



AGENDA

Council Meeting to be held
on Thursday 24 February 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 24 February 2011 in the Council Chambers, Nannup commencing at 4.15 pm.

Schedule for 24 February 2011:

- 12.00 pm Nannup Marketing Workshop
- 2.00 pm Murray Gomm - Munda Biddi Foundation Workshop
- 3.15 pm Information Session
- 4.15 pm Meeting commences
- 7.00 pm Dinner.



**EH (JIM) KELLY
ACTING 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 27 January 2011 be confirmed as a true and correct record.

That the Minutes of the Special Council Meeting of the Shire of Nannup held in Council Chambers on 14February 2011 be confirmed as a true and correct record.

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

Agenda No.	Description	Page No
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10.6	Policy for Selection and Preparation of Premier's Australia Day Citizenship Awards	12

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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

FINANCE & **ADMINISTRATION**

AGENDA NUMBER: 10.1
SUBJECT: Lower Blackwood land Conservation District Committee (LCDC)
LOCATION/ADDRESS:
NAME OF APPLICANT: LCDC
FILE REFERENCE: ASS 5
AUTHOR: Jim Kelly Acting Chief Executive Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 15 February 2011

BACKGROUND:

Gail Arnold, Support Officer for the LCDC, has advised that the term of appointment of the members of the LCDC expire on 31 March 2011.

The Shire of Nannup is invited to submit two nominations to be appointed to this committee.

COMMENT:

Nannup's current appointees are John Dunnet and Timothy Prosser and they are eligible to be re-appointed. Both gentlemen are willing to continue on the LCDC.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Mr John Dunnet and Mr Timothy Prosser are renominated as the Shire of Nannup's representatives on the Lower Blackwood Land Conservation District Committee.

VOTING REQUIREMENTS:



EH (JIM) KELLY
ACTING CHIEF EXECUTIVE OFFICER

AGENDA NUMBER: 10.2
SUBJECT: Recreation Centre Precinct Masterplan
LOCATION/ADDRESS: Location 9185 Warren Road
NAME OF APPLICANT:
FILE REFERENCE: REC 2, FNC 16
AUTHOR: EH (Jim) Kelly – Acting Chief Executive Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 16 February 2011

The report for this item will be separately distributed as soon as possible.

AGENDA NUMBER: 10.3
SUBJECT: Disposal of Old Recreation Centre Wood Heater
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Mr Alec Logvyn
FILE REFERENCE: TEN2010
AUTHOR: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 15 February 2011

BACKGROUND:

Mr Alec Logvyn has written to Council requesting the purchase of the old wood burning water heater located at the rear of the Recreation Centre complex. Mr Logvyn has stated that he would be willing to pay the cost of removal and isolation of the boiler by a registered plumber.

COMMENT:

The heater is no longer used as the water heater for the Recreation Centre complex as the hot water system was upgraded some two years ago to gas. It is now considered to be surplus to Council's operational needs, and could be disposed of if Council so desires.

Consultation with Cr Gilbert, being a member of the Nannup Historical Society, has not revealed the definitive origin of the heater, however anecdotally it has been linked with the Barrabup Millsite prior to its present location.

Prior to Council considering the disposal of the heater to Mr Logvyn, it should determine whether the heater is surplus to Council's needs, be it in an operational form (unlikely given its age and mode of operation) or some type of historical artefact of the timber industry / Shire.

If Council believes that the heater is surplus to requirements, it may wish to consider "loaning" the heater to a person or organisation along with an agreement that would stipulate conditions regarding ownership, tenure, public display, maintenance and any other issue associated with the heater. This is put forward as a suggestion from Cr Gilbert and could be put in place, however the likelihood of a person or body, other than Council, agreeing to maintain the heater to whatever conditions Council imposes is highly unlikely as there would effectively be no return to the person for the effort involved.

If Council wishes to dispose of the heater, it must abide by S3.58 of the Local Government Act 1995 which stipulates the process involved in disposing of Local Government property. Subsections 2 and 5 follow:

- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
 - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (5) *This section does not apply to —*
- (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.*

Regulation 30 of the Local Government (Functions and General) Regulations 1996 states:

30. Dispositions of property to which section 3.58 of Act does not apply

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (3) *A disposition of property other than land is an exempt disposition if —*
- (a) *its market value is less than \$20 000; or*
 - (b) *it is disposed of as part of the consideration for other property that the local government is acquiring for a consideration the total value of which is not more, or worth more, than \$50 000.*

Council can via Regulation 30(2)(a) dispose of the heater as it thinks fit.

Although Council has not advertised the availability of the heater for purchase to test its commercial value, it is presumed that there would not be a huge calling for this type of equipment. On this basis, if Council so chooses, it can dispose of the heater directly to Mr Logvyn as per Regulation 30 of the Local Government (Functions and General) Regulations 1996.

STATUTORY ENVIRONMENT: Section 3.58 Local Government Act 1995 and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

POLICY IMPLICATIONS: Nil.

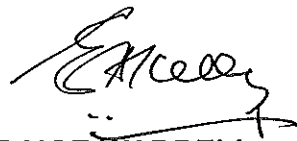
FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATIONS:

1. That Council determine that the wood heater located at the rear of the Recreation Centre complex is surplus to requirements and available for disposal.
2. That Council dispose of the wood heater directly to Mr Logvyn as per section 3.58 of the Local Government Act 1995 and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

VOTING REQUIREMENTS:



**CRAIGE WADDELL
MANAGER CORPORATE SERVICES**



AGENDA NUMBER: 10.4
SUBJECT: Policy HAB 2 Use/Hire of Community Facilities
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: ADM 9
AUTHOR: Kevin Waddington – Assistant Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 15 February 2011

Attachments: 1. Policy HAB 2 Use/Hire of Community Facilities (Existing)
2. Policy HAB 2 Use/Hire of Community Facilities (Amended)

BACKGROUND:

A review of Council policies adopted at the July 2010 Ordinary Council meeting has highlighted a minor error that resulted when the changes were adopted to Policy HAB 2 Use/Hire of Community Facilities (Attachment 1).

COMMENT:

When the policy was reviewed and the changes as recommended to Council were adopted, there remained within the revised policy reference to a paragraph that had been deleted (Attachment 1).

The words highlighted within point 7 that need deleting are "*and the Chief Executive Officer in applying point 10 above*" as the reference to point 10 (one of the deleted points as a result of the previous review in July 2010) is no longer relevant.

The revised Policy is shown as Attachment 2.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS:

Updated policy recommended.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATIONS:

That Council in respect of existing policy HAB 2 removes the words "*and the Chief Executive Officer in applying point 10 above*" from paragraph 7 and adopted the revised policy HAB 2 Use/Hire of Community Facilities as per Attachment 2.

VOTING REQUIREMENTS:

Absolute Majority



**KEVIN WADDINGTON
ASSISTANT MANAGER CORPORATE SERVICES**



**AUTHORISING OFFICER
CRAIG WADDELL
MANAGER CORPORATE SERVICES**

ATTACHMENT 1

Policy Number:	HAB 2
Policy Type:	Health and Building
Policy Name:	Use/Hire of Community Facilities
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

1. Council encourages the self-management of community buildings and will endeavour to provide adequate support to community groups who are eager to maintain and develop community buildings and facilities.
2. The tenure of local controlling committees with their buildings and/or land shall be by way of lease agreement based on the Shire of Nannup Tenancy Agreement Standard Terms and Conditions, with each lease/agreement being endorsed by Council prior to the occupation of any premises. Council is to have regard to the individual circumstances of community groups when finalising any lease/agreement.
3. All facilities must be managed on a financially independent basis and fees, subscriptions, rentals, levies etc; must be sufficient to cover all operational outgoings which should include maintenance required as a result of normal wear and tear, as well as electricity, water and any other utilities.
4. Council reserves the right to provide annual operational grants to managing committees if such expenses are considered to be outside the resources of the organisation, is seen to be in the general interests of the community or is granted to assist an organisation in its establishment.
5. Council, upon receipt of Annual Financial Statements and Building Reports will consider budget allocations for expenses of a non-operational nature such as major repairs, additions or renovations in line with normal annual budget deliberations.
6. Council will undertake an inspection of all community buildings as part of its budget deliberations.
7. Council will not, at the expense of a community based not for profit group, enter into a lease/agreement with any organisation that is considered commercial in nature. If Council does enter into a lease/agreement with an organisation that is considered commercial in nature, commercial arrangements and conditions are to be put in place.

Council and the Chief Executive Officer in applying point 10 above will have regard to the perceived benefits to the community, and what is in the best interests of the community, when determining if any fee or charge should be refunded or waived.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	<i>Policy Adopted at Council Meeting 17 December 1992</i>
Resolution:	
Reviewed	<i>Policy Reviewed at Council Meeting 9 June 1994 Policy Reviewed at Council Meeting 28 February 2002 Policy Reviewed at Council Meeting 23 August 2007 Policy Reviewed at Council Meeting 26 February 2009 OM 22 July 2010 #8428 Reviewed & Amended</i>

ATTACHMENT 2

Policy Number:	HAB 2
Policy Type:	Health and Building
Policy Name:	Use/Hire of Community Facilities
Policy Owner:	Chief Executive Officer

Authority: Shire of Nannup

POLICY

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Council will have regard to the perceived benefits to the community, and what is in the best interests of the community, when determining if any fee or charge should be refunded or waived.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	<i>Policy Adopted at Council Meeting 17 December 1992</i>
Resolution:	
Reviewed	<i>Policy Reviewed at Council Meeting 9 June 1994 Policy Reviewed at Council Meeting 28 February 2002 Policy Reviewed at Council Meeting 23 August 2007 Policy Reviewed at Council Meeting 26 February 2009 OM 22 July 2010 #8428 Reviewed & Amended</i>

AGENDA NUMBER: 10.5
SUBJECT: Monthly Financial Statements for 31 January 2011
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC 9
AUTHOR: Kevin Waddington – Acting Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 14 February 2011

Attachment: Monthly Financial Statements for the period ending 31 January 2011.

COMMENT:

The monthly Financial Statements for the period ending 31 January 2011 are attached.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

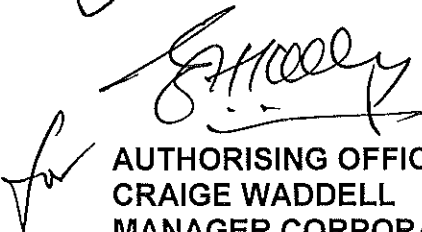
RECOMMENDATION:

That the Monthly Financial Statements for the period ending 31 January 2011 be received.

VOTING REQUIREMENTS:



KEVIN WADDINGTON
ACTING MANAGER CORPORATE SERVICES



AUTHORISING OFFICER
CRAIG WADDELL
MANAGER CORPORATE SERVICES

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2010 TO 31 JANUARY 2011

<u>Operating</u>	Y-T-D Actual \$	Y-T-D Budget \$	20010/11 Budget \$	Variances Y-T-D Budget to Actual %
Revenues/Sources				
Governance	0	0	0	0%
General Purpose Funding	1,415,258	4,159,828	2,053,696	(66%)
Law, Order, Public Safety	172,679	81,856	142,480	111%
Health	1,032	1,162	2,000	(11%)
Education and Welfare	40,305	0	27,389	0%
Housing	9,034	9,737	16,700	(7%)
Community Amenities	87,837	82,468	89,776	7%
Recreation and Culture	97,136	124,004	176,870	(22%)
Transport	4,270,187	7,307,327	10,056,055	(42%)
Economic Services	103,269	15,911	27,286	549%
Other Property and Services	39,415	14,581	25,000	170%
	<u>6,236,152</u>	<u>11,796,874</u>	<u>12,617,252</u>	<u>(47%)</u>
(Expenses)/(Applications)				
Governance	(173,689)	(151,393)	(271,700)	15%
General Purpose Funding	(103,717)	(1,327,556)	(1,390,132)	(92%)
Law, Order, Public Safety	(180,637)	(99,428)	(249,652)	82%
Health	(35,691)	(21,355)	(41,109)	67%
Education and Welfare	(79,750)	(93,312)	(156,717)	(15%)
Housing	(23,614)	(26,245)	(54,995)	(10%)
Community Amenities	(286,120)	(430,694)	(751,998)	(34%)
Recreation & Culture	(483,914)	(429,809)	(760,724)	13%
Transport	(463,855)	(453,840)	(2,381,209)	2%
Economic Services	(133,441)	(102,885)	(184,540)	30%
Other Property and Services	497,836	67,569	(35,987)	637%
	<u>(1,466,591)</u>	<u>(3,068,949)</u>	<u>(6,278,763)</u>	<u>(52%)</u>
Adjustments for Non-Cash (Revenue) and Expenditure				
(Profit)/Loss on Asset Disposals	0	0	28,000	0%
Depreciation on Assets	418,277	956,052	1,912,127	0%
Capital Revenue and (Expenditure)				
Purchase Land and Buildings	(23,911)	(111,648)	(120,000)	(79%)
Purchase Infrastructure Assets - Roads	(3,329,079)	(8,649,775)	(11,038,305)	(62%)
Purchase Plant and Equipment	(439,907)	(115,800)	(535,800)	280%
Purchase Furniture and Equipment	(2,605)	0	(24,500)	0%
Proceeds from Disposal of Assets	116,000	18,000	134,000	0%
Repayment of Debentures	(8,923)	(7,637)	(13,109)	17%
Restricted Cash	1,147,754	1,071,800	1,071,800	0%
Proceeds from New Debentures	0	280,000	280,000	0%
Leave Provisions	188,569	143,259	143,259	32%
Depreciation - Plant Reversal	0	0		0%
Accruals	27,737	27,737	27,737	0%
Transfers to Reserves (Restricted Assets)	0	(404,130)	(664,130)	0%
Transfers from Reserves (Restricted Assets)	0	757,461	1,010,461	0%
ADD Net Current Assets July 1 B/Fwd	507,771	507,771	507,771	
LESS Net Current Assets Year to Date	2,447,028	0	0	
Amount Raised from Rates	<u>924,216</u>	<u>3,201,015</u>	<u>(942,200)</u>	

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2010 TO 31 JANUARY 2011

	20010/11 Actual \$	Brought Forward 01-July-2010 \$
NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,657,094	1,141,073
Cash - Restricted	174,599	1,071,800
Cash - Reserves	973,155	950,015
Receivables	507,474	103,576
Inventories	0	0
	<u>4,312,322</u>	<u>3,266,464</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(717,540)</u>	<u>(736,878)</u>
	3,594,782	2,529,586
Less: Cash - Reserves - Restricted	(1,147,754)	(2,021,815)
NET CURRENT ASSET POSITION	<u><u>2,447,028</u></u>	<u><u>507,771</u></u>

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2010 TO 31 JANUARY 2011

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

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

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

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

REVENUE:

General Purpose Funding: Royalties for Regions (-\$1,210,700) Interest on Investments (\$33,000) not received as planned and the value for the Surplus Carried Forward (\$1,579,570) is not included in the YTD Actual balances.

Law, Order & Public Safety: Grant for the Darradup Fire Alert system not allowed for in Council's Budget (\$95,000), Fines & Penalties more than budgeted (\$2,900), FESA Operating Grants higher than budgeted due to an additional payment received for over expenditures last financial year (\$15,000).

Recreation and Culture: Grant funding is down by \$34,700 however income from hire charges is up by \$5,900 and Users charges are up as well (\$1,500)..

Transport: Income from various Main Roads WA grants not received as predicted in budgeting process (-\$263,000), Jalbarragup Bridge (-\$4,300,000), Supervision fees (-\$57,000) however this is partially offset by income for Mowen Road (\$1,500,000).

Economic Services: Unbudgeted Feral Pig Program Grant funding received (\$85,700), Building Fees (\$3,100) and less income from sale of materials (-\$1,500)..

EXPENDITURE

General Purpose Funding: Royalties for Regions funding of \$1,245,741 not expended as planned as funding not received as expected, Rating Valuations (-4,200) and Department of Transport, licensing expenses (-\$3,300).less than budgeted.

Governance: Donations are more than anticipated as a result of increased costs associated with waiving fees and charges for community groups using Council facilities which are recorded as donations (\$6,300), Administration Salaries reflect additional casual relief and assistance by contractors (\$27,400), Legal Fees (\$19,200) and Recruitment Expenses (\$2,500).

Law, Order and Public Safety: Fire Control Officer's Expenses (\$14,900 - incurred for additional hours for coordinating brigade attendance at DEC wildfires \$5,400 and additional hours required to complete all the firebreak inspections \$6,.000) & Darradup Home Alarm Trial expenses (\$38,000) not as budgeted.

Health: Salaries greater than estimated due to termination of contract payment and additional relief costs (\$14,600)

Education and Welfare: Seniors Activities (-\$20,900) expenses less than forecast and donations (\$3,100) more than budgeted..

Community Amenities: Expenditure not occurring as predicted in budgeting process in the areas of Contractors Collection Fees (-\$9,000), Rubbish site maintenance (-\$32,600), Local Planning Scheme amendments (-\$14,100), Cemetery operations (-\$15,800), Public Conveniences (\$4,100) and Road Development Costs (-\$52,500).

Recreation & Culture: Cycle Path to Cockatoo Valley (\$119,300), Entry Statement Works (\$13,000) Town Hall -\$6,300), Recreation Centre (-\$14,000), Carlotta Hall (-\$9,300)Parks & Gardens Maintenance (-\$47,800), Streetscape works (\$3,000), Garden Village Theme expenses (-\$4,000), Blackwood Valley Trails project (\$3,500) and Foreshore Park works (-\$11,500).

Economic Services: Noxious Weeds/Pest Plant Control (\$6,400), Functions/Events support (-\$12,800), Feral Pig Program (\$49,600), Caravan & Camping Grounds (-\$18,100) and Building Services (\$10,800) expenditure not as budgeted.

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

OTHER ITEMS

Purchase Land and Buildings: Expenditure not occurring as predicted in budgeting process in the areas of Kindergarten (-\$91,800) Depot Construction (-\$6,800)

Purchase Infrastructure Assets Roads: Expenditure not occurring as predicted in budgeting process in the areas of Council Road Program (-\$134,000), Mowen Road (\$32,500), MRWA bridge program (-\$93,000), TIRES projects (-\$60,300) and Jalbarragup Bridge replacement programme (-\$5,087,700), Footpath Program (\$21,900).

Purchase Plant and Equipment: Purchase not undertaken as budgeted (\$378,700).

Repayment of Debentures: Expenditure not occurring as predicted in budgeting process (\$1,300).

AGENDA NUMBER: 10.6
SUBJECT: Policy for Selection and Preparation of Premier's Australia Day
Citizenship Awards
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: REC 11
AUTHOR: Louise Stokes-Community Development Officer
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 07 February 2011

BACKGROUND:

At the December 2010 Council meeting, it was requested that a formal policy for the selection and presentation of the Premier's Australia Day Citizenship Awards be developed.

COMMENT:

A draft policy has been developed and is contained within the recommendation to this item.

Previously the Functions and Events Advisory Committee had delegated authority from Council to select the recipients of the Premier's Australia Day Awards and coordinated the community activities on Australia Day.

With the disbandment of this Advisory Committee, Councillors choose between themselves a subcommittee of nominated Councillors to review the nominations and present to Council their recommendations. Selection of recipients for the Premier's Australia Day Awards is endorsed by Council and the preparation of the event is undertaken by the Shire.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: If the accepted policy is adopted it will become a policy of Council.

FINANCIAL IMPLICATIONS: As per annual budget.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council adopt the following policy for selection and preparation of the Premier's Australia Day Citizenship Awards.

Policy Number:	ADM 15
Policy Type:	Administration
Policy Name:	Selecting and Presenting the Premier's Australia Day Citizenship Awards
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

The Australia Day awards promote national pride, community responsibility and participation. The Australia Day Council of WA provides three awards each year for presentation in each local government area in the categories of:

- A person 25 years or older
- A person under the age of 25 years
- A community group or event

The awards aim to recognise individuals and groups making a significant contribution to the community, demonstrating leadership on a community issue resulting in the enhancement of community life, undertaking a significant initiative which has brought about positive change and added value to community life, or inspiring qualities as a role model for the community.

Nominations for the awards open in October and close on the fourth Friday in November.

The awards are announced at the Australia Day breakfast held on January 26 each year.

Application forms are available from the Shire of Nannup front office and the Community Resource Centre

Procedures:

1. Community Development Officer to ensure promotion of Premier's Australia Day Citizenship Awards is placed into local and regional newspapers and nomination forms are available at the Shire office and at the Nannup Community Resource Centre.
2. Advice of Citizenship Ceremony to be promoted in local and regional newspapers.
3. Community breakfast coordinated at front of Nannup Visitor Centre by Shire Community Development Officer.
4. Shire President to officiate proceedings at Australia Day breakfast.
5. Council to cover costs of breakfast.


6. Councillors choose amongst themselves a sub committee to select recipients of awardees in each category with assistance from the Community Development Officer. Selected recipients then endorsed at December Council meeting.
7. All nominees to be advised in writing of their nomination, with details of the Australia Day breakfast ceremony.
8. There is an embargo on announcing awardees until the Australia Day ceremony.
9. Nominees are publicly acknowledged during the Australia Day ceremony.
10. Community Development Officer to prepare press release that is forwarded to media after official presentation ceremony.
11. Awardees to be promoted on Shire website.
12. Shire President to write and congratulate each recipient on behalf of Council.
13. The recipient of the Premier's Australia Day Award for a Person under 25 years of age invited to make an address at the following Australia Day ceremony.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	Policy Adopted at Council Meeting 24 February 2011
Resolution:	
Reviewed	

VOTING REQUIREMENTS:

Absolute Majority

**LOUISE STOKES
COMMUNITY DEVELOPMENT OFFICER**



**AUTHORISING OFFICER
CRAIG WADDELL
MANAGER CORPORATE SERVICES**

AGENDA NUMBER: 10.7
SUBJECT: Accounts for Payment
LOCATION/ADDRESS: Nannup Shire
FILE REFERENCE: FNC 8
AUTHOR: Tracie Bishop – Administration Officer
AUTHORISING OFFICER: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 15 February 2011

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 2139 – 2222	\$944,375.58
Accounts Paid By Cheque Vouchers 18411– 18464	\$105,464.18
Accounts Paid by Direct Debit Vouchers 99221 – 99225	\$13,333.08

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.

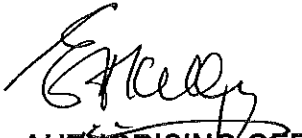
RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,063,172.84 in the attached schedule be accepted.

VOTING REQUIREMENTS:



**TRACIE BISHOP
ADMINISTRATION OFFICER**



**AUTHORISING OFFICER
CRAIGE WADDELL
MANAGER CORPORATE SERVICES**

for

**SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S FEBRUARY 2011 MEETING**

Chq/EFT	Name	Description	Amount
MUNICIPAL ACCOUNT			
EFT2139	RED 11	COMPUTER SUPPLIES	\$101.51
EFT2140	TELSTRA - DAMAGE COST RECOVERY & MANAGEMENT	REPAIR RIVER ROAD	\$579.80
EFT2141	NANNUP SURVEYS	MOWEN ROAD	\$9,638.92
EFT2142	DJEMBEMOVES	DRUM WORKSHOP - FAMILY FUN DAY	\$385.00
EFT2143	GRESLEY ABAS PTY LTD	ARCHITECTURAL SERVICES -RECREATION CENTRE	\$4,400.00
EFT2144	SETTLERS ROOFING AND GRADING	MOWEN ROAD	\$13,068.00
EFT2145	PM TREASURE - EARTHMOVING CONTRACTOR	MOWEN ROAD	\$23,347.50
EFT2146	BRISKLEEN SUPPLIES	CLEANING PRODUCTS	\$268.02
EFT2147	COURIER AUSTRALIA	FREIGHT CHARGES	\$50.09
EFT2148	CORPORATE EXPRESS	STATIONERY	\$218.39
EFT2149	LANDGATE	LAND ENQUIRIES	\$76.00
EFT2150	D & J MILLER (DO YOUR BLOCK CONTRACTING)	MOWEN ROAD WATER CARTING	\$11,330.00
EFT2151	LJ HOOKER BRIDGETOWN	RENTAL INCOME	\$1,812.32
EFT2152	GREG MADER EARTHWORKS	MOWEN ROAD	\$134,602.45
EFT2153	MCGARRY ASSOCIATES	PRELIMINARY COST ESTIMATE - FROGS EARLY LEARNING	\$2,750.00
EFT2154	NANNUP EZIWAY SELF SERVICE STORE	FAMILY FUN DAY SUPPLIES	\$181.33
EFT2155	NANNUP LIQUOR STORE	REFRESHMENTS	\$371.85
EFT2156	CHRIS WADE	REIMBURSEMENT OF EXPENSES	\$76.00
EFT2157	WADIFARM CONSULTANCY SERVICES	CONSULTANCY FEES	\$1,457.50
EFT2158	BEYOND SAFETY	SAFETY WEAR	\$407.56
EFT2159	HIP POCKET WORKWEAR	SAFETY WEAR	\$805.20
EFT2160	BP NANNUP	FUEL EXPENSES	\$22,566.30
EFT2161	MANJIMUP PUMP & ELECTRICAL SHOP	TRANSFER PUMP	\$24,376.02
EFT2162	STANS MACHINERY	SLASHER FIXED SKIDS	\$3,975.00
EFT2163	HITACHI CONSTRUCTION & MACHINERY AUST P/L	JOHN DEERE 670G MOTOR GRADER	\$270,050.00
EFT2164	ACTION KERBING	NANNUP TOWNSITE WORKS	\$22,765.60
EFT2165	COURIER AUSTRALIA	FREIGHT CHARGES	\$44.36
EFT2166	KIM DAWE	FOOTPATH CONSTRUCTION	\$14,421.00
EFT2167	INSIGHT CCS PTY LTD	DECEMBER AFTER HOURS SERVICE	\$168.85
EFT2168	WAYNE G H JOLLEY	ADMINISTRATION EXPENSES	\$500.00
EFT2169	MUIRS MANJIMUP	SUNDRY SPARE PARTS	\$393.87
EFT2170	SHIRE OF MANJIMUP	EDGING WORKS CUNDINUP RD	\$45,427.58
EFT2171	WALGA	ADVERTISING DEC2010, CEO,ROAD CLOSURE,LOAN	\$4,048.95
EFT2172	WADIFARM CONSULTANCY SERVICES	CONSULTANCY FEES	\$1,947.00
EFT2174	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$13,631.03
EFT2175	GREENLINE AGRICULTURE	BLADES	\$190.75
EFT2176	NANNUP SURVEYS	FIELD WORK STAGE 2 & 3 MOWEN ROAD	\$8,148.69
EFT2177	NUTURE WORKS	FAMILY FUN DAY CLIMBING WALL	\$720.00
EFT2178	IMINI HOLDINGS PTY LTD	TRANSPORTABLE TOILET HIRE	\$880.00
EFT2179	BP NANNUP	FUEL EXPENSES	\$8,008.25
EFT2180	SETTLERS ROOFING AND GRADING	WATER CARTAGE	\$10,593.00
EFT2181	PM TREASURE - EARTHMOVING CONTRACTOR	MOWEN RD WORKS	\$15,345.00
EFT2182	BUNBURY DRILLING COMPANY	WATER LEVEL MONITOR	\$4,793.71
EFT2183	PN & PS TILLEY	WATER CARTAGE	\$2,574.00
EFT2184	COATES HIRE	SMOOTH DRUM ROLLER HIRE	\$5,785.32
EFT2185	CIVI TEST SOU WEST	MOWEN ROAD WORKS	\$4,543.00
EFT2186	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATER CARTING	\$9,999.00
EFT2187	JASON SIGNMAKERS	SIGNAGE	\$749.54
EFT2188	GREG MADER EARTHWORKS	MOWEN RD - EQUIPMENT HIRE	\$122,498.75
EFT2189	ROD'S AUTO ELECTRICS	PLANT REPAIR	\$469.46
EFT2190	SOUTH WEST REGIONAL COLLEGE OF TAFE	TAFE FEES - SEMESTER 1	\$535.65
EFT2191	TRADE HIRE	GENSET HIRE	\$1,814.40
EFT2192	WORTHY CONTRACTING	MOWEN RD, CLEARING & CARTING	\$21,021.00
EFT2193	GEOGRAPHE FORD PTY LTD	15000 KM SERVICE	\$318.00
EFT2194	NANNUP SURVEYS	AGG ROAD NORTH FEATURE SURVEY	\$4,950.00
EFT2195	NANNUP BRIDGE CAFE	CATERING	\$2,063.00
EFT2196	BP NANNUP	FUEL ACCOUNT FOR MOWEN ROAD	\$7,058.06
EFT2197	JMB BOBCATS PTY LTD	HIRE OF 6 WHEELER TRUCK FOR MOWEN ROAD	\$3,044.25
EFT2198	COMMSTRAT	ADVERTISEMENT IN LG JOBS	\$275.00
EFT2199	ACTION KERBING	WARREN ROAD CURBING	\$39,267.80
EFT2200	BOC LIMITED	CONTAINER SERVICE FEE	\$172.66
EFT2201	COURIER AUSTRALIA	FREIGHT CHARGES	\$106.53
EFT2202	GEOGRAPHE SAWS & MOWERS	HAND GUARD & MINI ROLLERMATIC	\$130.00
EFT2203	CORPORATE EXPRESS	PRINTING AND STATIONERY SUPPLIES	\$130.00
EFT2204	LANDGATE	GRV VALUATIONS G2010/12	\$171.76
EFT2205	DARRADUP VOLUNTEER BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 0910	\$2,597.53

SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
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Chq/EFT	Name	Description	Amount
EFT2206	FITZ GERALD STRATEGIES	PROFESSIONAL FEES	\$4,400.00
EFT2207	HOLBERRY HOUSE	CATERING AGE FRIENDLY CONSULTATION	\$80.00
EFT2208	KD POWER SALES & SERVICE	PLANT REPAIR	\$46.80
EFT2209	METAL ARTWORK CREATIONS	NAME BADGE	\$13.20
EFT2210	LGIS WORKCARE	LGIS WORKCARE	\$3,784.00
EFT2211	NANNUP HANDY FOODS	REFRESHMENTS - AUSTRALIA DAY	\$100.50
EFT2212	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$6,011.35
EFT2213	NANNUP NEWSAGENCY	PRINTING AND STATIONERY COSTS	\$989.65
EFT2214	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$97.12
EFT2215	NANNUP COMMUNITY RESOURCE CENTRE	SHIRE NOTES AND ADVERTISING	\$501.25
EFT2216	RICOH BUSINESS CENTRE	PHOTOCOPIER PLAN	\$491.55
EFT2217	SOUTH WEST REGIONAL COLLEGE OF TAFE	CERTIFICATE 111 IN BUSINESS SEMESTER 1	\$596.00
EFT2218	SOUTHWEST TYRE SERVICE	TYRE SUPPLIES	\$1,782.60
EFT2219	SHIRE OF MANJIMUP	IT SUPPORT	\$787.50
EFT2220	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$230.82
EFT2221	WARREN BLACKWOOD WASTE	BIN PICKUPS JAN 2011	\$5,802.80
EFT2222	WORTHY CONTRACTING	ONE MONTH CONTRACT NWF	\$9,463.33
EFT PAYMENTS:			\$944,375.58
18411	SARAHSPACE EVENTS	ROLLERBLADING WORKSHOP	\$400.00
18412	SHIRE OF HARVEY	LOST BOOK	\$18.30
18413	NEAT N' TRIM UNIFORMS PTY LTD	UNIFORMS	\$299.00
18414	PROTECTOR ALSAFE	SAFETY WEAR	\$80.62
18415	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$253.20
18416	SYNERGY	ELECTRICITY EXPENSES	\$1,492.10
18417	SCOTTIES EXCAVATIONS	MOWEN ROAD	\$34,166.00
18418	WATER CORPORATION	WATER EXPENSES	\$4,301.70
18419	WIRTGEN AUSTRALIA PTY LTD	SUNDRY SUPPLIES	\$67.58
18420	CIVIC LEGAL	PROFESSIONAL FEES	\$176.77
18421	GUMNUTS GALORE	AUST DAY GIFTS	\$32.85
18422	MANJIMUP BOUNCY CASTLE	FAMILY FUN DAY	\$1,250.00
18423	BOSBOX PTY LTD	ELECTRICAL DISTRIBUTOR BOARDS	\$4,053.50
18424	BLUE WREN GALLERY & FRAMERS	PHOTO FRAMING	\$147.00
18425	MOYLE, M	REFUND OF DOG REGISTRATION	\$57.00
18426	CUTTING EDGES	TOOTH DCARIFIER	\$223.08
18427	KYM NISBET CARPET CHOICE	CARLOTTA HALL REFURBISHMENT	\$2,750.00
18428	NANNUP RIDING DEVELOPS ABILITY	VAULTING WORKSHOP JAN SCHOOL HOLIDAYS	\$100.00
18429	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$253.20
18430	PETER PUTTICK AUTOMOTIVE ELECTRICIAN	EMERGENCY STOP SWITCH	\$188.00
18431	SHIRE OF NANNUP	SEPTIC APPLICATION	\$220.00
18432	TIMCARE DISTRIBUTORS	AUSSIE CLEAR DRUM 20LT	\$1,270.50
18433	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$210.11
18434	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$886.01
18435	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$286.90
18436	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$438.88
18437	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$403.20
18438	COMMONWEALTH FINANCIAL SERVICES	SUPERANNUATION CONTRIBUTIONS	\$252.15
18439	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$332.89
18440	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	\$218.10
18441	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$164.14
18442	D J PALMER (WA) PTY LTD	STEEL POSTS X 120 GST COMPONENT	\$51.00
18443	MCGRATH NICOL PTY LTD	OVERPAYMENT OF RATES PAYABLE	\$428.22
18444	SHIRE OF NANNUP	REIMBURSE PETTY CASH	\$133.10
18445	SCOTTIES EXCAVATIONS	MOWEN RD - EQUIPEMENT HIRE	\$20,916.50
18446	CARLOTTA AG SERVICES	CLEARING FOR JALBARAGUP BRIDGE	\$4,004.00
18447	CIVIC LEGAL	PROFESSIONAL FEES	\$2,034.42
18448	ROBERT LONGMORE	RECOUP OF EXPENSES	\$33.72
18449	JOHN GAUNT	RECOUP OF EXPENSES	\$97.45
18450	CUNDINUP BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 0910	\$93.54
18451	CARLOTTA BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 0910	\$490.09
18452	EAST NANNUP BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 0910	\$996.31
18453	NANNUP GARDEN VILLAGE COMMITTEE	CATERING	\$744.00
18454	HOBSONS CARPET COURT	OVERLOCKING ON THREE MATS	\$160.00
18455	NANNUP BROOK BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 09/10	\$341.48
18456	NORTH NANNUP BUSH FIRE BRIGADE	SUPPLEMENTARY INCOME 0910	\$628.77
18457	LIONS CLUB OF NANNUP	FAMILY FUN DAY 2011	\$167.50
18458	PROTECTOR ALSAFE	SAFETY WEAR	\$187.00

**SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S FEBRUARY 2011 MEETING**

Chq/EFT	Name	Description	Amount
18459	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$65.80
18460	SYNERGY	STREET LIGHT ACCOUNT	\$4,643.38
18461	SCOTT RIVER JASPER BUSH FIRE BRIGADE	SUPPLEMENTARY ESL 09/10 YEAR	\$1,035.28
18462	WORKFORCE INTERNATIONAL PTY LTD	LINE MARKING	\$12,855.59
18463	CHRIS WILLIAMSON	COMMUNITY TREE DISPLAY	\$67.20
18464	SHIRE OF NANNUP	VEHICLE REGISTRATION	\$297.05
CHEQUE PAYMENTS:			<u>\$105,464.18</u>
99221	SG FLEET AUSTRALIA P/L	CESM CAR LEASE	\$637.29
99222	BP AUSTRALIA	FUEL EXPENSE	\$10,652.30
99223	CALTEX AUSTRALIA	FUEL EXPENSE	\$507.92
99224	TELSTRA	TELEPHONE EXPENSES	\$1,430.68
99225	WESTNET	INTERNET EXPENSES	\$104.89
DIRECT PAYMENTS:			<u>\$13,333.08</u>
Total Municipal Payments			<u>\$1,063,172.84</u>
Total Trust Payments			<u>\$0.00</u>
Total Payments for Period 15/09/10 to 14/10/10			<u>\$1,063,172.84</u>