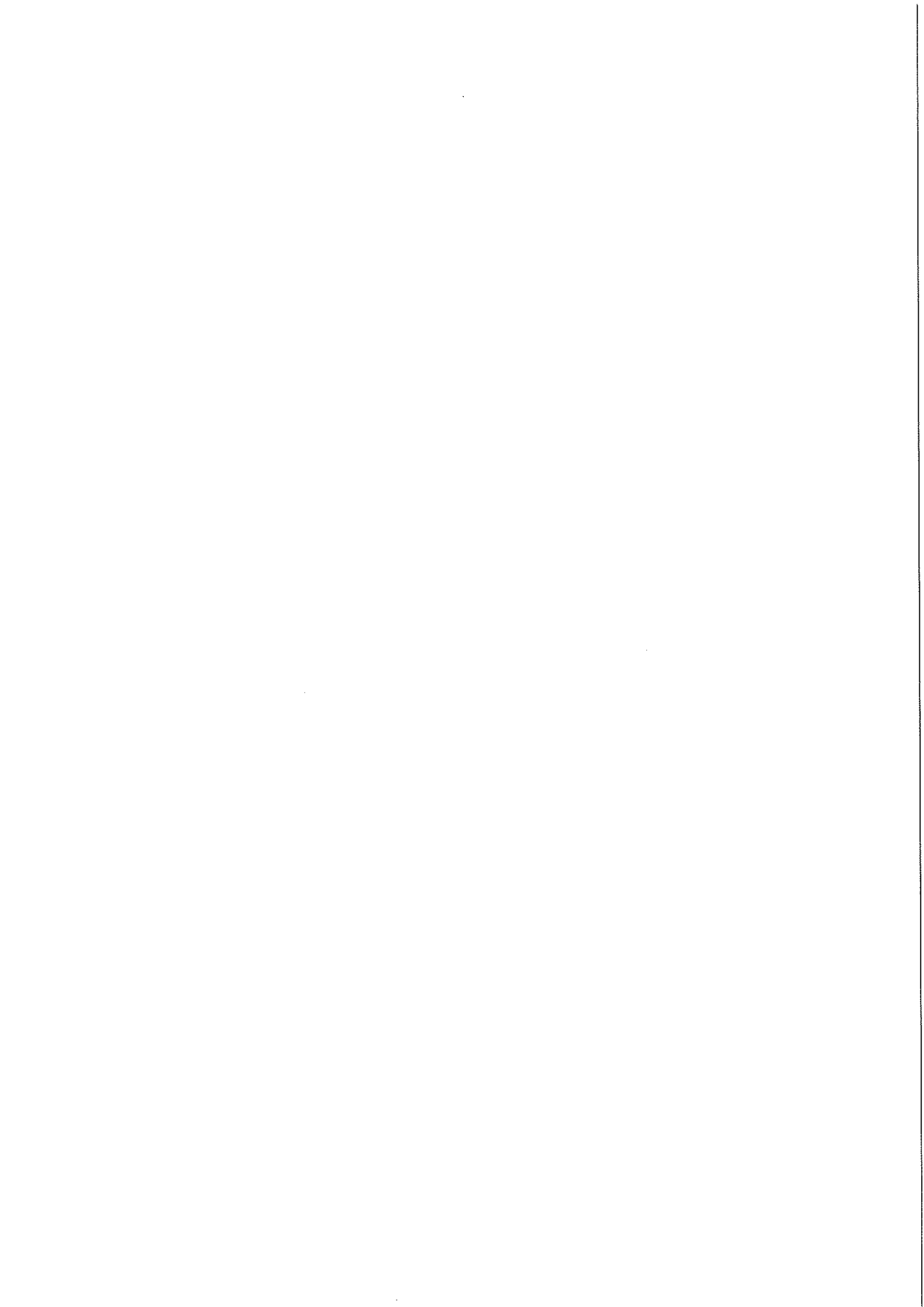


AGENDA

Council Meeting to be held
on Thursday 28 April 2011



Shire of Nannup

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Nannup Council will be held on Thursday 28 April 2011 in the Council Chambers, Nannup commencing at 4.15 pm.

Schedule for 28 April 2011:

- 2.45 pm Department of Environment & Conservation Presentation by Brad Commins.
- 3.15 pm Information Session.
- 4.15 pm Meeting commences.
- 7.00 pm Dinner.


For **ROBERT JENNINGS**
CHIEF EXECUTIVE OFFICER

A g e n d a

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
(previously approved)
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
7. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 24 March 2011 be confirmed as a true and correct record with the following amendment:

Resolution 8575 page 21, the word "and" after the words "to initiate" be changed to "an".

8. **ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
9. **REPORTS BY MEMBERS ATTENDING COMMITTEES**
10. **REPORTS OF OFFICERS**

Agenda No.	Description	Page No.
DEVELOPMENT SERVICES		
10.1	Dedication of Mowen Road Reserve Deposited Plan 68741	4
10.2	Proposed Road Closure – Part of Railway Street	6
FINANCE & ADMINISTRATION		
10.3	Funding Opportunities - Recreation Centre Precinct Upgrade	8
10.4	Request for Fee Waiver, Nannup Lions Club	18

10.5	Request for Fee Waiver, Danjangerup Cottages Inc.	20
10.6	Request for Fee Waiver, Nannup Auskick	22
10.7	Request for Fee Waiver, Nannup Garden Village Inc.	24
10.8	Request for Fee Waiver, Nannup Community Kindergarten	26
10.9	Disability Access and Inclusion Plan	28
10.10	Department of Sport and Recreation: Access to Active Recreation Grant	30
10.11	Age Friendly Communities Project Report	32
10.12	Proposed 2011/12 Fees and Charges	35
10.13	Monthly Financial Statements for 28 February 2011	38
10.14	Monthly Financial Statements for 31 March 2011	39
10.15	Accounts for Payment	40

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

(a) OFFICERS

(b) ELECTED MEMBERS

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

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

14. CLOSURE OF MEETING

DEVELOPMENT

SERVICES

AGENDA NUMBER: 10.1
SUBJECT: Dedication of Mowen Road Reserve Deposited Plan 68741
LOCATION/ADDRESS: Mowen Road
NAME OF APPLICANT: Fugro Spatial Solutions Pty. Ltd.
FILE REFERENCE: A047
AUTHOR: Geoffrey Benson – Manager of Development Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 30 March 2011

Attachment: Deposited Plan 68741 (8 pages).

BACKGROUND:

Council is currently constructing Mowen Road, with Main Roads of Western Australia funding. Correspondence has been received from Fugro Spatial Solutions Pty Ltd advising Council of rationalisation and dedication requirements for Mowen Road reserve that Main Roads have engaged Fugro Spatial Solution Pty Ltd to carry out on their behalf.

COMMENT:

Fugro Spatial Solutions Pty Ltd advise that there are a number of widened road areas that need to be dedicated, there are also other property boundaries to be rationalised to complete the road reserve dedication for Mowen Road.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council concur to the taking of the land, being lots 501 to 505, the subject of Deposited Plan 68741, contained within the Shire of Nannup, and to its dedication as a road under Section 56 of the Land Administration Act 1997.

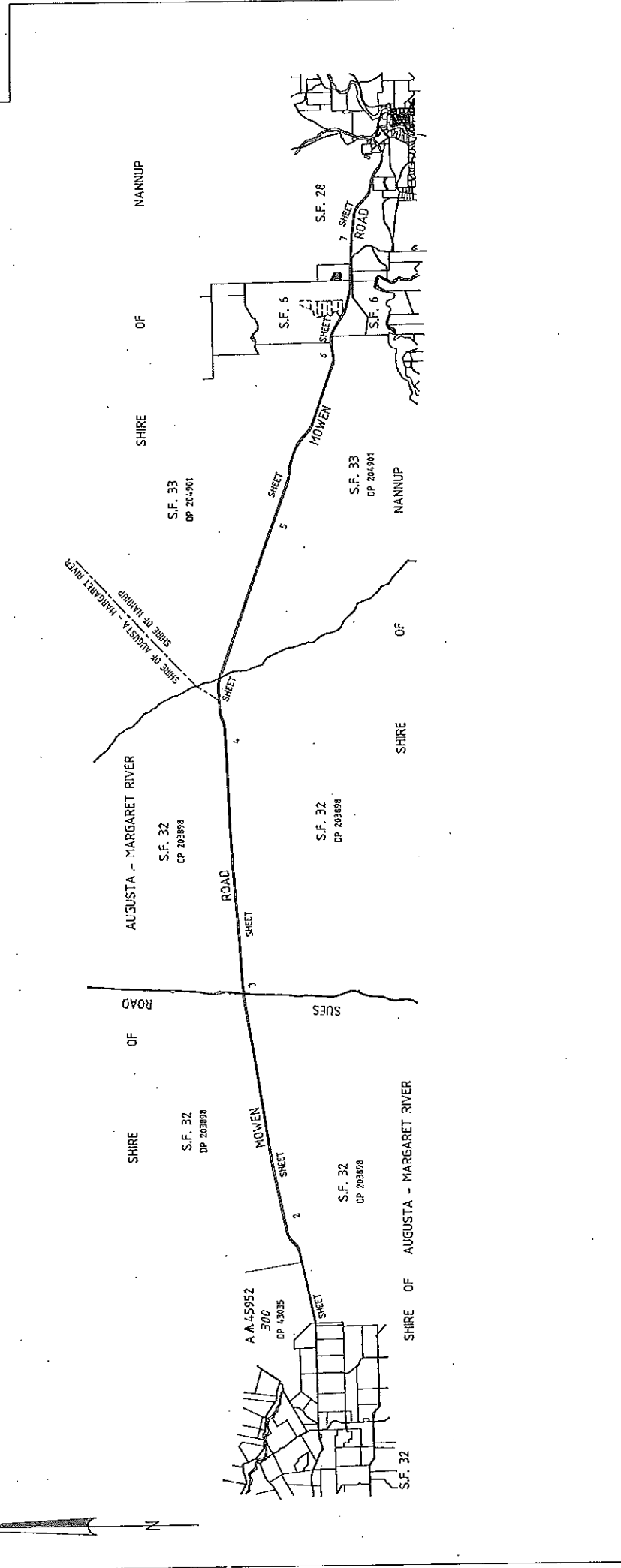
VOTING REQUIREMENTS:

A handwritten signature in black ink, appearing to read 'Geoffrey Benson', is written over the printed name and title.

**GEOFFREY BENSON
MANAGER OF DEVELOPMENT SERVICES**

VER.	AMENDMENT	AUTHORISED BY	DATE	INTERESTS AND NOTIFICATIONS														
				<table border="1"> <thead> <tr> <th>SUBJECT</th> <th>PURPOSE</th> <th>STATUTORY REFERENCE</th> <th>ORIGIN</th> <th>LAND BURDENED</th> <th>BENEFIT TO</th> <th>COMMENTS</th> </tr> </thead> <tbody> <tr> <td></td> <td>NON-EXTINGUISHMENT OF NATIVE TITLE</td> <td>SECTIONS 24KA AND 24B OF THE NATIVE TITLE ACT</td> <td>SHIRE OF MANNUP</td> <td>LOTS 501 TO 505</td> <td></td> <td></td> </tr> </tbody> </table>	SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS		NON-EXTINGUISHMENT OF NATIVE TITLE	SECTIONS 24KA AND 24B OF THE NATIVE TITLE ACT	SHIRE OF MANNUP	LOTS 501 TO 505		
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS												
	NON-EXTINGUISHMENT OF NATIVE TITLE	SECTIONS 24KA AND 24B OF THE NATIVE TITLE ACT	SHIRE OF MANNUP	LOTS 501 TO 505														

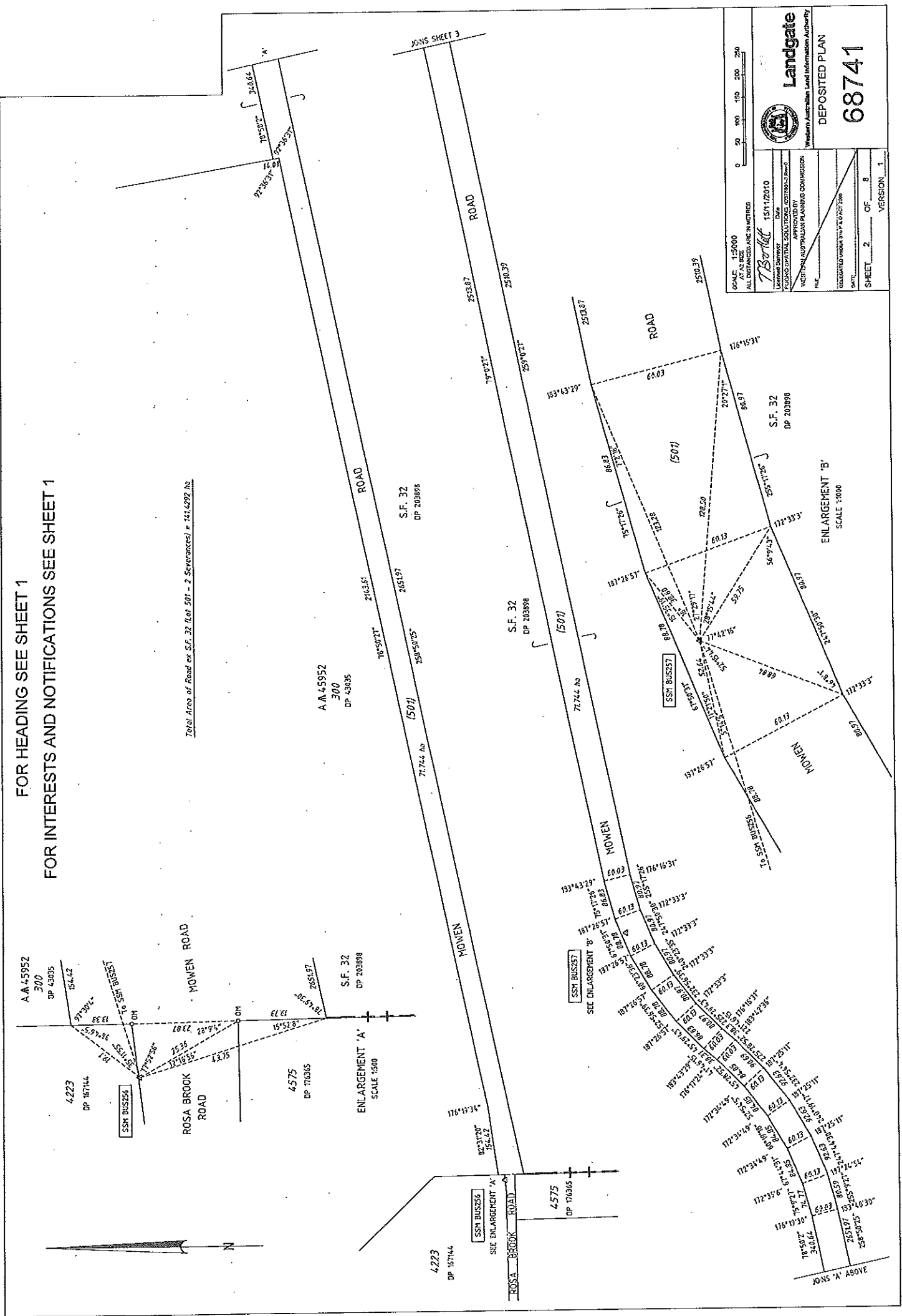
LOT	FORMER TENURE	ON PLANDIA	TITLE
501	S.F. 32	DP 203898	
502	S.F. 33	DP 204901	
503	S.F. 6	DP 240011	LE314B-559
504	LOT 57	DP 240011	
505	S.F. 28		



TYPE CROWN PURPOSE SUBDIVISION PLAN OF		FORMER TOWNSHIP SEE TABLE INDEX WHICHER (25) S.W., CAMBRAY (25) S.W., CAMBRAY (25) S.E., BALINGUP (25) S.W. EPLOD008K 113307		SCALE: 1:100,000 AT A SIZE ALL DIMENSIONS IN METERS SURVEYOR'S CERTIFICATE - Fig 04 I, NEIL SHUTTLE, do hereby certify that the foregoing plan and its colored representation are a correct representation of the information furnished to me by the applicant, and that I am a duly qualified and licensed surveyor under the provisions of the Survey Act 1968, and that I am a member of the Institution of Engineers, Australia, and that I am a member of the Institution of Surveyors, Australia, and that I am a member of the Institution of Engineers, Australia, and that I am a member of the Institution of Surveyors, Australia.		LOGBOOK DATE: _____ FOLIO PAID: _____ ASSESSED NO.: _____ APPROVED BY: _____ WESTERN AUSTRALIAN PLANNING COMMISSION P.L. EXEMPT FROM M.A.P.C. APPROVAL.		TYPE OF VALIDATION FULL AUDIT, LEGAL, COMPONENT, DOCKET, CONSULT, D.L.C., F.A.C., APPROVED BY: _____ FOR INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER DATE: _____ INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER DATE: _____		LANDGATE Western Australian Land Information Authority DEPOSITED PLAN 68741 SHEET 1 OF 8 VERSION 1	
---	--	---	--	---	--	---	--	--	--	---	--

FOR HEADING SEE SHEET 1
 FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1

Total Area of Road ex. S.F. 32 (lot 501 - 2 Servitudes) = 141,429.2 ha



SCALE 1:2000
 ALL DISTANCES ARE IN METRES

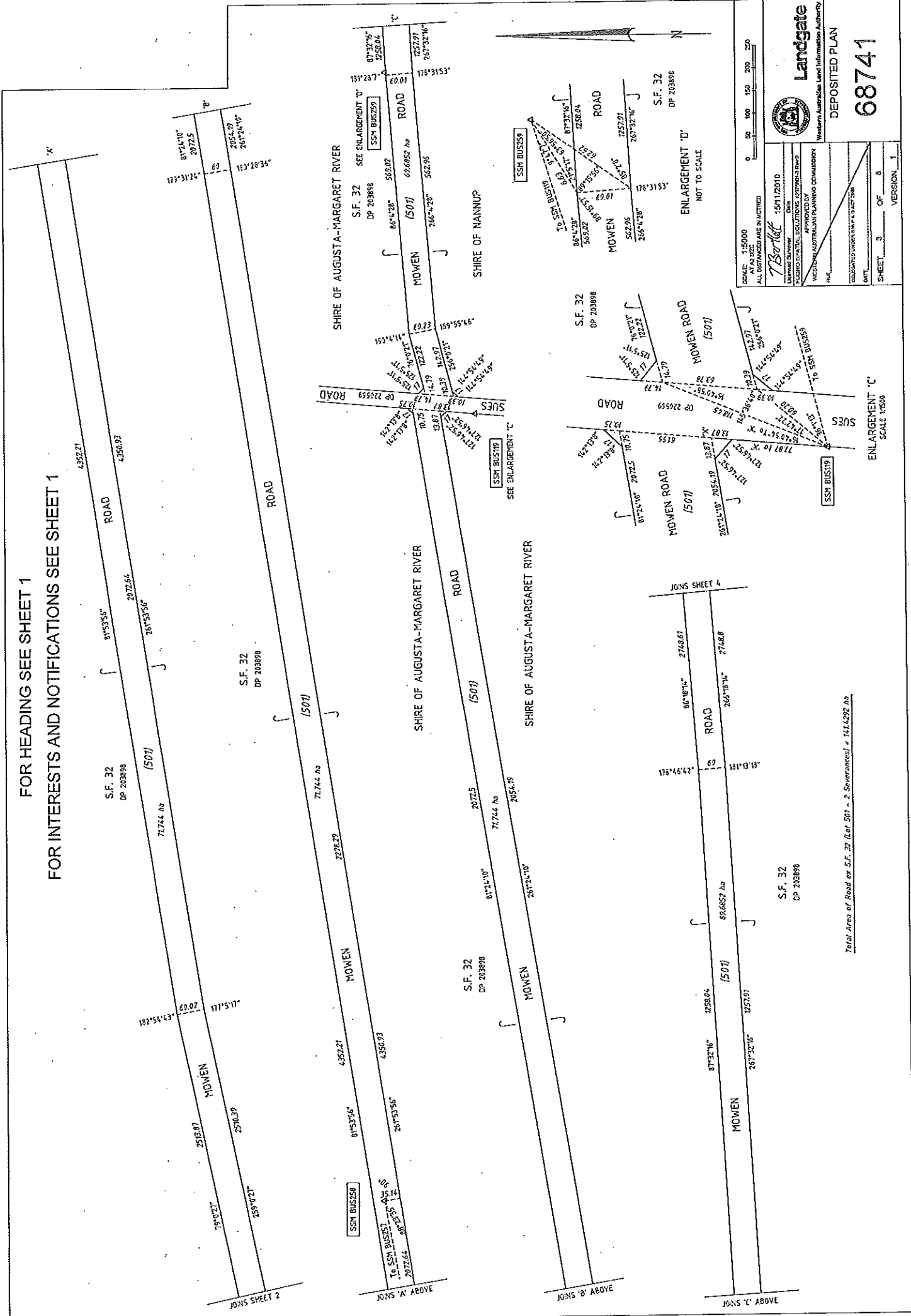
Landgate
 Western Australian Land Information Authority

DEPOSITED PLAN
68741

15/11/2010
 APPROVED BY
 PLANNING DIVISION

DATE OF SHEET 2 OF 8 VERSION 1

FOR HEADING SEE SHEET 1
FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1



SCALE: 1:5000
ALL DIMENSIONS ARE IN METRES

0 50 100 150 200 250

Landgate
Western Australian Land Information Authority

DEPOSITED PLAN
68741

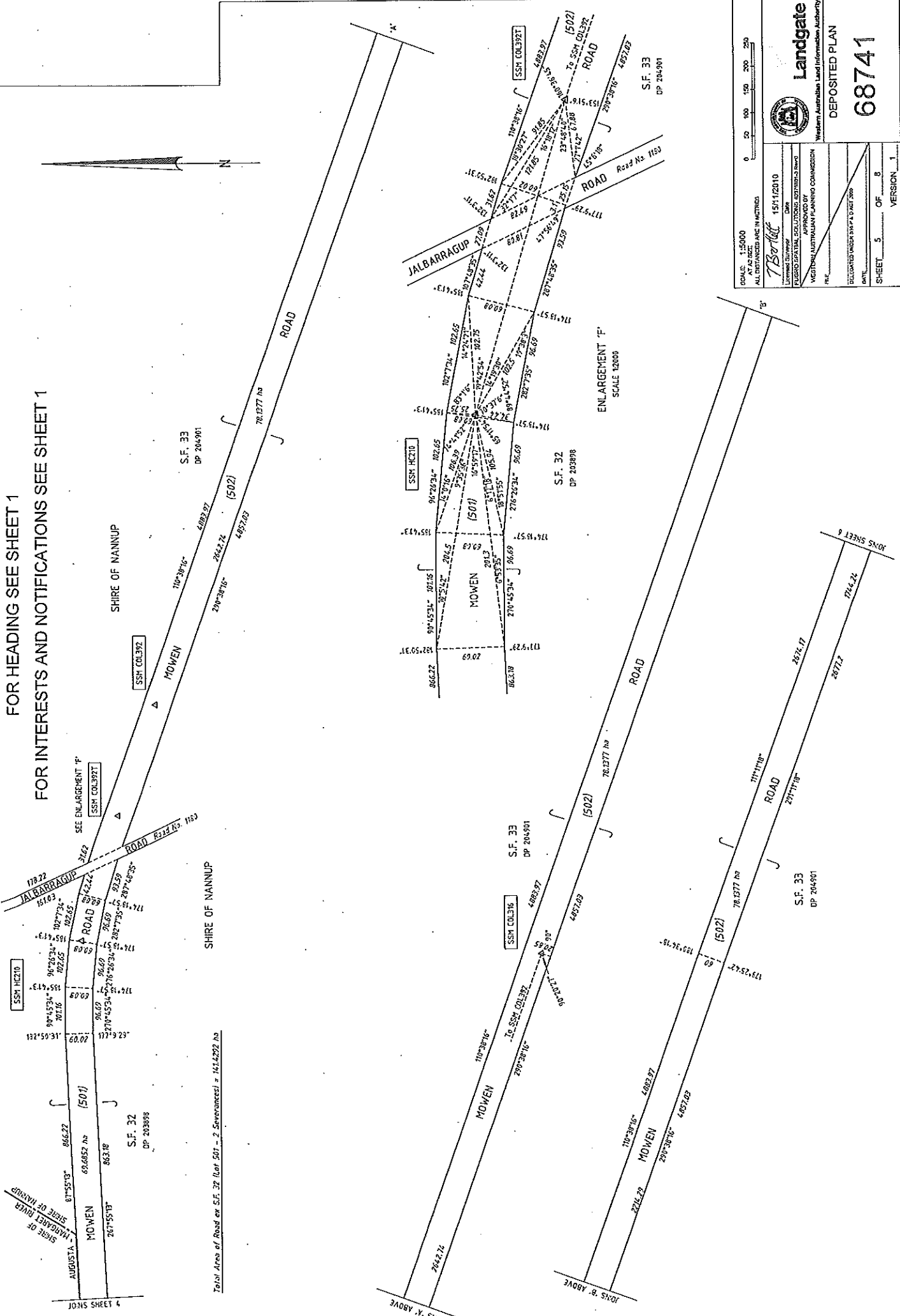
15/11/2010
15/11/2010
15/11/2010

WATER AND LAND INFORMATION AUTHORITY
WESTERN AUSTRALIAN PLANNING COMMISSION

SHEET 3 OF 8
VERSION 1

Total Area of Road ex S.F. 32 (ex S.F. 501 + 2 Sovereigns) = 141,429.2 ha

FOR HEADING SEE SHEET 1
FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1



Total Area of Road ex S.F. 32 lot 501 - 2 Severances = 1414292 ha

SCALE: 1:5000
ALL DISTANCES ARE IN METRES

0 50 100 150 200 250

Landgate
Western Australian Land Information Authority

15/11/2010
15/11/2010
APPROVED BY

REGISTERED UNDER MAP & PLAN ACT 1988
DATE: _____

SHEET 5 OF 8
VERSION 1

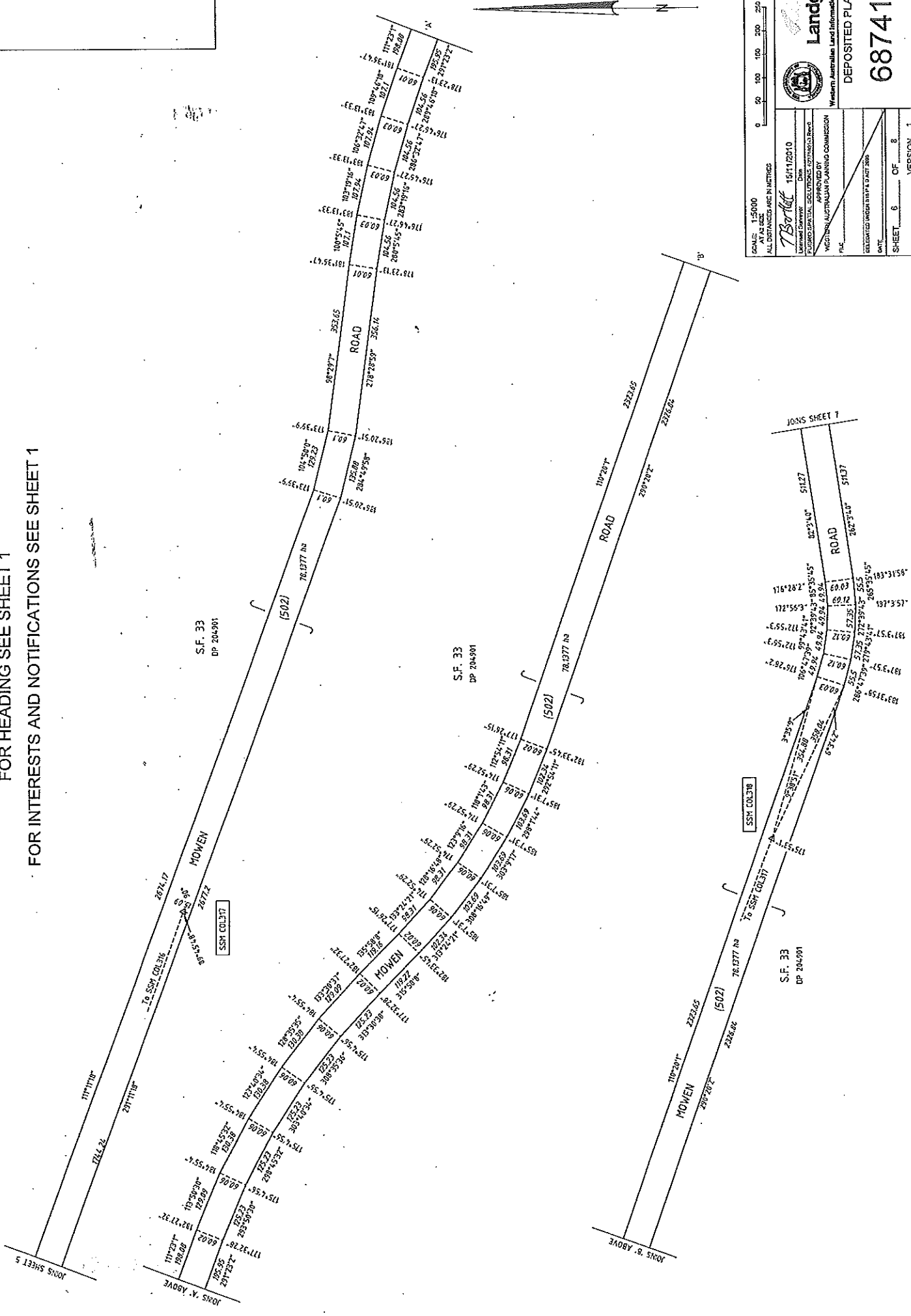
DEPOSITED PLAN
68741

SHIRE OF NANNUP
MOWEN
AUGUSTIA

JONS 'A' ABOVE
JONS 'B' ABOVE

JONS SHEET 8
174.42
2871.7

FOR HEADING SEE SHEET 1
 FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1



SCALE: 1:5000
 AT AS SHOWN
 ALL DISTANCES ARE IN METRES

Landgate
 Western Australian Land Information Authority

15/11/2010
 15/11/2010
 15/11/2010
 15/11/2010

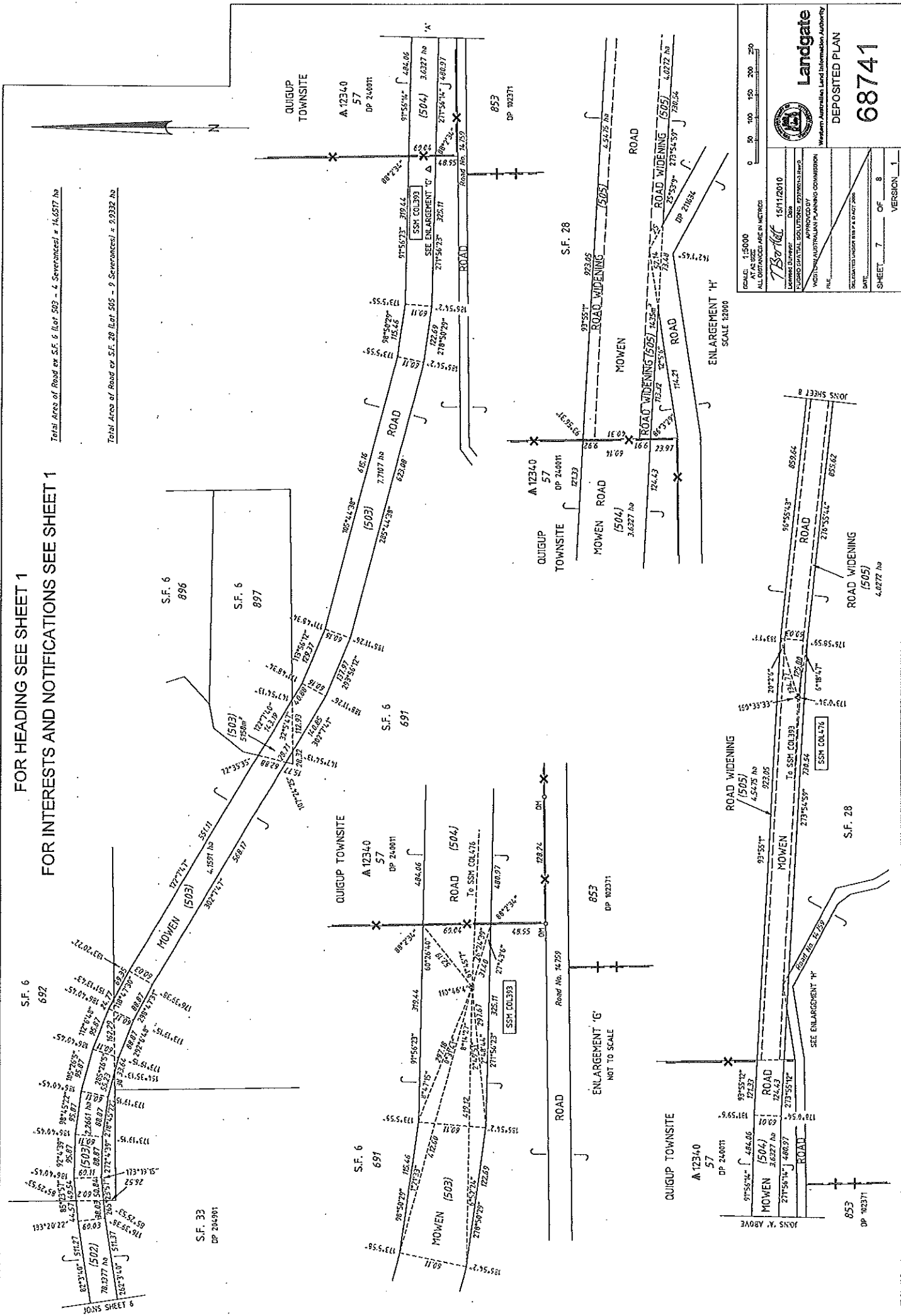
WESTERN AUSTRALIAN PLANNING COMMISSION
 DEPOSITED PLAN
 68741

SHEET 6 OF 8
 VERSION 1

FOR HEADING SEE SHEET 1
FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1

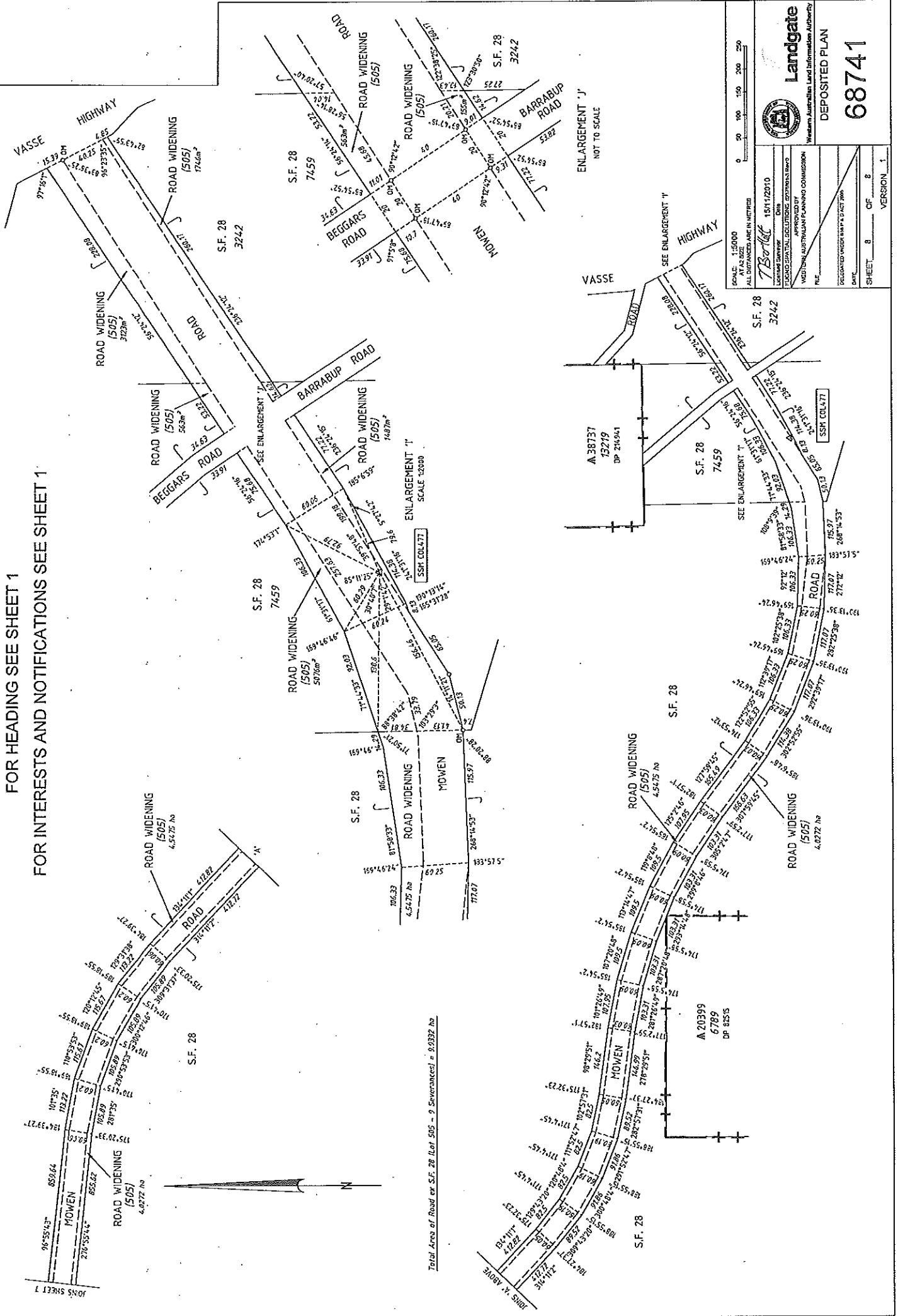
Total Area of Road ex S.F. 6 (Lot 503 - 4 Severances) = 14,6517 ha

Total Area of Road ex S.F. 28 (Lot 505 - 9 Severances) = 9,9332 ha

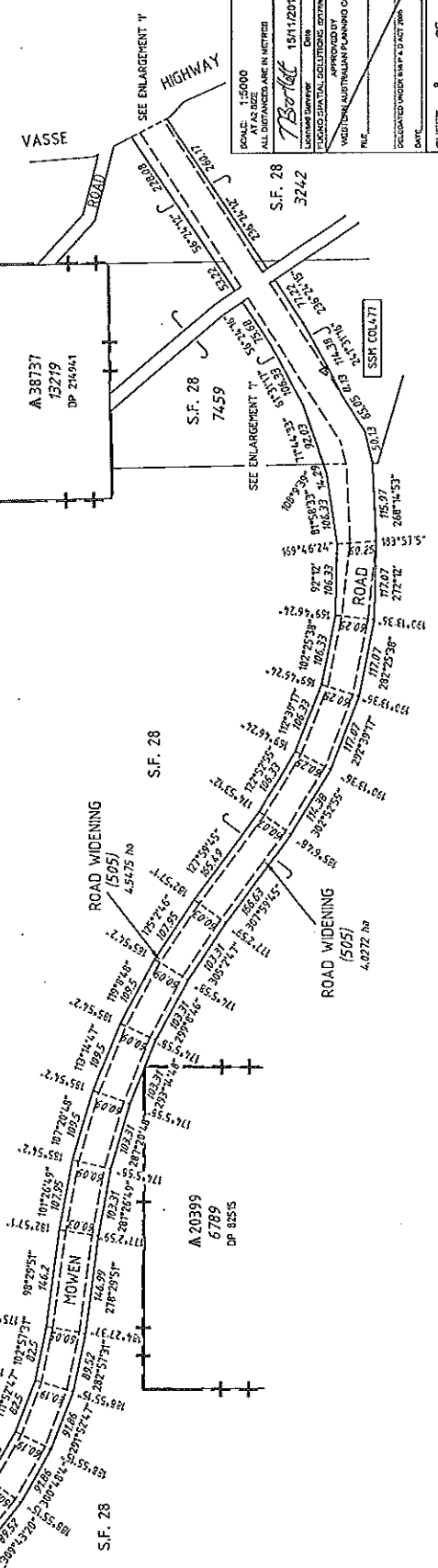


Landgate
 Western Australian Land Information Authority
 DEPOSITED PLAN
68741
 SCALE: 1:5000
 ALL DIMENSIONS IN METRES
 DATE: 15/11/2010
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 APPROVED BY: [Name]
 WESTERN AUSTRALIAN PLANNING COMMISSION
 DECLARED UNDER SUB P & EXACT 2008
 SHEET 7 OF 8
 VERSION 1

FOR HEADING SEE SHEET 1
 FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1



Total Area of Road or S.F. 28 (Lot 505 - 9 Separances) = 9.9332 ha



		Landgate Western Australian Land Information Authority	
15/11/2010 APPROVED BY LUCAS DUNN LAND SURVEYOR		DEPOSITED PLAN 68741	
ROAD: 1:5000 ALL DISTANCES IN METRES		WESTERN AUSTRALIAN PLANNING COMMISSION FILE NO. _____ REGULATED UNDER PART 4 OF THE RMA	
DATE: _____ SHEET: 8 OF 8		VERSION: 1	

AGENDA NUMBER: 10.2
SUBJECT: Proposed Road Closure – Part of Railway Street
LOCATION/ADDRESS: Portion of Railway Street
NAME OF APPLICANT: Department for Regional Development and Lands
FILE REFERENCE: HLT9
AUTHOR: Reharni Puckey – Planning Administration Officer
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 25 March 2011

Attachments: 1. Advertisement from Nannup Telegraph – Notice of road closure.
2. Diagram of proposed Railway Street road closure.
3. Photograph of pump station.

BACKGROUND:

Water Corporation have built a Sewer Pumping station on part of Railway Street road reserve and part on unmade road 'Trapper Trail', refer to the attached plan and photograph.

In the October 2010 Council meeting, Council resolved to publish in a newspaper circulating in the district a notice of motion that it will make a request to the Minister for the permanent closure of the road. The resolution was as follows:

8471

"Council resolve to publish in the Nannup Telegraph a notice that it intends to apply to the Minister for the permanent closure of the unconstructed part of Railway Street between Wilson Street and Trapper Trail under section 58 of the Land Administration Act 1997."

Progressing the October 2010 resolution, a notice was published in the November Telegraph informing of the proposed road closure. There have been no submissions received to date.

COMMENT:

Under section 58 of the Land Administration Act, further steps in the road closure process are:

1. Council to then resolve to make a request to the Minister to close the road permanently,
2. Council must then, in accordance with regulation 9 of the Land Administration Regulations, prepare and deliver the request to the Minister to close the road permanently.

Now that the statutory advertising period has concluded and noting that there have been no submissions, Council can now proceed to the next step and resolve to make a request of the Minister for Lands to close the portion of Railway Street.

Council should note that the portion of Railway Street being closed will become a reserve with the Water Corporation having management responsibilities for the purposes of a pump station.

STATUTORY ENVIRONMENT: Section 58 of the Land Administration Act 1997.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: No further costs, except staff time to date.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council:

1. Agree to the closure of a portion of Railway Street, Nannup, as shown on the diagram attached.
2. Make a request to the Minister of Lands to close the above mentioned portion of Railway Street permanently.

VOTING REQUIREMENTS:



**REHARNI PUCKEY
PLANNING ADMINISTRATION OFFICER**



**AUTHORISING OFFICER
GEOFFREY BENSON
MANAGER OF DEVELOPMENT SERVICES**

Wed 11th 3'9

**ROAD CLOSURE NOTICE
SHIRE OF NANNUP**

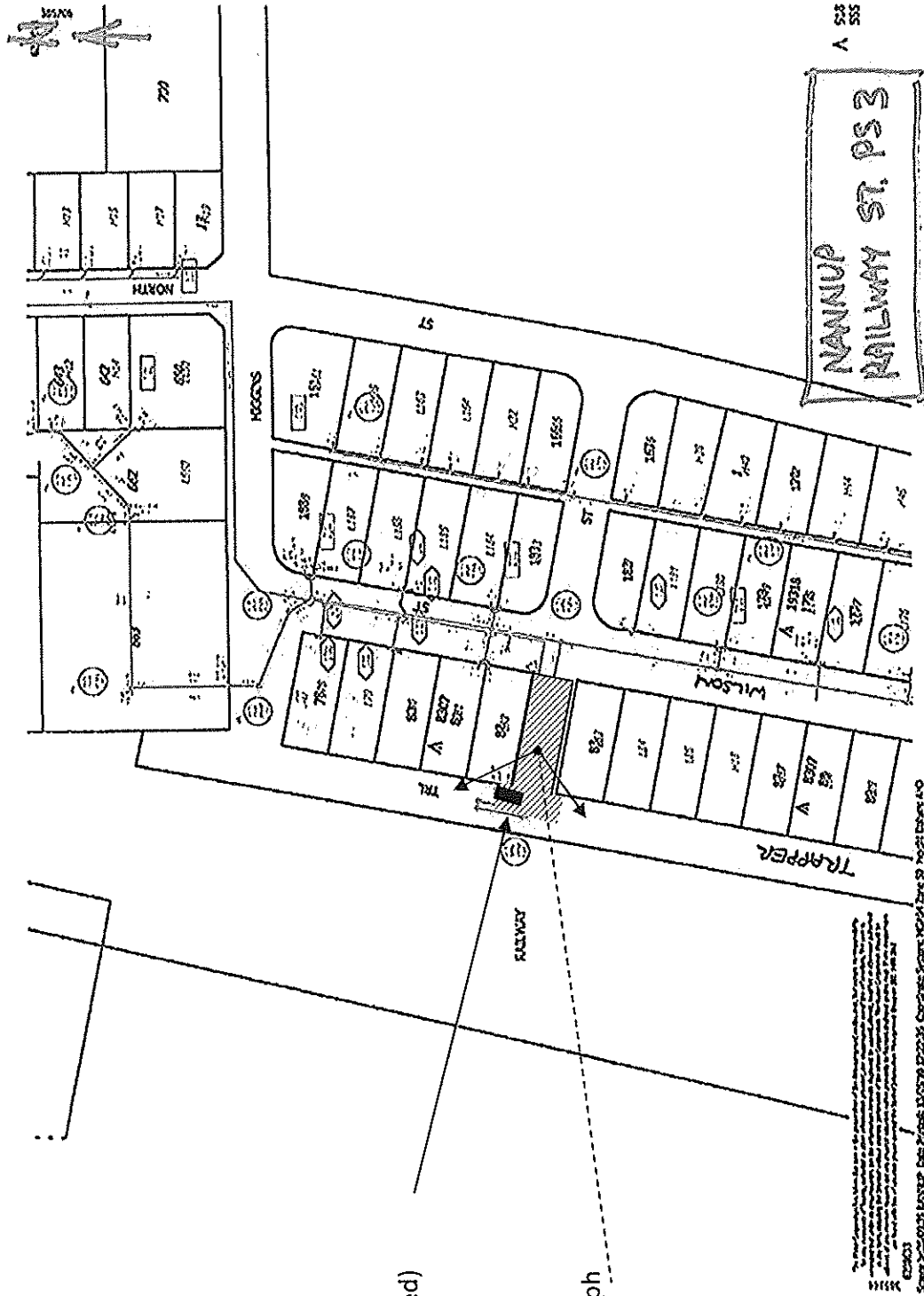
The Council of the Shire of Nannup, in accordance with section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998 and after a period of at least 35 days following the publication of this advertisement, decide whether to request the Minister for Lands to close permanently the public road described below.

Description: The part of Railway Street that is to the west of the western boundary of Wilson Street and to the east of the eastern boundary of Trapper Trail in the townsite of Nannup.

Reasons for the closure: The Water Corporation have built a Sewer Pumping Station on the portion of Railway Street west from Wilson Street to an unmade road Trapper Trail. The Department of Regional Development and Lands proposes to close this portion of road and create a reserve over the land with a management order in favour of the Water Corporation.

Information for the proposed closure can be inspected at the Shire Office at 15 Adam Street Nannup during office hours. Any person who wishes to object to or comment on the proposed closure can send a written submission to the undersigned at the address below in the period of 35 days after the publication of this advertisement.

**Shane Collie
Chief Executive Officer
Nannup Shire Council.**



Map of Pump Station and Railway Street closure area, refer Agenda item 10.2



Photograph of Pump Station, refer Agenda item 10.2

FINANCE & ADMINISTRATION

AGENDA NUMBER: 10.3
 SUBJECT: Funding Opportunities - Recreation Centre Precinct Upgrade
 LOCATION/ADDRESS:
 NAME OF APPLICANT: N/A
 FILE REFERENCE: FNC 16
 AUTHOR: Louise Stokes – Community Development Officer
 Robert Jennings – Chief Executive Officer
 DISCLOSURE OF INTEREST: Nil.
 DATE OF REPORT: 12 April 2011

BACKGROUND:

The Recreation Centre Precinct Upgrade is a priority project for the Shire of Nannup and envisioned to have positive community, social and health benefits for the Shire. The development of this project has been detailed in the reports to the February and March 2011 Council meetings. This report examines the funding and financial aspects of the project.

At the March 2011 Council meeting it was resolved:

2. That Council adopt in principle the Masterplan for the Recreation Precinct incorporating Option 1 plans and costing as presented to this Council.
3. That this Council endorse the new Sports Club and Bowling Rink as Stage 1 of this project with the existing Recreation Centre as Stage 2. The CEO to proceed as soon as possible to explore all funding sources.
4. That subject to point 3, the CEO prepare for Council's consideration a project plan including indicative time lines for the first phase of the Recreation Precinct Masterplan which includes the new Sports Club and Bowling Rink.

Based on the quantity surveyors estimates, the budget estimate for the project in Option 1 form is:

Stage 1	Sports Club	\$2,238,792
	Bowling Rink	\$448,488
Stage 2	Recreation Centre Upgrade	\$1,334,382

Other	Landscaping	\$774,400
	Hydro Pool	\$1,476,613
Total for Stage 1 as a separate project		\$2,937,280

To proceed with Stage 1 of the project as a separate undertaking, a sum of \$250,000 has been included in the costings to allow for the earthworks, road and drainage works leading to the Sports Club and Bowling Rink.

COMMENT:

In developing a funding strategy, contact has been made with the following agencies to determine how the project fits with the funding criteria.

Department of Sport and Recreation: Community Sporting and Recreation Facilities Fund (CSRFF)

The purpose of the program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

The CSRFF program operates on a reimbursement system. Grantees are required to demonstrate that they have expended the funds equivalent to the full cost of project before CSRFF grants can be paid in full. Applications can request up to one third of total project costs, however this is achieved in consultation with the department in the development of the proposal.

The grant round for the Community Sporting and Recreation Facilities Fund (CSRFF) opens in July and closes in September 2011.

The types of projects which will be considered for funding include:

- Upgrade and additions to existing facilities where they will lead to an increase in physical activity or more rational use of facilities.
- Construction of new facilities to meet sport and recreation needs.
- New or replacement (not resurfacing) of synthetic surfaces. Where an application is made for a new or synthetic surface, evidence of long-term planning for all nearby facilities is required.

Funds will not be available for:

- Projects that commence before approvals are announced.

- Development of privately-owned facilities.
- Purchase of land, landscaping, carparks, access roads and other infrastructure costs.
- Facilities or fixtures for the express purpose of serving alcohol.

The Department of Sport and Recreation has viewed the concept plans and has indicated that an application could be submitted for the change rooms of the Sports Club and for the Bowling Rink. In the application development for the Bowling Rink relocation as part of Stage 1, a ten year asset replacement plan for the turf will need to be submitted to demonstrate that sustainability and ongoing maintenance can be achieved. The Department has also indicated support for all of the Stage 2 – Recreation Centre component of the project.

The Department has also indicated that the stages would best be reversed with the redevelopment of the Recreation Centre as Stage 1, the relocation of the Bowling Rink as Stage 2 and the construction of the Sports Club as Stage 3.

Lotterywest: Community Spaces

There are no funding rounds for this grant as the applications are open year round. Lotterywest has indicated that they would not be interested in funding Stage 1 of the current project proposal.

Lotterywest has indicated support for Stage 2 of the project and also noted that they would not be a large contributor to this project but a supporting partner. They would consider assisting funding of community meeting rooms, a crèche if it could be demonstrated that the inclusion of this facility would encourage participants from residents who would not normally engage in recreational activities, housing for the proposed community bus and the upgrade of the recreation centre itself.

Royalties for Regions

Under the Royalties for Regions initiative the Western Australian Government provides funding through a variety of schemes including the South West Regional Grants Scheme, which is administered by the South West Development Commission.

The Scheme aims to improve economic and community infrastructure and services in the South West region through funding projects that will assist in attracting investment and increasing jobs or help to improve the quality of life in the region.

Funding is available to assist the development of infrastructure, services and community projects, including the provision of headworks, and to assist in the broad development of the community, including the establishment of services and programs. Eligibility criteria for the grants are:

1. The project must demonstrate that it will achieve at least one Royalties for Regions objective for the South West region - building capacity, retaining benefits, improving services, attaining sustainability, expanding opportunity and growing prosperity.
2. The project must fit within the framework of the South West Development Commission's Strategic Plan or other nominated regional planning documents.
3. Applicants should demonstrate a high level of financial commitment to the project, either through sourcing other project funding and/or a direct financial contribution.
4. The project should have the support of local government and/or key regional stakeholders.
5. The project should promote partnerships.
6. The project should reflect a commitment to local decision-making and planning.
7. The project should demonstrate its capacity for meeting ongoing operating and maintenance costs.
8. The proponent should demonstrate that detailed project planning has been completed, the project is ready to proceed and that it can be completed in a timely manner.

Funding is available through the competitive rounds advertised annually. The next round opens around October 2011. This grant includes a separate category for Headworks, which needs to be further researched in this case.

In discussion with the South West Development Commission, elements of the endorsed Option 1, Stage 1 project can fit the guidelines, including the building structure, but not the fit-out of private use buildings. All elements of Stage 2 fit the guidelines.

Funding to Royalties for Regions is very competitive and all other sources of funding must be allocated or submitted to qualify. The largest grant for the South West region in 2009-10 was \$495,000 for the Manjimup Volunteer and Resource Centre.

Regional Development Australia

The Regional Development Australia Fund (RDAF) is a national program to support Australia's regions and enhance the economic development and liveability of their communities. The program is administered by the Department of Regional Australia, Regional Development and Local Government.

Round 2, which is expected to take place in late 2011 will offer funding of between \$500,000 and \$25 million per project. It is anticipated that the priorities identified in Regional Plans are of the greatest importance to regional communities and have local support. Projects put forward for funding under the RDAF must be endorsed by Regional Development Australia committees.

Funding is available for projects which are predominantly capital in nature, such as new infrastructure and upgrades to existing infrastructure, are important to regional and local communities, align with Commonwealth priorities and meet the objectives of the program. Examples of projects could include new bridges, community or child care centres and sporting facilities, and economic infrastructure projects that support local regional economies, including sustaining and supporting growth in local tourism and other small businesses.

Projects must be "investment ready", that is ready to proceed within six months of signing the Funding Agreement. Projects must support at least one of the following national priorities:

- Skilling Australia;
- Lifting productivity;
- Maximising the opportunity of broadband;
- Sustaining our environment;
- Social inclusion; and
- Water and energy efficiency.

While supporting local outcomes, projects are also expected to have broader regional significance and must demonstrate that they align with the Regional Plans developed by Regional Development Australia committees. These Regional Plans will play a key role in setting priorities for the RDAF program.

The Nannup Recreation Centre Precinct project is not identified in the RDAF program and therefore is ineligible for funding in the 2010 round.

Other Funding Sources

There are a number of smaller grant programs that can be considered during the planning stage including Water Conservation, Solar Energy and the Department of Culture and the Arts, however these funding programs would be complementary to the construction grants and will not have a major impact on the overall budget.

Loan

Council could seek a loan to fund/ part fund the works involved. The construction of Council owned infrastructure is considered a sound use of loan funds. Council should be aware that the Western Australian Treasury Corporation (WATC) is the "main" lender of funds to local government in WA and has a financial data based process that determines whether they will loan the funds to a local government for

a particular project or not. Until the application for a loan is submitted, this funding source is an unknown.

The repayments on a \$2M, 20 year loan and interest would result in a significant annual payment for the next two decades for the Shire of Nannup to carry. It would preclude the responsible shire funding of any other projects for a number of years.

Grants Research Summary – Option 1, Stage 1

Funding Source	Grant Name	Comment
Department of Sport and Recreation	Community Sporting and Recreation Facilities Fund	An application could be submitted for the change rooms of the Sports Club and the Bowling Rink relocation
Lotterywest	Community Spaces	Lotterywest have indicated that they would not be interested in funding Stage 1 of the current project proposal
Royalties for Regions	South West Regional Grants Scheme	An application could be submitted for the building structure, but not the fit-out of private buildings The largest grant for the South West region in 2009-10 was \$495,000. An optimistic figure would be \$400,000.
Regional Development Australia	Regional Development Australia Fund	The Nannup Recreation Centre Precinct project is not identified in the RDAF program and therefore is ineligible for funding in the 2010 round
Other Sources	Various	These funding sources will not have a major impact on the overall budget
Loan	Western Australian Treasury Corporation (WATC)	Until the application for a loan is submitted, the success of this funding source is an unknown The repayments on a \$2M, 20 year loan and interest would result in a significant annual payment for the next two decades
Sports Club	-	The club may be able to raise funds for their facility.

Based on the above grants summary, the path for Council to achieve Option 1, Stage 1 funds of \$2,937,280 is to seek:

- funding from the Community Sporting and Recreation Facilities Fund for the toilets of the Sports Club of around \$100,000 and the Bowling Rink for \$149,496 (both 1/3rd of the fundable portion of Stage 1)
- funding from Royalties for Regions for the building structure of the Sports Club of \$400,000
- the remainder of the funds through submitting an application for a loan to the WATC for the balance of \$2,117,784
- smaller funding amounts from other sources
- financial support from the Sports Club who may be able to provide their own funding – say \$170,000.

It is the author's estimation that a loan of \$0.5M and above is not a financially responsible decision for a shire categorised as not sustainable by the Systemic Sustainability Study Panel.

Comparative Analysis

In order to provide Councillors with an alternative path for comparison purposes, similar financial information is provided for Option 2.

Based on the quantity surveyors estimates, the budget estimate for the project in Option 2 form is:

Existing Rec Centre including Sports Club	\$1,962,454
Bowling Rink	\$449,759
Landscaping	\$250,000
 Total for Option 2, Stage 1 as a separate project	 \$2,662,213

Grants Research Summary – Option 2, Stage 1

Funding Source	Grant Name	Comment
Department of Sport and Recreation	Community Sporting and Recreation Facilities Fund	The Department has indicated support for all of the Stage 2 – Recreation Centre component of the project
Lotterywest	Community Spaces	Lotterywest has indicated support for Stage 2 of the project and noted that they would not be a large contributor to this project but a supporting partner.
Royalties for Regions	South West Regional Grants Scheme	An application could be submitted for the building structure and fit-out of the building The largest grant for the South West region in 2009-10 was \$495,000. An optimistic figure would be \$400,000.
Regional Development Australia	Regional Development Australia Fund	The Nannup Recreation Centre Precinct project is not identified in the RDAF program and therefore is ineligible for funding in the 2010 round
Other Sources	Various	These funding sources will not have a major impact on the overall budget
Loan	Western Australian Treasury Corporation (WATC)	Until the application for a loan is submitted, the success of this funding source is an unknown The repayments on a \$2M, 20 year loan and interest would result in a significant annual payment for the next two decades
Sports Club	-	The club may be able to raise funds for their facility.

Based on the above grants summary, the path for Council to achieve Option 2 funds of \$2,662,213 is to seek:

- funding from the Community Sporting and Recreation Facilities Fund for the Existing Rec Centre including Sports Club of around \$444,793 and the Bowling Rink for \$149,496 (both 1/3rd of the fundable portion)

- funding from Lotterywest of \$100,000
- funding from Royalties for Regions for the building structure and fit-out of the Existing Rec Centre including Sports Club of \$400,000
- the remainder of the funds through submitting an application for a loan to the WATC for the balance of \$1,397,924
- smaller funding amounts from other sources
- financial support from the Sports Club who may be able to provide their own funding – say \$170,000.

Although less costly than Option 1 by \$719,860, Option 2 still attracts a loan well above the \$0.5M amount considered by the author as a financially responsible decision for a shire categorised as not sustainable by the Systemic Sustainability Study Panel.

Further consideration is required on this matter. Realistic options with regard to funding this project need to be explored, bearing in mind the findings of this report.

Regardless of which design direction is chosen, a financially sustainable decision is paramount. The core issue is that the design and selection of the option for the project has occurred without adequate consideration of the funding potential.

A best practice project management approach to the matter would be to first identify what the Shire can afford and then cater the relevant option to that budget. If Councillors are satisfied with this approach, then officers can proceed in this manner to talk further to the architect and the funding authorities.

It may be possible to use the remaining funding (\$18,550) from the South West Development Commission for the development of concept plans for the preparation of revised concept plans for the Recreation Precinct Project.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Sustainable financial decision making.

STRATEGIC IMPLICATIONS:

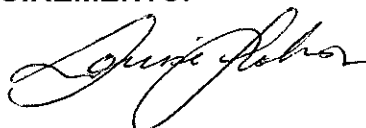
Shire of Nannup Forward Plan 2011/12 – 2015/16:

Program 11.2.A. That Council undertake the upgrade to the Recreation (and Community) Centre per adopted plans and funding available.

RECOMMENDATIONS:

1. That the CEO apply a maximum amount of \$500,000 as the direct contribution from the Shire of Nannup for the project within the funding strategy. That economic modelling be done to determine a financially responsible amount of loan.
2. That the CEO apply for an alternate use of the funds from the South West Development Commission for the balance (\$18,550) of the original grant for the preparation of revised concept plans for the Recreation Precinct.
3. Pending point 2 above or other appropriate arrangements, engage the architect to provide a revised concept plan for the Recreation Precinct project that suits the identified funding requirements of the project.

VOTING REQUIREMENTS:



**LOUISE STOKES
COMMUNITY DEVELOPMENT OFFICER**



**ROBERT JENNINGS
CHIEF EXECUTIVE OFFICER**

AGENDA NUMBER: 10.4
SUBJECT: Request for Fee Waiver, Nannup Lions Club
LOCATION/ADDRESS:
NAME OF APPLICANT: Nannup Lions Club
FILE REFERENCE: ADM 30
AUTHOR: Craig Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 6 April 2011

Attachments: 1. Council Policy ADM7.
2. Letter from Nannup Lions Club.

BACKGROUND:

The Nannup Lions Club have written to Council seeking a fee waiver for the use of the Nannup Recreation Centre for their annual auction to be held 28 May, 2011 and for set up purposes on 27 May 2011.

COMMENT:

Council Policy ADM7 is applicable and reads as follows:

“Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.”

Given the community and non profit nature of the hire a fee waiver is supported and if approved would be recorded as a community group donation in Council's books of account.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy ADM7 is applicable.

FINANCIAL IMPLICATIONS:

If a fee waiver was invoked Council would not realise income as follows:
2 days @ \$143.32/day : \$286.64

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council waive hire fees for the Nannup Lions Club for their annual auction to be held 28 May, 2011 and for set up purposes on 27 May 2011 Nannup Recreation Centre totalling an amount of \$286.64.

VOTING REQUIREMENTS:

A handwritten signature in black ink, appearing to read 'CRAIG WADDELL', written over a horizontal line.

**CRAIG WADDELL
MANAGER CORPORATE SERVICES**

Policy Number:	ADM 7
Policy Type:	Administration Policy
Policy Name:	Council Function Room Hire
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.

Hire Charges and Fees are waived for the following organisations:

Gentle Gym
 Blackwood Boot scoot
 Nannup Music Club
 Nannup Community Resource Centre
 Nannup Play Ups

All fees and bonds are to be paid prior to the use of the facility. Bookings are not confirmed until full payment is received. Keys provided to hirers are to be returned by midday of the following business day. Bonds shall be returned after an inspection of the facility has occurred to ensure compliance with bond conditions.

Bookings are taken on a first come first served basis with all regular Council related functions, events and meetings taking priority over external bookings.

The hire of the Shirley Humble Room is to be primarily for meeting purposes. If the kitchen adjacent to the Shirley Humble room is used, it is to be left as found, in a clean and tidy condition. All crockery and cutlery to be washed and put away. All appliances and bench space clean and wiped down. All furniture to be left as found, clean and tidy.

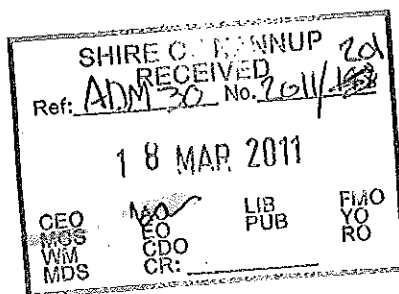
Related Policies	HAB2 Use/Hire of Community Facilities
Related Procedures/Documents	
Delegated Level	
Adopted	OM 9 September 1993
Reviewed	OM 12 May 1994



LIONS CLUB of NANNUP



P.O. BOX 105,
Nannup, Western Australia, 6275



Nannup Shire,
Adam Street,
Nannup...6275

17th March. 2011.

Dear Sir,

Further to my letter of the 10th March, the Lions have had free use of the Recreation Complex for their Auction over the years it would be appreciated if this will apply for this year's auction.

Thanking You,

Regards

Elizabeth Jones,
Secretary.



LIONS CLUB OF NANNUP



PO BOX 105
NANNUP, Western Australia 6275

Nannup Shire
Adam Street
Nannup.....6275

10th March, 2011

Dear Sir,

It would be appreciated if you could book the Recreation Centre out for the
Loins Club Auction to be held on the 28th May, and also book for the 27th
May for the setting up of the goods.

Regards.

Elizabeth

Elizabeth Jones
Secretary.

AGENDA NUMBER: 10.5
SUBJECT: Request for Fee Waiver, Danjangerup Cottages Inc.
LOCATION/ADDRESS:
NAME OF APPLICANT: Danjangerup Cottages Inc.
FILE REFERENCE: ADM 30
AUTHOR: Craig Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 6 April 2011

Attachments: 1. Council Policy ADM 7.
2. Letter from Danjangerup Cottages Inc.

BACKGROUND:

The Danjangerup Cottages Inc have written to Council seeking a fee waiver for the use of the Shirley Humble room for occasional meetings.

COMMENT:

Council Policy ADM7 is applicable and reads as follows:

"Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees."

Given the community and non profit nature of the hire a fee waiver is supported and if approved would be recorded as a community group donation in Council's books of account.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy ADM 7 is applicable.

FINANCIAL IMPLICATIONS:

For the purposes of estimating the value of the fee waiver, it is assumed that the Danjangerup Cottages Inc. committee would use the Shirley Humble room on three occasions throughout the year for two hours each. On this basis Council would not realise income as follows:

6 hours @ \$10.00/hr : \$60.00

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council waive hire fees for the Danjangerup Cottages Inc for the use of the Shirley Humble room for occasional meetings totalling an amount of \$60.00.

VOTING REQUIREMENTS:

A handwritten signature in black ink, appearing to read 'CRAIG WADDELL', written over a horizontal line.

**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

Policy Number:	ADM 7
Policy Type:	Administration Policy
Policy Name:	Council Function Room Hire
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.

Hire Charges and Fees are waived for the following organisations:

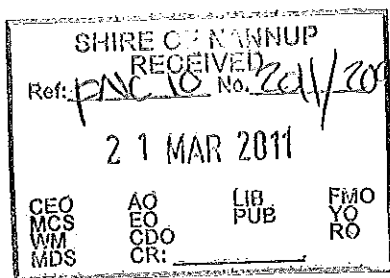
Gentle Gym
 Blackwood Boot scoot
 Nannup Music Club
 Nannup Community Resource Centre
 Nannup Play Ups

All fees and bonds are to be paid prior to the use of the facility. Bookings are not confirmed until full payment is received. Keys provided to hirers are to be returned by midday of the following business day. Bonds shall be returned after an inspection of the facility has occurred to ensure compliance with bond conditions.

Bookings are taken on a first come first served basis with all regular Council related functions, events and meetings taking priority over external bookings.

The hire of the Shirley Humble Room is to be primarily for meeting purposes. If the kitchen adjacent to the Shirley Humble room is used, it is to be left as found, in a clean and tidy condition. All crockery and cutlery to be washed and put away. All appliances and bench space clean and wiped down. All furniture to be left as found, clean and tidy.

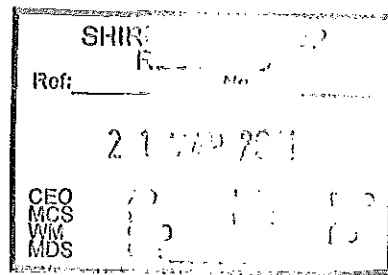
Related Policies	HAB2 Use/Hire of Community Facilities
Related Procedures/Documents	
Delegated Level	
Adopted	OM 9 September 1993
Reviewed	OM 12 May 1994



Danjangerup Cottages Inc
 PO Box 113
 Nannup 6275

15th March 2011

Shire of Nannup
 Adam Street
 Nannup 6275



Dear Sir

Re: Use of Shirley Humble Room

The Management Committee for the Danjangerup Cottages occasionally uses the Shirley Humble room for committee meetings. We would like to apply for an exemption of the fee charged for use of this facility.

We consider the community cottages to come under the umbrella of the Shire of Nannup although they are managed by a voluntary committee. The land on which the cottages are built is vested in the shire. Paying a fee for use of shire facilities creates unnecessary bookwork for both the cottage committee and the Shire office.

We wrote last year requesting a fee exemption but our letter was not answered. A copy of this letter is attached. When making a booking today I raised the subject again and was told that there would be a \$160 bond to be paid plus \$7 an hour. The Danjangerup Cottages Committee pays an accountant to manage our finances and this means paying them to issue a cheque for the bond, a cheque to pay for use of the room plus re-banking a cheque for the bond refund and doing all the associated bookkeeping. It is not a responsible use of our funds for one hour's use of the room.

I was told that some organisations are exempted from the fee and these organisations, while worthwhile organisations, are private interest groups. For now we are finding an alternative meeting venue but really feel that this should not be necessary when the facilities at the shire should be being provided for purposes exactly like ours.

We would appreciate your consideration of our request for use of the Shirley Humble room without fees.

Yours faithfully

Louise Furniss

Louise Furniss
 for Danjangerup Cottages Management Committee

COPY ONLY

Danjangerup Cottages Inc

PO Box 113
Nannup 6275

1st November 2011

The Shire President
Shire of Nannup
PO Box 11
Nannup 6275

Dear Madam

Re: Charge for Use of Shirley Humble Room

We recently received an account for \$20 for use of the Shirley Humble Room for the Annual General Meeting of Danjangerup Cottages.

Our understanding is that the cottages come under the umbrella of the shire and that shire facilities would be available for our use. We were also of the understanding that where a shire councillor was involved in the activity that there would not be a charge made. Stephanie Camarri attends the AGM of the cottages and we consider her to be there as a representative of the shire.

Could you please clarify this matter for us.

Yours sincerely

Louise Furniss - Secretary
On behalf of the Danjangerup Cottages Management Committee

AGENDA NUMBER: 10.6
SUBJECT: Request for Fee Waiver, Nannup Auskick
LOCATION/ADDRESS:
NAME OF APPLICANT: Greg Craig
FILE REFERENCE: ADM 30
AUTHOR: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 11April 2011

Attachments: 1. Council Policy ADM 7.
2. Letter from Greg Craig.

BACKGROUND:

Greg Craig, representing Nannup Auskick, has written to Council seeking a fee waiver for the use of the Town Oval from April to September.

COMMENT:

Council Policy ADM7 is applicable and reads as follows:

“Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.”

As detailed in the attached letter, there would appear to be community benefits if this fee were waived. Due to this, and the fact that this is of a non profit nature, fee waiver is supported and if approved would be recorded as a community group donation in Council's books of account.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy ADM 7 is applicable.

FINANCIAL IMPLICATIONS:

If the recommendation is supported, Council would not realise \$430.00.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council waive hire fees for Greg Craig, representing Nannup Auskick, for the use of the Town Oval from April to September totalling an amount of \$430.00.

VOTING REQUIREMENTS:

A handwritten signature in black ink, appearing to read 'Craig Waddell', is written over the printed name.

**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

Policy Number:	ADM 7
Policy Type:	Administration Policy
Policy Name:	Council Function Room Hire
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.

Hire Charges and Fees are waived for the following organisations:

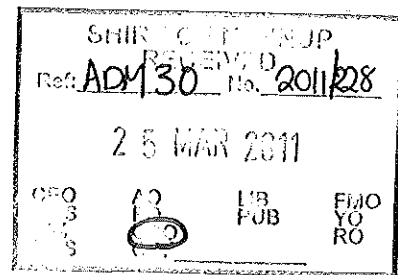
Gentle Gym
 Blackwood Boot scoot
 Nannup Music Club
 Nannup Community Resource Centre
 Nannup Play Ups

All fees and bonds are to be paid prior to the use of the facility. Bookings are not confirmed until full payment is received. Keys provided to hirers are to be returned by midday of the following business day. Bonds shall be returned after an inspection of the facility has occurred to ensure compliance with bond conditions.

Bookings are taken on a first come first served basis with all regular Council related functions, events and meetings taking priority over external bookings.

The hire of the Shirley Humble Room is to be primarily for meeting purposes. If the kitchen adjacent to the Shirley Humble room is used, it is to be left as found, in a clean and tidy condition. All crockery and cutlery to be washed and put away. All appliances and bench space clean and wiped down. All furniture to be left as found, clean and tidy.

Related Policies	HAB2 Use/Hire of Community Facilities
Related Procedures/Documents	
Delegated Level	
Adopted	OM 9 September 1993
Reviewed	OM 12 May 1994



25 March 2011

The Chief Executive Officer
PO Box 11
NANNUP WA 6275

Dear Sir

RE: WAVERING OF FEES PAYABLE FOR USE OF FOOTBALL FIELD

Nannup Auskick is a small community run sporting venture that caters for the youth within the Nannup area. Our whole aim is to provide social and physical interaction for young children from the ages of 5 through to 10. It is run by parents and is a not for profit group.

In order to keep costs down we do not charge a participation fee and up until now, the only monetary exchange by the participants was for insurance coverage. We are concerned about the new fee set up for Council run facilities as we feel that a number of children who are enjoying this weekly event would not be able to continue if we were to start charging for attendance each week. In turn this would then disadvantage the remaining children and we fully expect that this group would no longer be viable if we were to have to factor in weekly hire fees of the town oval.

We therefore ask if you could waive this fee for our group. The amount of sporting opportunities for the young children of Nannup is not very large as it is and to see the demise of another group would be a shame for all.

Given that we are to start Auskick at the beginning of term two your early response to this request would be appreciated.

Yours sincerely

Greg Craig
97561150

info@truebluemarron.com.au

AGENDA NUMBER: 10.7
SUBJECT: Request for Fee Waiver, Nannup Garden Village Inc.
LOCATION/ADDRESS:
NAME OF APPLICANT: Nannup Garden Village Inc.
FILE REFERENCE: ADM 30
AUTHOR: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 11April 2011

Attachments: 1. Council Policy ADM 7.
2. Email from Nannup Garden Village Inc.

BACKGROUND:

Nannup Garden Village Inc. has written to Council seeking a fee waiver for the hire of the Town Hall for an information session on the evening of 10 May 2011.

COMMENT:

Council Policy ADM7 is applicable and reads as follows:

“Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.”

The Nannup Garden Village Inc. applied and was successful in obtaining a Council community grant for the current financial year which provides for the waiving of the fees associated with the hire of the Town Hall for the actual event, but not for other periods.

Although the email does not explain the community benefits of this meeting, it is assumed that the meeting is to further the cause of the organisation which Council by granting a community grant believes does provide some level of community benefit, and on that basis a fee waiver is supported. If approved, this fee would be recorded as a community group donation in Council's books of account.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy ADM 7 is applicable.

FINANCIAL IMPLICATIONS:

If the recommendation is supported, Council would not realise \$44.82.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council waive hire fees for Nannup Garden Village Inc. for the hire of the Town Hall for an information session on 10 May 2011 totalling an amount of \$44.82.

VOTING REQUIREMENTS:



**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

Policy Number:	ADM 7
Policy Type:	Administration Policy
Policy Name:	Council Function Room Hire
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.

Hire Charges and Fees are waived for the following organisations:

Gentle Gym
 Blackwood Boot scoot
 Nannup Music Club
 Nannup Community Resource Centre
 Nannup Play Ups

All fees and bonds are to be paid prior to the use of the facility. Bookings are not confirmed until full payment is received. Keys provided to hirers are to be returned by midday of the following business day. Bonds shall be returned after an inspection of the facility has occurred to ensure compliance with bond conditions.

Bookings are taken on a first come first served basis with all regular Council related functions, events and meetings taking priority over external bookings.

The hire of the Shirley Humble Room is to be primarily for meeting purposes. If the kitchen adjacent to the Shirley Humble room is used, it is to be left as found, in a clean and tidy condition. All crockery and cutlery to be washed and put away. All appliances and bench space clean and wiped down. All furniture to be left as found, clean and tidy.

Related Policies	HAB2 Use/Hire of Community Facilities
Related Procedures/Documents	
Delegated Level	
Adopted	OM 9 September 1993
Reviewed	OM 12 May 1994

Robert Jennings

From: Especially Tulips [especiallytulips@westnet.com.au]
Sent: Thursday, 7 April 2011 11:44 AM
To: Robert Jennings
Subject: Town Hall Booking

Hi Robert,

I have just booked the Town Hall for the evening of Tue 10th May. This is to an information evening about the preparation of the Town Hall for The Flower and Garden Festival.

I am requesting a wave of fees untill we have recieved grant money just applied for or free of charge altogether as we are not charging any one to come. It will be a film night and you are welcom to attend if you please.

Denise Green

Chairperson

Nannup Garden Village Inc

AGENDA NUMBER: 10.8
SUBJECT: Request for Fee Waiver, Nannup Community Kindergarten
LOCATION/ADDRESS:
NAME OF APPLICANT: Nannup Community Kindergarten
FILE REFERENCE: ADM 30
AUTHOR: Craig Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 11 April 2011

Attachments: 1. Council Policy ADM 7.
2. Letter from Nannup Community Kindergarten.

BACKGROUND:

Nannup Community Kindergarten has written to Council seeking a fee waiver for the hire of the Shirley Humble room for hearing and sight tests for the students of the Kindergarten on the 18 May 2011.

COMMENT:

Council Policy ADM7 is applicable and reads as follows:

“Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.”

The letter states that the reason for the request for the waiving of the fees is for the health and wellbeing of the young children of Nannup. Whilst this statement is not questioned, the fact that this is an Education Department of Western Australia initiative, it might be construed that Council is paying for State Government responsibilities.

Council is reminded that the Education Department of Western Australia refuses to enter into discussions regarding a rental arrangement for the use of the Council owned building citing that if the community wishes for the building to be used as a community kindergarten, then the community (read Council) can provide the facility.

Council should apply the criteria stated in policy ADM7 in deciding whether to waive the fees as requested. Based on the argument that this is “cost shifting”, the recommendation to this item is to not waive the fees. The consequences of not acceding to the fee waiver request is unknown

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy ADM 7 is applicable.

FINANCIAL IMPLICATIONS:

If the fee waiver request is supported, Council would not realise \$20 in fees.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council not waive the hire fees for the Nannup Community Kindergarten for the hire of the Shirley Humble room to conduct hearing and sight tests for the students of the Kindergarten on the 18 May 2011.

VOTING REQUIREMENTS:



**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

Policy Number:	ADM 7
Policy Type:	Administration Policy
Policy Name:	Council Function Room Hire
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget, unless exempted by resolution of Council.

In considering an application for exemption of paying fees, Council will consider the request based on the organisation being not for profit, local, and the demonstration of the community benefit derived from the waiving of the fees.

Hire Charges and Fees are waived for the following organisations:

Gentle Gym
 Blackwood Boot scoot
 Nannup Music Club
 Nannup Community Resource Centre
 Nannup Play Ups

All fees and bonds are to be paid prior to the use of the facility. Bookings are not confirmed until full payment is received. Keys provided to hirers are to be returned by midday of the following business day. Bonds shall be returned after an inspection of the facility has occurred to ensure compliance with bond conditions.

Bookings are taken on a first come first served basis with all regular Council related functions, events and meetings taking priority over external bookings.

The hire of the Shirley Humble Room is to be primarily for meeting purposes. If the kitchen adjacent to the Shirley Humble room is used, it is to be left as found, in a clean and tidy condition. All crockery and cutlery to be washed and put away. All appliances and bench space clean and wiped down. All furniture to be left as found, clean and tidy.

Related Policies	HAB2 Use/Hire of Community Facilities
Related Procedures/Documents	
Delegated Level	
Adopted	OM 9 September 1993
Reviewed	OM 12 May 1994

Attention: Robert Jennings

SHIRE OF MUNUP			
RECEIVED			
Ref: M No. 2011/265			
- 8 APR 2011			
CEO S	AO EO CRO CR:	LIB PUB	FMO YO RO

5.4.11

Dear Robert,

I would like to book the meeting room at the Shire for the School Nurse to screen the Kindergarten students. She will be conducting hearing and sight tests for the early detection of any deficits in these areas. The meeting room is the most suitable space we have found over the years for these tests as the Shire is in close proximity for the Kindy students to walk to, it is the right size and the room is very quiet. I am also requesting if it is possible to waive the fee on this room as it is being used for the Health and Wellbeing of young children in the Community.

Yours sincerely,
Valerie Bull

Nannup Community Kindergarten

Date for Booking: Wed 18th May
9:30am - 12:30pm

AGENDA NUMBER: 10.9
SUBJECT: Disability Access and Inclusion Plan
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: WLF5
AUTHOR: Louise Stokes, Community Development Officer
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 6 April 2011

Attachment: Disability Access and Inclusion Plan (Separate Cover)

BACKGROUND:

At the December 2010 meeting, Council resolved to receive the final draft of the Shire of Nannup Disability Access and Inclusion Plan and advertise it for public comment for the period of two months. Copies were made available at the Shire Office and on the Shire website. Stakeholders were involved in the review process.

COMMENT:

Feedback received has been incorporated into the Disability Access and Inclusion Plan including;

- Ensuring universal accessibility incorporated into the construction of the FROGS Early Learning Centre,
- The inclusion of an audible loop to Council Chambers
- Upgrading resources in the Shire library.

These items can be considered when developing Council budgets and the Shire's Forward Plan.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS:

Shire of Nannup Forward Plan 2010/11 to 2014/15 Program 8 Education and Welfare 8A Implement and Review Disability Access and Inclusion Plan

RECOMMENDATION:

That Council adopt the Shire of Nannup Disability Access and Inclusion Plan implementing actions as funding or budget allocations permit.

VOTING REQUIREMENTS:



**LOUISE STOKES
COMMUNITY DEVELOPMENT OFFICER**



**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

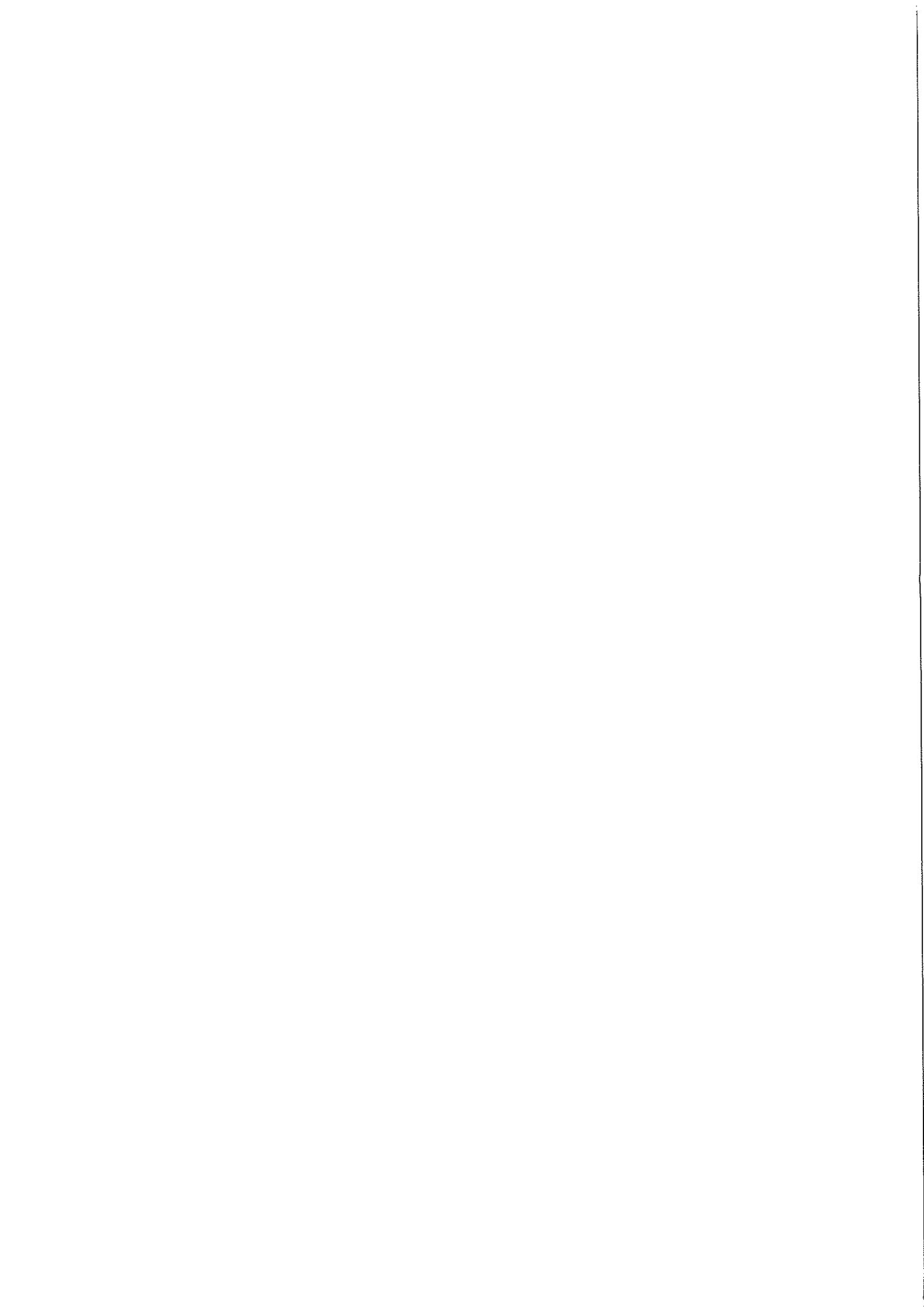


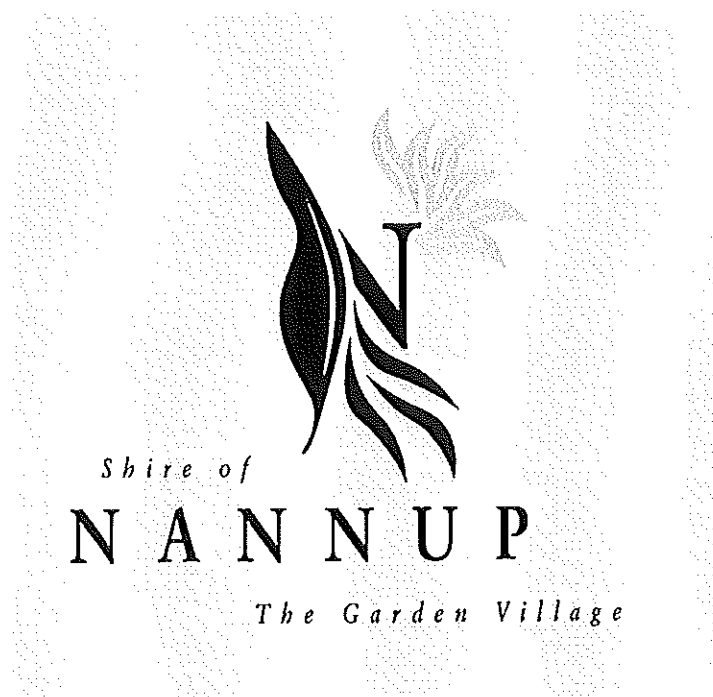
AGENDA

Attachments as Separate Cover

Council Meeting to be held
on Thursday 28 April 2011

Item	Attachment #	Title
10.9	1	Disability Access and Inclusion Plan





DISABILITY ACCESS AND INCLUSION PLAN

MARCH 2011

BACKGROUND

The Shire of Nannup

Nannup is a scenic community of approximately 1200 people nestled in the beautiful Blackwood River Valley 300 kilometres south of Perth, and centrally located between the towns of Busselton, Margaret River, Manjimup and Bridgetown.

Historically, Nannup was a timber milling town and, while timber is still a major industry, the area's natural beauty, together with its unique character and heritage, is becoming a popular tourist draw card in the South West region.

The Shire of Nannup manages and maintains public infrastructure facilities including roads, paths, drains, community buildings and recreation spaces. The Shire also provides a range of services such as shire staffed office services, library, community and recreation facilities and programmes. The quality of this infrastructure is vital to the social and economic well-being of the shire as a whole community as it enhances the lives of all people, especially those community members and visitors that have disabilities and diverse needs.

People with Disabilities in the Shire of Nannup

The residential population of the Shire of Nannup is currently estimated at 1304 (2006 Census) with a .9% annual growth. According to the Australian Bureau of Statistics (ABS Survey of Disability, Aging and Carers (2006), 20.6% of Australians or more than 1 in 5 people identify themselves as having some form of disability.

Planning for Better Access and Inclusion for People with Disabilities

The Shire of Nannup Disability Access & Inclusion Plan (DAIP) for 2010-2015 has been designed to meet the requirements of the Western Australian Disability Services Act (1993 amended 2004), the Commonwealth Disability Discrimination Act (1992) and the Equal Opportunity Amendment Act, Western Australia (1998, amended 1988). It responds to new initiatives by the State and Federal governments in recent years and sets the stage for responding to diversity by expanding upon previous disability service plans and the Disability Service Commission Strategic Plan 2010 – 2015 to incorporate the needs of all members of the community. It has a particular focus on nurturing a community where diversity, difference and a sense of identity is respected and valued. These values are underpinned by a commitment from the council to the creation of fair and equitable access for all residents and visitors to the shire. The plan is subject to annual review and may be amended and extended as priorities and needs change.

The vision of the DAIP is for an accessible and inclusive community and the format will concentrate on six key areas:

- Quality of existing and future services
- Access to buildings and facilities
- Access to shire supported events and projects

Information and communication
Opportunities to make complaints
Opportunities to participate in public consultation

Responsibility for Implementing the Disability Access & Inclusion Plan

It is a requirement of the Disability Services Act that public authorities must take all practical measures to ensure that the Disability Access and Inclusion Plan is implemented by its officers, employees, agents and contractors. Implementation of the Disability Access and Inclusion Plan is the responsibility of all areas of Council. Some actions in the Action Plan will apply to all areas of Council while others will apply to a specific area. The Action Plan sets out who is responsible for each action.

Communicating the Disability Access and Inclusion Plan to Staff and People with Disabilities

- Council has a copy of the Disability Access and Inclusion Plan available on the Shire of Nannup website.
- Each year as plans are amended both staff and the community will be advised of the availability of updated plans.

Review, Reporting and Evaluation Mechanisms

Review and Reporting

- An appointed Council Officer will undertake an annual review of the Disability Access and Inclusion Plan in consultation with people with disabilities within the community, community groups and organizations that provide direct and indirect services to people with disabilities, event management organizers and Council staff.
- Prior to 31 July each year, an annual report will be lodged to the Disability Services Commission advising progress made by the local government authority and any agents/contractors in relation to achieving the six desired Disability Access and Inclusion outcomes and strategies employed by Council to inform its agents/contractors of its Disability Access and Inclusion Plan.
- Council will fulfil the Disability Services Act requirement to lodge a copy of any amendments to the Disability Access and Inclusion Plan with the Disability Services Commission.

Evaluation

- Council will receive any status reports on the Community Access and Inclusion Planning process to be used in seeking feedback from the community.

- Notification about the consultation process will be placed in the local newspaper, posted on the Shire's website and circulated to disability service providers within the Shire.
- Elected members of Council and Council officers will also be requested to provide feedback on how well they believe the strategies are working and to make suggestions for improvement.

OUTCOME 1: EXISTING FUNCTIONS, FACILITIES AND SERVICES ARE UNIVERSALLY ACCESSIBLE

STRATEGY	BARRIERS	ACTION	TIMEFRAME	RESPONSIBILITY
Library	People not aware that Shire staff will provide assistance in the library.	Place sign on main counter indicating that assistance is available. Shire staff move around counter to help borrowers. Integrate large print section into main library with individual spine signage Investigate installing large computer screen with interactive keyboard Purchase audio books, e books and music CD's for library. Investigate opportunity for hospital residents to access library on weekly basis or delivery service to hospital and Danjangerup Cottages Investigate free internet service for people with disabilities	Ongoing Ongoing 2011 2013 2012 2012 2014	MCS MCS MCS MCS MCS MCS

STRATEGY	BARRIERS	ACTION	TIMEFRAME	RESPONSIBILITY
Building Standards	Counter is too high	<p>Check BCA standards in relation to counter height, alter if required</p> <p>Check plans prior to approval for compliance with Australian Standards as best practice.</p>	<p>2012/13</p> <p>Ongoing</p>	MDS

OUTCOME 2: ACCESS TO BUILDINGS AND FACILITIES IS IMPROVED

STRATEGY	BARRIERS	ACTIONS	TIMEFRAME	RESPONSIBILITY
Footpaths	Existing footpaths not user friendly to people with mobility problems	Undertake an audit of townsite footpaths and establish priorities for upgrading, replacement and construction to be considered during annual Council budget deliberations	2011	MDS
Main Shopping Precinct	Lack of tactile markers	Tactile markers to be purchased and laid onto footpaths	2011-12	WM
	Traffic speed through town	Lobby to have speed limit in main precinct reduced to 40km per hour	2011-14	WM
Access to Council Facilities		Investigate viability of cross walk between Pharmacy and Newsagency		WM
		Ensure BCA standards applied with the Main Street upgrade		WM
	Heavy door at entrance to recreation centre difficult to open	Ensure when Recreation Centre upgrade occurs, consideration is given to car-parking, toilets, showers and entrance	2011-14	MDS
	Difficult to load/unload stores and catering supplies	Incorporate loading bay and service entry into redevelopment plans	2011-14	MDS

STRATEGY	BARRIERS	ACTIONS	TIMEFRAME	RESPONSIBILITY
Tenders and Contractors		Ensure tender documents and contractors agreements have relevant planning and legislative information relating to Disability codes	Ongoing	MDS
Access to Council Facilities	Shire office front door heavy.	Investigate alternatives and instigate appropriate action, i.e. undertake works or feed into budget process	2012	MDS
		Assist people to enter the building	Ongoing	MCS
	Side entry to Shirley Humble room poorly lit	Install sensor lighting around building	2011	MDS
	Difficult to hear in Council Chambers	Install audible loop into Council Chambers	2011	MDS

OUTCOME 3: COUNCIL SUPPORTED EVENTS AND PROJECTS ARE ACCESSIBLE

STRATEGY	BARRIERS	ACTIONS	TIMEFRAME	RESPONSIBILITY
Accessible toilets	Not signed throughout townsite	Determine appropriate locations and arrange	2011	MDS
ACROD Parking Bays	Faint line marking on bays	Line marking to be undertaken on all ACROD bays in the townsite.	Ongoing	WM
FROGS Early Learning Centre		Plans to be forwarded to DSC for comment	2011-2012	MDS
		Universal accessibility to be included to Australian Standards in all aspects of design and construction of facility		MDS
		Play areas to be covered		WM
		Footpaths and ramps to be constructed to Australian Standards		WM
		Carpark to include one universally accessible bay		WM

Customer Service	People with access issues not readily able to locate facilities which are access friendly	<p>Appropriately market throughout community that alternative formats can be made available including large print, audio cassette, computer disc, etc</p> <p>Undertake You're Welcome Initiative</p> <p>Include strategic direction in Shire's Forward Plan relevant to review and implementation of Disability Access and Inclusion Plan</p>	Ongoing	MCS
		2011	MCS	
		Ongoing	MDS/MCS/WM	
Event Applications		<p>Ensure event organisers complete Access template as part of Event Management Application</p> <p>Traffic management plans for events include consideration for ACROD parking and people with disabilities</p>	Ongoing	MCS/MDS
		Ongoing	MCS/MDS/WM	

OUTCOME 4: STAFF AWARENESS OF THE NEEDS OF PEOPLE WITH DISABILITIES AND SKILLS IN DELIVERING ADVICE AND SERVICES ARE IMPROVED.

STRATEGY	BARRIERS	ACTIONS	TIMELINE	RESPONSIBILITY
Customer Service	Potential for Council Officers to be unsure of how to deal with people with certain disabilities	<p>Induction training to include awareness of services available within local community for Council Officers.</p> <p>Workshops held bi-annually for Council staff and residents “Dealing with Challenging Behaviours” and “Enhancing Access”</p>	Ongoing	MCS/MM/MDS

OUTCOME 5: OPPORTUNITIES FOR PEOPLE WITH DISABILITIES TO PARTICIPATE IN PUBLIC CONSULTATIONS, GRIEVANCE MECHANISMS AND DECISION MAKING PROCESSES ARE PROVIDED.

STRATEGY	BARRIERS	ACTIONS	TIMELINE	RESPONSIBILITY
Ensure grievance mechanisms are accessible		Consult with Service Providers to ensure clients are aware of process for making grievance and any assistance they may require.	Ongoing	MCS
		Enquire with CRC if link to Shire website can be placed on interactive screen	2011	MCS
		Regularly advertise in Shire Notes that Council information can be made available in alternative formats upon request.	Ongoing	MCS
		Advertise on the Shire website that Council information can be made available in alternative formats upon request.		MCS