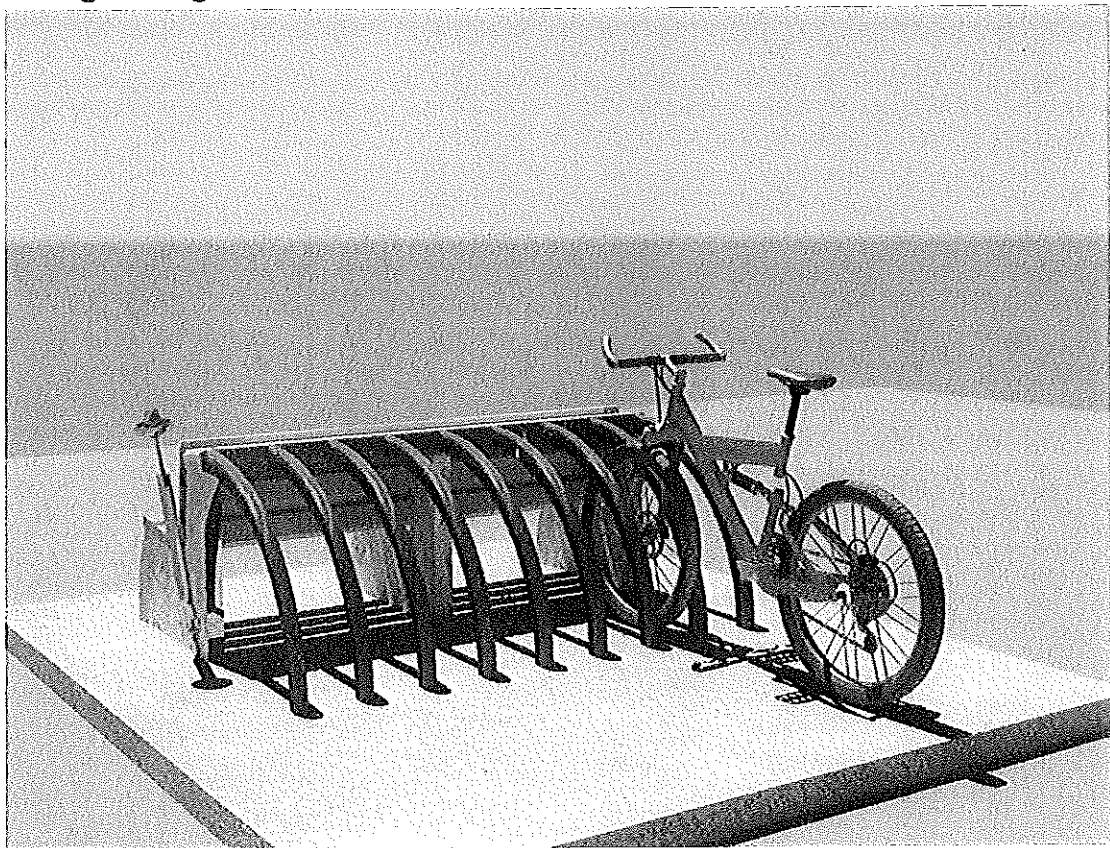


LOUISE STOKES
for **COMMUNITY DEVELOPMENT OFFICER**





Dussell Fuller - H.U.
Design images





AGENDA NUMBER: 10.9
 SUBJECT: Accounts for Payment
 LOCATION/ADDRESS: Nannup Shire
 FILE REFERENCE: FNC 8
 AUTHOR: Tracie Bishop – Administration Officer
 DISCLOSURE OF INTEREST:
 DATE OF REPORT: 12 April 2010

Attachment: Schedule of Accounts for Payment.

COMMENT:

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

Municipal Account

Accounts Paid By EFT EFT 1292 - 1362	\$159,445.68
Accounts Paid By Cheque Vouchers 18054– 18088	\$ 17,295.66
Direct Debits Vouchers 99170 – 99175	\$ 23,832.54

Trust Account

Accounts Paid By Cheque Voucher – 22724	\$ 160.00
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STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

As indicated in the Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$200,733.88 in the attached schedule be accepted.

VOTING REQUIREMENTS:

A handwritten signature in black ink, appearing to read 'Tracie Bishop', written in a cursive style.

**TRACIE BISHOP
ADMINISTRATION OFFICER**

SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S APRIL 2010 MEETING

MUNICIPAL PAYMENTS

Chq/EFT	Name	Description	Amount
EFT1292	C.A.M. DIESEL	VEHICLE REPAIRS	\$1,746.71
EFT1293	AUSTRALIA POST	MAIL BOX RENTAL	\$79.50
EFT1294	B & B STREET SWEEPING PTY LTD	HIRE STREET SWEEPER	\$3,146.00
EFT1295	JP REPAIRS	SUPPLY & FIT BATTERY TO DARRADUP FAST ATTACK	\$160.00
EFT1296	BLACKWOOD VALLEY BUS SERVICE	MOSS BROOK BUS CHARTER	\$150.00
EFT1297	GEOGRAPHE CIVIL	PROG CLAIM 2 RIVERBEND PUMP STN & PRESSURE MAIN	\$39,632.29
EFT1298	IMINI HOLDINGS PTY LTD	TOILET HIRE	\$2,728.00
EFT1299	TRANEX EQUIPMENT	SUNDRY SUPPLIES	\$434.50
EFT1300	BRISKLEEN SUPPLIES	CLEANING PRODUCTS	\$234.58
EFT1301	COURIER AUSTRALIA	FREIGHT CHARGES	\$7.15
EFT1302	LANDGATE	GRV SCHEDULE G2010/2	\$53.85
EFT1303	BARBARA DUNNET	REIMBURSEMENT OF EXPENSES	\$13,226.54
EFT1304	GREENWAY ENTERPRISES	CHAINSAW CHAPS	\$792.00
EFT1305	GEOFABRICS AUSTRALASIA PTY LTD	FILTERWRAP	\$759.00
EFT1306	INSIGHT CCS PTY LTD	AFTER HOURS CALL SERVICE	\$61.60
EFT1307	K & C HARPER	REC CENTRE WORK	\$451.55
EFT1308	NANNUP HARDWARE & AGENCIES	FERAL PIG ACTION GROUP SUPPLIES	\$261.55
EFT1309	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$183.70
EFT1310	NANNUP TELECENTRE	SHIRE NOTES MARCH 2010 AND ADVERTISING	\$726.00
EFT1311	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$380.60
EFT1312	VAN DIEMEN QUALITY BULBS	ROAD & SEA FREIGHT	\$1,072.47
EFT1313	TIGER SHACK	OFFICE UPGRADE PART PAYMENT	\$5,000.00
EFT1314	DEPARTMENT OF PREMIER AND CABINET	GOVT GAZETTE ADVERTISING	\$149.40
EFT1315	TIVELLA PTY LTD	COUNCIL MINUTES BINDING	\$580.80
EFT1316	HIP POCKET WORKWEAR	SCOTT RIVER JASPER VBFB	\$899.70
EFT1317	RODNEY LAWS	CYCLE ART	\$2,335.00
EFT1318	BDA TREELOPPING SERVICE	TREE PRUNING	\$660.00
EFT1319	COURIER AUSTRALIA	FREIGHT CHARGES	\$30.68
EFT1320	COUNTRY WOMEN'S ASSOCIATION	COUNCIL DINNER	\$240.00
EFT1321	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$212.24
EFT1322	LANDGATE	LANDGATE ENQUIRIES	\$18.00
EFT1323	FENNESSY'S	VEHICLE SERVICE	\$247.49
EFT1324	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY BOOK FEES	\$215.60
EFT1325	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$22,472.45
EFT1326	METAL ARTWORK CREATIONS	NAME BADGE	\$13.20
EFT1327	NANNUP NEWSAGENCY	POSTAGE & STATIONERY SUPPLIES	\$862.18
EFT1328	NANNUP LIQUOR STORE	REFRESHMENTS	\$41.97
EFT1329	CAROL PINKERTON	REIMBURSEMENT OF EXPENSES	\$2,760.00
EFT1330	SW PRECISION PRINT	STATIONERY SUPPLIES	\$635.00
EFT1331	THE PAPER COMPANY OF AUSTRALIA PTY LTD	OFFICE STATIONERY SUPPLIES	\$77.94
EFT1332	ROD'S AUTO ELECTRICS	PLANT REPAIR	\$184.00
EFT1333	RICOH BUSINESS CENTRE	FAULT REPAIR FOR PHOTOCOPIER	\$51.70
EFT1334	SUGAR MOUNTAIN ELECTRICAL SERVICES	MARINKO TOMAS PARK UNDERCOVER BBQ AREA	\$2,792.38
EFT1335	SHIRE OF MANJIMUP	BRIDGE WORKS	\$3,799.30
EFT1336	WALGA	PLANNING OFFICER POSITION	\$636.81
EFT1337	WADIFARM CONSULTANCY SERVICES	CONSULTANCY FEES	\$1,622.50
EFT1338	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$10,208.83
EFT1339	LGIS RISK MANAGEMENT	REGIONAL CO ORDINATOR FEES	\$2,402.40
EFT1340	AMY MYERS	REIMBURSEMENT OF EXPENSES	\$245.90
EFT1341	EWEN ROSS	REIMBURSEMENT OF EXPENSES	\$59.00
EFT1342	BLACKWOOD VALLEY BUS SERVICE	BUS CHARTER DONNELLY RIVER MILL TOWN	\$225.00
EFT1343	HIP POCKET WORKWEAR	SAFETY WEAR	\$299.90
EFT1344	CLEVER PATCH PTY LTD	SUPPLIES FOR SCHOOL HOLIDAY ACTIVITIES	\$281.72
EFT1345	AQUA SHED	PUMP SUPPLIES DARRADUP VBFB	\$660.80
EFT1346	COATES HIRE	HIRE OF ROLLER MULTI TYRE	\$2,265.45
EFT1347	BARBARA DUNNET	REIMBURSEMENT OF EXPENSES	\$70.00
EFT1348	THE GOOD FOOD SHOP	MORNING TEA	\$42.00
EFT1349	JASON SIGNMAKERS	STREET SIGNAGE	\$357.50
EFT1350	WALGA	ADVERTISING	\$623.70
EFT1351	WESTCARE INDUSTRIES	LIBRARY LABELS	\$47.85
EFT1352	COURIER AUSTRALIA	FREIGHT CHARGES	\$106.78
EFT1353	ROBIN MELLEMA	REIMBURSEMENT OF EXPENSES	\$1,980.20
EFT1354	PICTON TYRE CENTRE PTY LTD	GRADER TYRES AND REPAIRS	\$4,003.00
EFT1355	PHOENIX BUILDING COMPANY	SUNDRY MAINTENANCE ON SHIRE BUILDINGS	\$852.50
EFT1356	TUSS CONCRETE PTY LTD	CONCRETE HEADWALL	\$9,460.00
EFT1357	HOLCIM AUSTRALIA PTY LTD	STALLARD ROAD CONCRETE	\$914.76

MUNICIPAL PAYMENTS

Chq/EFT	Name	Description	Amount
EFT1358	GL HAPP PTY LTD	FUEL SUPPLIES	\$64.80
EFT1359	NANNUP HANDY FOODS	FUELS AND REFRESHMENTS	\$420.15
EFT1360	SOUTH WEST STEEL PRODUCTS	STEEL SUPPLIES	\$189.18
EFT1361	WORTHY CONTRACTING	MONTHLY NWF CONTRACT APRIL 10	\$9,463.33
EFT1362	WADIFARM CONSULTANCY SERVICES	CONTRACT PLANNING ASSISTANCE	\$1,375.00
TOTAL EFT PAYMENTS			<u>\$159,445.68</u>

18054	AUSTRALIAN BUILDING CODES BOARD	BCA GUIDE 2010	\$510.00
18055	BUSSELTON ELECTRONICS	OFFICE SUPPLIES	\$49.95
18056	TENTS WEST	MARQUEE HIRE PEDAL TO THE METAL	\$905.00
18057	DEATH GRENADE	PERFORMANCE AT PEDAL TO THE METAL EVENT	\$200.00
18058	THE CRAW	PERFORMANCE AT PEDAL TO THE METAL	\$200.00
18059	CIVIC LEGAL	CONSULTANCY FEES	\$2,229.70
18061	DEPARTMENT OF EDUCATION BUNBURY OFFICE	YOUTH TRAINING COURSE	\$50.00
18062	BROONS	HANDY HITCH GRADER MOUNTED ROLLER	\$1,787.50
18063	BUNNINGS BUSSELTON	KEY SUPPLIES	\$54.56
18064	FTE ENGINEERING	SUNDRY SUPPLIES	\$122.65
18065	PROTECTOR ALSAFE	SAFETY EQUIPMENT DARRADUP BFB	\$387.29
18066	PIONEER CREDIT MANAGEMENT SERVICES	LEGAL ACTION RATES	\$258.50
18067	DEPARTMENT OF COMMERCE	BCA UPDATE SEMINAR	\$88.00
18068	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$697.28
18069	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$277.46
18070	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$286.26
18071	NORWICH UNION SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$277.46
18072	COMMONWEALTH SUPER SELECT	SUPERANNUATION CONTRIBUTIONS	\$67.46
18073	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$302.40
18074	HOSTPLUS EXECUTIVE	SUPERANNUATION CONTRIBUTIONS	\$105.82
18075	CIVIC LEGAL	REVIEW OF LEASE AGREEMENT	\$2,272.97
18076	A LOGVYN	EQUIPMENT HIRE	\$65.00
18077	GLEVAN CONSULTING	STOATE RD GRAVEL PIT INTERPRETATION	\$1,320.00
18078	LOTTERYWEST	REFUND OF AUSTRALIA DAY 2010 GRANT	\$126.50
18079	NATURALISTE SETTLEMENTS	REALIGNMENT OF CUNDINUP SOUTH ROAD	\$1,233.17
18080	PROTECTOR ALSAFE	GOGGLES & HELMETS BIDDELIA	\$120.34
18081	SHIRE OF BRIDGETOWN GREENBUSHES	ENVIRONMENTAL OFFICER JULY 09	\$804.76
18082	SYNERGY	ELECTRICITY EXPENSES	\$22.95
18083	DATA #3 LIMITED	OFFICESCAN CLIENT/SERVER SUITE	\$397.98
18084	CHIP'N'GALES	REFRESHMENTS	\$202.60
18086	S & B BROWN	RATES REFUND	\$297.90
18087	ALL PROPERTY CONVEYANCING	BOGADILLUP ROAD LAND PURCHASE	\$1,321.00
18088	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$253.20
TOTAL CHEQUE PAYMENTS			<u>\$17,295.66</u>

99170	SG FLEET AUSTRALIA P/L	VEHICLE EXPENSES	\$1,274.60
99171	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 21	\$1,279.42
99172	BP AUSTRALIA	FUEL EXPENSES	\$406.98
99173	CALTEX AUSTRALIA	FUEL EXPENSES	\$19,712.52
99174	TELSTRA	TELEPHONE EXPENSES	\$1,019.13
99175	WESTNET	INTERNET EXPENSES	\$139.89
TOTAL DIRECT DEBITS			<u>\$23,832.54</u>

TRUST PAYMENTS

22724	ROBYN BUCKLEY	BOND REFUND	\$160.00
TOTAL TRUST PAYMENTS			<u>\$160.00</u>

TOTAL MUNICIPAL PAYMENTS:	\$200,573.88
TOTAL TRUST PAYMENTS:	\$160.00
TOTAL PAYMENTS FOR THE PERIOD 16/03/10 TO 12/04/10	\$200,733.88