



Minutes

Council Meeting held Thursday 25 October 2018

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Minutes

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4:31 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

ATTENDANCE:

Shire President: Cr A Dean

Councillors: R Mellema, C Buckland, R Longmore, N Steer, V Hansen, C Stevenson and P Fraser

David Taylor – Chief Executive Officer

Tracie Bishop – Manager Corporate Services

Jane Buckland – Development Services Officer

APOLOGIES:

Jonathan Jones – Manager Infrastructure

LEAVE OF ABSENCE:

Nil

VISITORS:

Cheryle Brown, Ian Gibb, Kerri Firth, Julie Kay and Len Gilchrist.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.

Nil.

4. PUBLIC QUESTION TIME:

Mr Len Gilchrist, Lot 35 Blackwood River Drive, Nannup

Mr Gilchrist: Bearing in mind that the Music Club now is dabbling in real estate in Nannup, will they still be receiving handouts in either cash or in kind in future years from the local authority?

Shire President: I'm not sure about dabbling in real estate; the Music Club have bought themselves a permanent home. Until the council decides otherwise then the business conducted by Council with community groups, which is the Music Club; will continue until that policy is changed.

Mr Gilchrist handed a copy of his question for Council records.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Murray Curran; Outdoor Education teacher for Hale School made a short presentation on the safety procedures observed and utilised by Hale School when undertaking outdoor activities.

7. DECLARATIONS OF INTEREST

Councillor	Item	Type of Interest	Subject
Fraser	12.2	Proximity	Development Application for Private Camping Ground
Mellema	12.9	Impartiality	Support for RSL Commemorative Art Installation
Longmore	12.9	Impartiality	Support for RSL Commemorative Art Installation
Steer	12.9	Impartiality	Support for RSL Commemorative Art Installation
Hansen	12.9	Impartiality	Support for RSL Commemorative Art Installation
Stevenson	14.1	Impartiality	Nannup Skip Bins Reduced Fees & Afterhours Access

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 18154 HANSEN/LONGMORE

That the Minutes of the Ordinary Council Meeting held on 27 September 2018 be confirmed as a true and correct record.

CARRIED (7/0)

9. MINUTES OF COUNCIL & OTHER COMMITTEES

9.1 18155 STEVENSON/BUCKLAND

That the Minutes of the BIG N Inc. Annual General Meeting held 30 August 2018 be received.

CARRIED (7/0)

9.2 18156 STEVENSON/BUCKLAND

That the Minutes of the BIG N Inc. meeting held 30 August 2018 be received.

CARRIED (7/0)

9.3 18157 STEVENSON/BUCKLAND

That the Minutes of the Western Australian Local Government Association State Council meeting held 7 September 2018 be received.

CARRIED (7/0)

9.4 18158 LONGMORE/HANSEN

That the Minutes of the Shire of Nannup Risk Management Advisory Committee held 23 October 2018 be endorsed.

CARRIED (7/0)

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
Nil

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

Date	Meeting	Councillor
23 October	Risk Management Advisory Committee	Longmore, Steer

12. REPORTS OF OFFICERS

AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for September 2018
LOCATION/ADDRESS:	Various
NAME OF APPLICANT:	Various
FILE REFERENCE:	TPL18
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 October 2018
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.1.1 – Register of Delegated Development Approvals

BACKGROUND:

To ensure the efficient and timely processing of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve Application for Development Approval that meet the requirements of both Local Planning Scheme No.3 (LPS3) and adopted Council policy.

Delegated planning decisions are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in September 2018 is presented in Attachment 12.1.1.

COMMENT:

As shown in the attachment, each application has been advertised in accordance with LPS3 and Council's adopted Local Planning Policy *LPP5 Consultation* as detailed in the Policy Implications section of this report.

During September 2018, three (3) development applications were determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for September 2018 compared to September 2017:

	September 2017	September 2018
Delegated Decisions	2 (\$281,924.00)	3 (\$78,500)
Council Decisions	2 (\$266,826.00)	0
Total	4 (\$548,750.00)	3 (\$78,500)

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Local Government Act 1995 and LPS3.

Regulation 19 of the *Local Government (Administration) Regulations 1996* requires that a written record of each delegated decision is kept.

POLICY IMPLICATIONS:

Applications for Development Approval must be assessed against the requirements of LPS3 and Local Planning Policies adopted by Council. These Policies include Local Planning Policy *LPP5 Consultation* which details the level and scope of advertising required for Applications for Development Approval.

Each application processed under delegated authority has been processed and advertised, and has been determined to be consistent with the requirements of all adopted Local Planning Policies.

FINANCIAL IMPLICATIONS:

The required planning fees have been paid for all applications for Development Approval processed under delegated authority.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council receives the report on Delegated Development Approvals for September 2018 as per Attachment 12.1.1.

VOTING REQUIREMENTS:

Simple Majority.

18159 LONGMORE/STEVENSON

That Council receives the report on Delegated Development Approvals for September 2018 as per Attachment 12.1.1.

CARRIED (7/0)

Cr Fraser declared a Proximity Interest in Item 12.2.

Cr Fraser left the room at 4.51pm

AGENDA NUMBER:	12.2
SUBJECT:	Development Application for Private Camping Ground
LOCATION/ADDRESS:	Lot 10870 on P153075 (No. 235) Nevermann Road, Jalbarragup
NAME OF APPLICANT:	Common Ground Pty Ltd
FILE REFERENCE:	A194
AUTHOR:	Steve Thompson – Consultant Planner
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the Local Government Act 1995)
DATE OF REPORT:	17 October 2018
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.2.1 - Location map 12.2.2 - Original information from applicant 12.2.3 - Submissions 12.2.4 - Advice from Strategen Environmental 12.2.5 - Local Planning Policy LPP012 Tourist Accommodation in Rural Areas

BACKGROUND:

The Shire has received a Development Application from the owners of Lot 10870 (No. 235) Nevermann Road, Jalbarragup for a private camping ground.

The site, shown in Attachment 12.2.1, is located approximately 10 kilometres west of the Nannup townsite. The site is 34.5 hectares in area, largely cleared, and contains a barn and an ablutions building. The site is bordered by the Blackwood River on two boundaries.

Details of the proposal are outlined in Attachment 12.2.2. In summary, the applicant proposes a private camping ground (primarily for school camps), construction of a shelter and an additional ablutions building.

Consultation

The Shire administration undertook consultation through inviting public comment on the Development Application for a period of 42 days by writing to 3 adjoining/nearby landowners, Department of Biodiversity, Conservation & Attractions; and the Department of Fire and Emergency Services (DFES) along with placing details on the Shire website.

The Shire received three submissions on the Development Application which are set out in Attachment 12.2.3. Two submissions support the application, while DFES conclude that this application should be deferred.

In response to the DFES submission, the applicant appointed Strategen Environmental to review the Bushfire Management Plan (BMP) and the Bushfire Emergency Evacuation Plan (BEEP) prepared by the applicant. Strategen's advice is set out in Attachment 12.2.4.

Planning framework

The property is zoned "Agriculture" in the *Shire of Nannup Local Planning Scheme No. 3* (LPS3). "Camping Area" is an "A" use in the Agriculture Zone as set out in the LPS3 Zoning Table. The Council has the legal power under LPS3 to approve the Development Application after first seeking comment.

The application and the site are subject to a range of planning, environmental, bushfire and servicing policies and documents. This includes *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP3.7), *Guidelines for Planning in Bushfire Prone Areas*, *Shire of Nannup Local Planning Strategy* and *draft Shire of Nannup Local Planning Strategy*. In summary, the documents require effective natural resource management, addressing risk/safety and seeking to diversify the local economy including through supporting tourism.

The *Guidelines for Planning in Bushfire Prone Areas* outline that camping grounds are a "vulnerable land use". This includes uses, such as short stay accommodation or visitation uses, that involve people who are unaware of their surroundings, who may require assistance or direction in the event of a bushfire, and people who may be less able to respond in a bushfire emergency.

Most of the property is located within a bush fire prone area as designated by the Fire and Emergency Services Commissioner.

Local Planning Policy *LPP012 Tourist Accommodation in Rural Areas* is set out in Attachment 12.2.5.

The *Shire of Nannup Strategic Community Plan 2017 – 2027* identifies tourism as one of the strategic drivers, it seeks to attract more people to the district and it supports a diversified economic base.

COMMENT:

Following an assessment of the Development Application against the planning framework, submissions and information provided by the applicant, the Development Application is considered to be generally consistent with LPS3, strategies and policies.

It is recommended that Council conditionally approve the Development Application given:

- it is overall consistent with the planning framework;
- it supports diversifying and growing the local economy, supporting job creation and supports tourism;
- the camping area is well setback from off-site agricultural operations;
- no clearing of native vegetation is proposed;
- there are expected to be manageable environmental impacts given the land is cleared and wastewater disposal is required to comply with Shire and Department of Health requirements;
- there are no objections from other Shire officers/units;
- Strategen Environmental confirm that the application generally addresses the *Guidelines for Planning in Bushfire Prone Areas* and are prepared to update and sign off the BMP and BEEP; and
- development conditions can assist to control the use and management of the development.

Key issues

While noting the above, the key issues with the application are summarised below:

- Bushfire management/emergency management – this is considered to be the major issue given the site's location. Camping is a vulnerable land use and there are times when there will be a large number of children/young adults on the property. There are significant risks to visitors and guests staying at the property who may be unfamiliar with the area and unaware that bushfire poses a significant risk to people and properties in the area. While noting this, based on Strategen's advice and subject to implementation and on-going review of the BMP and BEEP, it appears that associated risks can be managed. It is recommended that the BMP and BEEP are updated by a bushfire planning practitioner prior to camping commencing;

- Flood risk – while there is no flood mapping for this section of the Blackwood River, the application does not propose habitable buildings;
- Standard of Nevermann Road and developer contributions – Nevermann Road is unsealed but is usually in good condition. While the proposed development will increase traffic volumes and impacts, the traffic generation is expected to be infrequent. Accordingly, the officer recommendation does not include a condition requiring a proportionate financial contribution to upgrade Nevermann Road;
- Effluent disposal – the systems will need to be located and designed to minimise off-site environmental impacts;
- Water supply – need to address Australian standards;
- Right to farm - while the area is not a priority agricultural land, it is suggested there should be an on-going “right” to farm on adjoining/nearby properties without undue impact from the camping grounds;
- On-going management - the responsibility for appropriate on-going management rests with the operator/manager to ensure that visitors are responsible and do not create inappropriate impacts, including noise, to adjoining/nearby properties. Various development conditions are recommended to minimise land use impacts and encourage appropriate neighbourly relations. This includes the requirement to prepare and gain approval for an appropriate Management Plan; and
- Length of approval - the recommendation does not set a time limit.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015, Caravan Parks and Camping Grounds Act 1995, Caravan Parks and Camping Grounds Regulations 1997 and LPS3.

Subject to the Council’s decision, the applicant separately needs to obtain a licence required by the *Caravan Parks and Camping Grounds Regulations 1997* and meet additional requirements.

POLICY IMPLICATIONS:

Relevant Local Planning Policies include *LPP12 Tourist Accommodation in Rural Areas, LPP13 Car Parking and Vehicular Access, LPP20 – Developer and Subdivider Contributions* and *LPP21 Bushfire Management*.

Local Planning Policies are relevant in assessing the Development Application. Local Planning Policies are non-statutory documents which are designed to

provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policies but is required to have regard to the policies in determining the Development Application.

Additionally, there are various State Planning Policies which are relevant in assessing the Development Application including SPP 2 *Environment and Natural Resources Policy*, SPP 2.9 *Water Resources*, SPP 3.4 *Natural Hazards and Disasters* and SPP 3.7 *Planning in Bushfire Prone Areas*.

FINANCIAL IMPLICATIONS:

None.

STRATEGIC IMPLICATIONS:

The application, if approved and implemented, will assist to support a more diversified economic base.

RECOMMENDATION:

That Council approve the Development Application for a private camping ground (camping area), proposed shelter and additional ablutions building at Lot 10870 on Plan 153075 (No. 235) Nevermann Road, Jalbarragup, subject to the following conditions:

1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed, no further development is to be carried out.
2. The development hereby approved is to be carried out in accordance with the plans and specifications submitted with the application, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
3. Other than the owner/caretaker, no person is permitted to stay on the property for a period of more than 3 months in any 12 month period.
4. An adequate on-site potable water supply is provided in accordance with the *Australian Drinking Water Guidelines 2004* prior to commencement of the

camping.

5. A waste water disposal system approved by the local government and/or the Department of Health is installed prior to commencement of the camping.
6. A Bushfire Management Plan is to be approved by the local government and the Department of Fire and Emergency Services and then implemented prior to commencement of the camping. Following this, measures and recommendations in the approved Bushfire Management Plan are to be maintained to the satisfaction of the local government.
7. A Bushfire Emergency Evacuation Plan is to be approved by the local government and the Department of Fire and Emergency Services and then implemented prior to commencement of the camping. Following this, measures in the approved Bushfire Emergency Evacuation Plan are to be maintained to the satisfaction of the local government.
8. The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the camping, which addresses the responsibility for the behaviour of guests/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality.
9. The applicant shall not erect any advertising or signage at the site without the prior approval of the local government.
10. The crossover between the property and Nevermann Road is designed, constructed and drained at the applicant's cost to the satisfaction of the local government prior to commencement of the camping.

Advice

- A) The proponent is advised that this Development Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.
- B) In relation to Condition 4, the local government may require water samples to be taken and independently analysed. Should the local government be required to arrange the testing, it will be at the cost of the landowner/operator.
- C) In relation to Conditions 6 and 7, these plans should be regularly reviewed to ensure they comply with best practice to assist in managing bushfire risk.

- D) In relation to Condition 8, the Management Plan is to:
- (i) address the responsibility for clients/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
 - (ii) outline the approach to maximise the safety and security of guest and visitors including to the adjacent Blackwood River;
 - (iii) seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing fire risks; and
 - (iv) acknowledge that the development is located in an agricultural area and that the impacts of agricultural pursuits should be expected and tolerated.
- E) The applicant should ensure that guests (and as relevant their pets) are considerate of neighbours at all times. In particular, activities should be especially low in volume between 8.00pm and 8.00am and are to comply with the *Environmental Protection (Noise) Regulations 1997*.
- F) The applicant is advised that the approved development must comply with the *Caravan Parks and Camping Grounds Act 1995* and the *Caravan Parks and Camping Ground Regulations 1997*. There is a need to obtain a licence as set by the *Caravan Parks and Camping Grounds Regulations 1997* prior to commencement of the camping.
- G) The applicant is advised that the approved development must comply with other statutory requirements including the *Public Health Act 2016*, *Health (Miscellaneous Provisions) Act 1911* and the *Shire of Nannup Health Local Laws*.
- H) In relation to Condition 9, some signs are exempt from development approval while other signs require a Development Application to the Shire. Please contact the Shire for further details.
- I) The proponent is to retain appropriate Public Liability Insurance to cover the entire area the subject of this approval to the satisfaction of the local government.
- J) If the development of a tourist/short stay use changes the predominant use of a lot from a rural agricultural base to a non-agricultural base, the local government may change the rating of such a lot from Unimproved Value to Gross Rental Value.
- K) The applicant is encouraged to advise neighbours in the area when camps are being held.

- L) Part 14 of the *Planning and Development Act 2005* provides the right to apply to the State Administrative Tribunal for review of some planning decisions and the proponent may wish to take professional advice to determine whether or not such a right exists in the present instance. The *State Administrative Tribunal Rules 2004* require that any such applications for review be lodged with the Tribunal.

VOTING REQUIREMENTS:

Simple Majority

18160 HANSEN/BUCKLAND

That Council approve the Development Application for a private camping ground (camping area), proposed shelter and additional ablutions building at Lot 10870 on Plan 153075 (No. 235) Nevermann Road, Jalbarragup, subject to the following conditions:

- 1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed, no further development is to be carried out.***
- 2. The development hereby approved is to be carried out in accordance with the plans and specifications submitted with the application, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.***
- 3. Other than the owner/caretaker, no person is permitted to stay on the property for a period of more than 3 months in any 12 month period.***
- 4. An adequate on-site potable water supply is provided in accordance with the Australian Drinking Water Guidelines 2004 prior to commencement of the camping.***

5. ***A waste water disposal system approved by the local government and/or the Department of Health is installed prior to commencement of the camping.***
6. ***A Bushfire Management Plan is to be approved by the local government and the Department of Fire and Emergency Services and then implemented prior to commencement of the camping. Following this, measures and recommendations in the approved Bushfire Management Plan are to be maintained to the satisfaction of the local government.***
7. ***A Bushfire Emergency Evacuation Plan is to be approved by the local government and the Department of Fire and Emergency Services and then implemented prior to commencement of the camping. Following this, measures in the approved Bushfire Emergency Evacuation Plan are to be maintained to the satisfaction of the local government.***
8. ***The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the camping, which addresses the responsibility for the behaviour of guests/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality.***
9. ***The applicant shall not erect any advertising or signage at the site without the prior approval of the local government.***
10. ***The crossover between the property and Nevermann Road is designed, constructed and drained at the applicant's cost to the satisfaction of the local government prior to commencement of the camping.***

Advice

- A) ***The proponent is advised that this Development Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.***
- B) ***In relation to Condition 4, the local government may require water samples to be taken and independently analysed. Should the local government be required to arrange the testing, it will be at the cost of the landowner/operator.***

- C) *In relation to Conditions 6 and 7, these plans should be regularly reviewed to ensure they comply with best practice to assist in managing bushfire risk.***
- D) *In relation to Condition 8, the Management Plan is to:***
- (i) address the responsibility for clients/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;***
 - (ii) outline the approach to maximise the safety and security of guest and visitors including to the adjacent Blackwood River;***
 - (iii) seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing fire risks; and***
 - (iv) acknowledge that the development is located in an agricultural area and that the impacts of agricultural pursuits should be expected and tolerated.***
- E) *The applicant should ensure that guests (and as relevant their pets) are considerate of neighbours at all times. In particular, activities should be especially low in volume between 8.00pm and 8.00am and are to comply with the Environmental Protection (Noise) Regulations 1997.***
- F) *The applicant is advised that the approved development must comply with the Caravan Parks and Camping Grounds Act 1995 and the Caravan Parks and Camping Ground Regulations 1997. There is a need to obtain a licence as set by the Caravan Parks and Camping Grounds Regulations 1997 prior to commencement of the camping.***
- G) *The applicant is advised that the approved development must comply with other statutory requirements including the Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911 and the Shire of Nannup Health Local Laws.***
- H) *In relation to Condition 9, some signs are exempt from development approval while other signs require a Development Application to the Shire. Please contact the Shire for further details.***
- I) *The proponent is to retain appropriate Public Liability Insurance to cover the entire area the subject of this approval to the satisfaction of the local government.***

- J) If the development of a tourist/short stay use changes the predominant use of a lot from a rural agricultural base to a non-agricultural base, the local government may change the rating of such a lot from Unimproved Value to Gross Rental Value.***
- K) The applicant is encouraged to advise neighbours in the area when camps are being held.***
- L) Part 14 of the Planning and Development Act 2005 provides the right to apply to the State Administrative Tribunal for review of some planning decisions and the proponent may wish to take professional advice to determine whether or not such a right exists in the present instance. The State Administrative Tribunal Rules 2004 require that any such applications for review be lodged with the Tribunal.***

CARRIED (6/0)

Cr Fraser re-entered the room at 4.57pm.

AGENDA NUMBER:	12.3
SUBJECT:	Carlotta Hall Surrounds – Fencing
LOCATION/ADDRESS:	Carlotta Hall, Carlotta
NAME OF APPLICANT:	Carlotta Progress Association
FILE REFERENCE:	RES 20195
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	16 November 2018
ATTACHMENT:	12.3.1 – Correspondence from Carlotta Progress Association.

BACKGROUND:

Bron Rack, Secretary of the Carlotta Progress Association has written to Council advising of a safety concern at the Carlotta Hall. The Hall is located very close to Vasse Highway which over recent years has seen a significant increase in traffic. The Hall is utilised for a number of community based functions which frequently have families with young children and toddlers who are concerned about children wandering near the highway, carpark or nearby bush.

The Carlotta Progress Association propose to install a fence around the Hall surrounds as illustrated in the attached plan and seek the following;

- (a) Permission to install the fence.
- (b) Advice on our proposed plan and any suggestions
- (c) Any funding that may be applied through the Shire to put towards the fence.

The fence is estimated to be approximately 92 metres which would include a double gate at the rear (fire access, work vehicles, load/unloading) and also a gate for pedestrians, preferably with some sort of childproof lock.

The plan includes having the community construct the fence and supply the necessary equipment.

They are hoping to have a solution in place in time for the Carlotta Community Christmas Party which is to be held on the 22nd December 2018.

COMMENT:

The CEO has spoken with Bron Rack, Secretary of the Carlotta Progress Association to identify the context and quality of fence they are planning to construct. Her response was that ideally it would be a chain link fence as they are the most secure for children, however, if costs are prohibitive it could be a simple farm ring lock style fence. Quotations are currently being sought and based on costs the type of fence will be determined. The total project is anticipated to be approximately \$1,000 - \$1,500, it was advised that if costs are higher than this the project would not be affordable for the Carlotta Progress Association. It is intended that the community will provide the labour and construct the fence in its entirety.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

One-off \$500 contribution towards fencing materials.

STRATEGIC IMPLICATIONS:

Our Community Leadership

We listen to our community leaders

To have united community groups working together

Our Council Leadership

A listening leadership that provides for and represent all

To do what is right and fair for the people.

RECOMMENDATION:

That Council approve the following;

- a) Approve the Carlotta Progress Association to construct a suitable fence around the Carlotta Town Hall in the format provided that will address the safety issues.
- b) Provide a \$500 financial assistance towards the purchase of materials to construct the fence.

VOTING REQUIREMENTS:

Simple Majority

18161 MELLEMA/LONGMORE

That Council approve the following;

- a) *Approve the Carlotta Progress Association to construct a suitable fence around the Carlotta Town Hall in the format provided that will address the safety issues.*
- b) *Provide a \$500 financial assistance towards the purchase of materials to construct the fence.*

CARRIED (7/0)

AGENDA NUMBER:	12.4
SUBJECT:	Council Meetings 2018 – Dates and Times
LOCATION/ADDRESS:	Shire of Nannup – Council Chambers
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	16 October 2018

BACKGROUND:

Section 12 of the *Local Government (Administration) Regulations 1996* requires a Local Government to at least once a year give local public notice of the dates on which and the time and place at which –

- (a) The ordinary council meetings;
- (b) The committee meetings that are required under the *Act* to be open to members of the public or that are proposed to be open to member of the public; and
- (c) Are to be held in the next 12 months.

COMMENT:

The proposed dates for the 2019 monthly Council meetings, subject to consideration of meeting times: -

Thursday, 24th January 2019
Thursday, 28th February 2019
Thursday, 28th March 2019
Wednesday 24th April 2019
Thursday, 23rd May 2019
Thursday, 27th June 2019

Thursday, 25th July 2019
Thursday, 22nd August 2019
Thursday, 26th September 2019
Thursday, 24th October 2019
Thursday 28th November 2019

Historically Council does not conduct an Ordinary Meeting in December and again this has been excluded from the scheduled meeting dates for 2019. Council may wish to consider its position in respect to the conduct of a meeting in December and possibly exclude the January meeting as it is normally a very quiet period at the year's commencement.

In submitting the above meeting dates in 2019, Council may also wish to review meeting commencement times.

STATUTORY ENVIRONMENT:

Section 12 of the *Local Government (Administration) Regulations 1996* relating to advertising meeting times and dates.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2017 – 2027

Our Council Leadership

A listening leadership that provides and represents all

RECOMMENDATION:

That in accordance with Section 12 of the Local Government (Administration) Regulations 1996 relating to the advertising of meeting times and dates of monthly Ordinary meetings, the following schedule of times and dates be adopted for the 2019 calendar year: -

Information Session to commence at 3:30pm.

Monthly Ordinary Council meetings to commence at 4:30pm on the following dates: -

Thursday, 24th January 2019
Thursday, 28th February 2019
Thursday, 28th March 2019
Wednesday 24th April 2019
Thursday, 23rd May 2019
Thursday, 27th June 2019

Thursday, 25th July 2019
Thursday, 22nd August 2019
Thursday, 26th September 2019
Thursday, 24th October 2019
Thursday 28th November 2019

VOTING REQUIREMENTS:

Simple Majority

18162 MELLEMA/STEVENSON

That in accordance with Section 12 of the Local Government (Administration) Regulations 1996 relating to the advertising of meeting times and dates of monthly Ordinary meetings, the following schedule of times and dates be adopted for the 2019 calendar year: -

Information Session to commence at 3:30pm.

Monthly Ordinary Council meetings to commence at 4:30pm on the following dates: -

***Thursday, 24th January 2019
Thursday, 28th February 2019
Thursday, 28th March 2019
Wednesday, 24th April 2019
Thursday, 23rd May 2019
Thursday, 27th June 2019***

***Thursday, 25th July 2019
Thursday, 22nd August 2019
Thursday, 26th September 2019
Thursday, 24th October 2019
Thursday 28th November 2019***

CARRIED (7/0)

AGENDA NUMBER:	12.5
SUBJECT:	Request to Waiving of Hire Fees
LOCATION/ADDRESS:	Nannup Oval
NAME OF APPLICANT:	Nannup Tee-Ball and Baseball Association
FILE REFERENCE:	FNC 10
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	15 October 2018

BACKGROUND:

Regan Guthridge, Secretary of the Nannup Tee-Ball and Baseball Association, writes to Council requesting that it waives hire fees for the Nannup Oval to continue to assist the Association to establish itself.

It is advised that the oval will be utilised for training and match sessions on Friday afternoons from 4:30pm during school terms, commencing on the 12th October 2018 with the season finishing on the 12th April 2019.

Nannup Tee-Ball and Baseball Association will maintain a high level of integrity and cleanliness of the oval and its surrounds.

COMMENT:

Council in the previous financial year granted Nannup tee-ball and Baseball Association the following;

Council Resolution 17175 in September 2017 Ordinary meeting reads as follows;

“17175 LONGMORE/MELLEMA

That Council advises Mrs Learmond, Chairperson Nannup Tee-Ball and Baseball Association, that Council is prepared to allow the use of the Nannup Oval free of charge to assist in the development and establishment of Tee-Ball and Baseball in Nannup, however, fees for the use of the Nannup Recreation Centre Changerooms/Toilet facilities will be required to be paid at the rate of \$30.00 per session based on Council’s Fees and Charges Schedule.

CARRIED (8/0)”

The group is still trying to establish themselves and has therefore requested Councils continued support in their establishment.

The current request does not mention the use of the change rooms as was mentioned previously, however to keep consistent with previous applications for waivers it is proposed to uphold the charge as stated within Resolution 17175 and impose the charge of \$30.00 / day for the use of the change room if required by Nannup Tee-Ball and Baseball Association.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Policy BLD 1 – Relating to Use/Hire of Community Facilities

“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.

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

FINANCIAL IMPLICATIONS:

Lost Fees and Charges

Oval hire \$68 / per day

Seasonal Charge \$500 / season

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2017-2027

Our Community Leadership

Strategy 5.1 – Support existing and emerging community groups.

RECOMMENDATION:

That Council advises Nannup Tee-Ball and Baseball Association, that Council is prepared to allow the use of the Nannup Oval free of charge to continue to assist in the development and establishment of Tee-Ball and Baseball in Nannup, however, fees for the use of the Nannup Recreation Centre Change room/Toilet facilities will be required to be paid at the rate of \$30.00 per session based on Council’s Fees and Charges Schedule.

VOTING REQUIREMENTS:

Simple Majority

18163 BUCKLAND/LONGMORE

That Council advises Nannup Tee-Ball and Baseball Association, that Council is prepared to allow the use of the Nannup Oval free of charge to continue to assist in the development and establishment of Tee-Ball and Baseball in Nannup, however, fees for the use of the Nannup Recreation Centre Change room/Toilet facilities will be required to be paid at the rate of \$30.00 per session based on Council's Fees and Charges Schedule.

CARRIED (7/0)

AGENDA NUMBER:	12.6
SUBJECT:	Budget Monitoring – August & September 2018
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Robin Lorkiewicz – Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	17 October 2018
ATTACHMENT:	12.6.1 - Financial Statements for the period ending 31 August 2018 12.6.2 - Financial Statements for the period ending 30 September 2018

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions. Council has adopted a variance threshold of 10% or \$30,000, whichever is the greater on which to report. The statutory statements are appended at Attachment 12..6.1.

Whilst this has resulted in all variances of 10% being identified and reported, it only focuses attention on the performance to the month in question and not the likely outturn at the end of the year.

Monthly reporting draws on the flexibility allowed in the Financial Management Regulations to draw attention to likely under and overspends at the end of the year.

COMMENT:

Please refer to the attachment, Financial Statements for period(s) ending 31 August 2018 & 30 September 2018 for a detailed analysis of our end of year position, Note 2.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

The attached financial statements detail financial outcomes for 2018/19.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

Monthly Financial Statements for the period ending 31 August 2018 and 30 September 2018 be received.

VOTING REQUIREMENTS:

Simple Majority.

18164 MELLEMA/STEVENSON

Monthly Financial Statements for the period ending 31 August 2018 and 30 September 2018 be received.

CARRIED (7/0)

Cr Steer entered the room at 5.03pm.

AGENDA NUMBER:	12.7
SUBJECT:	Monthly Accounts for Payment - September 2018
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Robin Lorkiewicz –Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	17 October 2018
ATTACHMENT:	12.7.1 – Accounts for Payment – September 2018

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 September 2018 to 30 September 2018 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

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

Municipal Account

Accounts paid by EFT	10829 – 11010	92,959.58
Accounts paid by cheque	20317 – 20320	1,271.07
Accounts paid by Direct Debit	DD10278.1 – DD10278.10	10,044.61
<i>Sub Total Municipal Account</i>		<u>\$104,275.26</u>

Trust Account

Accounts paid by EFT	10982 – 10982	912.93
Accounts Paid by cheque		0.00
<i>Sub Total Trust Account</i>		<u>\$912.93</u>

Total Payments

\$105,188.19

STATUTORY ENVIRONMENT:

LG (Financial Management) Regulation 13

POLICY IMPLICATIONS:

None.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS:

None.

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$105,188.19 1 September 2018 to 30 September 2018 in the attached schedule be endorsed.

VOTING REQUIREMENTS:

Simple Majority.

18165 STEVENSON/HANSEN

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$105,188.19 1 September 2018 to 30 September 2018 in the attached schedule be endorsed.

CARRIED (8/0)

Procedural Motion

18166 LONGMORE/BUCKLAND

That Council allow the Late Agenda Item 12.8 to be included in the October 2018 Ordinary Council Meeting.

CARRIED (8/0)

AGENDA NUMBER:	12.8
SUBJECT:	Review of Shire of Nannup Policies
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 22
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	22 October 2018
ATTACHMENT	12.8.1 – Safety & Health Policy 1.2 12.8.2 – Bushfire Brigade Training BRC 3 Policy

BACKGROUND:

Policies set guiding direction for Council staff to manage the operations of the Shire on a day to day basis without the need to present matters to Council meetings for consideration.

Attached to this item are two policies that have been adjusted to more effectively allow governance of this organisation to occur.

COMMENT:

Section 2.7(2)(b) of the *Local Government Act 1995* requires Council to determine the local government's policies. The *Act* does not prescribe specific timeframes for the review of policies however, it is intended to conduct similar reviews on an annual basis.

Minor changes have been made to existing policies and two new policies have been introduced, namely:-

Safety and Health Policy

This policy falls within Council's Health and Occupational Safety area. While the actual policy has not changed, Officers have observed that this policy was not

updated to correctly reflect current safety officers and Council's Chief Executive Officer.

Bushfire Brigade Training BRC 3 Policy

This policy was last reviewed within the annual policy review in January 2018. As a result of a training query raised within the Bushfire Advisory Committee in August 2018 it was noted that the word "desired" did not fully follow the DFES recommendation that the minimum requirement be the Introduction to Firefighting and Bushfire Fighting. For this reason this word is recommended to be removed from this policy.

STATUTORY ENVIRONMENT:

Section 2.7(2)(b) of the *Local Government Act 1995* prescribes in part, that the role of a Council is to determine the local government's policies.

POLICY IMPLICATIONS:

Minor changes to the two policies shown above.

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RECOMMENDATION:

That Council adopts the changes recommended within Safety and Health Policy and the Bushfire Brigade Training Policy as presented above.

VOTING REQUIREMENTS:

Simple Majority

18167 BUCKLAND/LONGMORE

That Council adopts the changes recommended within Safety and Health Policy and the Bushfire Brigade Training Policy as presented above.

CARRIED (8/0)

Procedural Motion

18168 MELLEMA/STEVENSON

That Council allow the Late Agenda Item 12.9 to be included in the October 2018 Ordinary Council Meeting.

CARRIED (8/0)

Councillors Longmore, Hansen, Steer and Mellema all declared an Impartiality Interest in Item 12.9.

AGENDA NUMBER:	12.9
SUBJECT:	Support for RSL Commemorative Art Installation
LOCATION/ADDRESS:	Reserve 3708 (Nannup War Memorial) Forrest St, Nannup
NAME OF APPLICANT:	RSL Nannup Sub Branch
FILE REFERENCE:	RES3708
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	22 October 2018
ATTACHMENT:	12.9.1 – Details of commemorative art installation 12.9.2 – Letters of support

BACKGROUND:

The RSL Nannup Sub Branch (Nannup RSL) has received a grant from the Department of Veterans Affairs under the Armistice Centenary Grants Program (ACGP) to display a commemorative art installation near the Nannup War Memorial as outlined in Attachment 12.9.1. The Nannup RSL advised the Shire that the grant was approved on 15th August 2018 and submitted a Development Application on 22nd October 2018.

The location proposed for the art installation is within Local Reserve 3708 which is vested with the Shire of Nannup for the purpose of 'Recreation'. The site is reserved as "Public Purpose" in the Shire of Nannup Local Planning Scheme No. 3 (LPS3).

The Nannup RSL seeks Council agreement to the use of the reserve to install the art installation. The art installation is primarily constructed of timber with steel sawblade features and is approximately 2 metres in height.

COMMENT:

Reserve 3708 is bordered by Warren Road, Forrest Street and Grange Road and is a high profile location located at the northern entrance to town. It contains the Nannup Town Hall, Supper Room, Nannup Bowling Club, Nannup War Memorial and the Village Green.

As per Clause 2.3.1 of the Shire of Nannup Local Planning Scheme No.3, a person must not use a Local Reserve, or commence or carry out development on a Local Reserve, without having first obtained development approval. The Nannup RSL have recently submitted a development approval for the proposed commemorative art installation which will be considered once Council, as the manager of the Reserve, has agreed to the use of Reserve 3708 for this purpose.

Representatives of the Nannup RSL met with the previous Chief Executive Officer in February of this year to discuss their intention to apply for a grant under the ACGP.

The CEO provided a letter of support for the grant application on behalf of Council following this meeting. In addition, the Nannup RSL received letters of support from five local community groups which are also outlined in Attachment 12.9.2.

It should be noted that while the Nannup RSL have obtained letters of support from these community groups, and have the agreement of their own members, there has been no wider public consultation regarding the proposed installation.

There is a statutory requirement for the proponent (in this case the Nannup RSL) to submit a development application, however there is flexibility as to whether the Shire seeks public comment on the development application prior to determination.

The development application which has been submitted by the Nannup RSL would normally be publicly advertised for a period of 21 days by way of writing to adjoining and nearby neighbours and other relevant stakeholders, and making the details available on the Shire website and in the Shire office. The requirement for community advertising reflects the site's highly prominent location in the town centre, on the "village green" and on Shire managed land, and is consistent with the requirements set out in Local Planning Policy LPP 5 Consultation.

If the development application is to be advertised, the earliest date that a decision could be made on the application would be November 16th. However, the Nannup RSL has planned to have the commemorative art installation completed and installed prior to Remembrance Day on 11th November 2018, the Centenary of Armistice.

Council can agree to waive the requirement for the development application to be publicly advertised if they consider the proposal is consistent with the current purpose of the Reserve and the art installation is consistent with Local Planning Policy LPP8 Nannup Main Street Heritage Precinct.

Ideally, it would have been preferable that the Nannup RSL submitted a development application a few weeks ago to enable community consultation and a

more thorough assessment. Given this did not occur and given the unique circumstances of the Centenary of Armistice, the Council needs to determine:

- whether it is supportive of the proposed art installation;
- whether it wants the art installation installed prior to 11th November 2018; and
- whether there are unique reasons to waive public consultation on the development application for the art installation.

It is suggested that Council agree to the use of Local Reserve 3708 for the proposed commemorative art installation and to waive the requirement for public advertising of the development application, as the installation is to be located in the area immediately adjacent to the Nannup War Memorial, it is generally consistent with the current purpose of the Reserve and the art installation is consistent with Local Planning Policy LPP8 Nannup Main Street Heritage Precinct.

The main risk to Council is that there may be some community members who have issues or concerns with the art installation and its location. This is acknowledged, however given the widespread community respect for the Nannup RSL and the five local community groups who to date have supported the proposal, the risks are considered to be minimal. It is suggested there would be likely greater community concerns if the Council does not enable the art installation to be installed prior to 11th November 2018.

Subject to Council's decision, the development application will be determined by the Shire administration under delegated authority.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015, Local Planning Scheme No.3.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RECOMMENDATION:

That Council:

1. Agrees to the use of Local Reserve 3708 for a commemorative art installation by the RSL Nannup Sub Branch.
2. Agrees to waive the requirement for the development application submitted by the RSL Nannup Sub Branch to be publicly advertised.
3. Notes that the Shire administration will determine the development application under delegated authority.

VOTING REQUIREMENTS:

Simple Majority

18169 MELLEMA/BUCKLAND

That Council:

1. ***Agrees to the use of Local Reserve 3708 for a commemorative art installation by the RSL Nannup Sub Branch.***
2. ***Agrees to waive the requirement for the development application submitted by the RSL Nannup Sub Branch to be publicly advertised.***
3. ***Notes that the Shire administration will determine the development application under delegated authority.***

CARRIED (8/0)

Councillor Buckland wanted it recorded it in the Minutes that he does not like being put in this position of having to vote on an issue that should have had a Development Application subject to an advertising period; he would encourage future community groups to follow the correct procedures.

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

13.1 OFFICERS

Nil

13.2 ELECTED MEMBERS

Nil

14. MEETING CLOSED TO THE PUBLIC

(Confidential Items)

PROCEDURAL RECOMMENDATION

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

The confidential report is provided separately to Council Members, the Chief Executive Officer and Directors. In accordance with the legislation, the report is to be kept confidential until determined by the Council to be released for public information. At the conclusion of these matters, Council may wish to make some details available to the public.

18170 STEVENSON/STEER

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

The confidential report is provided separately to Council Members, the Chief Executive Officer and Directors. In accordance with the legislation, the report is to be kept confidential until determined by the Council to be

released for public information. At the conclusion of these matters, Council may wish to make some details available to the public.

CARRIED (8/0)

PROCEDURAL RECOMMENDATION

That Standing Orders be suspended to allow for discussion on Agenda Item 14.1.

18171 STEVENSON/MELLEMA

That Standing Orders be suspended to allow for discussion on Agenda Item 14.1.

CARRIED (8/0)

The meeting was closed to the public at 5.19pm.

Cr Stevenson declared an Impartiality Interest in Item 14.1.

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

AGENDA NUMBER:	14.1
SUBJECT:	Nannup Skip Bins Reduced Fees and Afterhours Access
LOCATION/ADDRESS:	Nannup Skip Bins
NAME OF APPLICANT:	Nannup Skip Bins
FILE REFERENCE:	FNC 10
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 October 2018

PROCEDURAL RECOMMENDATION

That the meeting be re-opened to the public.

18174 STEVENSON/STEER

That the meeting be re-opened to the public.

CARRIED (8/0)

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC
Nil.

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

Nil.

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

Nil.

17. CLOSURE OF MEETING

The Shire President declared the meeting closed at 5.55pm.



Minutes

Special Council Meeting held Thursday 1 November 2018

Public Copy

Unconfirmed

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Minutes

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.30pm.

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

ATTENDANCE:

Shire President: Cr A Dean

Councillors: R Mellema, N Steer, V Hansen, C Stevenson and P Fraser

David Taylor – Chief Executive Officer

Tracie Bishop – Manager Corporate Services

APOLOGIES:

Cr C Buckland

Cr R Longmore

Jonathan Jones – Manager Infrastructure

LEAVE OF ABSENCE:

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil

4. PUBLIC QUESTION TIME

Nil.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

7. DECLARATIONS OF INTEREST

Nil.

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

9. REPORTS BY MEMBERS ATTENDING COMMITTEES

Nil.

10. MEETING CLOSED TO THE PUBLIC
(Confidential Items)

10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nannup Caravan Park Lease

CONFIDENTIAL ITEM

PROCEDURAL RECOMMENDATION:

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

18175 STEVENSON/MELLEMA

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an

employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

CARRIED (6/0)

AGENDA NUMBER:	10.1
SUBJECT:	Confidential Item - Caravan Park Lease
LOCATION/ADDRESS:	4 Brockman Street
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	RAT 9
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	29 October 2018
ATTACHMENTS	10.1.1 - Draft Lease Agreement

PROCEDURAL RECOMMENDATION:

That the meeting be opened to the members of the public in accordance with Sections 5.23(1) (a) and (b) of the Local Government Act 1995.

18179 STEVENSON/HANSEN

That the meeting be opened to the members of the public in accordance with Sections 5.23(1) (a) and (b) of the Local Government Act 1995.

CARRIED (6/0)

10.2 PUBLIC READINGS OF RESOLUTIONS THAT MAY BE MADE PUBLIC

Nil.

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

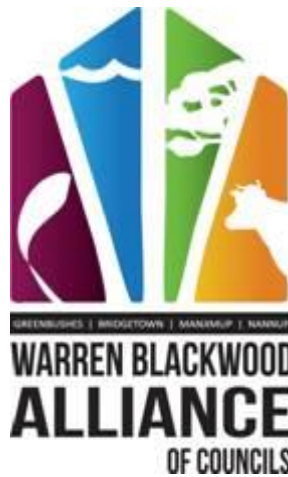
Nil.

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

Nil.

13. CLOSURE OF MEETING

The Shire President declared the meeting closed at 5.02pm.



Minutes of Annual General Meeting

5.30PM, TUESDAY 13 NOVEMBER 2018
HOST: SHIRE OF BRIDGETOWN - GREENBUSHES

Meeting opened: 5.30pm

1. Attendance:

Cr Tony Dean
Cr Tony Pratico
Cr Paul Omodei
Cr Alan Wilson
Cr Bob Longmore
Cr Cliff Winfield

Tim Clynch
David Taylor
Andrew Campbell
Billy Wellstead
Katie McDonnell (EO)

Apologies:

None

2. Minutes of the previous Annual General Meeting

The minutes of the previous Annual General Meeting, held on 3 October 2017 had been circulated.

The minutes of the previous Annual General Meeting, held on 3 October 2017, were true and correct.

Moved: Cr Tony Pratico

Seconded: Cr Bob Longmore

Carried 6/0

3. Annual Chairman's Report

Cr Tony Dean reported:

The 2017-2018 year for the Warren Blackwood Alliance of Councils has come to a very successful conclusion. As noted by Cr Omodei in last year's report this Alliance has continue to grow and mature to a point where it has delivered positive project outcomes.

At the time of writing this, the Warren Blackwood Stock Route and the Local Tourism Association (LTA) have been finalised and actioned. The Stock Route tenders have been issued and construction starts shortly. The LTA interim Board has been appointed and it will soon assume to

be a full working incorporated body. Its mandate to improve inbound tourism will add significantly to the economic base of our region. It will be money well spent.

We continue to build bridges with the new State Government, time will tell as to our success, and a major indicator of that success will be continued access to project money.

I must thank the 4 CEOs, Peter, Tim, Andrew and David for their very important role in this organisation. Without their many hours of diligent work, the two main projects would not have advanced at all. It is a testament to the Alliance that they do have a harmonious working relationship, all be it in a robust manner sometimes.

My final thanks go to Katie McDonnell for her tireless and efficient work on all our Board business. In particular her work on both the WBAC and LTAs constitutions. She makes us all look good.

I look forward to the next twelve months and wish Tony Pratico all the best as Chairman.

The chairman's report was received by all members as a true account of the 2017-18 year.

Moved: Cr Paul Omodei

Seconded: Cr Tony Pratico

Carried 6/0

4. Finance Report

The audited financial statements of accounts for the year ending 30 June 2018 had been circulated.

The audited financial statements of accounts for the year ending 30 June 2018 are received.

Moved: Cr Tony Pratico

Seconded: Cr Bob Longmore

Carried 6/0

5. Election of the Board for 2018-19.

Cr Tony Dean declared all Elected and Executive positions open, the Executive Officer took the Chair.

Chairperson: Cr Tony Pratico

- **Nominated by:** Cr Tony Dean
- **Seconded by:** Cr Paul Omodei

Cr Tony Pratico accepted and was elected unopposed. Cr Tony Pratico took the chair.

Deputy Chairperson: Cr Paul Omodei

- **Nominated by:** Cr Tony Pratico
- **Seconded by:** Cr Tony Dean

Cr Paul Omodei accepted and was elected unopposed.

Secretary / Treasurer: Cr Paul Omodei

- **Nominated by:** Cr Tony Pratico
- **Seconded by:** Cr Tony Dean

Cr Paul Omodei accepted and was elected unopposed.

6. Election of Office Bearers for 2018/2019

Resignations and Nominated Board Members and Office Bearers are as tabled below:

Name	Status	Composition
Resignations		
NIL		
Appointments		
Cr Tony Pratico	Chairperson	WBAC Executive, Shire of Bridgetown – Greenbushes
Cr Paul Omodei	Deputy Chairperson & Secretary / Treasurer	WBAC Executive, Shire of Manjimup
Cr Tony Dean	Member	Delegate, Shire of Nannup President
Cr Bob Longmore	Member	Delegate – Shire of Nannup
Cr Alan Wilson	Member	Delegate – Shire of Bridgetown – Greenbushes
Cr Cliff Winfield	Member	Delegate – Shire of Manjimup

All positions including Board Members and Officer Bearers be appointed as tabled above.

Moved: Cr Tony Dean

Seconded: Cr Bon Longmore

Carried 6/0

7. Appointment of Auditors for 2018/2019

Hampton Partners Bridgetown are appointed as the auditors for the year ending 30 June 2019.

Moved: Cr Tony Dean

Seconded: Cr Paul Omodei

Carried 6/0

8. Appointment of Bank Signatories

The Bank signatories for the WBAC year 2018-2019 will be:

- ***Cr Paul Omodei***
- ***Andrew Campbell***
- ***Tim Clynch***
- ***David Taylor***
- ***Katie McDonnell***

The CEO's and EO having access to online banking.

Moved: Cr Tony Dean

Seconded: Cr Bob Longmore

Carried 6/0

9. Date of next meeting

Proposed date for 2019 AGM is Tuesday 3rd December 2019 at the Shire of Nannup.

Meeting closed: 5.39pm



Att 9.2

Minutes

**WARREN BLACKWOOD ALLIANCE OF COUNCILS BOARD MEETING
TUESDAY 13 NOVEMBER 2018, 5.40PM
HOST: SHIRE OF BRIDGETOWN - GREENBUSHES**

Meeting opened: 5.40pm

1. Attendance:

Cr Tony Dean
Cr Tony Pratico
Cr Paul Omodei
Cr Alan Wilson
Cr Bob Longmore
Cr Cliff Winfield

Tim Clynch
David Taylor
Andrew Campbell
Billy Wellstead
Katie McDonnell (EO)

Apologies:

None

2. Declarations of interest

None

3. Minutes of last meeting & matters arising

Minutes of WBAC board meeting on 21.08.18 confirmed as true and correct.

Moved: Cr Paul Omodei

Seconded: Cr Alan Wilson

Carried 6/0

4. Correspondence

- All reported at other points in agenda.
- Letter from Shire of Manjimup regarding the LTO

All correspondence received

Moved: Cr Alan Wilson

Seconded: Cr Tony Dean

Carried 6/0

5. Financial report

Cr Paul Omodei asked Cr Tony Dean & Bill Wellstead if they were aware if the South West Development Commission (SWDC) had budgeting to give the WBAC a contribution in their 2018-2019 budget to both the WBAC operations and an element of the LTO project.

Cr Tony Dean (also on board of SWDC) mentioned that it has been noted in a board meeting that there is funding available towards the LTO development.

Billy suggested that we make a formal application for the LTO funding.

The WBAC 2018.2019 financial report is confirmed as true and correct

WBAC to write to SWDC requesting financial assist for the establishment of the LTO.

Moved: Cr Paul Omodei

Seconded: Cr Tony Dean

Carried 6/0

6. Executive Officer work report

Report received by all members.

Matter arising:

- a) Is there enough time allocation for EO to complete work? EO responded yes as last year there was an increase in hours to accommodate for the extra work.

7. Regional Stock Route

a) Tenders

Tenders for the construction of the Stock Route campsites was awarded to Salaman Pty Ltd (trading as Outdoor World Busselton) for \$126,000.

- Earth works have started on a number of campsites.
- There has been an approved variation for the increased spend on the toilets.
- Bridgetown campsite has had bushfire advice which will be circulated to other shires.
- The installation of waste water system is the contractors responsibility not Shire responsibility. Project manager to check it was in scope of works, if not there will need to be a variation of the contract to accommodate for this.
- Completion timeframe is summer 2019.

8. Strategic Plan

- Consolidate the recent work completed by the CEO's for the SWDC Blueprint, into the WBAC Strategic Plan to create a subregional strategic plan / economic growth document.
- Include input from the Shire of Boyup Brook and Shire of Donnybrook – Balingup.

Executive Officer to reformat the WBAC Strategic Plan to include information from the WBAC blueprint submission to the SWDC.

Moved: Cr Tony Dean

Seconded: Cr Paul Omodei

Carried 6/0

Note: Billy to update the WBAC on the progress of the SWDB blueprint and the WBAC submission towards this.

9. General Business

- a) Should there be a submission to the Shire of Boyup Brook and Shire of Donnybrook – Balingup to ask them to reconsider their inclusion in the Warren Blackwood Alliance of Councils?

Points which would need considered:

- What would they need to contribute?
- Would they be part of the LTO?

Executive Officer to draft a letter from WBAC to be sent to the Shire of Boyup Brook and The Shire of Donnybrook – Balingup inviting them to the February WBAC meeting.

Moved: Cr Tony Dean

Seconded: Cr Paul Omodei

Carried 6/0

b) Nannup Mill

- Mill manager and owner are in Borneo where they presented to board of Shin Yang.
- Shin Yang employ 50,000 people and the chairman's son (who is next in line to be chairman) is driving this project.
- Took letter from Alannah Mactiernan which showed her support.
- Nola Marino has pledged \$22m to support project
- Shire has convened a development committee to work on the mine and mill projects.

c) Scott River Mine

- Got through first round of public submissions.
- Now working with DBCA to further the project.
- They are also interested in 10,000 acres off Coronation Road.

d) Scott River Economic Development Plan

- Funded by the Shire of Nannup (\$5,000), Shire of Augusta-Margaret River (\$15,000) and Bunbury Fibre (\$15,000).
- Has been passed over the Shire of Nannup to manage.

e) Shire of Manjimup council have approved to extend the rail corridor tripartite agreement in the Manjimup town site between the Public Transport Authority, ARC Infrastructure and the Shire of Manjimup for the use of the rail corridor from Seven Day Road to Lambert as a public recreational pedestrian and cycling trail.

- 9km of rail which leads to the Diamond Tree Lookout.
- In the process of finishing the sealed pathways in town, this will be a gravel extension of these paths.
- Shire of Bridgetown waiting for the Greenbushes rail study to be completed then they investigate connection possibilities between Manjimup, Greenbushes and Bridgetown.

f) Go Geo and RDA South West are developing a regional investment framework designed to bridge the gap between government planning priorities and the world of private equity.

- The Shire of Manjimup have been invited to be part of an advisory group for this project.
- The advisory group is to look at a board structure to assist with RDA / private equity South West investment pool. They will also look at attracting private equity to develop projects which are identified in the SW Blueprint.
- Andrew will attend the advisory meeting and report back to the WBAC.

g) Sub regional collaboration

- It has been proposed that the 12 South West Local Government CEO's come together to priorities DBFR projects.

- It is not seen to be feasible for all 12 but potential to work between WBAC CEO's for the DBRF projects, Regional Economic Development Grant applications, rail trail, sealing of coronation road, upgrade of Graphite Road etc.

h) Talison

- Held meeting in Greenbushes in September with SWDC and the Shires of Bridgetown – Greenbushes, Boyup Brook, Donnybrook – Balingup, Manjimup and Nannup. Since the meeting the Shire of Bridgetown – Greenbushes has worked with Billy, Ashley and Charles to develop 3 step process;
 1. Individual Shire work which is being progressed.
 2. Talison to complete an Economic Impact Assessment by the end of November.
 3. Come together to put develop a subregional growth plan.
- SWDC are coordinating community information sessions in local towns starting today with 60 people in Manjimup and 40 Boyup Brook. There are additional sessions in Donnybrook, Nannup & Bridgetown.

10. Dates of next meetings

- a) Tuesday 11th December 2018, SON
- b) Tuesday 5th February 2019, SOBG
- c) Tuesday 2nd April 2019 SOM
- d) Tuesday 4th June 2019, SON
- e) Tuesday 6th August 2019, SOM
- f) Tuesday 1st October 2019, SOBG
- g) Tuesday 3rd December 2019 - SON & AGM

Meeting closed: 6.45 pm

Minutes

Southern Forests Blackwood Valley Tourism Association Interim Board Meeting

**TUESDAY 13 NOVEMBER 2018, 6.45pm
HOST: SHIRE OF BRIDGETOWN - GREENBUSHES**

Meeting opened: 6.46pm

1. Attendance:

Cr Tony Dean
Cr Tony Pratico
Cr Paul Omodei
Cr Alan Wilson
Cr Bob Longmore
Cr Cliff Winfield

Tim Clynch
David Taylor
Andrew Campbell
Billy Wellstead
Katie McDonnell (EO)

Apologies:

None

2. Declarations of interest

None

3. Minutes of last meeting & matters arising

Minutes of SFBVTA interim board meeting on 21.08.18 confirmed as true and correct.

Moved: Cr Tony Pratico

Seconded: Cr Tony Dean

Carried 6/0

4. Correspondence

a) On 08.11.18 the Shire of Manjimup passed the following resolution at their council meeting:

1. *Formally endorse the establishment of the Southern Forest and Blackwood Valley Tourism Association (SFBVTA) structure as outlined in the ATTACHMENT: 9.9.1(1) and 9.9.1(2); subject to the following considerations:*
 - a. *Allocate up to \$20,000 from the Marketing and Business Services annual operational budget to support the transition of Visitor Centres' under the SFBVTA model, to be reviewed in three years; and*
 - b. *That the SFBVTA Board, once established, take note of the concerns raised within this report and seek to provide clarification back to Visitor Centres';*
2. *Confirm the allocation of \$46,200 in the 2018/2019 financial year towards the establishment Southern Forest and Blackwood Valley Tourism Association;*

3. *Request that the Chief Executive Officer prepare a submission for the Warren Blackwood Alliance of Council emphasising the importance for the SFBVRA to be strategically and independently located centrally within the region;*
4. *Confirm the availability of the Manjimup Infant Health Centre, located on the corner of Moore and Rutherford Streets, for the purpose of locating the SFBVRA headquarters and that the lease be of a peppercorn nature; and*
5. *Acknowledge the Southern Forest and Blackwood Valley Tourism Association five year budget model and agreed financial commitment from the Shire of Manjimup as detailed below:*

	Year 1 2018/2019	Year 2 2019/2020	Year 3 2020/2021	Year 4 2021/2022	Year 5 2022/2023
Shire of Manjimup	\$46,200	\$67,980	\$79,229	\$59,778	\$16,822

5. Financial

- a) ***The SFBVTA interim board endorse 5-year implementation budget of the SFBVTA & The interim Executive Officer to arrange the transfer of \$29,000 from WBAC to SFBVTA.***

Moved: Cr Tony Pratico

Seconded: Cr Alan Wilson

Carried 6/0

Note: The interim Executive Officer will now raise invoices with each Shire for their year 1 (2018-2019) contributions to the SFBVTA.

6. Board member recruitment

- a) Papers for the recruitment of the Board members were circulated to all interim board members.

The timeline for the recruitment is:

- Thursday 15th November 2018
Calls for nominations
- Wednesday 19th December 2018
Nominations close
- Monday 14th – Friday 18th January 2019
All nominations considered and interviews with candidates if needed
- Friday 25th January 2019
Results announced
- Monday 4th February 2019
First meeting of the Board

Amendments / notes to the Board Recruitment papers:

- Board meeting planned for Monday 4th March 2019 to be amended to Tuesday 5th March as 4th is WA Labour Day.
- Board meeting planned for Monday 3rd June 2019 to be amended to Tuesday 4th June as 3rd is WA Day.
- Remove size of the board papers from the document.

- Amend wording for skills and attributes to say that it is a preference to have some the skills listed, it's not essential.

Advert to be placed in Manjimup Bridgetown Times for Board Positions. Advert to be circulated to all contacts on the SFBVTA database and promoted through visitor centres and individual Shires.

Moved: Cr Tony Pratico

Seconded: Cr Bob Longmore

Carried 6/0

b) Selection Panel

The selection panel to assess the nominations and conduct interviews for the board members will be:

- ***Cr Paul Omodei***
- ***Cr Tony Dean***
- ***Cr Tony Pratico***

Interim Executive Officer to co-ordinate interviews and take notes.

Moved: Cr Tony Dean

Seconded: Cr Alan Wilson

Carried 6/0

c) Selection Criteria

- Interview assessment criteria to align with the board position skills and attributes.
- Ask ASW for their board appointment assessments criteria
- Look at essential and desirable criteria.

The interview assessment criteria to be developed by interim Executive Officer and CEO's.

Moved: Cr Tony Pratico

Seconded: Cr Tony Dean

Carried 6/0

d) WBAC officer

- Once the board is appointed and the skills gaps are identified the Local Government officer and the WBAC member will be appointed.

7. Executive Officer recruitment

a) The timeline for the recruitment of the Executive Officer is as follows:

- Wednesday 9th January 2019
Job is advertised (allows for 3 weeks and 2 days for applications)
- Friday 15th February 2019, 4pm
Job closing date
- 25th – 28th February 2019
Interviews with selection panel (allows for 4 weeks' notice)
- Monday 1st April 2019
Executive Officer Starts

Executive Officer to speak with Shire of Manjimup staff to get prices for adverts in Western Australian, LGnet.com, South West Times, market force (regional deal) seek etc. to be present at December meeting.

b) Selection Panel

The selection panel to assess the nominations and conduct interviews for the Executive Officer will be selected by the SFBBVTA board once in place.

c) Selection Criteria

The selection and assessment criteria to be developed by the SFBBVTA board once in place.

8. Interim MOU

The SFBBVTA adopts the interim MOU and is signed by each Shire representative.

Moved: Cr Tony Pratico
Seconded: Cr Tony Dean

Carried 6/0

9. Operational

a) Website

- **Perth Web Design**

Custom booking website with member login, eCommerce and centralised administration. Inclusions for a cost of \$28,800 plus \$600 annual hosting fee.

b) Office Location

Proposals from individual local governments and other organisations will be taken to the SFBBVTA Board once established and a decision will be made by the Board.

Moved: Cr Tony Dean
Seconded: Cr Bob Longmore

Carried 6/0

10. General Business

- a) WBAC to release a joint media statement detailing the support and development of the LTO. Include decisions that will be made by the Board once it is established (website / staff / office location etc), and the recruitment timeline for both the Board members and the Executive Officer. The media release is to be circulated to all local newsletter and regional papers.

11. Date of next meeting

- a) Tuesday 11th December 2018, Shire of Nannup

Close of meeting – 7.22pm.

Att 12.1.1

Register of Delegated Development Approvals

Application Number	Owner's Name	Applicant's Name	Assessment Number	Property Address	Type of Development	Works or Use	Value of building work	Date Received	Advertised	Issue Date	Authority
2018/44	Michael Maynard	Michael Maynard	A1162	Lot 9 Helyar Rd, Darradup	Building envelope extension	Works	\$10,000.00	17/09/2018	Yes - 2 weeks	15/10/2018	Delegated - CEO
2018/46	Shire of Nannup	RSL Nannup Sub Branch	RES3708B	Lot 31 Forrest St, Nannup	Development in a local reserve (commemorative art installation)	Works	\$5,000.00	22/10/2018	No as per Council resolution	30/10/2018	Delegated - CEO



Askino Pty Ltd
22 Hitchcock Dye
Nannup 6275
0417 929 121

trevor@askino.com.au

ACN 008 822 866

Jane Buckland
Shire of Nannup
15 Adam St
Nannup 6275

19th Sept 2018

Dear Jane,

We would make application to construct a site office and fenced compound on the Moonlight Ridge Estate subdivision (Lot 9003 Hitchcock Drive) to serve for the stated purpose as well as provide a central location for the parking of machinery and plant when not in use.

At this time the bulk of the equipment is distributed around a number of locations on the subdivision and the purpose of this application is to rectify this issue which we understand is of concern to existing residents.

The major objective of the project is to establish a work base and enable the equipment to be parked in a secure but out of the way location. A deal of my own work will be done from the site office as well as it being used for regular construction meetings which were in times past held in an onsite modified container. Access to the proposed site will be from the existing track which runs from Hitchcock Drive and which will be upgraded to accommodate both machinery and other vehicles. There will be no access to the site from Dunnet Rd and public access would not be encouraged at this time.

The intended positioning of the proposed site office would have it very much obscured from view from all but an easterly direction as a result of a significant existing earth bund on three sides. During the construction phase it would be intended to increase the height of the bund to an average of some four metres (a good portion is already 4 metres or greater). As such, the structure will have minimal visual impact from all directions, save for the east. However, due to the proposed site being over the brow of the hill and sunk into the hill it would, to a major degree, be obscured from view even from this direction and almost out of sight from Brockman Hwy.

While the walls of the site office are proposed to be clad in zincalume, the roof can be clad in dark green Colourbond to minimise the impact to surrounding properties.

The area surrounding the site office and within the fenced compound is intended to be used to park the heavy equipment. Both the bund material and the intended infill gravel for the parking area will be compacted, and if need be a dust suppression product (commonly used by mining companies) can be added to the proposed access to help control the dust caused by vehicles coming and going.

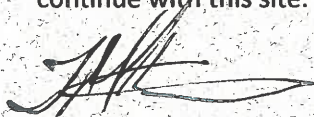
Drainage on the proposed site will be designed to ensure there are no impacts to properties or infrastructure from water run-off.

While we note that this proposal is inconsistent with the Shire of Nannup Local Planning Policy LPP22 Outbuildings, namely due to the size of the proposed site office and its location on what is

currently a vacant residential lot, we request that Council consider the unique circumstances of the property. At 37.5ha in area, the property is considerably larger than any other urban lot in Nannup. The maximum size requirements as outlined in LPP22 are designed to guide development on much smaller lots of perhaps 1,000m² and where it is assumed that a single dwelling will eventually be constructed.

In this case, and as Council are aware, we are currently in the process of reactivating the extension of Moonlight Ridge Estate. As per the attached subdivision staging plan, Stage 2A would be next to be developed along with the three blocks in Stage 3A fronting Hitchcock Drive (being Lots 112, 133 and possibly 134). Proposed Lots 171 & 172 - the proposed location for this application - are still a considerable time and distance from any nearby or scheduled development for the foreseeable future.

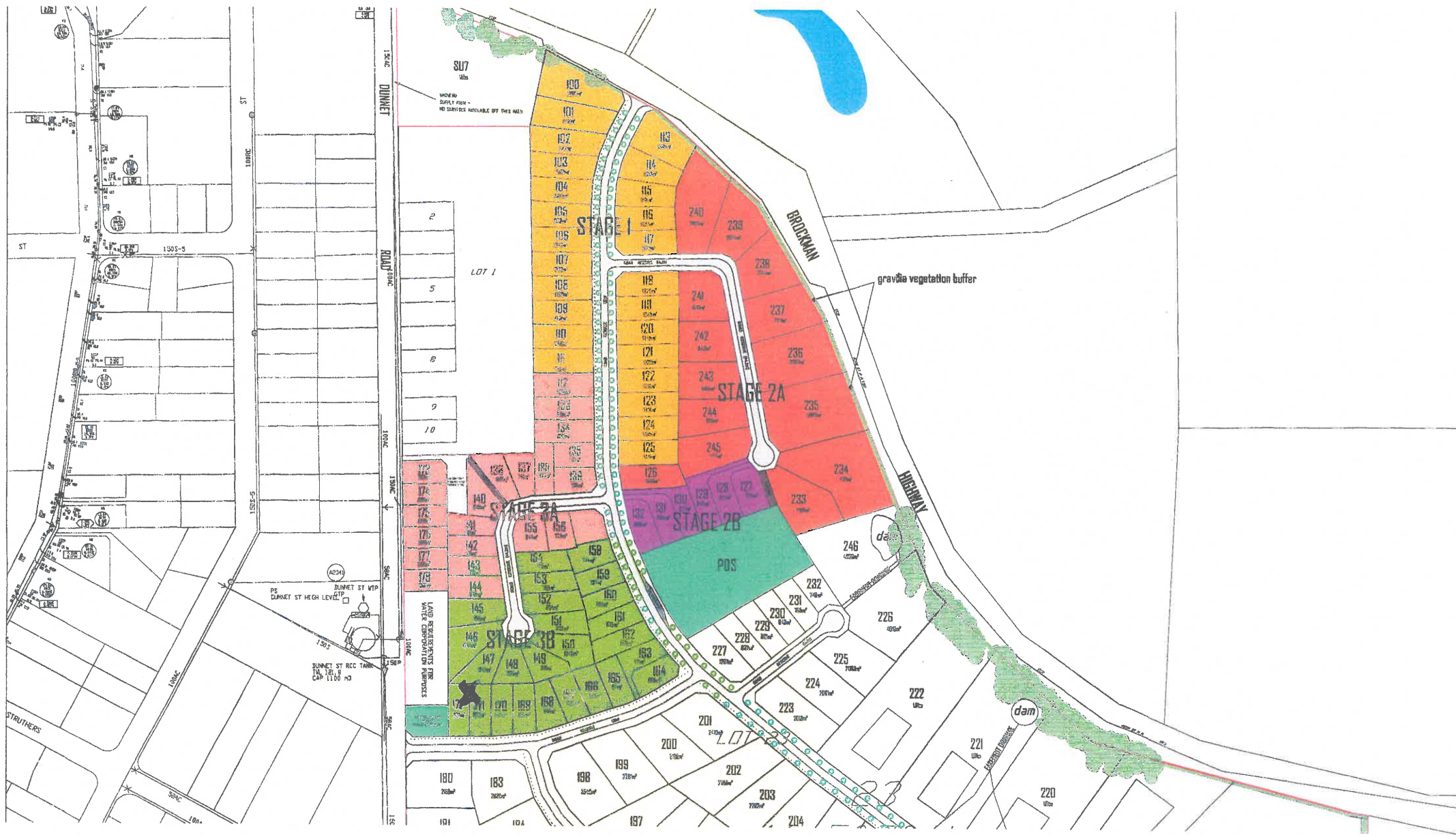
We feel this is the only logical solution to an existing issue and would seek approval for an initial period of 5 years. At the end of this period, the intent would be dependent on the project's success; if development of the subdivision was nearing the site, it would need to be vacated however if development and sales continue to be slow, it is expected that we would apply for an extension to continue with this site.

A handwritten signature in black ink, appearing to read 'Trevor Hine', with a stylized flourish extending to the right.

Trevor Hine
Askino Pty Ltd







Jane Buckland

Subject: FW: Planning application

From: Records Management Account
Sent: Wednesday, 3 October 2018 10:22 AM
To: Jane Buckland
Subject: FW: Planning application

From: Bruce Duke [<mailto:brumarg@icloud.com>]
Sent: Wednesday, 3 October 2018 10:10 AM
To: ShireofNannup
Subject: Planning application

Dear Jane

With regards to your letter dated 21/9/2018 regarding planning application lot 9003 Hitchcock drive Nannup proposed estate site office and fenced parking compound.

The property owner has made a very poor impression on Margaret and I over the last few years with his total disrespect for the current residence of Hitchcock drive.

The owner has a track record of never finishing any of the projects he starts.

We have noticed that since the owner has erected his current estate site office in Hitchcock drive, half of stage one is a total mess, with broken footpaths and the road is constantly covered in mud and gravel from the coming and going of heavy machinery up and down Hitchcock drive at all hours of the night and day.

He is also using empty blocks to store horse fencing?

With this in mind we would like to be assured that all his machines and attachments including:

The grader

The bob cat

The boat

The large dump truck

The compactor

The steel track mounted digger

The commercial lawnmower

The front end loader

The fuel

The horse fencing

Be situated in his new compound before he is aloud to attempt building the estate site office.

We would also like the owner to make the compound look less commercial and plant a few trees.

The time limit is to long ,two years would suffice.

Kind regards Bruce and Margaret Duke

21 Hitchcock drive

Ps maybe our street can look good again





P.O Box 49

Nannup 6275

Oct. 5th 2018

Jane Buckland
Development Services Officer

Dear Jane

Thank you for your letter ref. A1820
I bought my property on Hitchcock Drive on
the understanding that it was in a
residential area. Now there is a large
industrial shed on the property opposite
mine. Heavy machinery has been working
on this block for three years, creating
dust, smashed pavements and rubble across
the road and the work is still not
completed. Surely work on this block should
be completed before another project is
opened up?

Regarding traffic on Hitchcock Drive. This
drive is not made for constant heavy
traffic on going for five to ten years.
Also I do not think the residents of
Hitchcock Drive should be expected to endure
the noise, dust, etc. created by this traffic
for five to ten years. I would suggest that
the entrance to the next phase of development
be from Brockman Highway where there is

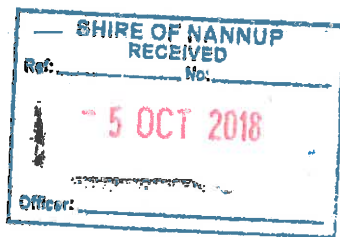
already an entrance

While on the subject of Hootlight Ridge, -
What is to be done about the terrible
erosion already created by mindless
clearing and will this type of clearing
continue regardless of land degradation?
(marked on Map) This is vandalism and
should be treated as such. Has this
been checked by the Shire or D.E.C.?

I look forward to your reply

Yours faithfully,

Margaret Lambert.





Proposed site
office access

LOT 9003
HITCHCOCK DR

Proposed 160sqm site
office & compound

DUNNET RD

HITCHCOCK DR

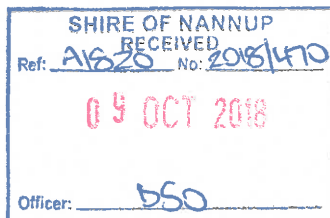
13m

36m

SHIRE OF KIMBERLEY
REGISTERED

EROSION

0 25 50 75 100m



Charlie and Helen Ferguson
27 Hitchcock Drive
NANNUP W.A. 6275

8th October 2018

Jane Buckland
Development Services Officer
Shire of Nannup
15 Adams Road
NANNUP, W.A. 6275

Dear Jane

**PLANNING APPLICATION – LOT 9003 HITCHCOCK DRIVE, NANNUP
PROPOSED ESTATE SITE OFFICE & FENCED PARKING COMPOUND**

Thank you for the opportunity to provide written comments on the above proposed development by Askino Pty Ltd.

Firstly, let it be said that we whole heartedly support the proposal to co-locate all the machinery in one secure area. Our concerns pertain to:-

- A) The size of area for the development,
- B) Minimising the visual impact of the compound by using earth bunds,
- C) Drainage, and
- D) Timing of the development.

With respect to the size of the area to be developed, our reading of this proposal as it stands is that Lot 9003, which is all of the estate not yet developed (some 37.5ha), is proposed as an estate site office and fenced parking compound which will enable the developer to still leave his machinery dotted all around the 37.5 ha. We believe that the planning application for a proposed Estate Site Office and Fenced Parking Compound should be restricted to proposed Lots 171 and 172. Any reactivating of the extension of this estate ie Lot 9003 should be addressed in a separate planning application.

As to using earth bunds to minimise the visual impact of the compound, we consider this as totally unsatisfactory. We believe the developer should be directed to plant quick growing native

vegetation around the compound. As an aside before we moved into our home a lot of unfinished terracing work had been done opposite us on the west side of Hitchcock Drive, in the subsequent five years no further work has been done in that area and mother nature had strove to revegetate the area with native vegetation only for the developer to come through a fortnight ago and knock a lot of the revegetation down and burn it so we are back to bare earth again. This revegetation was also helping in a small way in reducing the erosion from the run off from the terracing.

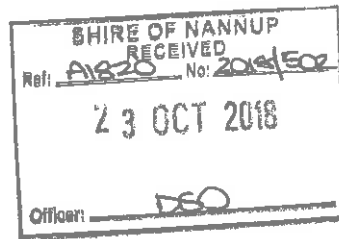
This leads us to drainage, if you look around the estate there is quite significant erosion brought about by the earthworks and lack of a drainage system capable of collecting the volume of run off. We are not instilled with any confidence that with the proposed building of further earth bunds, that the situation will change. The water collected from the site office and the compound should be directed through a properly constructed drainage system into the estate stormwater drainage system. We believe also as part of this planning approval there should be erosion mitigation plan put in place.

Finally, timing, in the last five years work done to finish the estate has been almost negligible, so any work to make the estate more presentable should be expedited at the earliest opportunity. With respect to the compound and site office being removed (and machinery therein) after five years, we strongly believe it should be for five years only and the developer be advised that there would be very little likelihood of an extension being granted. This is in a bid to bring pressure on the developer to complete the estate.

Yours Sincerely

The image shows two handwritten signatures in black ink. The signature on the left is 'C/F' followed by a horizontal line, representing Charlie Ferguson. The signature on the right is 'Helen Ferguson' written in a cursive style.

Charlie and Helen Ferguson



J. Buckland
Shire of Nannup

23rd October 2018
Site Office

Dear Jane,

In relation to the comments passed by residents and or land owners regarding the proposed site office and compound I would make the following observations.

It would appear that from the comments in regarding the objection to the earth bunds to help obscure the compound and machines from view the writer, it would seem, had not viewed the intended location and thereby noted the long pre existing excavation and natural screening achieved by using this location and instead offered fast growing vegetation as an alternative. I will seek advice as this could add to the screening of the small amount of visible from Dunnet Road.

In another instance where a photograph was provided showing plant and equipment being housed nearby to my residence for security reasons. A major part of the application is to allow for parking and storage to be away from all and future residences.

In relation to the use of heavy machinery at all hours I have been very mindful of this and to try and not be accused of this have stayed well inside the allowable work hours.

It is mentioned that a considerable amount white three rail horse fencing has been placed for storage on an undeveloped lot at the current southern extremity of Hitchcock Drive. This would obviously, if for no other reason than for better security be moved to within the compound. I have little doubt that were the horse fencing to be stored in an out of sight location without some form of security theft would occur.

We have in the past experienced theft, vandalism, graffiti and diesel syphoning on a large scale. I would point out that theft in the past has not limited to minor items. To try and put some rational to my concerns over security we have lost amongst many other items a compaction wheel for the 20 ton excavator which would have weighed in excess of 1,000kg.

Most are unaware of a lot of history relating to past Council decisions, efforts and expense dating back over some 25 years and most long before the first sod of earth was ever turned. I would be the first to admit that I made an error of judgement in continuing well into the GFC and that some of the paid contractors did not work to the design specification. As a result I am aware of being viewed in a very negative light. From here I can only move forward and try to improve the situation with the now very limited funds at my disposal.

Yours Sincerely

A handwritten signature in black ink, appearing to be 'Trevor Hine', with a horizontal line extending to the right.

Trevor Hine
Askino Pty Ltd

Planning and Development (Local Planning Schemes) Regulations 2015	
Schedule 2	Deemed provisions for local planning schemes
Part 9	Procedure for dealing with applications for development approval
cl. 67	

67. Matters to be considered by local government

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
- (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);
- (e) any policy of the Commission;
- (f) any policy of the State;
- (g) any local planning policy for the Scheme area;
- (h) any structure plan, activity centre plan or local development plan that relates to the development;
- (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

- (n) the amenity of the locality including the following —
 - (i) environmental impacts of the development;
 - (ii) the character of the locality;
 - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
 - (i) the proposed means of access to and egress from the site; and
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (u) the availability and adequacy for the development of the following —
 - (i) public transport services;
 - (ii) public utility services;
 - (iii) storage, management and collection of waste;
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
 - (v) access by older people and people with disability;

- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (za) the comments or submissions received from any authority consulted under clause 66;
- (zb) any other planning consideration the local government considers appropriate.

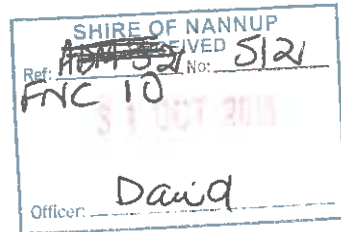
68. Determination of applications

- (1) The local government must not determine an application for development approval until the later of —
 - (a) if the application is advertised under clause 64 — the end of each period for making submissions to the local government specified in a notice referred to in clause 64(3); and
 - (b) if a copy of the application has been provided to a statutory, public or planning authority under clause 66 — the end of each period for providing a memorandum to the local government referred to in clause 66(3).
- (2) The local government may determine an application for development approval by —
 - (a) granting development approval without conditions; or
 - (b) granting development approval with conditions; or
 - (c) refusing to grant development approval.

69. Application not to be refused if development contribution plan not in place

- (1) The local government must not refuse an application for development approval only because there is not a development contribution plan in place in relation to the development.

Att 12.3.1



**PO Box 771
Dunsborough WA 6281**

26th October 2018

**Mr D Taylor
Chief Executive Officer
Shire of Nannup
PO Box 11
Nannup WA 6275**

Dear Mr Taylor

REF: 2019 ONE DAY BLACK DOG RIDE

I am writing to you to seek support from the Shire of Nannup for the waiver of Town Hall hire fees on the morning of 17 March 2019.

The Busselton One Day Black Dog ride has been running for 8 years now and Nannup has become a constant in the event where the riders break for a morning tea stop. We have been privileged in the past to receive excellent support from the Shire and the local community.

On prior experience we are anticipating around 400 or more riders coming into town in support of the event. The One Day Black Dog ride is conducted simultaneously at 40 locations around Australia to raise awareness on depression and mental health.

We will be actively communicating with local stakeholders in the lead up to the event and we anticipate that the Nannup CWA will be supporting the morning tea effort at the Town Hall.

The event is structured around a significant volunteer effort and we would be most grateful if the Shire could assist with the Town Hall access.

Thanking you in anticipation.

Kind regards


**Trevor Holm
Nannup Coordinator**

Expression of Interest

Supper Room at the Nannup Town Hall

Nannup Arts Council Inc. (also known as Nannup Arts) would like to submit an Expression of Interest in leasing the Supper Room at the Nannup Town Hall. This proposal has been developed by a Nannup Arts sub-committee with endorsed support by Nannup Arts Management Committee and its members (via Nannup Arts Council AGM 17 October 2018).

This proposal is in line with Nannup Arts Mission Statement & Goals:-

Mission Statement: *To engage the Nannup community and its visitors in the creative arts by providing opportunities for diverse artists throughout the South West Region to exhibit their art and interact with the community through activities such as exhibitions, workshops, and festivals.*

Goals:

- *Engage the Nannup community and its visitors with access and involvement in the creative arts.*
- *Provide a quality forum to display and promote local and regional artists.*
- *Facilitate regional collaboration among arts organisations and artists in the South West region of Western Australia.*
- *Provide active educational opportunities for the Nannup community and its visitors.*

Nannup Arts has contacted a number of other arts/festival based organisations in the community during the development of this proposal to identify synergies and partnership opportunities which could be developed by sharing this facility, thereby maximising the benefit to the whole community and its organisations. These include, but are not limited to:-

- Partnering with the Flower & Garden to provide office space, document storage, shopfront address and festival office location.
- Providing meeting space for Nannup Writers Group.
- Serenity Mosaics group activity venue
- Nannup Music Club – Festival venue (artist check-in/ticket office)

Support for this Expression of Interest has been provided through letters of support from the following organisations:

- Nannup Flower & Garden Committee
- Nannup Music Club
- Nannup Community Resource Centre
- SW Food Bowl Committee
- ATON – Jeannie Llewellyn
- Nannup Writers Group
- Business Initiative Group Nannup
- Serenity Mosaics (Nannup based mosaics group)

Community benefits

- It is intended that the 'Supper Room' would be fully utilised to its maximum potential, aiming to be open to visitors, and/or available to user groups 7 days per week.
- Access to the 'Supper Room' facility would be made available to community organisations for special events and activities, such as:- the Nannup Music Club during the Nannup Music Festival; shop-front/office for the Flower & Garden committee during the Flower & Garden Festival; and, potentially for other local events/festivals (these opportunities would be unlikely if the premises were leased to a commercial tenant).
- The facility would greatly enhance the ability of Nannup Arts to provide activities and workshops particularly in youth arts development and creative participation (which is an area that Nannup Arts have wanted to address but not had the appropriate sized venue to facilitate in the past). This could potentially be a successful partnership between the Nannup Arts and YAC which would meet objectives of both organisations.
- Housing Nannup Arts in this facility would contribute to the development of the heritage and cultural precinct around the Village Green area enhancing the vibrancy of the area.
- Nannup, through Nannup Arts, is the only town to have hosted a Textile Exhibition in the South West and has the opportunity secure this type of exhibition as a unique exhibition to Nannup, attracting entries and visitors from around the region. Security of premises will enable Nannup Arts to establish this event as a regular exhibition reinforcing Nannup as the Cultural & Artistic Centre of the South West.
- This proposal enables the Supper Room facility to continue to be a well-used 'community asset' available for use by the community and Nannup groups.
- Re-establishing a home for Nannup Arts, would increase the profile & professionalism of the organisation providing further opportunities to 'grow' art focused initiatives and projects in Nannup.
- The use of the Supper Room facility as a shopfront for Nannup Arts, Flower & Garden Festival and the other community groups who will be utilise the facility will provide these organisations with increased opportunities to attract volunteers, members, customers and clients to their organisations.
- The Supper Room location offers synergies & partnership opportunities between the organisations that would be housed in the facility, and other community groups located in the vicinity, such as the Historical Society, Community Resource Centre Community House & Music Club, creating opportunities for sharing of resources, expertise and event management (which could also translate into economic benefits to these organisations and therefore the wider community).

Economic benefits to the community

- The security of a 'home' for Nannup Arts would enable the committee and its members to further advance long term initiatives such as - the Regional Arts Trail project with the adjoining towns of Boyup Brook, Bridgetown, Balingup and (potentially) Donnybrook. This is a tourism-based initiative offers opportunities for increasing visitor numbers to Nannup.
- By securing dedicated premises, Nannup Arts will be in a better position to secure grants and funding for arts based programs and initiatives, which will not only flow on to provide community benefits, but expenditure to deliver these programs by Nannup Arts will financially benefit local businesses and providers.
- Leasing the Supper Room facility to the Nannup Arts & its partner organisations will enable a vibrant exhibition, gallery and workshop space which will be an attraction for visitors through ongoing exhibitions and activities creating economic opportunities for the wider business community.
- Exhibition/gallery space will offer an avenue for local artists to increase their revenue stream, creating flow-on economic opportunities for the whole community, whilst also increasing the revenue potential of Nannup Arts, providing further opportunities to fund arts programs and initiatives.
- Nannup Arts exhibition/gallery will add attraction to the cultural precinct of the town will build onto the attraction of Nannup as a place to visit, increasing visitor numbers and 'tourist spend' for the town.
- The Supper Room facility offers Nannup Arts with readily accessible areas which can be utilised for workshop delivery, creating employment opportunities for local artists willing to share their skills and expertise.
- As an arts based not-for-profit Nannup Arts may have access to funding opportunities that could be utilised to assist the Nannup Shire in undertaking improvements to the Supper Room facility, reducing the Shire's expenditure on maintenance works on the facility, while increasing the value and potential of the facility for the future.
- Securing a 'home' for Nannup Arts will enable the organisation to continue to concentrate on investing its time into the development of activities and events such as the 2019 Open Art Exhibition. The Open Exhibition attracts highly acclaimed artists from around the South West, and is a well-supported event by visitors from surrounding regions. The 2017 exhibition attracted over 800 visitors during its duration, thereby considerably increasing the visitation to Nannup over the week.

Social benefits to the community

- A Nannup Arts presence in the Supper Room facility with its proximity to the Youth Space will provide opportunities for increased collaboration to provide youth focused art based activities and programs.
- The National Arts & Health Framework and Regional Arts Australia recognise the contribution arts make to the cultural, economic and social wellbeing of small regional communities such as Nannup by creating positive impacts on physical health, mental health, social connectedness and value art as a tool for enhancing community engagement, social relationships and communication. Art has been recognised as a form of community recovery and regeneration after trauma and a means for a community to articulate and solve a health and wellbeing problem by inspiring new ways of thinking. The Supper Room facility will enable Nannup Arts to deliver projects which will assist in this endeavour.
- With a number of community groups sharing the facility and its resources, it provides increased opportunities for collaborative projects and initiatives enhancing community connections and social interactions between community group members and residents.
- A dedicated venue for Nannup Arts will provide a physical location for local artists to meet and share experiences & skills in a casual environment while also offering opportunities for artists to display their works in a dedicated arts venue.
- Due to its easily visible presence on the main street, this facility could offer an easily accessible venue for new residents & visitors to connect/interact with the arts community and residents.
- Nannup Arts Council relies on the assistance of volunteers, both for ‘manning’ of its exhibitions and displays, as well as assisting with projects, workshops and exhibitions. The security of a dedicated venue enables the organisation to host more activities, providing valuable and rewarding volunteer roles, while creating opportunities for skills development. These activities also enable community members and artists with opportunities to actively participate in the community, increasing individual and community wellbeing by increasing and strengthening connections between community members. This participation is conducive to good health & wellbeing.

The Supper Room venue (through Nannup Arts) would offer the following service benefits to the Nannup community

- Provision of gallery/exhibition space for local artists.
- Meeting room for art & festival based community groups.
- Venue for workshops & art courses.
- Dedicated office for Nannup Arts & Nannup Flower & Garden committee.
- Storage facility for organisation (documentation & resources).
- Shopfront/public access for Nannup Arts, Nannup Flower & Garden, SW Food Bowl and other arts, events & festival based organisations.
- Increased arts based workshops & training.
- Facilitating collaborative partnerships between community organisations utilising the facility.

Nannup Arts offers the following service benefits to the Nannup Community

- Nannup Music Festival Sculpture Walk (in partnership with Nannup Music Club)
- Bi-annual Open Exhibition
- Gallery/Exhibition opportunities
- Arts based workshops and training
- Arts based programs & events
- Community group support to Nannup artists

Rent/lease

Currently Nannup Arts has limited finances, however is able to offer \$60/week rent for the 'Supper Room' facility including cost of utilities (subject to the absence of separate meters for water, power, gas). Although this amount may be lower than the current market value for similar 'commercial premises', it is hoped that Council will recognise the shortfall as a contribution toward investment in the future of arts & culture in Nannup on behalf of the community.

On Wednesday 17th October the Annual General Meeting of the Nannup Arts Council was held with the following members elected to the committee –

Chairperson:	Carol Pinkerton
Vice Chairperson:	Janet Gray
Treasurer:	Cheryle Brown
Secretary:	Andrea Campbell
Committee:	Robert Lawson
	Coral Hillier
	John Aitken
	Yvonne Smith
	Anki Wikinson

For further information or clarification on this Expression of Interest, please contact :-

Carol Pinkerton
Chairperson
Nannup Arts

Cheryle Brown
Treasurer
Nannup Arts



Carol Pinkerton,
Acting President
Nannup Arts Council Inc.
PO Box 318
Nannup WA 6275
info@nannupartscouncil.com.au

10 Warren Rd Nannup WA 6275
admin@nannupgardens.org.au

Wednesday, 17 October 2018

Dear Carol,

Nannup Garden Village Inc. (NGV), organisers of the Nannup Flower and Garden Festival, wish to partner with Nannup Arts Council regarding the Expression of Interest to lease the Supper Room from the Nannup Shire Council, formerly leased out to the Nannup Music Club.

NGV are very much in favour of the Supper Room remaining a community asset. Collaboration between local groups will assist with all involved of achieving the vision of a strategically located community hub that will deliver a significant community, social, and economic benefit, both to Nannup and the wider south west that is out of the reach of one group alone.

In recent years, NGV reached an agreement with the Music Club to have access to the Supper Room during the Nannup Flower and Garden Festival in August. This is a very popular event and brings significant social and economic benefits to the town.

Due to its ideal location, this building has utilised as the festival office, information desk and gift shop, and has become valued as a very effective Festival hub.

In addition to utilising the facilities leading up to the festival, the NGV is interested in exploring further use of this facility for administrative, promotional and information purposes, with the ultimate view as the festival grows, of establishing a permanent home for both the NGV and the Festival.

Please do not hesitate to contact us should you require additional information.

Respectfully Yours,

A handwritten signature in dark ink, appearing to be "Trevor Larke".

Trevor Larke
Chairman, Nannup Garden Village Committee
Organisers of the Nannup Flower and Garden Festival





Nannup Writers' Group

Secretary/Jan Brenkman
26 Dunnet Road,
Nannup—W.A. 6275

17th October 2018

RE: FUTURE USE OF THE NANNUP 'SUPPER ROOM'

TO WHOM IT MAY CONCERN:

Further to recent contact by the Nannup Arts Council we confirm our support for their use of the Nannup 'Supper Room'. It is our understanding that interest and support for this has also been expressed by other art related and festival groups in Nannup.

As an increasing number of artists are attracted to our town it seems this location on the main street and entry to Nannup would provide an ideal point for promoting local arts and activities.

On behalf of the Nannup Writers' Group

Janet Brenkman
(Secretary)

The Secretary
Nannup Arts Council
16th October 2018

The Serenity Mosaic Group wholeheartedly support the Nannup Arts Council's proposal to lease the "Supper Room"

The Serenity Mosaics Group have been established for 4 years and have never had a permanent base especially where we can leave our work from week to week. If we had such a place it would enable us to consider group community mosaic sculptures. Without a permanent workshop I fear our group will fade away.

With the support of NAC we have staged two successful Mosaic Exhibitions in Nannup over the last 3 years, attracting 400 people in 3 days and selling our works. We were not able to hold an exhibition this year so were forced to enter Exhibitions in other local towns which we were very successful in winning and placing in different categories. The down side is having to travel extensively to enter and pick up the works.

We have also contributed to the Blooming Wild Festival, Flower and Garden Festival – Demonstrating mosaics, and held Mosaic classes in the Children's holiday programme.

The position of the Supper Room would give members a permanent home and Exhibition space, as art is a proven strategy for health and wellbeing a forum to express our creative talent and as our group name suggests give us "Serenity".

Yours sincerely

A handwritten signature in cursive script that reads "Janet Gray". The signature is fluid and elegant, with a small flourish at the end.

Janet Gray

On Behalf of the Serenity Mosaics Group

Jeanne Llewellyn

46 Carey St

Nannup 6275

Shire CEO

Nannup Shire Council

18.10.18

Dear councillors

I am writing in support of the arts council submission for the lease of the supper room. As a past member of the committee, I have assisted in the organisation of several exhibitions and workshops which used to occur regularly throughout the year, with the loss of the Garage Gallery this no longer happened, a permanent home is important for the growth and cohesion of the local arts community.

Nannup is increasingly becoming a tourist destination, and people want to buy local produce and see local art, the current popup art shop is popular, but their tenure is insecure.

I recently spent 4 days exploring the Southern Art Trail, which included professional and part time artists, presented in private homes and galleries and some impressive shire owned venues, events like this don't happen without long term local government support.

Nannup is surrounded by vibrant art communities it's time we joined in.

regards

Jeanne Llewellyn

jeannellewellyn@westnet.com.au

0478642903

Partner A Taste of Nannup





Lot 31 Cnr Warren & Grange Road
PO BOX 216
NANNUP WA 6275
Telephone 08 9756 1511
Email artists@nannupmusicfestival.org
Website www.nannupmusicfestival.org
ABN 61 571 633 904

To the Shire of Nannup

I am writing to offer our support for the Nannup Arts Council, co-sharing with a variety of community groups to take over the lease of The Supper Room, 31 Warren Rd Nannup.

The premises has been a perfect home for The Nannup Music Club inc, and it would seem appropriate for another important community group/s to be housed at such a prime location.

Art- is a vital part of both individuals and communities, just as music is- it can create a vibrant and dynamic community. It's an outlet for creativity, and a stimulating area for visitors and for tourism.

We understand that the space will be shared amongst community groups, such as The Nannup Music Club, allowing us to have access over our festival week.

Shared communal space, at affordable costs is vital in the longevity of community groups.

We wish the Nannup Arts Council well in their application for the property.

Phaedra Watts

Festival Director
Nannup Music Festival

Ms Carol Pinkerton
Chairperson
Nannup Arts Council
PO Box 209
NANNUP WA 6275

RE: Expression of Interest – Town Hall Supper Room Lease

The Nannup Community Resource Centre fully supports the EOI by the Nannup Arts Council for the lease of the "Supper Room" located adjacent to the Town Hall.

Should the Nannup Arts Council be successful in its aim to secure the Supper Room building, we believe that numerous community benefits would be gained including increased collaboration opportunities to deliver arts based projects and initiatives which will have a flow on effect to the whole community.

We believe this is a golden opportunity for the Shire of Nannup to support local arts based organisations to work towards Nannup as a cultural and artistic centre of the South West.

The addition of an arts based organisation in this vicinity which would be open to the public and promoting work by Nannup artists will add a vibrancy to the area, attracting visitors and encouraging them to this end of town.

We look forward to the increased potential for collaboration with the Nannup Arts Council should they be successful in securing premises.

Yours faithfully



Kevin Bird
Chairperson
Nannup Community Resource Centre

16 October 2018

Proudly supported by



Department of
Regional Development and Lands



ROYALTIES
FOR REGIONS



PO BOX 209 Nannup W A 6275

TO: David Taylor
CEO Nannup Shire Council
Adam Street
Nannup 6275

17th October 2018

REF: Nannup Arts Council Proposal

Dear David and Nannup Councillors,

We are writing on behalf of the Business Initiative Group of Nannup Inc. to strongly support the Proposal Nannup Arts Council's submission to lease the "Old Supper Room"

As a base for the group this will provide a Shop front for the local artists to teach, exhibit and trade their art and thus allow an avenue of income to help toward funding of this proposal.

This proposal could provide an avenue for the Nannup Arts Council to continue to promote Nannup as a centre of arts and facilitate other facets of interest and benefit in Nannup to both locals and visitors.

The Business Initiative Group of Nannup Inc. encourages and wishes Nannup Arts Council continued success in promoting our town through Art in the future.

Kind Regards
Davina Gibb
Secretary B.I.G.N
08 9756 1562



SOUTH WEST FOODBOWL

PO Box 155,

Nannup 6275

bdunnet1@bigpond.com

Ph. 0427062940

To Whom it May Concern,

As Chairperson for the South West Food Bowl Committee, I write this letter to support the Nannup Arts Council plan for a request to lease the former Music Council office or the area more commonly known as the "Supper Room".

As we know this is part of the Town Hall heritage precinct and is already set up as with an office space and meeting room along with areas to feature future display areas. The supper room has always been used as community space and should remain so in the future.

The Arts council need a home and this building would be suitable for a community leasehold agreement, especially as it is situated in the heart of the Heritage Precinct of the Town where many visitors visit.

We can see synergy for the South West Food Bowl Committee, along with the Flower and Garden Festival Committee to also use this space for meeting room and to host community events.

We urge council to look favourably upon the request being put forward by the Arts Council.

Yours Sincerely

Barbara Dunnet

Chairperson South West FoodBowl Committee

9th September 2018

David Taylor

From: Sarah Dean
Sent: Friday, 19 October 2018 9:18 AM
To: David Taylor
Subject: FW: Expression of Interest

Follow Up Flag: Follow up
Flag Status: Flagged

Hi David,
Please see email from Lions Club in regard to Supper Room.

Kind regards

Sarah Dean
Administration & Finance Officer



15 Adam Street / PO Box 11 Nannup WA 6275
P: 9756 1018
www.nannup.wa.gov.au

From: Trevor Hine [mailto:trevorhine78@gmail.com]
Sent: Thursday, 18 October 2018 9:58 PM
To: ShireofNannup
Subject: Expression of Interest

Chief Executive Officer
Shire of Nannup

Dear Sirs,

The Lions Club of Nannup would like to express their interest in the possible lease of the Supper Room as advertised in the recent addition of the Nannup Telegraph.

Subject to costs and any limitations, we would consider taking the lease in our own right or would also be open to joint occupancy with other like minded community or charity type organisations.

Yours Sincerely,

Trevor Hine

Secretary Lions Club of Nannup
P.O Box 80
Nannup 6275
0417 929 121



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Freedom of Information Act 1992 Information Statement

Adopted at the Ordinary meeting of Council 23 November 2017
Reviewed at the Ordinary meeting of Council of 22 November 2018

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1. **STRUCTURE OF ORGANISATION**

1.1 **COUNCIL**

SHIRE PRESIDENT: Cr Tony Dean

DEPUTY SHIRE PRESIDENT: Cr Robin Mellema

Central Ward

Cr Tony Dean

5709 Vasse Highway Nannup WA 6275

Ph/Fax (08) 9756 0680

Email: shirep@nannup.wa.gov.au

Cr Chris Buckland

117 Warren Road Nannup WA 6275

Ph/Fax (08) 9756 0590

Email: Cr.Buckland@nannup.wa.gov.au

Cr Norm Steer

30b Walter Road Nannup WA 6275

Ph/Fax (08) 9756 1597

Email: Cr.Steer@nannup.wa.gov.au

North Ward

Cr Cate Stevenson

PO Box 306 Nannup WA 6275

Ph/Fax 9756 0250

Email: Cr.Stevenson@nannup.wa.gov.au

Cr Bob Longmore

125 Blackwood River Drive_Nannup WA 6275

Ph/Fax (08) 9756 0308

Email: Cr.Longmore@nannup.wa.gov.au

Cr Vicki Hansen

PO Box 349 Nannup WA 6275

Ph/Fax (08) 9756 1997

Email: Cr.Hansen@nannup.wa.gov.au

South Ward

Cr Robin Mellema

176 Blythe Road Nannup WA 6275

Ph/Fax (08) 9756 1156

Email:

Deputy.president@nannup.wa.gov.au

Cr Patricia Fraser

PO Box 14 Nannup WA 6275

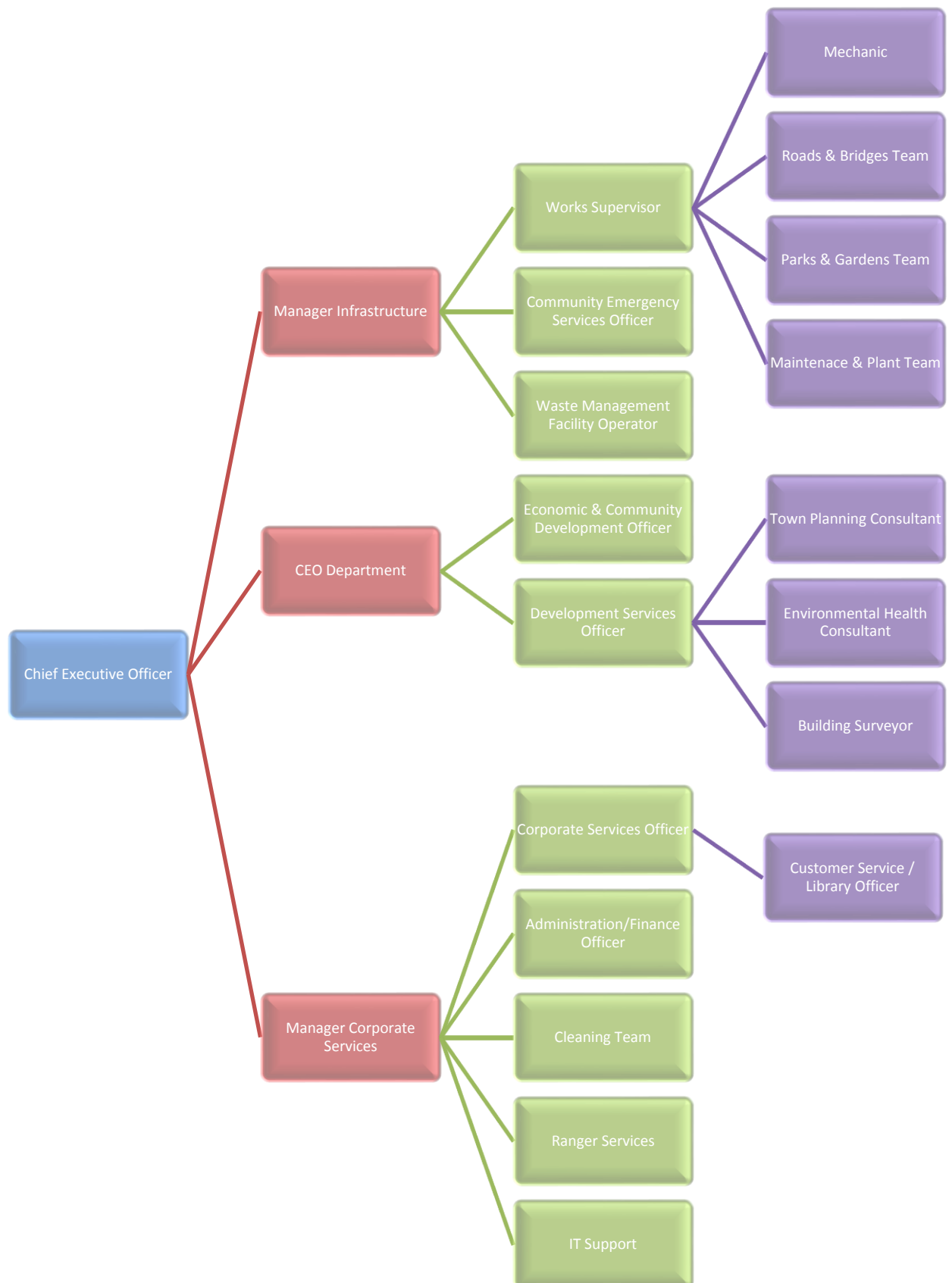
Ph (08) 9758 1112

Email: Cr.Fraser@nannup.wa.gov.au

1.2 **ADMINISTRATION**

The Chief Executive Officer is responsible for (amongst other things) the administration of Council policy, and the efficient management of the day to day operations of the local government.

An organisational structure of the Shire of Nannup follows:



2. PUBLIC EFFECT OF THE ORGANISATION'S FUNCTIONS

2.1 DECISION MAKING

The Shire of Nannup provides a wide range of services and facilities for its residents, ratepayers and visitors to the Shire. The Shire also has a role in the management, improvement and development of the resources within its area so as to create a safe and pleasant environment for its residents and ratepayers.

General information relating to the Shire is published in the Nannup Telegraph on a monthly basis. The Shire of Nannup Information Booklet is published annually and is distributed with the Rates Notices. Copies are also available from the Shire Offices. These sources of information are designed to keep the public informed of the various issues being undertaken by the Shire of Nannup.

Council

Council, consisting of eight Councillors, is the decision making body on all policy matters. Council meets monthly with Ordinary Meetings of Council being held on the fourth Thursday of every month commencing at 4.30 pm.

Members of the public are welcome to attend all meetings of Council. A public question time of at least 15 minutes duration is scheduled at the commencement of all public meetings.

Agendas and Minutes

Agendas for Ordinary Council Meetings are available to members of the public four days prior to meetings. Minutes are placed on display in the Nannup Library within ten working days after each meeting.

2.2 LEGISLATION, REGULATIONS, BY-LAWS AND POWERS

2.2.1 ACTS

A number of Acts of Parliament give the Shire of Nannup the necessary powers to make decisions regarding the natural, built and legal environments which it administers. Listed below are the principle Acts which are briefly described:

Local Government Act 1995 and Associated Regulations

This Act enables the Shire of Nannup to administer its local government area. Local authorities operate strictly within the Act and are not able to undertake actions, activities or services that are not specifically provided for in this or other legislation.

Bush Fires Act 1954 and Associated Regulations

This Act makes provisions for the prevention, control and extinguishment of bush fires.

Cemeteries Act 1986

This Act provides for the declaration and management of cemeteries, the establishment, constitution and functions of cemetery boards, the licensing of funeral directors, the regulation of burials and related purposes.

Disability Services Act 1993

This Act provides services for people with disabilities.

Dog Act 1976 and Associated Regulations

This Act controls the registration, ownership and keeping of dogs and the obligations and rights of persons in relation thereto.

Environment Protection Act 1986

This Act provides for an Environmental Protection Authority, the prevention, control and abatement of environmental pollution and for the conservation, preservation, protection, enhancement and management of the environment.

Freedom of Information Act 1992

This Act to provides for public access to documents and to enable the public to ensure that personal information in documents is accurate, complete, up-to-date and not misleading.

Health Act 2016

This Act regulates matters relating to sewerage and drainage, water pollution, medical services, public and private buildings, nuisances, offensive trades, medical services, the control of disease and medicines and pharmaceuticals.

Heritage of WA Act 1990

This Act requires all local authorities to compile and regularly review an inventory of local places which are significant or may become significant heritage properties.

Liquor Licensing Act 1988 and Associated Regulations

This Act, administered in part by local government, regulates the sale, supply and consumption of liquor, the use of premises on which liquor is sold and the services and facilities provided in conjunction with or ancillary to the sale of liquor.

Litter Act 1979 and Associated Regulations

This Act to makes provision for the abatement of litter and establishes, incorporates and confers powers upon the Keep Australia Beautiful Council (WA).

Occupational Safety and Health Act 1984 and Association Regulations

This Act, administered in part by local government, promotes and improves standards for occupational health, safety and welfare and regulates the administration of the laws relating to occupational health, safety and welfare and incidental purposes.

Public Works Act 1902

This Act governs the laws relating to authorising public works, surveys, investigations for water, roads, rivers and bridges, railways and related matters.

Rates and Charges (Rebates and Deferments) Act 1992

This Act permits administrative authorities to allow rebates on, or the deferral of payment of certain amounts payable by way of rates or charges by pensioners and other eligible persons.

Strata Titles Act 1985

This Act facilitates the subdivision of land and the disposition of titles thereto and incidental purposes.

Planning and Development Act 2005

This Act provides for the planning and development of land for urban, suburban and rural purposes. The general objective of this Act is to promote and develop land to the best possible advantage and to balance the use of all land resources.

Building Act 2011

This Act regulates the construction and modification of buildings.

Valuation of Land Act 1978

An Act to provide for the valuation of land and other purposes.

2.2.2 COUNCIL LOCAL LAWS

Local laws may be adopted by Council to regulate and govern local issues. Council has adopted local laws relating to:

- Refuse Disposal
- Health
- Parking
- Standing Orders for Council Meetings
- Dogs

2.2.3 TOWN PLANNING SCHEME

The Shire of Nannup operates under Town Planning Scheme No 3, which was gazetted on 14 December 2007.

The purpose of the Scheme is to:

- (a) Control land development
- (b) Secure the protection of the environment of the Scheme Area
- (c) Other matters authorised by the Planning and Development Act 2005

3. POLICY FORMULATION - PUBLIC PARTICIPATION

3.1 POLICIES

Council adopts Policies on a variety of issues to act as a guide for Officers of the Shire of Nannup and provide the basis for decision making. All current Policies are contained within the Council's Policy Manual along with a register of authorised delegations made by the Council to assist with the efficient administration of the municipality.

3.2 DELEGATION OF AUTHORITY

The Chief Executive Officer has delegated authority from Council to make decisions on a number of specified administrative and policy matters.

3.3 ANNUAL GENERAL MEETING OF ELECTORS

The Annual General Meeting of Electors is held once in every financial year and includes the presentation of the Annual Report and the Auditor's Report. Residents and Ratepayers are encouraged to attend this meeting as it is an opportunity to ask questions and raise issues with local representatives.

3.4 SUB-COMMITTEES AND CONSULTATIVE GROUPS

Council Committees comprise:

Audit Advisory Committee
Risk Management Advisory Committee
Bush Fire Advisory Committee
Local Emergency Management Advisory Committee
Australia Day Advisory Committee

The Council has appointed Elected Members to the following Working Groups:

Business Initiative Group Nannup
Warren Blackwood Strategic Alliance
Lower Blackwood Vertebrate Pest Management Group
Blackwood Basin Group Management Committee
Lower Blackwood Land Conservation District Committee
Regional Road Group
South West Local Government Emergency Management Alliance
Western Australian Local Government Association South West Zone
Blackwood Biosecurity Group
Quannup Working Party

Development Assessment Panel

3.5 SERVICES

Council provides a range of services to the community in many areas including:

Roads/Footpaths/Cycleways/Kerbing	Street Tree Planting
Street Lighting	Rubbish Collection
Litter Bins	Streetscape
Public Toilets	Youth and Community Services
Public Libraries	Parks and Reserves
Playground Equipment	Community Halls and Centres
Dog Control	Planning and Building Control
Environmental Health Matters	Emergency Response Services
Recreational/Sporting Facilities	Citizenships
Stormwater Drainage	Bush Fire Control
Tourism and Economic Promotion_	Cemeteries

4. DOCUMENTS HELD BY THE ORGANISATION

4.1 DOCUMENTS AVAILABLE FOR INSPECTION BY THE PUBLIC

The Shire of Nannup has a variety of documents available for public inspection or purchase. Annual Reports, Local Laws, Budgets, Minutes, Ratebook and Policies are available for inspection during normal office hours or may be purchased by paying a photocopying fee.

A copy of Council agendas and minutes can be viewed at no charge at the Shire Offices. An electronic (email) copy of Council agendas and minutes can be received at no cost. An annual subscription is available for the supply of hard copy agenda and minutes.

The Nannup Library has available documents relating to Bureau of Statistics, Australia wide telephone directories and a selection of community information brochures.

4.2 DOCUMENTS COVERED BY THE ACT

Documents and information covered by the Freedom of Information Act include various items such as maps, plans, personnel records, client records, building files and correspondence.

All documents received are filed, with files being divided into categories as follows:

- Administration
- Property Assessments
- Associations and Committees
- Building
- Government Departments and Organisations
- Finance
- Fire and Emergency Services
- Health
- Personnel

- Rating
- Recreation

- Reserves
- Roads
- Tenders
- Town Planning
- Tourism
- Welfare and Community Services
- Works and Services

5. ACCESS PROCEDURES AND ARRANGEMENTS

It is the aim of the Council to make information available promptly and at the least possible cost; whenever possible documents will be provided outside the Freedom Of Information process.

If information is not routinely available, the Freedom of Information Act 1992 provides the right to apply for access to documents held by the council and to enable the public to ensure that personal information in documents is accurate, complete, up to date and not misleading.

5.1 APPLICATIONS AND FORMS OF ACCESS

5.1.1 APPLICATIONS

For applications to be accurately and promptly dealt with, requests must ensure sufficient information is supplied to enable the correct document(s) to be identified.

The Shire of Nannup may request proof of identity.

If a person is seeking access to a document or documents on behalf of another person the Shire of Nannup may require authorisation, usually in writing.

Applications will be dealt with as soon as practicable (within 45 days) after it being received.

Applications should be addressed to:

FOI Co-ordinator
Shire of Nannup
PO Box 11
NANNUP WA 6275

or by delivery to the Shire Offices at Adam Street, Nannup between the hours of 8.00am and 4.30pm Monday to Friday.

It should be noted that some documents are for viewing only and some documents cannot be copied, as this would be in breach of the Copyright Act.

5.1.2 FEES AND CHARGES

The following fees and charges were adopted by Council and are to be seen as maximum charges:

- No fee for access applications relating to personal information and amendment of personal information
- Application fee of \$30 for other access applications (non-personal information)
- A fee of \$33 per hour for staff time or pro rata for part of an hour for dealing with an application. (Charges do not apply for searching, identifying and collating the documents).
- A fee of \$30 per hour of staff time or pro rata for part of an hour for supervision by staff when access is given to view documents.
- Photocopying excepting maps will be charged at the rate of 20 cents per A4 copy.
- Duplicating a tape, film or computer information will be charged at the actual cost.
- Delivery, packaging and postage will be charged at the actual cost.

5.1.3 FORMS OF ACCESS

Requests for access to documents can be made by way of inspection, a copy of a document, a computer disk, a transcript of a recorded document or of words recorded in shorthand or encoded form, or a written document in the case of a document where words can be reproduced in written form. Where the Shire is unable to grant access in the form requested, access may be given in a different form.

5.1.4 NOTICE OF DECISION

As soon as possible but in any case within 45 days you will be provided with a notice of decision which will include details such as:

- the date on which the decision was made
- the name and the designation of the officer who made the decision
- if the document is an exempt document the reasons for classifying the matter as exempt or the fact that access is given to an edited document
- information on the right to review and the procedures to be followed to exercise those rights.

5.2 THE REVIEW PROCESS

The Freedom of Information Act provides for a review and appeal process. Applicants may seek an Internal Review if they are dissatisfied with the decision of the Freedom of Information Coordinator. If they are still dissatisfied following the internal review then a review by the Information Commissioner may be requested. If still not satisfied, applicants may appeal to the Supreme Court.

5.2.1 INTERNAL REVIEW

Applicants who are not satisfied with the decision of the FOI Coordinator can apply to the Shire of Nannup for an Internal Review of that decision. Applications for an Internal Review must be lodged at the Shire within 30 days of receipt of notice of the Shire's decision. The Shire will respond within 15 days or any longer period agreed between the applicant and the Shire. The Internal Review will be carried out by the Chief Executive Officer. There is no charge for an internal review.

5.2.2 EXTERNAL REVIEW

Applicants who are still dissatisfied after the Internal Review has been completed may seek a review by the Information Commissioner. This request must be made in writing, giving details of the decision to which the complaint relates. Complaints should be made to the Information Commissioner and addressed as follows:

The Office of the Information Commissioner
Albert Facey House
469 Wellington Street
PERTH WA 6000

Any party to a complaint may appeal to the Supreme Court on any question of law arising out of a decision of the Information Commissioner, except for a decision as to the deferral of access to a document, the charges to be imposed for dealing with an access application and the payment of a deposit on account of charges.

5.3 AMENDMENTS PROCEDURE

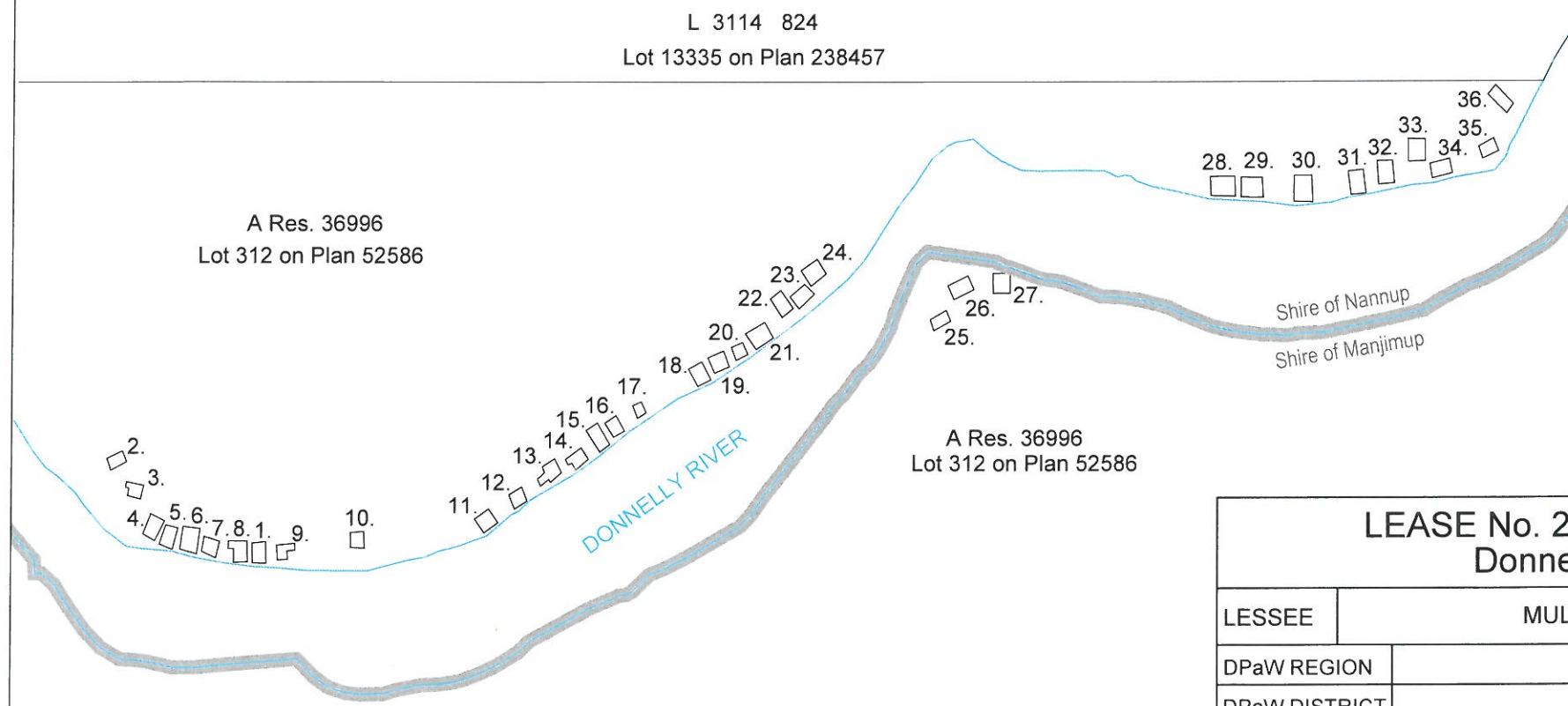
An individual may apply to have a document amended if it contains inaccurate, incomplete, out of date or misleading personal information. An application should be made in writing to the Shire of Nannup and should provide all the information required in the Act (Amendment forms are available from the Shire Offices). Applicants must provide details and, if necessary, documentation in support of their claim that the information they seek to have amended is inaccurate, incomplete, out of date or misleading. Applications must also indicate how they wish the amendment to be made (e.g. alteration, insertion, etc).

Effective From:	23 November 2000
Expires on:	Does not expire
Next Review:	28 November 2019
Adopted by Council:	22 November 2018

TABLE of LOWER DONNELLY RIVER HUT LOCATIONS			
Hut No.	Licence No.	Licensee	Co-ordinates
1.	2351/100	M.Dunnett	379164.994mE 6183574.662mN
2.	2352/100	S.J.Chadwick	379057.257mE 6183644.822mN
3.	2353/100	K.Sparrow & D.Sparrow	379072.326mE 6183618.090mN
4.	2354/100	R.Graham	379086.156mE 6183592.950mN
5.	2355/100	T.R.Smith & H.P.Smith	379099.187mE 6183588.986mN
6.	2356/100	J.J.Timms & J.F.Timms	379112.302mE 6183583.056mN
7.	2357/100	G.Germantse, B.E.Germantse, V.M.Rose & P.W.Rose	379129.190mE 6183579.209mN
8.	2358/100	S.M.Cybula, K.M.Britza, K.M.Britza, M.G.Britza & C.G.Britza	379150.288mE 6183573.414mN
9.	2359/100	D.R.Anderson, C.D.Anderson & K.P.Anderson	379183.902mE 6183574.344mN
10.	2360/100	J.G.Higgins & M.J.Higgins	379237.977mE 6183585.122mN
11.	2361/100	M.Cabassi	379331.436mE 6183594.593mN
12.	2362/100	C.Campbell	379359.046mE 6183615.841mN
13.	2363/100	A.C.Russell & D.M.Russell	379383.873mE 6183635.327mN
14.	2364/100	B.K.Hornby, Y.L.Hornby, B.Y.Kennedy & D.M.Grbavac	379402.097mE 6183644.529mN
15.	2365/100	E.Ipsen	379416.752mE 6183657.505mN
16.	2366/100	N.Hartnett, G.Hartnett, P.Howell & J.Creasy	379429.696mE 6183666.639mN
17.	2367/100	G.Wilson, K.M.Parke & C.A.W.Falco	379448.940mE 6183681.801mN
18.	2368/100	P.Anderson	379492.053mE 6183705.806mN
19.	2369/100	S.Dempster	379509.204mE 6183717.120mN
20.	2370/100	J.Evans	379523.614mE 6183723.438mN
21.	2371/100	D.G.Sivyer & F.J.Wells	379535.032mE 6183732.244mN
22.	2372/100	D.Roney, S.V.Silverthorne, K.M.Silverthorne & M.C.Silverthorne	379555.402mE 6183757.002mN
23.	2373/100	M.R.McLaren	379570.027mE 6183764.401mN
24.	2374/100	J.F.MacAlinden, D.R.Jambanis & N.M.Perera	379577.417mE 6183778.916mN
25.	2375/100	A.Serafini, A.I.Serafini & J.E.Serafini	379666.906mE 6183744.397mN
26.	2376/100	D.F.Serafini, P.K.Serafini, B.D.Serafini & B.L.Serafini	379689.892mE 6183772.085mN
27.	2377/100	E.M.Gray, C.Cray, T.Armstrong, M.Armstrong & D.A.Rice	379718.995mE 6183778.655mN
28.	2378/100	A.J.Ryan	379886.200mE 6183846.566mN
29.	2379/100	M.Faulkner	379908.717mE 6183845.440mN
30.	2380/100	C.W.Russell & B.W.Russell	379944.485mE 6183841.681mN
31.	2381/100	G.J.Jenkins, C.G.Jenkins, K.L.Jenkins & B.G.Jenkins	379981.267mE 6183848.257mN
32.	2382/100	C.M.Prussian-Walmsley	380005.202mE 6183857.932mN
33.	2383/100	L.Robinson	380027.569mE 6183870.421mN
34.	2384/100	A.Murdoch	380047.892mE 6183859.438mN
35.	2385/100	B.Guppy	380081.472mE 6183872.997mN
36.	2386/100	N.H.McQueen, C.H.McQueen, L.F.Durrant, J.R.Power, N.J.Muir, B.D.Muir & E.C.Muir-Ralph	380094.609mE 6183908.782mN
37.	2387/100	A.Jones & M.J.Jones	380645.150mE 6184194.452mN
38.	2388/100	S.Giles & D.Hammer	380667.115mE 6184206.627mN
39.	2389/100	S.Kaart	380680.836mE 6184224.889mN
40.	2390/100	C.D.Hooper, A.Hooper, Y.M.Hooper & E.I.Rawson	380708.456mE 6184245.793mN
41.	2391/100	P.R.Wood & A.E.Wood	380732.020mE 6184238.701mN
42.	2392/100	T.Coram & L.Coram	380733.576mE 6184258.266mN
43.	2393/100	W.E.R.Thompson, S.A.Thompson, D.J.Thompson, J.E.Thompson & A.R.Thompson	380752.248mE 6184280.862mN

Att 12.7.1

L 3114 824
Lot 13335 on Plan 238457



A Res. 36996
Lot 312 on Plan 52586

A Res. 36996
Lot 312 on Plan 52586

LEASE No. 2351/100 to 2393/100 Donnelly River Huts			
LESSEE	MULTIPLE - Refer to Table		
DPaW REGION	WARREN	AREA	N/A
DPaW DISTRICT	DONNELLY	DRAWN	CJLB 24/02/2016
LGA	SHIRE OF MANJIMUP	CHECKED	RB 25-2-16
PLAN REF.	DPaW COG plan: 2029 2 & 3 (HR.44&45)	FILE No.	2012/003605-1
ORTHO PHOTO	N/A	DATUM	GDA94; MGA Zone 50
		LEASE PLAN APPROVAL LESSEE WITNESS LESSOR WITNESS	
		SCALE 1 : 5 000 Department of Parks and Wildlife	

Att 12.7.2

18 September 2018

Our Ref: A1771

Dear Ratepayer,

PROPOSED RATING CLASS CHANGE – DONNELLY RIVER PROPERTIES

As each of you are aware, currently there is a decision outstanding relating to the Shire of Nannup's ability to rate your leases from the State Administrative Tribunal. It is anticipated that this decision should be concluded sometime within November 2018.

In the meantime, Council remains of the opinion that these huts are rateable based on *Section 6.26 of the Local Government Act 1995*. From the initial uptake of rates for these huts, rates were raised under the Unimproved Valuation method based on information given by Landgate and Department of Local Government. After a number of discussions with representatives from the peak group representing all hut owners of the Donnelly River Huts, Council agreed to change the valuation method used from the current Unimproved Valuation to Gross Rental Valuations. However, before this can be changed floor plans are needed for all huts. It is important to point out that unless floor plans are received for all huts then the valuation method must remain as it currently stands. At the time of writing this letter, there remains 18 properties that Council does not have detailed floor plans for. It is also important to remind lessees that the State Administrative Tribunal may decide that the land should remain as Unimproved Land in which case there would be no adjustment from one class of rating to the other.

A meeting was requested in late August between Council officers and Mr. Alan Lush and Mr. Brad Russell to try and reach an agreed position in relation to Council rates for 2018/19. Through the course of this meeting the following agreement has been met:

1. Rates for the 2018/19 financial year that have previously been raised under Unimproved Value will be deferred for the current time.
2. This deferment is based on ensuring that all plans for the outstanding 18 properties be completed and submitted to Council by the **1 November 2018**.

M:\Governance & Compliance\Council\Council Meetings\2018\11 November\Agenda\Proposed Rate Class Change - Donnelly River Properties.docx

3. Plans submitted need to be drawn to scale showing location of the buildings within the leased area. These plans should include all rooms and their dimensions within the hut. These rooms need to be adequately described e.g. bedroom, bathroom, kitchen etc. and plans must also include the additions other than the main building i.e. out buildings and sheds.
4. Mr. Brad Russell, as chairman of the Lower Donnelly River Conservation Association (LDRCA), has agreed to assist Council in the collation of these floor plans.
5. Once all plans have been received Council will follow prescribed steps as per Local Government Guidelines No 2¹. to allow rating valuation changes.
6. A list of all plans currently held by Council is enclosed with this letter. Please use this as a guide in determining if plans are required for your property.
7. Should all plans of outstanding huts and associated buildings not be received at Council office by close of business 1 November 2018, current rating method will recommence with penalty interest implications reinstated.

If you have any queries on this matter please do not hesitate to contact me at your convenience, alternatively you may choose to contact Brad Russell for further clarification on this matter.

Yours sincerely,

TRACIE BISHOP
MANAGER CORPORATE SERVICES

¹ ¹ <https://www.dlgsc.wa.gov.au> Changing Methods of Valuation of land Operating Guideline No. 2



**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018**

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF NANNUP
Information Summary
For the Period Ended 31 October 2018

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

#N/A

Items of Significance

The material variance adopted by the Shire of Nannup for the 2018/19 year is \$30,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	35% -	\$ 898,298	- \$ 1,623,849	- \$ 311,408
Non-operating Grants, Subsidies and Contributions	69% -	\$ 488,000	- \$ 488,000	- \$ 339,116
	47% -	\$ 1,386,298	- \$ 2,111,849	- \$ 650,524
Rates Levied	100%	\$ 1,695,864	\$ 1,695,864	\$ 1,699,855

% Compares current ytd actuals to annual budget

		Prior Year 30 June 2018	Current Year 30 June 2019	Note
Financial Position				
Adjusted Net Current Assets	126%	\$ 2,505,698	\$ 3,162,850	3
Cash and Equivalent - Unrestricted		\$ 2,250,832	\$ 2,017,638	3 & 4
Receivables - Rates	146%	\$ 490,820	\$ 715,077	3 & 6
Receivables - Other	489%	\$ 54,224	\$ 265,262	3 & 6
Payables	5%	\$ 402,731	\$ 21,074	3

% Compares current ytd actuals to prior year actuals at the same time

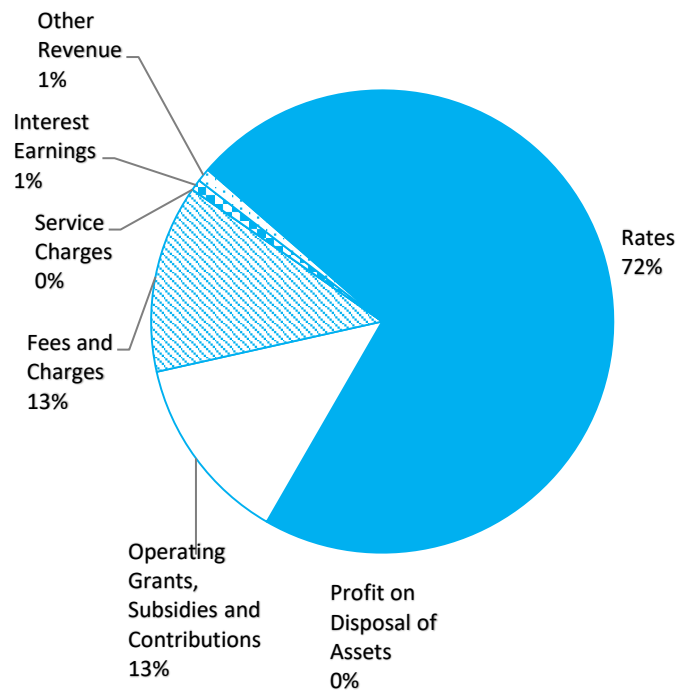
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Preparation

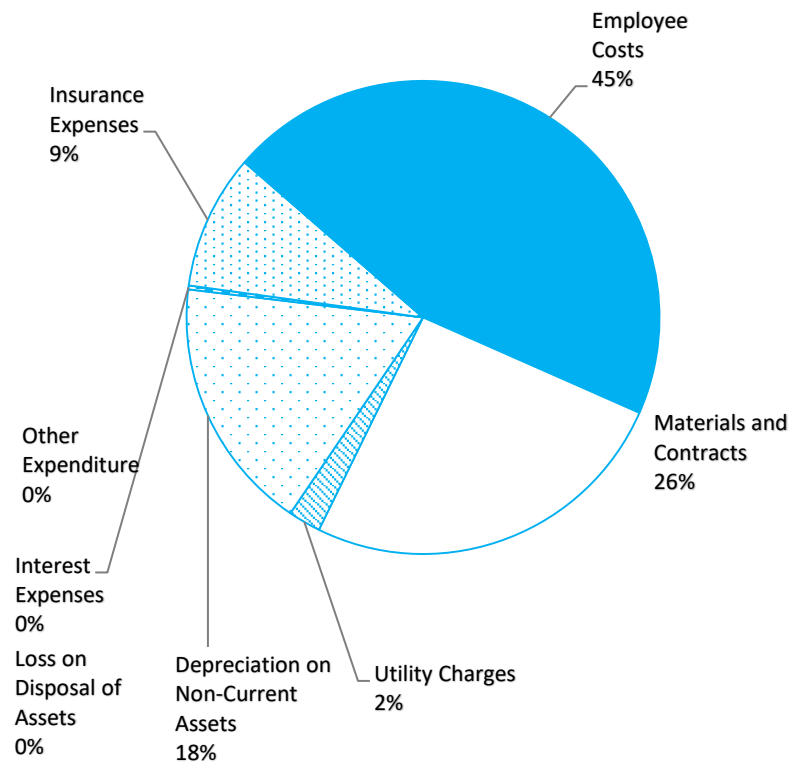
Prepared by: Robin Lorkiewicz
Reviewed by: Tracie Bishop
Date prepared: 16/11/2018

SHIRE OF NANNUP
Information Summary
For the Period Ended 31 October 2018

Operating Revenue



Operating Expenditure



SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 October 2018

			YTD	YTD	Var. \$	Var. %	
	Note	Annual Budget	Budget	Actual	(b)-(a)	(b)-(a)/(a)	Var.
		\$	(a)	(b)	\$	%	
Opening Funding Surplus(Deficit)		865,003	865,003	#NAME?	#NAME?	#NAME?	
Revenue from operating activities							
Governance		0	0	0	0		
General Purpose Funding - Rates	9	1,695,864	1,695,864	1,699,855	(38,520)	(16%)	
General Purpose Funding - Other		701,964	233,988	195,468	(43,757)	(53%)	
Law, Order and Public Safety		245,790	81,930	38,173	(43,757)	(53%)	
Health		12,975	4,325	9,142	4,817	111%	
Education and Welfare		29,819	9,940	32,312	22,373	225%	
Housing		20,800	6,933	3,600	(3,333)	(48%)	
Community Amenities		274,868	91,623	246,366	154,743	169%	
Recreation and Culture		18,436	6,145	4,892	(1,253)	(20%)	
Transport		62,284	20,761	109,337	88,576	427%	
Economic Services		24,730	8,243	21,216	12,973	157%	
Other Property and Services		20,000	6,667	2,581	(4,086)	(61%)	
		3,107,530	2,166,419	2,362,942			
Expenditure from operating activities							
Governance		(929,323)	(309,774)	(240,900)	68,874	22%	
General Purpose Funding		(101,941)	(33,980)	(26,201)	7,779	23%	
Law, Order and Public Safety		(397,283)	(132,428)	(219,145)	(86,717)	(65%)	
Health		(54,951)	(18,317)	(19,495)	(1,178)	(6%)	
Education and Welfare		(117,246)	(39,082)	(34,851)	4,231	11%	
Housing		(24,410)	(8,137)	(7,685)	452	6%	
Community Amenities		(333,478)	(111,159)	(111,746)	(587)	(1%)	
Recreation and Culture		(260,588)	(86,863)	(117,059)	(30,196)	(35%)	
Transport		(1,645,135)	(548,378)	(620,274)	(71,896)	(13%)	
Economic Services		(146,695)	(48,898)	(68,429)	(19,531)	(40%)	
Other Property and Services		(878,303)	(292,768)	38,895	331,663	113%	
		(4,889,353)	(1,629,784)	(1,426,890)			
Financing Costs							
Community Amenities		(9,868)	(3,289)	(3,291)	(2)	0%	
Transport		0	0	0	0		
		(9,868)	(3,289)	(3,291)			
Operating activities excluded from budget							
Add back Depreciation		821,280	273,760	215,027	(58,733)	(21%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	118,126	39,375	0	(39,375)	(100%)	▼
Adjust Provisions and Accruals		0	0	19,520	19,520		
Amount attributable to operating activities		(852,285)	846,481	1,167,307			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	488,000	162,667	339,116	176,450	108%	▲
Proceeds from Disposal of Assets	8	131,818	43,939	16,364	(27,576)	(63%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(150,000)	(50,000)	(68,756)	(18,756)	(38%)	
Infrastructure Assets - Roads	13	(495,036)	(165,012)	(23,713)	141,299	86%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	#N/A	#N/A	#N/A	#N/A	#N/A	↑↓
Plant and Equipment	13	(228,000)	(76,000)	(52,559)	23,441	31%	▲
Furniture and Equipment	13	(18,000)	(6,000)	(4,179)	1,821	30%	▲
Amount attributable to investing activities		#N/A	#N/A	#N/A			↑↓
Financing Activities							
Proceeds from New Debentures		(350,000)	(350,000)	(350,000)	0	0%	
Proceeds from Advances		350,000	350,000	350,000	0	0%	
Self-Supporting Loan Principal		43,386	14,462	5,694	(8,768)	(61%)	
Transfer from Reserves	7	293,500	97,833	0	(97,833)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(43,386)	(14,462)	(5,694)	8,768	61%	▲
Transfer to Reserves	7	(35,000)	(11,667)	(2,699)	8,968	77%	▲
Amount attributable to financing activities		258,500	86,167	(2,699)			
Closing Funding Surplus(Deficit)	3	#N/A	#N/A	#N/A			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 October 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)		865,003	865,003	#NAME?	#NAME?	#NAME?	111
Revenue from operating activities							
Rates	9	1,695,864	1,695,864	1,699,855	3,991	0%	
Operating Grants, Subsidies and Contributions	11	917,438	305,813	311,408	5,595	2%	
Fees and Charges		421,204	140,401	310,950	170,549	121%	▲
Service Charges		0	0	0	0		
Interest Earnings		41,868	13,956	18,406	4,450	32%	
Other Revenue		31,156	10,385	22,328	11,942	115%	
		3,107,529	2,166,419	2,362,945			
Expenditure from operating activities							
Employee Costs		(1,875,166)	(625,055)	(558,371)	66,685	11%	▲
Materials		(1,684,257)	(561,419)	(316,699)	244,720	44%	▲
Contracts		(114,500)	(38,167)	(195,407)	(157,240)	(412%)	▼
Utility Charges		(92,249)	(30,750)	(27,439)	3,310	11%	▲
Depreciation on Non-Current Assets		(821,280)	(273,760)	(215,027)	58,733	21%	▲
Interest Expenses		(9,868)	(3,289)	(3,291)	(2)	(0%)	
Insurance Expenses		(182,575)	(60,858)	(113,949)	(53,091)	(87%)	▼
Other Expenditure		(1,200)	(400)	0	400	100%	▲
		(4,781,094)	(1,593,698)	(1,430,183)			
Operating activities excluded from budget							
Add back Depreciation		821,280	273,760	215,027	(58,733)	(21%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	19,520	19,520		
Amount attributable to operating activities		(852,285)	846,481	1,167,310			
Investing activities							
Grants, Subsidies and Contributions	11	488,000	162,667	339,116	176,450	108%	▲
Proceeds from Disposal of Assets	8	131,818	43,939	16,364	(27,576)	(63%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(150,000)	(50,000)	(68,756)	(18,756)	(38%)	
Infrastructure Assets - Roads	13	(495,036)	(165,012)	(23,713)	141,299	86%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	#N/A	#N/A	#N/A	#N/A	#N/A	111
Plant and Equipment	13	(228,000)	(76,000)	(52,559)	23,441	31%	▲
Furniture and Equipment	13	(18,000)	(6,000)	(4,179)	1,821	30%	▲
Amount attributable to investing activities		#N/A	#N/A	#N/A			
Financing Activities							
Proceeds from New Debentures		(350,000)	(116,667)	(350,000)	(233,333)	200%	
Proceeds from Advances		350,000	116,667	350,000	233,333	200%	▲
Self-Supporting Loan Principal		43,386	14,462	5,694	(8,768)	(61%)	
Transfer from Reserves	7	293,500	97,833	0	(97,833)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(43,386)	(14,462)	(5,694)	8,768	61%	▲
Transfer to Reserves	7	(35,000)	(11,667)	(2,699)	8,968	77%	▲
Amount attributable to financing activities		258,500	86,167	(2,699)			
Closing Funding Surplus (Deficit)	3	#N/A	#N/A	#N/A	#N/A	#N/A	111

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

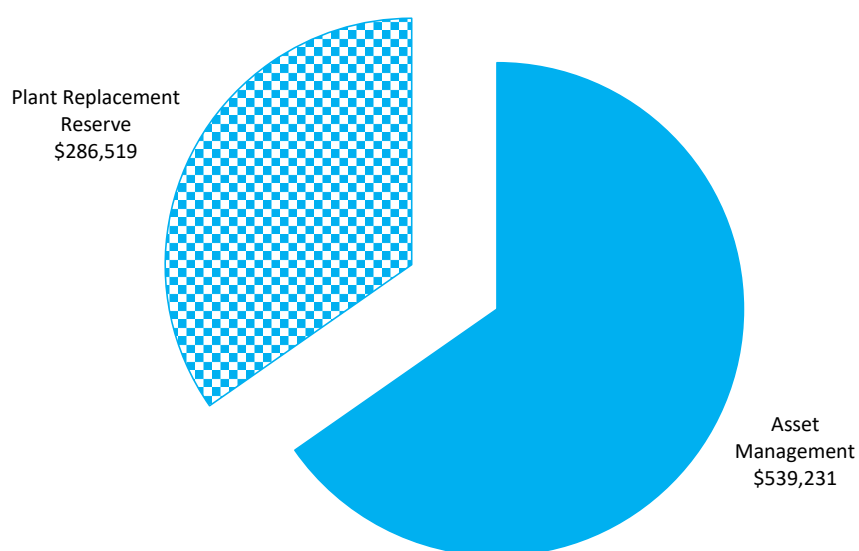
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NANNUP
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 October 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(68,756)	0	0	(150,000)	(68,756)	(68,756)
Infrastructure Assets - Roads	13	(23,713)	0	(495,036)	(495,036)	(23,713)	471,323
Infrastructure Assets - Public Facilities	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Proceeds from Advances		0	0	350,000	350,000	350,000	0
Plant and Equipment	13	(52,559)	0	(228,000)	(228,000)	(52,559)	175,441
Furniture and Equipment	13	(4,179)	0	0	(18,000)	(4,179)	(4,179)
Capital Expenditure Totals		(149,207)	0	(373,036)	(541,036)	200,793	573,829
Capital acquisitions funded by:							
Capital Grants and Contributions				(171,140)	(142,000)	(34,696)	
Borrowings				(350,000)	(350,000)	350,000	
Other (Disposals & C/Fwd)				43,939	131,818	16,364	
Council contribution - Cash Backed Reserves							
Asset Management		0	0	\$539,231	(100,000)	0	(539,231)
Plant Replacement Reserve		0	0	\$286,519	(138,000)	0	(286,519)
Council contribution - operations				(721,586)	57,146	(130,874)	
Capital Funding Total				(373,036)	(541,036)	200,793	

Capital



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development,

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years	Method
Buildings	20 to 100 years	Straight Line
Furniture and Equipment	4 to 20 years	Straight Line
Plant and Equipment	5 to 20 years	Straight Line
Sealed Roads		
formation	not depreciated	
pavement	80 years	Straight Line
seal		
bituminous seals	34 years	Straight Line
asphalt surfaces	43 years	Straight Line
Gravel Roads		
formation	not depreciated	
pavement	80 years	Straight Line
Formed roads		
formation	not depreciated	
pavement	80 years	Straight Line
Footpaths - slab	50 to 60 years	Straight Line
Kerbs	100 years	Straight Line
Parks & Gardens	50 to 75 years	Straight Line
Water Supply Piping and Draing Systems	75 to 130 years	Straight Line
Bridges	90 to 110 years	Straight Line

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated

(i) *Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges,

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management)

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation,

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses,

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

Shire of Nannup operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

To provide services to help ensure a safer community.

Activities:

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH**Objective:**

To provide an operational framework for good community health.

Activities:

Food quality, building sanitation and sewage.

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Operation of pre-school, provision of youth support.

HOUSING**Objective:**

Help ensure adequate housing.

Activities:

Maintenance of staff and rental housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemetery and maintenance of

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of halls, recreation centre and various reserves; operation of library.

TRANSPORT**Objective:**

To provide effective and efficient transport services to the community.

Activities:

Construction and maintenance of streets, roads, bridges; cleaning of streets, depot maintenance.

ECONOMIC SERVICES**Objective:**

To help promote the shire and its economic wellbeing.

Activities:

Assistance to tourism, area promotion, building control, noxious weeds, vermin control.

OTHER PROPERTY AND SERVICES**Objective:**

To accurately allocate plant and labour costs across the various programs of Council.

Activities:

Private works operations, plant repairs and operations costs.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$30,000 or 10% whichever is the greater.

In this period of the financial year, a detailed analysis is not provided. Officers consider material variances an instance of timing, rather than a true variation of budget expenditure and income. Full budget review will occur in February 2019, at which time a full detailed analysis will be provided.

Reporting Program	Var. \$	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$		
	<u>\$0</u>		
Operating Expense			
	<u>\$0.00</u>		
Capital Expenses			
	<u>\$0.00</u>		

Gross Deficit / (Surplus) Expected		2018/19
Revenue	\$	-
Expenditure	\$	-
Capital	\$	-
Projected Deficit / (Surplus)	\$	-

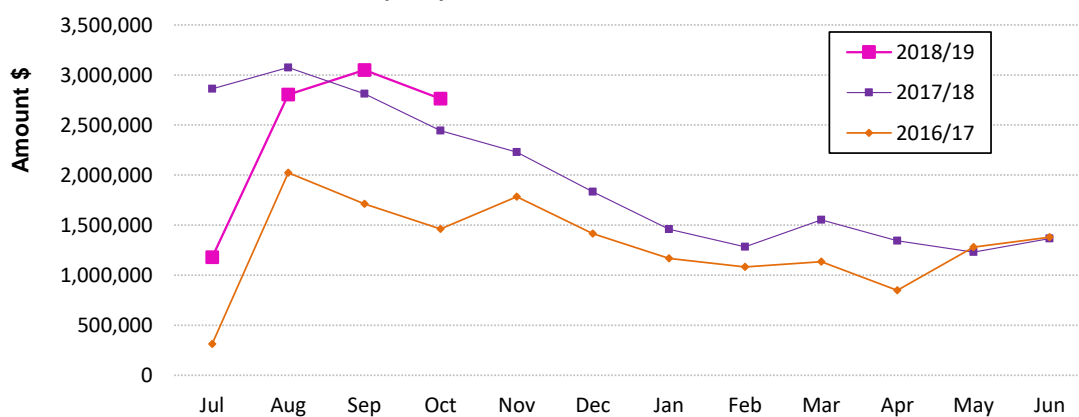
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2018	31 Oct 2017	31 Oct 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,534,384	2,250,832	2,123,180
Cash Restricted - Conditions over Grants	11	(725,551)	0	0
Cash Restricted	4	#NAME?	1,621,063	2,017,638
Receivables - Rates & Rubbish		147,487	490,820	715,077
Receivables - Other	6	171,982	54,224	265,262
Interest / ATO Receivable/ Trust	6	33,247	14,254	386,423
Inventories		6,240	6,240	6,240
		#NAME?	4,437,434	5,513,820
Less: Current Liabilities				
Payables		(402,731)	(0)	(21,074)
Provisions		(364,580)	(388,088)	(345,060)
		(767,311)	(388,088)	(366,134)
Less:				
Cash Reserves	7	#NAME?	(1,621,063)	(2,017,638)
Restricted Assets		(19,324)	(5,052)	(19,324)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(1)	(36,224)	(32,030)
Loans receivable - Clubs/Institutions		(33,844)	(955)	(17,429)
		#NAME?	(1,679,544)	(2,102,672)
Add:				
Cash Backed Long Service Leave		122,864	135,897	117,836
		122,864	135,897	117,836
		#NAME?	2,505,698	3,162,850

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,522,930			1,522,930	CBA	Tiered	At Call
Reserve Bank Account		17,638		17,638	CBA	Tiered	At Call
Trust Bank Account			0	0	CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
(b) Term Deposits							
Municipal	600,000			600,000	CBA	2.71%	14-Feb-19
Reserves		2,000,000		2,000,000	CBA	2.71%	14-Feb-19
Total	2,123,180	2,017,638	0	4,140,818			

Comments/Notes - Investments

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 5: Budget Amendments

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Permanent Changes						0
	Opening surplus adjustment						0
	<u>Capital Expenditure</u>						0
	<u>Transport</u>						0
	<u>Capital Income</u>						0
	<u>General Purpose</u>						0
	<u>Operating Income</u>						0
	<u>Operating Expenditure</u>						0
				0	0	0	0

Classifications Pick List

Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Comments/Notes - Budget Amendments

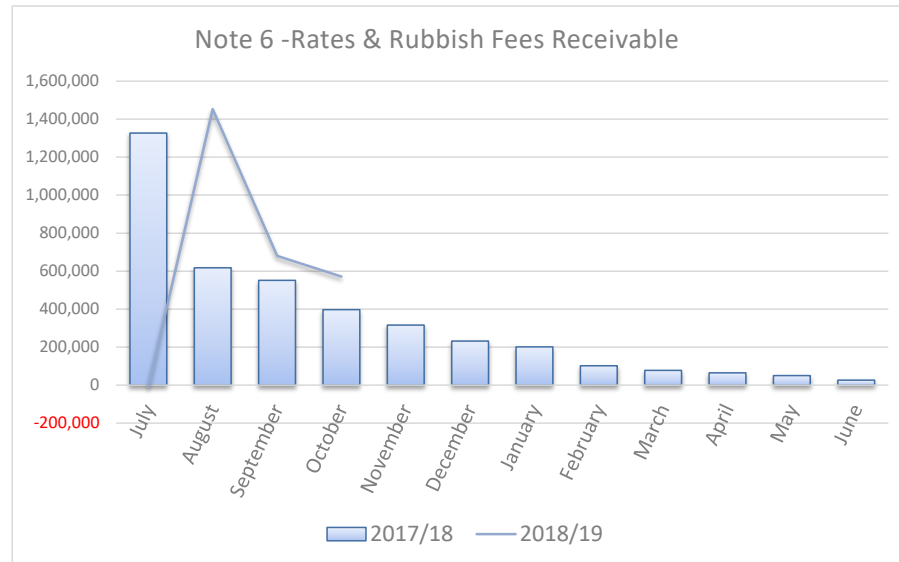
No Budget amendments identified for period ending 31 October 2018.

An in-depth analysis will coincide with the finalisation of the Annual Financial Audit, and at the Budget Review Process in February 2019.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 6: Receivables

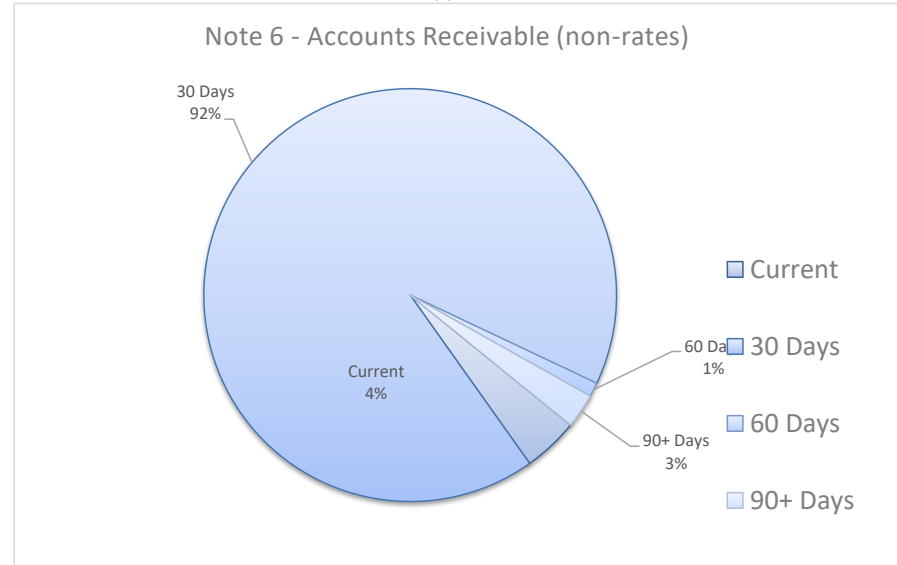
Receivables - Rates Receivable	31 Oct 2018	30 June 2018
	\$	\$
Opening Arrears Previous Years	94,693	68,506
Levied this year	1,699,855	1,591,879
<u>Less</u> Collections to date	(1,128,030)	(1,565,692)
Equals Current Outstanding	666,517	94,693
Net Rates Collectable	666,517	94,693
% Collected	66.36%	94.30%



Comments/Notes - Receivables Rates

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	11,507	243,658	2,967	7,130	265,262
Balance per Trial Balance					
Sundry Debtors					265,262
Receivables - Other					386,423
Total Receivables General Outstanding					651,685
				Error Check	0.00

Amounts shown above include GST (where applicable)

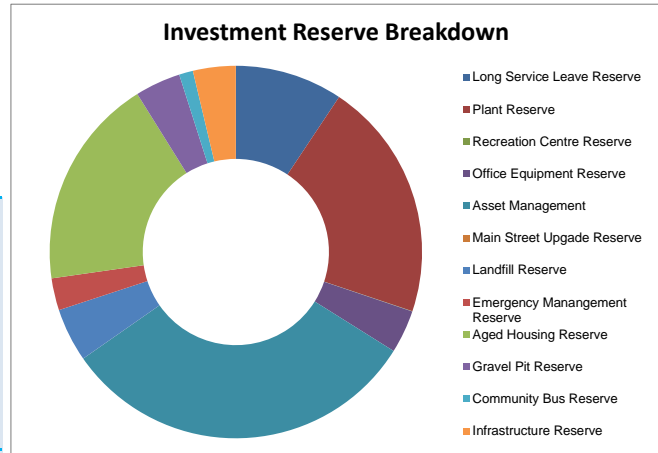


Comments/Notes - Receivables General

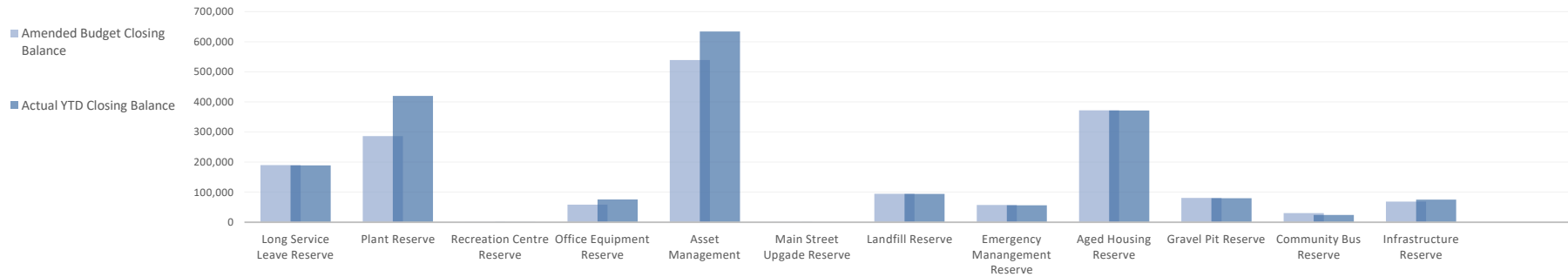
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 7: Cash Backed Reserve

Name	Opening Balance 1/7/2018	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	188,703	1,500	273	0	0	0	0	190,203	188,976
Plant Reserve	419,519	5,000	608	0	0	(138,000)	0	286,519	420,127
Recreation Centre Reserve	545	0	1	0	0	0	0	545	546
Office Equipment Reserve	75,458	1,000	109	0	0	(18,000)	0	58,458	75,568
Asset Management	633,231	6,000	917	0	0	(100,000)	0	539,231	634,149
Main Street Upgrade Reserve	57	500	0	0	0	0	0	557	57
Landfill Reserve	93,746	1,000	136	0	0	0	0	94,746	93,882
Emergency Manangement Reserve	56,234	1,000	81	0	0	0	0	57,234	56,316
Aged Housing Reserve	370,827	1,000	537	0	0	0	0	371,827	371,365
Gravel Pit Reserve	80,000	1,000	0	0	0	0	0	81,000	80,000
Community Bus Reserve	24,376	1,000	35	5,000	0	0	0	30,376	24,411
Infrastructure Reserve	75,000	1,000	0	30,000	0	(37,500)	0	68,500	75,000
	2,017,697	20,000	2,699	35,000	0	(293,500)	0	1,779,197	2,020,396



Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
P170	Hyundai Sonata	15,000	16,364	1,364		131,818	131,818		0
		0	16,364	1,364	0	131,818	131,818	0	0

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	8.6979	418	6,793,736	590,912	3,991	0	594,903	590,912			590,912
UV	0.4534	207	118,337,000	536,540	0	0	536,540	536,540			536,540
UV Pastoral				0	0	0	0		0	0	0
Sub-Totals		625	125,130,736	1,127,452	3,991	0	1,131,443	1,127,452	0	0	1,127,452
Minimum Payment	Minimum										
	\$										
GRV	928.00	320	2,076,672	296,960	0	0	296,960	314,848	0	0	314,848
UV	1,118.00	200	25,824,398	223,600	0	0	223,600	205,712	0	0	205,712
Sub-Totals		520	27,901,070	520,560	0	0	520,560	520,560	0	0	520,560
		1,145	153,031,806	1,648,012	3,991	0	1,652,003	1,648,012	0	0	1,648,012
Concession							0				0
Amount from General Rates							1,652,003				1,648,012
Ex-Gratia Rates							47,852				47,852
Specified Area Rates							0				0
Totals							1,699,855				1,695,864

Comments - Rating Information

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Governance								
Loan 37 NCRC	50,561		5,694	17,429	44,867	30,485	1,570	2,647 *
Loan 39 NMC		350,000		25,957	(5,026)	315,690		8,353
					-	0	-	0
	50,561	350,000	5,694	43,386	39,841	346,175	1,570	11,000

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

New Debenture for Nannup Music Club has been budgeted for, and July did not have any receipts or payments within the reporting month. It is expected that August 2018 will see both a receipt and expense for the capital Self Supporting Loan.

* Per SSL 2018_19

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating (b)	Capital	YTD Budget (a)+(b)	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (c)	Unspent Grant (a)+(b)+(c)
			\$	\$		\$				\$	\$
General Purpose Funding											
Grants Commission - General Equalisation	WALGGC	operating	(434,077)	(393,337)	0	(827,414)	(393,337)		(393,337)	(104,186)	104,186
Grants Commission - Roads	WALGGC	operating	(262,334)	(208,127)	0	(470,461)	(208,127)		(208,127)	(55,555)	55,555
Law, Order and Public Safety											
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	operating - Tied	0	(120,000)	0	(120,000)	(120,000)		(120,000)	(30,000)	30,000
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	operating - Tied	(19,140)	0	0	(19,140)	0		0	0	(19,140)
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Non-operating	0	0	0	0	0		0	(238,250)	238,250
Grant FESA - SES	Dept. of Fire & Emergency Serv.	operating - Tied	0	(12,000)	0	(12,000)	(12,000)		(12,000)	(4,696)	4,696
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(87,550)	0	(87,550)	(87,550)		(87,550)	0	0
Education and Welfare											
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0
Local Drug Action Group	Local Drug Action Group	Non-operating	0	0	0	0	0		0	(4,144)	4,144
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	(5,998)	5,998
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	(12,645)	12,645
Community Development Grants	Dept. Regional Development	Operating	0	(3,000)	0	(3,000)	(3,000)		(3,000)	(136)	136
Department of Local Government, Active Healthy Living	Dept of Local Government	operating - Tied	(10,000)	0	0	(10,000)			0		(10,000)
Kidsport	Dept. Regional Development	operating - Tied	0	(10,000)	0	(10,000)	(10,000)		(10,000)	0	0
Recreation and Culture											
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(50,000)	(50,000)	(50,000)		(50,000)	0	0
Grants - Libraries	Good Things Foundation	Operating	0	0	0	0	0		0	(1,500)	1,500
Grants - Youth Activities	Dept. of Communities	Operating	0	0	0	0	0		0	0	0
Transport											
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(228,000)	(228,000)	(228,000)		(228,000)	(77)	77
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(62,284)	0	(62,284)	(62,284)		(62,284)	(109,337)	109,337
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	(84,000)	84,000
			(725,551)	(898,298)	(488,000)	(2,111,849)	(1,386,298)	0	(1,386,298)	(650,524)	650,524
SUMMARY											
Operating	Operating Grants, Subsidies and Contributions		(696,411)	(756,298)	0	(1,452,709)	(756,298)	0	(756,298)	(276,711)	276,711
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(29,140)	(142,000)	0	(171,140)	(142,000)	0	(142,000)	(34,696)	34,696
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(488,000)	(488,000)	(488,000)	0	(488,000)	(339,116)	339,116
TOTALS			(725,551)	(898,298)	(488,000)	(2,111,849)	(1,386,298)	0	(1,386,298)	(650,524)	650,524

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 12: Trust Fund

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

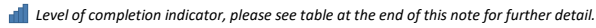














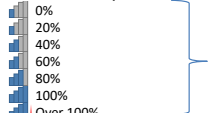
Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	\$	\$	\$	\$
BCITF Levy	0	2,554	462	2,092
BRB Levy	0	3,448	3,181	267
Bonds	44,732	33,200	(200)	77,732
Nomination Deposit	0	0	0	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
	44,732	39,202	3,443	80,029.24

80,029

Error 0.00

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
Buildings								
Recreation And Culture								
 Capital Works Recreation Centre	2574	0	0	0	150,000	0	0	
 Town Hall	2422	9,676	0	9,676	0	0	9,676	
Recreation And Culture Total		9,676	0	9,676	150,000	0	9,676	
 Buildings Total		68,756	0	68,756	150,000	0	68,756	
Furniture & Office Equip.								
Governance								
 Shire Office	0254	4,179	0	4,179	0	0	4,179	
 Shire Offices	0584	0	0	0	18,000	0	0	
Governance Total		4,179	0	4,179	18,000	0	4,179	
 Furniture & Office Equip. Total		4,179	0	4,179	18,000	0	4,179	
Plant , Equip. & Vehicles								
Governance								
 Vehicle purchases - Office Staff	0544	0	0	0	0	0	0	
Governance Total		0	0	0	50,000	50,000	(50,000)	
Transport								
 Purchase Of Plant	3564	52,559	0	52,559	178,000	178,000	(125,441)	
Transport Total		52,559	0	52,559	178,000	178,000	(125,441)	
 Plant , Equip. & Vehicles Total		52,559	0	52,559	228,000	228,000	(175,441)	
Roads (Non Town)								
Transport								
 Local Road Construction	3170	21,313	0	21,313	486,250	486,250	(464,937)	
 Footpath Program	3210	0	0	0	8,786	8,786	(8,786)	
Transport Total		21,313	0	21,313	495,036	495,036	(473,723)	
 Roads (Non Town) Total		21,313	0	21,313	495,036	495,036	(473,723)	
Streetscapes								
Economic Services								
 Mainstreet Upgrade	3264	2,400	0	2,400	0	0	2,400	
Economic Services Total		2,400	0	2,400	0	0	2,400	
 Streetscapes Total		2,400	0	2,400	0	0	2,400	
Capital Expenditure Total		149,207	0	149,207	891,036	723,036	(573,829)	
<div>  <div> <p>Level of Completion Indicators</p> <p>0%</p> <p>20%</p> <p>40%</p> <p>60%</p> <p>80%</p> <p>100%</p> <p>Over 100%</p> </div> <div> <p>Percentage YTD Actual to Annual Budget</p> <p>Expenditure over budget highlighted in red.</p> </div> </div>								
							31/10/2018	

Att 12.8.2

18 September 2018

Our Ref: A1771

Dear Ratepayer,

PROPOSED RATING CLASS CHANGE – DONNELLY RIVER PROPERTIES

As each of you are aware, currently there is a decision outstanding relating to the Shire of Nannup's ability to rate your leases from the State Administrative Tribunal. It is anticipated that this decision should be concluded sometime within November 2018.

In the meantime, Council remains of the opinion that these huts are rateable based on *Section 6.26 of the Local Government Act 1995*. From the initial uptake of rates for these huts, rates were raised under the Unimproved Valuation method based on information given by Landgate and Department of Local Government. After a number of discussions with representatives from the peak group representing all hut owners of the Donnelly River Huts, Council agreed to change the valuation method used from the current Unimproved Valuation to Gross Rental Valuations. However, before this can be changed floor plans are needed for all huts. It is important to point out that unless floor plans are received for all huts then the valuation method must remain as it currently stands. At the time of writing this letter, there remains 18 properties that Council does not have detailed floor plans for. It is also important to remind lessees that the State Administrative Tribunal may decide that the land should remain as Unimproved Land in which case there would be no adjustment from one class of rating to the other.

A meeting was requested in late August between Council officers and Mr. Alan Lush and Mr. Brad Russell to try and reach an agreed position in relation to Council rates for 2018/19. Through the course of this meeting the following agreement has been met:

1. Rates for the 2018/19 financial year that have previously been raised under Unimproved Value will be deferred for the current time.
2. This deferment is based on ensuring that all plans for the outstanding 18 properties be completed and submitted to Council by the **1 November 2018**.

M:\Governance & Compliance\Council\Council Meetings\2018\11 November\Agenda\Proposed Rate Class Change - Donnelly River Properties.docx

3. Plans submitted need to be drawn to scale showing location of the buildings within the leased area. These plans should include all rooms and their dimensions within the hut. These rooms need to be adequately described e.g. bedroom, bathroom, kitchen etc. and plans must also include the additions other than the main building i.e. out buildings and sheds.
4. Mr. Brad Russell, as chairman of the Lower Donnelly River Conservation Association (LDRCA), has agreed to assist Council in the collation of these floor plans.
5. Once all plans have been received Council will follow prescribed steps as per Local Government Guidelines No 2¹. to allow rating valuation changes.
6. A list of all plans currently held by Council is enclosed with this letter. Please use this as a guide in determining if plans are required for your property.
7. Should all plans of outstanding huts and associated buildings not be received at Council office by close of business 1 November 2018, current rating method will recommence with penalty interest implications reinstated.

If you have any queries on this matter please do not hesitate to contact me at your convenience, alternatively you may choose to contact Brad Russell for further clarification on this matter.

Yours sincerely,

TRACIE BISHOP
MANAGER CORPORATE SERVICES

¹ ¹ <https://www.dlgsc.wa.gov.au> Changing Methods of Valuation of land Operating Guideline No. 2



**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018**

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF NANNUP
Information Summary
For the Period Ended 31 October 2018

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

#N/A

Items of Significance

The material variance adopted by the Shire of Nannup for the 2018/19 year is \$30,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	35% -	\$ 898,298	-\$ 1,623,849	-\$ 311,408
Non-operating Grants, Subsidies and Contributions	69% -	\$ 488,000	-\$ 488,000	-\$ 339,116
	47% -	\$ 1,386,298	-\$ 2,111,849	-\$ 650,524
Rates Levied	100%	\$ 1,695,864	\$ 1,695,864	\$ 1,699,855

% Compares current ytd actuals to annual budget

		Prior Year 30 June 2018	Current Year 30 June 2019	Note
Financial Position				
Adjusted Net Current Assets	126%	\$ 2,505,698	\$ 3,162,850	3
Cash and Equivalent - Unrestricted		\$ 2,250,832	\$ 2,017,638	3 & 4
Receivables - Rates	146%	\$ 490,820	\$ 715,077	3 & 6
Receivables - Other	489%	\$ 54,224	\$ 265,262	3 & 6
Payables	5%	\$ 402,731	\$ 21,074	3

% Compares current ytd actuals to prior year actuals at the same time

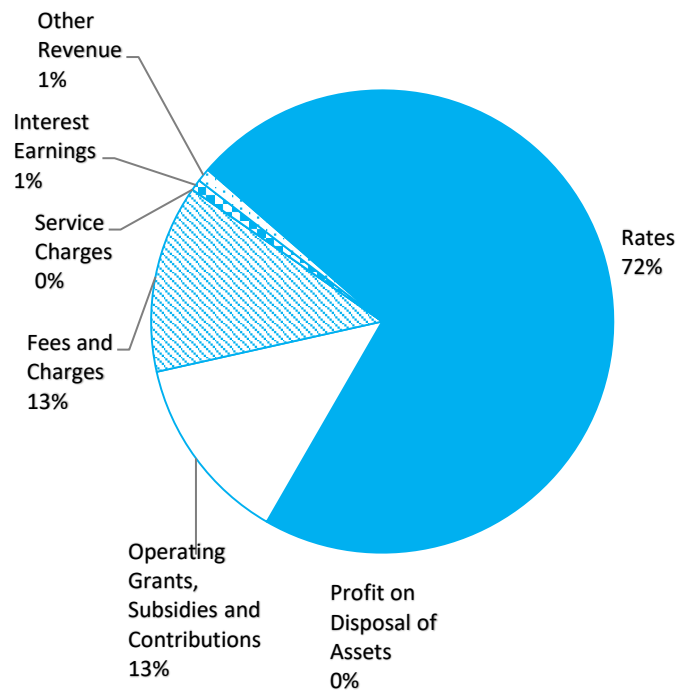
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Preparation

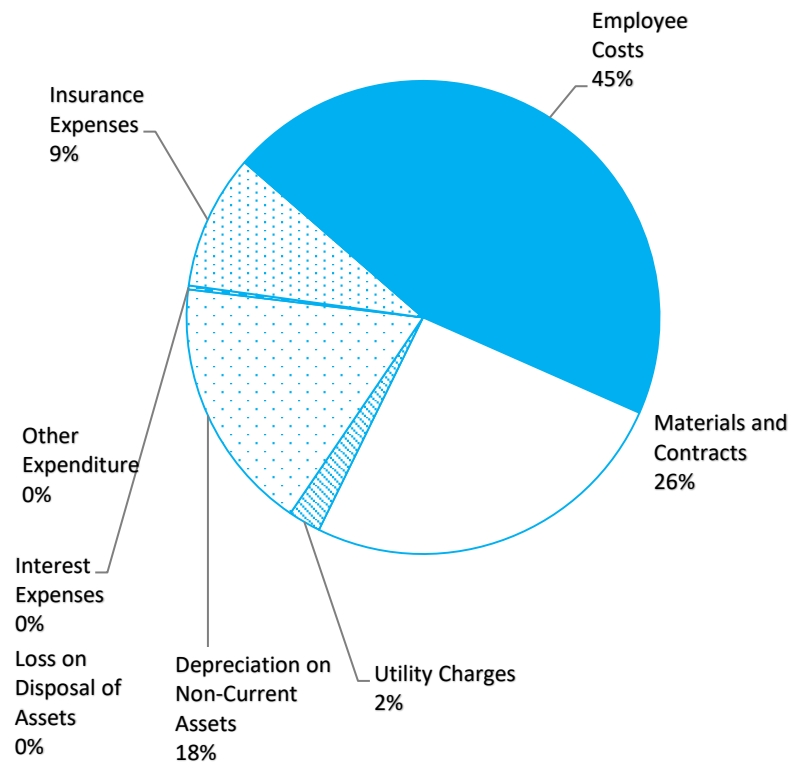
Prepared by: Robin Lorkiewicz
Reviewed by: Tracie Bishop
Date prepared: 16/11/2018

SHIRE OF NANNUP
Information Summary
For the Period Ended 31 October 2018

Operating Revenue



Operating Expenditure



SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 October 2018

			YTD	YTD	Var. \$	Var. %	
	Note	Annual Budget	Budget	Actual	(b)-(a)	(b)-(a)/(a)	Var.
		\$	(a)	(b)	\$	%	
Opening Funding Surplus(Deficit)		865,003	865,003	#NAME?	#NAME?	#NAME?	
Revenue from operating activities							
Governance		0	0	0	0		
General Purpose Funding - Rates	9	1,695,864	1,695,864	1,699,855	(38,520)	(16%)	
General Purpose Funding - Other		701,964	233,988	195,468	(43,757)	(53%)	
Law, Order and Public Safety		245,790	81,930	38,173	(43,757)	(53%)	
Health		12,975	4,325	9,142	4,817	111%	
Education and Welfare		29,819	9,940	32,312	22,373	225%	
Housing		20,800	6,933	3,600	(3,333)	(48%)	
Community Amenities		274,868	91,623	246,366	154,743	169%	
Recreation and Culture		18,436	6,145	4,892	(1,253)	(20%)	
Transport		62,284	20,761	109,337	88,576	427%	
Economic Services		24,730	8,243	21,216	12,973	157%	
Other Property and Services		20,000	6,667	2,581	(4,086)	(61%)	
		3,107,530	2,166,419	2,362,942			
Expenditure from operating activities							
Governance		(929,323)	(309,774)	(240,900)	68,874	22%	
General Purpose Funding		(101,941)	(33,980)	(26,201)	7,779	23%	
Law, Order and Public Safety		(397,283)	(132,428)	(219,145)	(86,717)	(65%)	
Health		(54,951)	(18,317)	(19,495)	(1,178)	(6%)	
Education and Welfare		(117,246)	(39,082)	(34,851)	4,231	11%	
Housing		(24,410)	(8,137)	(7,685)	452	6%	
Community Amenities		(333,478)	(111,159)	(111,746)	(587)	(1%)	
Recreation and Culture		(260,588)	(86,863)	(117,059)	(30,196)	(35%)	
Transport		(1,645,135)	(548,378)	(620,274)	(71,896)	(13%)	
Economic Services		(146,695)	(48,898)	(68,429)	(19,531)	(40%)	
Other Property and Services		(878,303)	(292,768)	38,895	331,663	113%	
		(4,889,353)	(1,629,784)	(1,426,890)			
Financing Costs							
Community Amenities		(9,868)	(3,289)	(3,291)	(2)	0%	
Transport		0	0	0	0		
		(9,868)	(3,289)	(3,291)			
Operating activities excluded from budget							
Add back Depreciation		821,280	273,760	215,027	(58,733)	(21%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	118,126	39,375	0	(39,375)	(100%)	▼
Adjust Provisions and Accruals		0	0	19,520	19,520		
Amount attributable to operating activities		(852,285)	846,481	1,167,307			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	488,000	162,667	339,116	0	176,450	108% ▲
Proceeds from Disposal of Assets	8	131,818	43,939	16,364	(27,576)	(63%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(150,000)	(50,000)	(68,756)	(18,756)	(38%)	
Infrastructure Assets - Roads	13	(495,036)	(165,012)	(23,713)	141,299	86%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	#N/A	#N/A	#N/A	#N/A	#N/A	↑G↑
Plant and Equipment	13	(228,000)	(76,000)	(52,559)	23,441	31%	▲
Furniture and Equipment	13	(18,000)	(6,000)	(4,179)	1,821	30%	▲
Amount attributable to investing activities		#N/A	#N/A	#N/A			↑G↑
Financing Activities							
Proceeds from New Debentures		(350,000)	(350,000)	(350,000)	0	0%	
Proceeds from Advances		350,000	350,000	350,000	0	0%	
Self-Supporting Loan Principal		43,386	14,462	5,694	(8,768)	(61%)	
Transfer from Reserves	7	293,500	97,833	0	(97,833)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(43,386)	(14,462)	(5,694)	8,768	61%	▲
Transfer to Reserves	7	(35,000)	(11,667)	(2,699)	8,968	77%	▲
Amount attributable to financing activities		258,500	86,167	(2,699)			
Closing Funding Surplus(Deficit)	3	#N/A	#N/A	#N/A			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 October 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)		865,003	865,003	#NAME?	#NAME?	#NAME?	111
Revenue from operating activities							
Rates	9	1,695,864	1,695,864	1,699,855	3,991	0%	
Operating Grants, Subsidies and Contributions	11	917,438	305,813	311,408	5,595	2%	
Fees and Charges		421,204	140,401	310,950	170,549	121%	▲
Service Charges		0	0	0	0		
Interest Earnings		41,868	13,956	18,406	4,450	32%	
Other Revenue		31,156	10,385	22,328	11,942	115%	
		3,107,529	2,166,419	2,362,945			
Expenditure from operating activities							
Employee Costs		(1,875,166)	(625,055)	(558,371)	66,685	11%	▲
Materials		(1,684,257)	(561,419)	(316,699)	244,720	44%	▲
Contracts		(114,500)	(38,167)	(195,407)	(157,240)	(412%)	▼
Utility Charges		(92,249)	(30,750)	(27,439)	3,310	11%	▲
Depreciation on Non-Current Assets		(821,280)	(273,760)	(215,027)	58,733	21%	▲
Interest Expenses		(9,868)	(3,289)	(3,291)	(2)	(0%)	
Insurance Expenses		(182,575)	(60,858)	(113,949)	(53,091)	(87%)	▼
Other Expenditure		(1,200)	(400)	0	400	100%	▲
		(4,781,094)	(1,593,698)	(1,430,183)			
Operating activities excluded from budget							
Add back Depreciation		821,280	273,760	215,027	(58,733)	(21%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	19,520	19,520		
Amount attributable to operating activities		(852,285)	846,481	1,167,310			
Investing activities							
Grants, Subsidies and Contributions	11	488,000	162,667	339,116	176,450	108%	▲
Proceeds from Disposal of Assets	8	131,818	43,939	16,364	(27,576)	(63%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(150,000)	(50,000)	(68,756)	(18,756)	(38%)	
Infrastructure Assets - Roads	13	(495,036)	(165,012)	(23,713)	141,299	86%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	#N/A	#N/A	#N/A	#N/A	#N/A	111
Plant and Equipment	13	(228,000)	(76,000)	(52,559)	23,441	31%	▲
Furniture and Equipment	13	(18,000)	(6,000)	(4,179)	1,821	30%	▲
Amount attributable to investing activities		#N/A	#N/A	#N/A			
Financing Activities							
Proceeds from New Debentures		(350,000)	(116,667)	(350,000)	(233,333)	200%	
Proceeds from Advances		350,000	116,667	350,000	233,333	200%	▲
Self-Supporting Loan Principal		43,386	14,462	5,694	(8,768)	(61%)	
Transfer from Reserves	7	293,500	97,833	0	(97,833)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(43,386)	(14,462)	(5,694)	8,768	61%	▲
Transfer to Reserves	7	(35,000)	(11,667)	(2,699)	8,968	77%	▲
Amount attributable to financing activities		258,500	86,167	(2,699)			
Closing Funding Surplus (Deficit)	3	#N/A	#N/A	#N/A	#N/A	#N/A	111

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

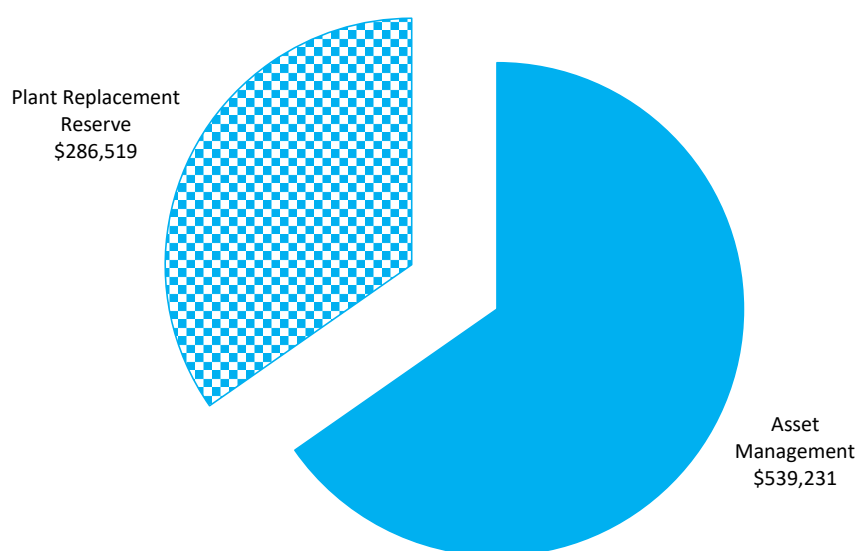
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NANNUP
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 October 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(68,756)	0	0	(150,000)	(68,756)	(68,756)
Infrastructure Assets - Roads	13	(23,713)	0	(495,036)	(495,036)	(23,713)	471,323
Infrastructure Assets - Public Facilities	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Proceeds from Advances		0	0	350,000	350,000	350,000	0
Plant and Equipment	13	(52,559)	0	(228,000)	(228,000)	(52,559)	175,441
Furniture and Equipment	13	(4,179)	0	0	(18,000)	(4,179)	(4,179)
Capital Expenditure Totals		(149,207)	0	(373,036)	(541,036)	200,793	573,829
Capital acquisitions funded by:							
Capital Grants and Contributions				(171,140)	(142,000)	(34,696)	
Borrowings				(350,000)	(350,000)	350,000	
Other (Disposals & C/Fwd)				43,939	131,818	16,364	
Council contribution - Cash Backed Reserves							
Asset Management		0	0	\$539,231	(100,000)	0	(539,231)
Plant Replacement Reserve		0	0	\$286,519	(138,000)	0	(286,519)
Council contribution - operations				(721,586)	57,146	(130,874)	
Capital Funding Total				(373,036)	(541,036)	200,793	

Capital



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development,

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years	Method
Buildings	20 to 100 years	Straight Line
Furniture and Equipment	4 to 20 years	Straight Line
Plant and Equipment	5 to 20 years	Straight Line
Sealed Roads		
formation	not depreciated	
pavement	80 years	Straight Line
seal		
bituminous seals	34 years	Straight Line
asphalt surfaces	43 years	Straight Line
Gravel Roads		
formation	not depreciated	
pavement	80 years	Straight Line
Formed roads		
formation	not depreciated	
pavement	80 years	Straight Line
Footpaths - slab	50 to 60 years	Straight Line
Kerbs	100 years	Straight Line
Parks & Gardens	50 to 75 years	Straight Line
Water Supply Piping and Draing Systems	75 to 130 years	Straight Line
Bridges	90 to 110 years	Straight Line

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated

(i) *Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges,

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management)

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation,

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses,

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

Shire of Nannup operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

To provide services to help ensure a safer community.

Activities:

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH**Objective:**

To provide an operational framework for good community health.

Activities:

Food quality, building sanitation and sewage.

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Operation of pre-school, provision of youth support.

HOUSING**Objective:**

Help ensure adequate housing.

Activities:

Maintenance of staff and rental housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemetery and maintenance of

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of halls, recreation centre and various reserves; operation of library.

TRANSPORT**Objective:**

To provide effective and efficient transport services to the community.

Activities:

Construction and maintenance of streets, roads, bridges; cleaning of streets, depot maintenance.

ECONOMIC SERVICES**Objective:**

To help promote the shire and its economic wellbeing.

Activities:

Assistance to tourism, area promotion, building control, noxious weeds, vermin control.

OTHER PROPERTY AND SERVICES**Objective:**

To accurately allocate plant and labour costs across the various programs of Council.

Activities:

Private works operations, plant repairs and operations costs.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$30,000 or 10% whichever is the greater.

In this period of the financial year, a detailed analysis is not provided. Officers consider material variances an instance of timing, rather than a true variation of budget expenditure and income. Full budget review will occur in February 2019, at which time a full detailed analysis will be provided.

Reporting Program	Var. \$	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$		
	<u>\$0</u>		
Operating Expense			
	<u>\$0.00</u>		
Capital Expenses			
	<u>\$0.00</u>		

Gross Deficit / (Surplus) Expected	2018/19
Revenue	\$ -
Expenditure	\$ -
Capital	\$ -
Projected Deficit / (Surplus)	\$ -

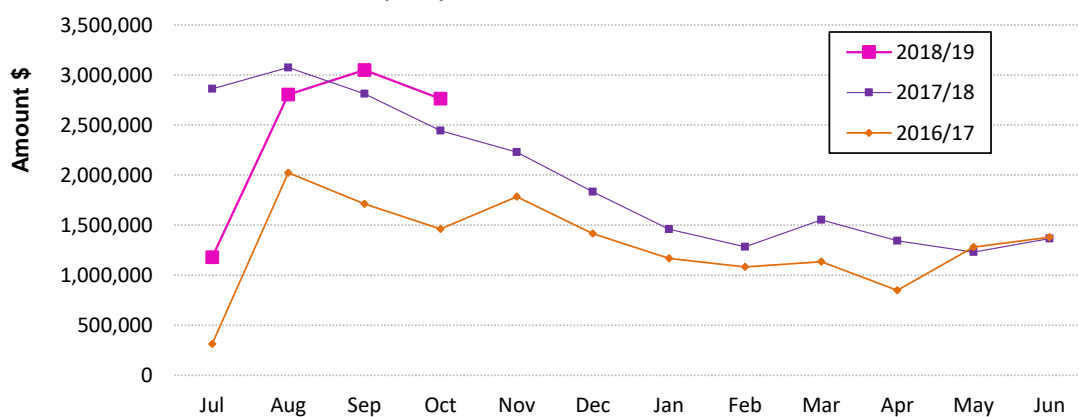
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2018	31 Oct 2017	31 Oct 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,534,384	2,250,832	2,123,180
Cash Restricted - Conditions over Grants	11	(725,551)	0	0
Cash Restricted	4	#NAME?	1,621,063	2,017,638
Receivables - Rates & Rubbish		147,487	490,820	715,077
Receivables - Other	6	171,982	54,224	265,262
Interest / ATO Receivable/ Trust	6	33,247	14,254	386,423
Inventories		6,240	6,240	6,240
		#NAME?	4,437,434	5,513,820
Less: Current Liabilities				
Payables		(402,731)	(0)	(21,074)
Provisions		(364,580)	(388,088)	(345,060)
		(767,311)	(388,088)	(366,134)
Less:				
Cash Reserves	7	#NAME?	(1,621,063)	(2,017,638)
Restricted Assets		(19,324)	(5,052)	(19,324)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(1)	(36,224)	(32,030)
Loans receivable - Clubs/Institutions		(33,844)	(955)	(17,429)
		#NAME?	(1,679,544)	(2,102,672)
Add:				
Cash Backed Long Service Leave		122,864	135,897	117,836
		122,864	135,897	117,836
		#NAME?	2,505,698	3,162,850

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,522,930			1,522,930	CBA	Tiered	At Call
Reserve Bank Account		17,638		17,638	CBA	Tiered	At Call
Trust Bank Account			0	0	CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
(b) Term Deposits							
Municipal	600,000			600,000	CBA	2.71%	14-Feb-19
Reserves		2,000,000		2,000,000	CBA	2.71%	14-Feb-19
Total	2,123,180	2,017,638	0	4,140,818			

Comments/Notes - Investments

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 5: Budget Amendments

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Permanent Changes						0
	Opening surplus adjustment						0
	<u>Capital Expenditure</u>						0
	<u>Transport</u>						0
	<u>Capital Income</u>						0
	<u>General Purpose</u>						0
	<u>Operating Income</u>						0
	<u>Operating Expenditure</u>						0
				0	0	0	0

Classifications Pick List

Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Comments/Notes - Budget Amendments

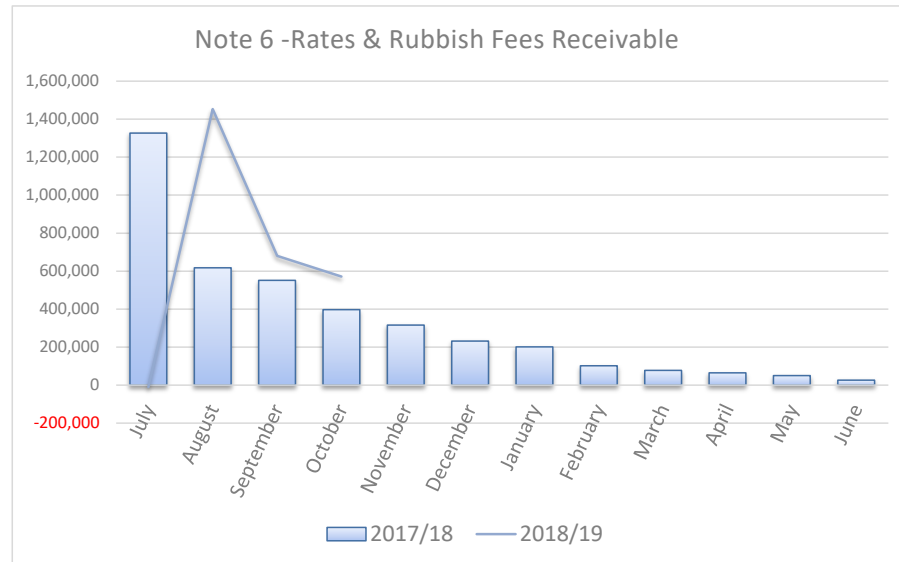
No Budget amendments identified for period ending 31 October 2018.

An in-depth analysis will coincide with the finalisation of the Annual Financial Audit, and at the Budget Review Process in February 2019.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 6: Receivables

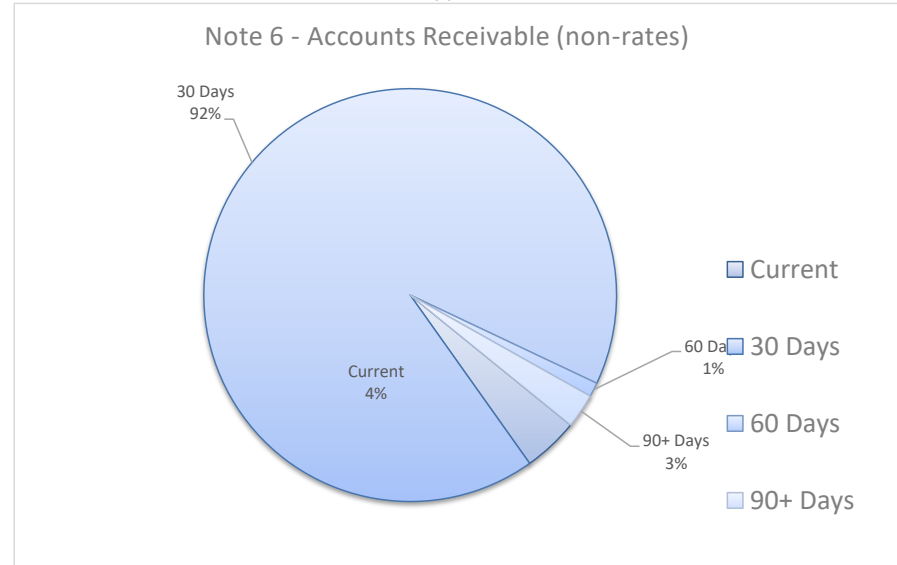
Receivables - Rates Receivable	31 Oct 2018	30 June 2018
	\$	\$
Opening Arrears Previous Years	94,693	68,506
Levied this year	1,699,855	1,591,879
<u>Less</u> Collections to date	(1,128,030)	(1,565,692)
Equals Current Outstanding	666,517	94,693
Net Rates Collectable	666,517	94,693
% Collected	66.36%	94.30%



Comments/Notes - Receivables Rates

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	11,507	243,658	2,967	7,130	265,262
Balance per Trial Balance					
Sundry Debtors					265,262
Receivables - Other					386,423
Total Receivables General Outstanding					651,685
				Error Check	0.00

Amounts shown above include GST (where applicable)

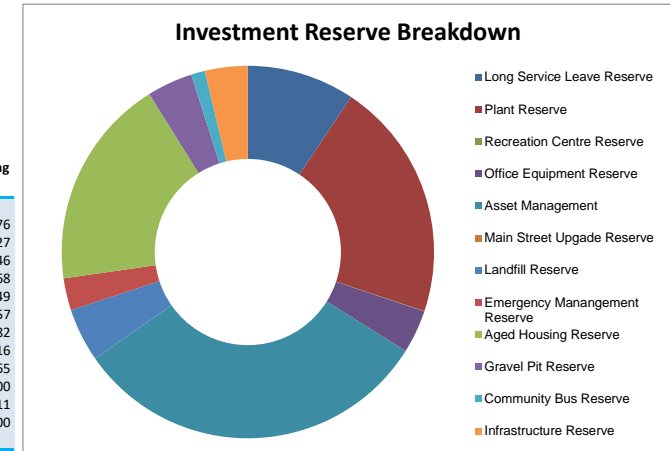


Comments/Notes - Receivables General

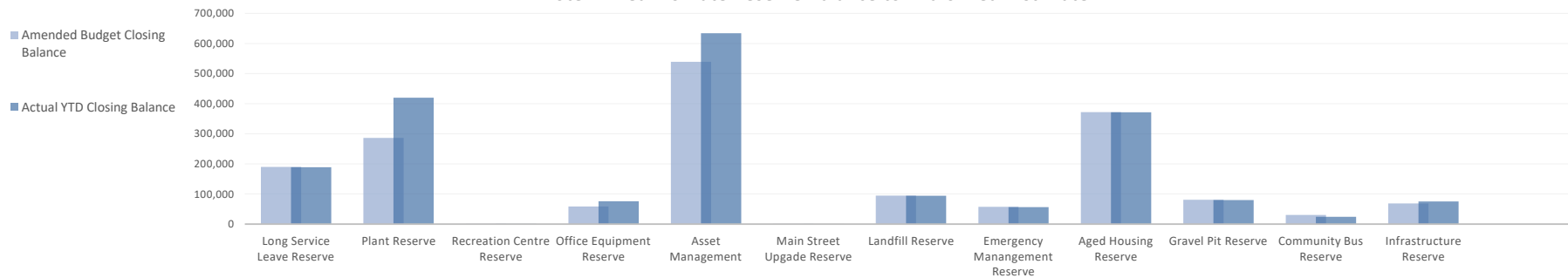
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 7: Cash Backed Reserve

Name	Opening Balance 1/7/2018	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	188,703	1,500	273	0	0	0	0	190,203	188,976
Plant Reserve	419,519	5,000	608	0	0	(138,000)	0	286,519	420,127
Recreation Centre Reserve	545	0	1	0	0	0	0	545	546
Office Equipment Reserve	75,458	1,000	109	0	0	(18,000)	0	58,458	75,568
Asset Management	633,231	6,000	917	0	0	(100,000)	0	539,231	634,149
Main Street Upgrade Reserve	57	500	0	0	0	0	0	557	57
Landfill Reserve	93,746	1,000	136	0	0	0	0	94,746	93,882
Emergency Manangement Reserve	56,234	1,000	81	0	0	0	0	57,234	56,316
Aged Housing Reserve	370,827	1,000	537	0	0	0	0	371,827	371,365
Gravel Pit Reserve	80,000	1,000	0	0	0	0	0	81,000	80,000
Community Bus Reserve	24,376	1,000	35	5,000	0	0	0	30,376	24,411
Infrastructure Reserve	75,000	1,000	0	30,000	0	(37,500)	0	68,500	75,000
	2,017,697	20,000	2,699	35,000	0	(293,500)	0	1,779,197	2,020,396



Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
P170	Hyundai Sonata	15,000	16,364	1,364		131,818	131,818		0
		0	16,364	1,364	0	131,818	131,818	0	0

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	8.6979	418	6,793,736	590,912	3,991	0	594,903	590,912			590,912
UV	0.4534	207	118,337,000	536,540	0	0	536,540	536,540			536,540
UV Pastoral				0	0	0	0		0	0	0
Sub-Totals		625	125,130,736	1,127,452	3,991	0	1,131,443	1,127,452	0	0	1,127,452
Minimum Payment	Minimum										
	\$										
GRV	928.00	320	2,076,672	296,960	0	0	296,960	314,848	0	0	314,848
UV	1,118.00	200	25,824,398	223,600	0	0	223,600	205,712	0	0	205,712
Sub-Totals		520	27,901,070	520,560	0	0	520,560	520,560	0	0	520,560
		1,145	153,031,806	1,648,012	3,991	0	1,652,003	1,648,012	0	0	1,648,012
Concession							0				0
Amount from General Rates							1,652,003				1,648,012
Ex-Gratia Rates							47,852				47,852
Specified Area Rates							0				0
Totals							1,699,855				1,695,864

Comments - Rating Information

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Governance								
Loan 37 NCRC	50,561		5,694	17,429	44,867	30,485	1,570	2,647 *
Loan 39 NMC		350,000		25,957	(5,026)	315,690		8,353
					-	0	-	0
	50,561	350,000	5,694	43,386	39,841	346,175	1,570	11,000

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

New Debenture for Nannup Music Club has been budgeted for, and July did not have any receipts or payments within the reporting month. It is expected that August 2018 will see both a receipt and expense for the capital Self Supporting Loan.

* Per SSL 2018_19

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating (b)	Capital	YTD Budget (a)+(b)	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (c)	Unspent Grant (a)+(b)+(c)
			\$	\$		\$				\$	\$
General Purpose Funding											
Grants Commission - General Equalisation	WALGGC	operating	(434,077)	(393,337)	0	(827,414)	(393,337)		(393,337)	(104,186)	104,186
Grants Commission - Roads	WALGGC	operating	(262,334)	(208,127)	0	(470,461)	(208,127)		(208,127)	(55,555)	55,555
Law, Order and Public Safety											
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	operating - Tied	0	(120,000)	0	(120,000)	(120,000)		(120,000)	(30,000)	30,000
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	operating - Tied	(19,140)	0	0	(19,140)	0		0	0	(19,140)
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Non-operating	0	0	0	0	0		0	(238,250)	238,250
Grant FESA - SES	Dept. of Fire & Emergency Serv.	operating - Tied	0	(12,000)	0	(12,000)	(12,000)		(12,000)	(4,696)	4,696
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(87,550)	0	(87,550)	(87,550)		(87,550)	0	0
Education and Welfare											
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0
Local Drug Action Group	Local Drug Action Group	Non-operating	0	0	0	0	0		0	(4,144)	4,144
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	(5,998)	5,998
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	(12,645)	12,645
Community Development Grants	Dept. Regional Development	Operating	0	(3,000)	0	(3,000)	(3,000)		(3,000)	(136)	136
Department of Local Government, Active Healthy Living	Dept of Local Government	operating - Tied	(10,000)	0	0	(10,000)			0	0	(10,000)
Kidsport	Dept. Regional Development	operating - Tied	0	(10,000)	0	(10,000)	(10,000)		(10,000)	0	0
Recreation and Culture											
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(50,000)	(50,000)	(50,000)		(50,000)	0	0
Grants - Libraries	Good Things Foundation	Operating	0	0	0	0	0		0	(1,500)	1,500
Grants - Youth Activities	Dept. of Communities	Operating	0	0	0	0	0		0	0	0
Transport											
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(228,000)	(228,000)	(228,000)		(228,000)	(77)	77
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(62,284)	0	(62,284)	(62,284)		(62,284)	(109,337)	109,337
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	(84,000)	84,000
			(725,551)	(898,298)	(488,000)	(2,111,849)	(1,386,298)	0	(1,386,298)	(650,524)	650,524
SUMMARY											
Operating	Operating Grants, Subsidies and Contributions		(696,411)	(756,298)	0	(1,452,709)	(756,298)	0	(756,298)	(276,711)	276,711
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(29,140)	(142,000)	0	(171,140)	(142,000)	0	(142,000)	(34,696)	34,696
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(488,000)	(488,000)	(488,000)	0	(488,000)	(339,116)	339,116
TOTALS			(725,551)	(898,298)	(488,000)	(2,111,849)	(1,386,298)	0	(1,386,298)	(650,524)	650,524

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 12: Trust Fund

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

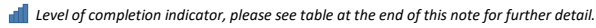














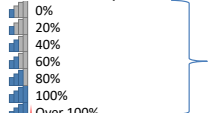
Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	\$	\$	\$	\$
BCITF Levy	0	2,554	462	2,092
BRB Levy	0	3,448	3,181	267
Bonds	44,732	33,200	(200)	77,732
Nomination Deposit	0	0	0	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
	44,732	39,202	3,443	80,029.24

80,029

Error 0.00

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
Buildings								
Recreation And Culture								
 Capital Works Recreation Centre	2574	0	0	0	150,000	0	0	
 Town Hall	2422	9,676	0	9,676	0	0	9,676	
Recreation And Culture Total		9,676	0	9,676	150,000	0	9,676	
 Buildings Total		68,756	0	68,756	150,000	0	68,756	
Furniture & Office Equip.								
Governance								
 Shire Office	0254	4,179	0	4,179	0	0	4,179	
 Shire Offices	0584	0	0	0	18,000	0	0	
Governance Total		4,179	0	4,179	18,000	0	4,179	
 Furniture & Office Equip. Total		4,179	0	4,179	18,000	0	4,179	
Plant , Equip. & Vehicles								
Governance								
 Vehicle purchases - Office Staff	0544	0	0	0	0	0	0	
Governance Total		0	0	0	50,000	50,000	(50,000)	
Transport								
 Purchase Of Plant	3564	52,559	0	52,559	178,000	178,000	(125,441)	
Transport Total		52,559	0	52,559	178,000	178,000	(125,441)	
 Plant , Equip. & Vehicles Total		52,559	0	52,559	228,000	228,000	(175,441)	
Roads (Non Town)								
Transport								
 Local Road Construction	3170	21,313	0	21,313	486,250	486,250	(464,937)	
 Footpath Program	3210	0	0	0	8,786	8,786	(8,786)	
Transport Total		21,313	0	21,313	495,036	495,036	(473,723)	
 Roads (Non Town) Total		21,313	0	21,313	495,036	495,036	(473,723)	
Streetscapes								
Economic Services								
 Mainstreet Upgrade	3264	2,400	0	2,400	0	0	2,400	
Economic Services Total		2,400	0	2,400	0	0	2,400	
 Streetscapes Total		2,400	0	2,400	0	0	2,400	
Capital Expenditure Total		149,207	0	149,207	891,036	723,036	(573,829)	
<div>  <div> <p>Level of Completion Indicators</p> <p>0%</p> <p>20%</p> <p>40%</p> <p>60%</p> <p>80%</p> <p>100%</p> <p>Over 100%</p> </div> <div> <p>Percentage YTD Actual to Annual Budget</p> <p>Expenditure over budget highlighted in red.</p> </div> </div>								
							31/10/2018	

List of Accounts Due & Submitted to Committee				
ACCOUNTS FOR PAYMENT - OCTOBER 2018				
EFT/ Cheque	Date	Name	Invoice Description	Amount
Shire of Nannup Municipal Fund				
EFT11011	04/10/2018	NATURALISTE HYGIENE SERVICES	SANITARY NAPKIN BIN SERVICE CONTRACT	\$ 1,191.97
EFT11012	04/10/2018	BUSSELTON RETRAVISION	LG 55 INCH TELEVISION FOR DARRADUP VBFB	\$ 1,238.00
EFT11013	04/10/2018	NANNUP BRIDGE CAFE	CATERING - GOVERNANCE TRAINING 6 SEPTEMBER	\$ 250.00
EFT11014	04/10/2018	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 891.00
EFT11015	04/10/2018	BUSSELTON MULTI SERVICE	ENGRAVING SERVICES	\$ 66.00
EFT11016	04/10/2018	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER	\$ 2,454.00
EFT11017	04/10/2018	NAS SECURITY	SECURITY MONITORING 12 MONTHS	\$ 573.05
EFT11018	04/10/2018	PICKLE & O	REFRESHMENTS	\$ 13.00
EFT11019	04/10/2018	NANNUP DELI	CATERING - DEPOT STAFF TRAINING	\$ 784.30
EFT11020	04/10/2018	NANNUP MOUNTAIN BIKE CLUB	PUMP TRACK WORKSHOP - RECREATION CENTRE ACTIVATION GRANT FUNDED	\$ 300.00
EFT11021	04/10/2018	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 13.84
EFT11022	04/10/2018	SKATE GIRL	SKATEBOARD WORKSHOP - RECREATION CENTRE ACTIVATION GRANT FUNDED	\$ 600.00
EFT11023	04/10/2018	TREE LIMBS GARDEN MAINTENANCE	GARDEN MAINTENANCE	\$ 80.00
EFT11024	04/10/2018	APPLE PTY LTD	IPAD FOR WASTE SITE	\$ 751.06
EFT11025	04/10/2018	CRAZY COMMUNITIES	PROJECT COORDINATION FOR THE NANNUP ACTIVE LIVING PROGRAM	\$ 2,592.00
EFT11026	04/10/2018	STEVEN TWEEDIE	ELECTED MEMBER REFRESHER TRAINING	\$ 605.00
EFT11027	04/10/2018	LANDGATE	PROPERTY VALUATIONS	\$ 66.50
EFT11028	04/10/2018	NANNUP HARDWARE & AGENCIES	PROTECTIVE CLOTHING, SUNDRY EXPENSES	\$ 5,117.03
EFT11029	04/10/2018	NANNUP HOTEL MOTEL	CATERING COUNCIL MEETING SEPTEMBER	\$ 236.00
EFT11030	04/10/2018	SW PRECISION PRINT	STATIONARY	\$ 335.00
EFT11031	12/10/2018	NANNUP PHARMACY	STAFF AMENITIES	\$ 32.99
EFT11032	12/10/2018	SOUTH WEST ISUZU	MINOR REPAIRS -PARTS	\$ 56.80
EFT11033	12/10/2018	BUSSELTON BEARING SERVICES	MINOR REPAIRS -PARTS	\$ 11.00
EFT11034	12/10/2018	COVS PARTS	OIL AND SMALL PARTS	\$ 1,331.57
EFT11035	12/10/2018	CITY & REGIONAL FUELS	FUEL EXPENSE	\$ 8,695.60
EFT11036	12/10/2018	CLEANAWAY	WASTE COLLECTION FEES	\$ 7,018.98
EFT11037	12/10/2018	CHUBB FIRE & SECURITY	RECREATION CENTRE MARCH	\$ 1,476.39
EFT11038	12/10/2018	FAIRTEL PTY LTD	SES PHONE SERVICE	\$ 206.45
EFT11039	12/10/2018	BRIDGETOWN MEDICAL GROUP	MEDICAL FEES - OUTDOOR STAFF	\$ 152.60
EFT11040	12/10/2018	CARLOTTA BUSH FIRE BRIGADE	FOREST RALLY PAYMENT 2018	\$ 350.00
EFT11041	12/10/2018	DARRADUP VOLUNTEER BUSH FIRE BRIGADE	FOREST RALLY PAYMENT 2018	\$ 350.00
EFT11042	12/10/2018	EAST NANNUP BUSH FIRE BRIGADE	FOREST RALLY PAYMENT 2018	\$ 350.00
EFT11043	12/10/2018	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	PAYMENT OF ESL FUNDS	\$ 29,589.60
EFT11044	12/10/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 187.51
EFT11045	12/10/2018	JASON SIGNMAKERS	SIGNAGE	\$ 1,892.97
EFT11046	12/10/2018	K & C HARPER	TOWN HALL HOT WATER SYSTEM	\$ 845.90
EFT11047	12/10/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LG PRO MEMBERSHIP FEES CEO	\$ 531.00
EFT11048	12/10/2018	NANNUP BROOK BUSH FIRE BRIGADE	WATER CORPORATION PRESCRIBED BURN	\$ 2,350.00
EFT11049	12/10/2018	NORTH NANNUP VOLUNTEER BUSH FIRE BRIGADE	FOREST RALLY PAYMENT 2018	\$ 350.00
EFT11050	12/10/2018	SUGAR MOUNTAIN ELECTRICAL SERVICES	TEST AND TAGGING ELECTRICAL APPLIANCES - DEPOT	\$ 2,933.41
EFT11052	16/10/2018	NANNUP PHARMACY	MEDICAL SUPPLIES - REPLENISH FIRST AID KIT	\$ 4.99
EFT11053	16/10/2018	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 1,155.00
EFT11054	16/10/2018	SOUTH WEST ISUZU	MINOR REPAIRS -PARTS	\$ 379.01
EFT11055	16/10/2018	PICKLE & O	CATERING FOR DEPOT TRAINING COURSE	\$ 794.50
EFT11056	16/10/2018	BJ & FH TOMAS	DARRADUP BFB SHED UPGRADE	\$ 37,500.00
EFT11057	16/10/2018	SCOPE BUSINESS IMAGING	PHOTOCOPIER SERVICE PLAN	\$ 1,601.83
EFT11058	16/10/2018	NANNUP DELI	REFRESHMENTS	\$ 627.50
EFT11059	16/10/2018	IONA BUNTAIN-BARRIE	CASUAL LABOUR	\$ 200.00
EFT11060	16/10/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 252.11
EFT11061	16/10/2018	WAYNE G H JOLLEY	BUILDING SURVEYOR - HOME OFFICE FEES	\$ 503.86
EFT11062	16/10/2018	LGIS PROPERTY	INSURANCE	\$ 29,022.68
EFT11063	16/10/2018	LGISWA	INSURANCE	\$ 21,424.14
EFT11065	16/10/2018	NANNUP NEWSAGENCY	POSTAGE AND STATIONARY	\$ 420.61
EFT11066	16/10/2018	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$ 109.75
EFT11067	16/10/2018	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$ 762.96
EFT11068	16/10/2018	GT BRAKE & CLUTCH REPAIRS	MINOR REPAIRS	\$ 537.67
EFT11069	16/10/2018	ST. JOHN AMBULANCE - NANNUP	ST JOHN MEMBERSHIPS	\$ 383.00
EFT11070	16/10/2018	WORTHY CONTRACTING	NANNUP WASTE MANAGEMENT FACILITY CONTRACT - JUNE, JULY AND AUGUST 2018	\$ 30,249.99
EFT11071	17/10/2018	LGIS LIABILITY	INSURANCE	\$ 3,301.78
EFT11073	24/10/2018	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 759.00
EFT11074	24/10/2018	WASSA'S FORMWORK & CONCRETE	REPAIRS TO FOOTPATH NEAR CARAVAN PARK ON BROCKMAN STREET	\$ 2,282.50
EFT11075	24/10/2018	LEANNE WHITE	TERM 3 RHYME TIME	\$ 300.00
EFT11076	24/10/2018	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 68.72
EFT11077	24/10/2018	CHRISTINE EDWARDS	SCHOOL HOLIDAY PROGRAM	\$ 150.00
EFT11078	24/10/2018	NARELLE ROPER	HALLOWEEN YOUTH ACTIVITIES	\$ 50.00
EFT11079	24/10/2018	BUBBLE VENTURES PTY LTD	FAMILY FUN DAY 2019	\$ 500.01
EFT11080	24/10/2018	SOUTH WEST ORIENTEERING TREKKERS	RE-ESTABLISH NANNUP FORESHORE PERMANENT COURSE	\$ 537.85
EFT11081	24/10/2018	AUSTRALIAN TAXATION OFFICE - BAS	BUSINESS ACTIVITY STATEMENT SEPTEMBER 2018	\$ 33,616.00
EFT11082	24/10/2018	JASON SIGNMAKERS	SIGNAGE	\$ 428.12
EFT11083	24/10/2018	NANNUP HARDWARE & AGENCIES	PROTECTIVE CLOTHING	\$ 599.50
EFT11084	24/10/2018	NANNUP COMMUNITY RESOURCE CENTRE	AD IN TELEGRAPH FOR OCTOBER 2018	\$ 504.90
EFT11085	24/10/2018	THE PAPER COMPANY OF AUSTRALIA PTY LTD	PAPER SUPPLIES	\$ 115.50
EFT11086	24/10/2018	SOUTHWEST TYRE SERVICE	TYRES	\$ 920.00
EFT11087	24/10/2018	IT VISION	PURCHASE ORDER SOFTWARE ADJUSTMENT	\$ 38.50
EFT11088	31/10/2018	B & B STREET SWEEPING PTY LTD	ROAD SWEEPING	\$ 1,573.00
EFT11089	31/10/2018	CIVIC LEGAL	LG LUNCH AND LEARN WORKSHOP - 1ST AUGUST 2018	\$ 231.00
EFT11090	31/10/2018	TYRON SWAIN	HIGH RISK WORK LICENCE REIMBURSEMENT	\$ 50.40
EFT11091	31/10/2018	NORMAN STEER	COUNCILLOR ALLOWANCE	\$ 1,750.00
EFT11092	31/10/2018	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER	\$ 3,388.00
EFT11093	31/10/2018	COVS PARTS	EYEWASH STATION - DEPOT	\$ 1,779.78
EFT11094	31/10/2018	TONY DEAN	COUNCILLOR ALLOWANCE	\$ 612.00
EFT11095	31/10/2018	CITY & REGIONAL FUELS	FUEL EXPENSE	\$ 4,193.38
EFT11096	31/10/2018	OFFICEWORKS	IPAD ACCESSORY	\$ 467.81
EFT11097	31/10/2018	THE BIG ISSUE	SUBSCRIPTION FEES	\$ 155.00
EFT11098	31/10/2018	MARTIN TINNEY	CEMETERY WORKS - WATER RUN-OFF	\$ 220.00
EFT11099	31/10/2018	DOWNER EDI ENGINEERING PTY LTD	DARRADUP BFB SHED UPGRADE - TELSTRA CABLING	\$ 3,233.33
EFT11100	31/10/2018	WEST COAST RADIOLOGY	MEDICAL EXPENSES - OUTDOOR STAFF	\$ 349.85
EFT11101	31/10/2018	BUNNINGS- BUSSELTON	PLANTS	\$ 243.28
EFT11102	31/10/2018	BELL FIRE EQUIPMENT	FIREFIGHTING EQUIPMENT	\$ 786.50
EFT11103	31/10/2018	BUSSELTON HYDRAULIC SERVICES	MINOR REPAIRS - PARTS	\$ 211.72
EFT11104	31/10/2018	BRIDGETOWN MEDICAL GROUP	MEDICAL EXPENSES - OUTDOOR STAFF	\$ 76.30
EFT11105	31/10/2018	COMPUTER WEST	IPAD COVER - WASTE SITE IPAD	\$ 104.95
EFT11106	31/10/2018	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 48.52
EFT11107	31/10/2018	JASON SIGNMAKERS	SIGNAGE	\$ 809.60
EFT11108	31/10/2018	K & C HARPER	PLUMBING EXPENSES - TOILETS AT MARINKO	\$ 321.53
EFT11109	31/10/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ANNUAL CONFERENCE 2018 - 2 DELEGATES	\$ 3,000.00
EFT11110	31/10/2018	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$ 135.96
EFT11111	31/10/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA SEMINAR	\$ 300.00
EFT11112	31/10/2018	WORK CLOBBER	PROTECTIVE CLOTHING	\$ 515.00

Total EFT Payments for period: \$ 271,529.41

List of Accounts Due & Submitted to Committee				
ACCOUNTS FOR PAYMENT - OCTOBER 2018				
EFT/ Cheque	Date	Name	Invoice Description	Amount
20322	04/10/2018	TELSTRA	TELSTRA	\$ 54.78
20323	12/10/2018	CARABOODA LAWN	TURF EXPENSES	\$ 462.00
20324	12/10/2018	BRECKEN HEALTH CARE	PRE-EMPLOYMENT MEDICAL - WASTE SITE ATTENDANT	\$ 353.10
20325	16/10/2018	SHIRE OF NANNUP	FLOAT FOR WASTE MANAGEMENT SITE	\$ 234.75
20326	24/10/2018	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	ST JOHN FIRST AID COURSE X 7 PARTICIPANTS	\$ 1,120.00
Total Cheque Payments for period:				<u>\$ 2,224.63</u>
DD10293.1	10/10/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,016.89
DD10293.2	10/10/2018	LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 601.47
DD10293.3	10/10/2018	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 659.90
DD10293.4	10/10/2018	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 474.78
DD10293.5	10/10/2018	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 338.44
DD10293.6	10/10/2018	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 436.64
DD10293.7	10/10/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 210.87
DD10294.1	24/10/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,004.81
DD10294.2	24/10/2018	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 436.64
DD10294.3	24/10/2018	LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 601.47
DD10294.4	24/10/2018	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 658.30
DD10294.5	24/10/2018	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 474.78
DD10294.6	24/10/2018	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 338.44
DD10294.7	24/10/2018	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 306.74
DD10294.8	24/10/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 210.87
DD10305.1	31/10/2018	CORPORATE CREDIT CARD - SHIRE OF NANNUP	CORPORATE CREDIT CARD OCTOBER 2018	\$ 649.31
DD10305.2	31/10/2018	TELSTRA	TELSTRA OCTOBER 2018	\$ 1,435.21
DD10305.3	31/10/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 OCTOBER 2018	\$ 1,666.06
DD10305.4	31/10/2018	SYNERGY	SYNERGY OCTOBER 2018	\$ 7,607.90
DD10305.5	31/10/2018	SGFLEET	SGFLEET OCTOBER 2018	\$ 2,024.41
DD10305.6	31/10/2018	BOC LIMITED	BOC OCTOBER 2018	\$ 67.83
DD10305.7	31/10/2018	BP AUSTRALIA	BP FUEL OCTOBER 2018	\$ 57.29
DD10305.8	31/10/2018	WATER CORPORATION	WATER CORPORATION OCTOBER 2018	\$ 2,560.17
DD10305.9	31/10/2018	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	CALL ASSOCIATES OCTOBER 2018	\$ 198.06
DD10309.1	29/10/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	NANNUP MUSIC CLUB LOAN 39 OCTOBER 2018	\$ 3,373.17
DD10305.10	31/10/2018	GO GO MEDIA * DIRECT DEBIT*	GO GO MEDIA OCTOBER 2018	\$ 75.90
DD10305.11	31/10/2018	WESTNET	WESTNET OCTOBER 2018	\$ 184.84
DD10305.12	31/10/2018	MAIA FINANCIAL PTY LTD	MAIA FINANCIAL OCTOBER 2018 TO DECEMBER 2018	\$ 2,298.60
DD10305.13	31/10/2018	CALTEX AUSTRALIA	CALTEX OCTOBER 2018	\$ 1,060.37
Total Direct Debit Payments for period:				<u>\$ 45,030.16</u>
Shire of Nannup Trust Fund				
EFT11051	12/10/2018	BUILDING COMMISSION	BSL SEPTEMBER 2018	\$ 1,225.40
22808	16/10/2018	AUDAX AUSTRALIA CYCLING CLUB INC.	REFUND OF BOND	\$ 200.00
Total Trust Payments for period:				<u>\$ 1,425.40</u>
TOTAL MUNICIPAL PAYMENTS FOR PERIOD				\$ 318,784.20
TOTAL TRUST PAYMENTS FOR PERIOD				\$ 1,425.40
TOTAL PAYMENTS FOR PERIOD:				<u>\$ 320,209.60</u>

SHIRE OF NANNUP			
ACCOUNTS FOR PAYMENT - OCTOBER 2018			
Date	Supplier	Description	Amount
30/08/2018	TALL TIMBERS MANJIMUP	BLUEPRINT REVIEW MEETING	\$ 21.40
4/09/2018	MELO VELO	PRESIDENT MEETING	\$ 9.60
10/09/2018	CALTEX GEORUP	NPO FUEL	\$ 65.14
11/09/2018	NANNUP BRIDGE CAFÉ	PRESIDENT MEETING	\$ 26.00
15/09/2018	BP BALDIVIS	NPO FUEL	\$ 56.27
18/09/2018	MELO VELO	PRESIDENT MEETING	\$ 14.40
20/09/2018	CALTEX FORREST HWY PINJARRA	NPO FUEL	\$ 74.04
23/09/2018	BALINGUP LIQOUR	NPO FUEL	\$ 101.07
25/09/2018	NANNUP BRIDGE CAFÉ	PRESIDENT MEETING	\$ 17.00
2/10/2018	MELO VELO	PRESIDENT MEETING	\$ 9.60
3/10/2018	GRAVITY	SCHOOL HOLIDAYS	\$ 175.00
10/10/2018	NANNUP BRIDGE CAFÉ	PRESIDENT MEETING	\$ 26.00
16/10/2018	MELO VELO	PRESIDENT MEETING	\$ 14.40
26/10/2018	WOOLWORTHS CALTEX MANJIMUP	NPO FUEL	\$ 39.39
			\$ 649.31